

ERASMUS+ SCHOLARSHIP

APPLICATION AND PROCEDURE



JÖNKÖPING UNIVERSITY

About the scholarship

- For physical mobilities (on-campus)
- For min. 60 and max. 360 days each cycle (Bachelor/Master)
- Travel allowances apply
- The scholarship is paid in two instalments (before & after the mobility)

APPLICATION

- The application is submitted in your MOA workflow
- You receive a confirmation mail on successful submission of the application
- The application periods
Autumn semester: **1st of April – 1st of May**
Spring semester: **1st of October – 1st of November**
- Decisions announced
Autumn semester: **15th of May** via e-mail
Spring semester: **15th of November** via e-mail

MANDATORY DOCUMENTATION

To receive the scholarship, you must submit the following documentation. All documentation will be provided by the International Office.

Before the mobility: Grant Agreement

During the mobility: Learning Agreement

After the mobility:

- Certificate of Attendance
- Submit the EU survey (participant report)

OTHER THINGS TO CONSIDER

Extra support and top-ups:

- 50€ for travelling environmentally friendly (read [terms and conditions](#))
- 250€/month for students with special needs and students with children (read [terms and conditions](#))

Participating countries:

- Members of the EU, North Macedonia, Iceland, Liechtenstein, Norway, Turkey and Serbia. Switzerland and the UK are **not** a part of Erasmus+

Optional Language Test:

- The OLS test assists you in improving your language so that you can make the most out of your experience abroad



Find more information on the [Erasmus page](#) on the student web.

For questions, you can contact the International Office by opening a case (choose “outgoing exchange”): <http://exchange.ju.se>

ERASMUS+ SCHOLARSHIP

PROCEDURE BEFORE THE MOBILITY



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Mandatory Documentation

To receive the first payment, you must submit the following documentation. The document will be provided by the International Office once your scholarship is approved.

Before the mobility: Grant Agreement

THE GRANT AGREEMENT

- Once the scholarship has been approved, enter your bank details in your MOA workflow
- Download your Grant Agreement in MOA
- Read through it carefully as it is a binding contract
- Sign your Grant Agreement in your MOA workflow by dragging your signature to your name and saving
- The International Office will review the signature and sign the document too
- Signed by the International Office you can view/download it.

Important to know

Drag & drop the signature so it is above "Signature" on the last page

Your name will show as xxx until you clicked on "save"

The picture will be changed to JU's logo once you clicked on "save"

The QR code won't work until you clicked on "save"

You can view/download your complete Grant Agreement until it has been signed by the International Office after the deadline

Before:



After:



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DIGITAL LEARNING AGREEMENT




JÖNKÖPING UNIVERSITY

Mandatory Documentation

During the mobility: Digital Learning Agreement (DLA)


The DLA is an Agreement on your choice of courses at the Partner University and is to be signed by you, the International Office at JU and your Partner University.

THE DIGITAL LEARNING AGREEMENT

- The basis of the DLA is your course selection in MOA
- Upload your courses there and wait for approval by the Accreditors at JU
- Once you have all courses approved that you need, you transfer them to your DLA in your MOA workflow
- Only approved courses will be displayed in your DLA
- Before you can sign it you must indicate your language level (B2 for Bachelor / C1 for Master) and add your contact person at your Partner University
- After you sign it, it will automatically be sent to the International Office and once it is signed there, it is automatically sent to your Partner University
- You can follow the approval status in your MOA workflow
- You can save a PDF version of the DLA by clicking on the  button in the top right corner of the DLA
- Should your Partner University not sign Learning Agreements digitally, you can use the PDF and send it to your Partner University for signature. Don't forget to upload the signed PDF in your MOA workflow

Important to know

- Changes to your course selection in MOA require a new version of your DLA
- You can add or delete courses during the mobility
- Courses will not disappear in your course overview but added courses are marked with an A and deleted courses marked with a D

6783 (G1F)	PUBLIC SPEAKING (Gruppo 1)	6,00	A
Approved 			
8586 (G1F)	Influencer marketing strategies	6,00	D
Approved 			

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ERASMUS+ SCHOLARSHIP

PROCEDURE AFTER THE MOBILITY



JÖNKÖPING UNIVERSITY

Mandatory Documentation

To receive the second and final payment, you must submit the following documentation. All documentation will be provided by the International Office after your exchange.

After the mobility:

- Certificate of Attendance
- EU survey (participant report)

THE CERTIFICATE OF ATTENDANCE

- Upload your Certificate of Attendance (CoA) in MOA
- The CoA must state the first and last date of your physical participation in education on campus at the partner university. Not the end of semester date, re-examination date or online educational activities (exams/assignments) participated in outside the partner university's city
- This document needs to be signed by your host university not earlier than 5 days before departure

THE EU SURVEY (PARTICIPANT REPORT)

- The survey from the EU commission will be sent to your JU mail (check even junk mail)
- It will be sent to you on your final date of stay (check your Grant Agreement for the end date)

GREEN TRAVEL

- If you indicated Green Travel (50€ top-up) in your application, you need to confirm this in your MOA workflow
- Upload your travel receipts/tickets in MOA
- You can also apply for Green Travel after your exchange if you have not done it on your application

Deadline to submit all documentation
(Learning Agreement, Certificate of Attendance, EU survey)

Autumn semester: 28th of February

Spring semester: 15th of August



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