**Grant agreement for Erasmus+ studies within Programme Countries**

**Academic Year: 2020 / 2021**

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| **European-University Viadrina** (Erasmus-Code: D FRANKFU08)  Große Scharrnstraße 59  15230 Frankfurt (Oder)  Germany  **Name of the Host university (Name):** …………………………………………………………………… |

Called in the following the „**institution**“, represented for the purposes of signature of this agreement by Torsten Glase/ Aleksandra Klecha and Nicole Klück/ Christin Reise, study abroad coordinators and

Bank account where the financial support should be paid:

Bank account holder: ……………………………………………………………….

Bank name: ………………………………………………………………………….

BC-/BIC-/SWIFT-number: ………………………………………………………….

Account/IBAN number: …………………………………………………………….

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| **Students full name: …………………………………………………………….………**  Date of birth: ……………. Sex: …………. Nationality: …………………….  Address: ………………………………………………………………………………………………………...…  ………………………………………………………………………………………………………………………  Phone: ……………………… E-Mail (not Viadrina): ……………………………………………………..  Study cycle [BA/MA/PhD/state exam]: ……………………………..  Subject area [degree in sending institution] ………………………………………………………………...  Code [ISCED-Code – see partner university list]: ……………………………………..  Number of completed higher education study year (as now, e.g. 3 semester = 1 year): ……………………  Student with[[1]](#footnote-1): ☒ a financial support from Erasmus+ EU funds  🞏 a zero-grant support  🞏 a financial support from Erasmus+ EU funds combined with zero-grant support.  The financial support includes (if applicable): ☐ special needs support (from 50% degree of disability)  ☐ financial support to students with disadvantaged background  ☐ parents with child/children;  ☐ Minor disability according to German national definition  (from 30% degree of disability) |

Called hereafter **“the participant”**, of the other part,

have agreed to the Special Conditions and Annexes below which form an integral part of this agreement ("the agreement"):

Annex I Learning Agreement for studies

Annex II General Conditions

Annex III Erasmus Student Charta

Annex IV Letter of Confirmation of Host Institution (Confirmation of Arrival/ Departure)

The terms set out in the Special Conditions shall take precedence over those set out in the annexes.

**SPECIAL CONDITIONS**

**ARTICLE 1 – SUBJECT MATTER OF THE AGREEMENT**

1.1 European University Viadrina shall provide support to the participant for undertaking a mobility activity for studies under the Erasmus+ Programme.

1.2 The participant accepts the support specified in article 3 and undertakes to carry out the mobility activity for studies as described in Annex I.

1.3 Amendments to the agreement, including to the start and end dates, shall be requested and agreed by both parties through a formal notification by letter or by electronic message.

**ARTICLE 2 – ENTRY INTO FORCE AND DURATION OF MOBILITY**

2.1 The agreement shall enter into force on the date when the last of the two parties signs.

2.2 The mobility period[[2]](#footnote-2)  shall start on \_ \_ / \_ \_ / \_ \_ \_ \_ and end on \_ \_ / \_ \_ / \_ \_ \_ \_. The start date of the mobility period shall be the first day that the participant needs to be present at the receiving institution. The end date of the period abroad shall be the last day the participant needs to be present at the receiving institution.[[3]](#footnote-3)

2.3 The participant shall receive a financial support from Erasmus+ EU funds for ….…months and ..…… additional days (at least three months, 1 month = 30 days) – the support is calculated corresponding to a country group specific daily rate.

2.4 The total duration of the mobility period shall not exceed 12 months, including any zero grant period.

2.5 Demands to the institution to extend the period of stay should be introduced at least one month before the end of the originally planned mobility period.

2.6 The Transcript of Records (or statement attached to these documents e.g. „Letter of Confirmation of Host Institution – Confirmation of Arrival/ Departure“) shall provide the confirmed start and end dates of duration of the mobility period.

**ARTICLE 3 – FINANCIAL SUPPORT**

3.1 The financial support for the mobility period is .……. EUR, corresponding to ..…. EUR per month and .…. EUR per extra days.

3.2 The amount for the mobility period shall be determined by multiplying the number of months of the mobility specified in article 2.3 with the rate applicable per month for the receiving country concerned. In the case of incomplete months, the financial support is calculated by multiplying the number of days in the incomplete month with 1/30 of the unit cost per month.

