

**Principles of the ERASMUS+ programme  
at the Warsaw University of Technology in the academic year 2023/2024**

**SHORT-TERM BLENDED MOBILITIES**

From 2022, the Erasmus+ programme allows participation in short-term blended mobility for study, organised by other partner universities, so-called **Blended Mobility (BM)**, as well as **Blended Intensive Programmes (BIP)**

**General Principles**

1. The implementation of mobility for university students and staff under the ERASMUS + Programme Action 1 KA103 is carried out by the **University Educational Programmes Agency (UAPE) within the Centre for International Cooperation (CWM) of WUT (Warsaw University of Technology)**.
2. Information on student mobility for studies under the ERASMUS + programme is published by the Centre for International Cooperation of the WUT on the website [erasmus.pw.edu.pl](http://erasmus.pw.edu.pl) and by individual faculties on their websites and on notice boards.
3. The eligible participants for short-term blended mobility are I and II degree students, doctoral students of the Warsaw University of Technology (participants of the doctoral school) who, according to the rules of the Erasmus+ programme, are III degree students and employees of the university as part of mobility for training purposes. (BIP under STT).
4. The BM course is organised by the partner university and consists of two components: a traditional mobility and a compulsory virtual component.
5. The participant must receive a minimum of 3 ECTS for attending the course (not applicable to employees).
6. Each student is entitled to a so-called "mobility capital" of 12 months per degree programme (I, II or III). This means that each student can go on a particular degree course for study and/or traineeship as well as BM for a total of 12 months.
7. The duration of the course is:
  - traditional mobility to a partner university - 5 to 30 days on site,
  - virtual component - indefinite duration.

**Financing Rules**

8. For participation in BM, the participant can receive funding from the Erasmus+ programme budget. Due to limited financial resources, the participant may receive funding for **5 days** of stay at the partner university.
9. Individuals with a disability certificate and/or students receiving a social grant at PW at the time of recruitment/decision on mobility meet the definition of "persons with fewer opportunities" and receive an increased grant.
10. The amount of funding depends on the length of stay at the partner university:

	Amount of daily grant	Additional amount for a participant meeting the definition of "person with fewer opportunities"
stay at a partner university <b>from 5 to 14 days</b>	79 EUR/day	100 EUR/mobility
stay at a partner university <b>from 15 to 30 days</b>	56 EUR/day	150 EUR/mobility

In addition, participants who meet the definition of "persons with fewer opportunities" will receive a subsidy for travel costs, calculated on the basis of a distance calculator <https://erasmus-plus.ec.europa.eu/resources-and-tools/distance-calculator>

Distance	Lump sum for travel costs in EUR	"Green travel" in EUR
from 100 to 499 km	180 per participant	210 per participant
from 500 to 1999 km	275 per participant	320 per participant
from 2000 to 2999 km	360 per participant	410 per participant
from 3000 to 3999 km	530 per participant	610 per participant

11. Students who declare to travel by low-emission means of transport (train, bus or carpooling) on more than half of the implemented route counting round trip, will receive a one-time supplementary payment of 50 euros. In addition, individual support for living expenses for up to 4 days spent on the trip (total round trip) will be granted. The number of additional travel days granted (one way) depends on the distance separating the headquarters of the WUT and the headquarters of the host university, calculated using the distance calculator found on the European Commission website:

<https://erasmus-plus.ec.europa.eu/resources-and-tools/distance-calculator>

according to the following distribution:

Distance	Number of travel days (one way)
0-1999 km	1
2000 km or more	2

12. **The intention to undertake "green travel" must be declared before the contract is signed**, either by submitting a copy of the tickets or a car-sharing declaration (in the case of sharing a means of transport with someone going to the same place and for the same purpose). **Requests for 'green travel' made after the mobility has been completed will not be considered.**

13. Students who do not receive the standard travel lump sum are entitled to € 50 for meeting the travel conditions defined as 'green travel'.

### **Recruitment Rules and Formalities**

14. The student applies to the partner university for the course independently.

15. Once the student has been informed of their acceptance to the course, they are required to notify the departmental coordinator who nominates the candidate by sending an email to UAPE CWM informing them of the nomination.

16. The applicant shall provide to the Erasmus+ Office (UAPE CWM) the following documents, duly prepared:
- Confirmation of acceptance of the course
  - BIP application form
  - Learning Agreement BIP
  - Form with bank account number (recommended account in EUR currency)
  - WWS application (original signed by the Erasmus+ faculty coordinator and the dean of the faculty)
  - Health, liability and accident insurance for the duration of the stay at the host university.
17. Once the documents are submitted, the Erasmus+ Office staff prepares a financial contract for the co-financing of the participant's stay at the partner university..
18. Upon completion of the course, the participant is required to submit a certificate of the completed course to the Erasmus+ Office and to complete an online participant questionnaire in the Beneficiary Module system (a link will be sent to the email address provided in the documents).

**Contact with UAPE:**

The Office Building, ul. Noakowskiego 18/20, staircase B, sixth floor  
tel. 22 234 74 04, 22 234 51 15, fax 22 629 80 09,

Office hours:

- Monday – Wednesday 10.00-14.00
- Thursday - Friday 8.30-12.30

E-mail:

- Agnieszka Bursztyńska: [agnieszka.bursztynska@pw.edu.pl](mailto:agnieszka.bursztynska@pw.edu.pl) (KA131 project coordinator),
- Joanna Gołębiowska: [joanna.golebiowska@pw.edu.pl](mailto:joanna.golebiowska@pw.edu.pl)
- Piotr Czarnota: [piotr.czarnota@pw.edu.pl](mailto:piotr.czarnota@pw.edu.pl)
- General Mail: [erasmus@pw.edu.pl](mailto:erasmus@pw.edu.pl)

Website: [erasmus.pw.edu.pl](http://erasmus.pw.edu.pl)