3.3 The reimbursement of costs incurred in connection with special needs, when applicable, shall be based on the supporting documents provided by the participant.

3.4 The financial support may not be used to cover similar costs already funded by EU funds.

3.5 Notwithstanding article 3.4, the grant is compatible with any other source of funding including revenue that the participant could receive working beyond its studies as long as he/she carries out the activities foreseen in Annex I.

3.6 The financial support or part thereof shall be repaid if the participant does not comply with the terms of the agreement. If the participant terminates the agreement before it ends, he/she shall have to refund the amount of the grant already paid, except if agreed differently with the sending institution. However, when the participant has been prevented from completing his/her mobility activities as described in Annex I due to force majeure, he/she shall be entitled to receive at least the amount of the grant corresponding to the actual duration of the mobility period. Any remaining funds shall have to be refunded, except if agreed differently with the sending institution. Such cases shall be reported by the sending institution and accepted by the National Agency.

**ARTICLE 4 – PAYMENT ARRANGEMENTS**

4.1 A pre-financing payment shall be made to the participant no later than 30 calendar days after the signature of the agreement by both parties and no later than the start date of the mobility period or upon receipt of confirmation of arrival by the beneficiary representing between 70% and 100% of the amount specified in Article 3 per semester. In case the participant did not provide the supporting documents in time, according to the sending institution's timeline, a later payment of the pre-financing can be exceptionally accepted.

4.2 If the payment under article 4.1 is lower than 100% of the financial support, the submission of the online EU survey shall be considered as the participant's request for payment of the balance of the financial support. The institution shall have 45 calendar days to make the balance payment or to issue a recovery order in case a reimbursement is due.

**ARTICLE 5 – INSURANCE**

* 1. The participant shall have adequate insurance coverage.
  2. Acknowledgement that health insurance coverage has been organized shall be included in this agreement. Usually basic coverage is provided by the national health insurance of the participant as well during his/her stay in another EU country through the European Health Insurance Card. However, the coverage of the European Health Insurance Card or private insurance may not be sufficient, especially in case of repatriation and specific medical intervention. In that case, a complementary private insurance might be useful. The participant assures with her/his signature that she/he is aware of this health insurance aspects. In necessary, please to take out an additional travel and accident insurance.[[4]](#footnote-4)

**ARTIKEL 6 – ONLINE LINGUISTIC SUPPORT (OLS)**

6.1 The participant must carry out the OLS language assessment before the mobility period. The completion of the online assessment before departure is a pre-requisite for the mobility, except in duly justified cases.

6.2 Only applicable to participants following an OLS language course: The participant shall follow the OLS language course, starting as soon as they receive access and making the most out of the service. The participant shall immediately inform the institution if he/she is unable to carry out the course, before accessing it..

**ARTICLE 7 – EU-SURVEY**

7.1 The participant shall complete and submit the online EU Survey after the mobility abroad within 30 calendar days upon receipt of the invitation to complete it. The participant can make changes in the EU online survey within 70 days after the end of the mobility period. Participants who fail to complete and submit the online EU Survey may be required by their institution to partially or fully reimburse the financial support received.

7.2 A complementary online survey may be sent to the participant allowing for full reporting on recognition issues.

**ARTICLE 8 – LAW APPLICABLE AND COMPETENT COURT**

8.1 The Agreement is governed by German law.

8.2 The competent court determined in accordance with the applicable national law shall have sole jurisdiction to hear any dispute between the institution and the participant concerning the interpretation, application or validity of this Agreement, if such dispute cannot be settled amicably.

**SIGNATURES**

The participant The Institution

Place : Date : Place: Frankfurt (Oder) Date:

1. This can change depending on the confirmed period of stay by the host institution. [↑](#footnote-ref-1)
2. This date may change depending on the date confirmed by the host institution. [↑](#footnote-ref-2)
3. If the participant is attending a preparatory language course as a relevant part of the mobility period abroad, the dates may be included in the mobility period. Please provide a confirmation on the duration of the preparatory language course. [↑](#footnote-ref-3)
4. The participants can take out a combined health, personal liability and accident insurance from the DAAD-insurance office: https://www.daad.de/versicherung/allgemein/bedingungen/de/14380-daad-versicherung-zielland-ausland/. [↑](#footnote-ref-4)