

CLASS: 605-03/26-03/08

File No.: 103-04-26-02

Šibenik, 7. September 2026

Based on the Decisions (CLASS: 605-03/26-03/08, File No.: 103-04-26-01), the Dean of the Šibenik University of Applied Sciences, Dr. Ljubo Runjić, hereby publishes the following:

CALL FOR APPLICATIONS:

for the award of financial support for student, taching staff and non-teaching staff mobility from Ukraine, Azerbaijan, Georgia and Bosnia and Herzegovina in the academic year 2026/2027 within the Erasmus+ Programme, Key Action 1, and projects: 2024-1-HR01-KA171-HED-000203038 and 2026-1-HR01-KA171-HED-000409091.

GENERAL PROVISIONS

The Šibenik University of Applied Sciences (hereinafter: the University) publishes a call for individual student and staff mobility from Ukrainian, Azerbaijan, Georgian and Bosnia and Herzegovinian partner universities.

In February 2021, the Šibenik University of Applied Sciences was granted the Erasmus Charter for Higher Education, enabling participation in the Erasmus+ Programme for the period 2021–2027. The University participates in the Erasmus+ Programme based on the awarded Charter and its Erasmus ID code HR SIBENIK01.

This Call is valid for the use of remaining funds from projects 2024-1-HR01-KA171-HED-000203038 i 2026-1-HR01-KA171-HED-000409091. The valid period for mobility implementation is from September 7th 2026 until 31 July 2028, or until all available mobility funds are fully spent.

Gendered terms used in this Call are applied neutrally and refer equally to all genders.

Detailed information on the Erasmus+ Programme can be found on the website of the Agency for Mobility and EU Programmes (www.mobilnost.hr) or in the Erasmus+ section of the University's website (<https://www.vus.hr/erasmus>).

Mobility activities funded by this call

Mobility of students	Staff mobility
A study stay within a regular undergraduate or graduate study programme at the Šibenik University of Applied Sciences, including the preparation of the final thesis.	Teaching activity (STA) supporting teaching staff to teach at Šibenik University of Applied Sciences in a specific academic discipline. Training activity (STT) supporting teaching and non-teaching staff in the form of courses/workshops, job shadowing or training events at Šibenik University of Applied Sciences (excluding conferences).

FORMAL ELIGIBILITY CRITERIA

This call for applications for incoming mobility to the Šibenik University of Applied Sciences is open to:

- 1) students of all study levels who are citizens of Ukraine, Azerbaijan, Georgia or Bosnia and Herzegovina, and who are currently enrolled at universities in these countries that have an inter-institutional agreement with the Šibenik University of Applied Sciences, may apply to spend part of their studies at the Šibenik University of Applied Sciences.
- 2) teaching and non-teaching staff who are citizens of Ukraine, Azerbaijan, Georgia or Bosnia and Herzegovina, and are employed at universities with inter-institutional agreement with Šibenik University of Applied Sciences. Teaching and non-teaching staff members must be employed by the sending HEI throughout the whole process of application and realisation of mobility. Within this Call, applicants can submit one application for one mobility activity.

MOBILITY PERIOD AND DURATION

Mobility of students	Staff mobility
2–12 months of physical mobility.	2 to 7 days of physical mobility.

Duration of mobility depends on the availability of funds and the mobility programme.

Physical mobility may be interrupted; interruption periods do not count towards total duration.

Travel days are not counted as mobility days.

LOCATION OF MOBILITY

Mobility will be carried out at the Šibenik University of Applied Sciences.

SELECTION CRITERIA

The Šibenik University of Applied Sciences will award financial support to formally eligible applications (containing a duly completed application and documents listed in the application procedure) on a first-come, first-served basis, until the exhaustion of available funds. In case the inter-institutional agreement between universities is not in place, it must be signed before the start of mobility.

APPLICATION DEADLINE

Mobility of students	Staff mobility
Autumn Term: April 1st - June 1st and Spring Term: September 20th- November 20th, until the exhaustion of available funds.	Open deadline, until the exhaustion of available funds.

APPLICATION PROCEDURE

To support Erasmus Without Paper and environmentally friendly practices, applications are submitted electronically via the online form and by sending documents to erasmus@vus.hr. The number of grants depends on the number of applicants, mobility duration and available funds. Mobilities may begin no earlier than two months after the application month.

REQUIRED DOCUMENTATION

Mandatory documentation:

- Online application form
- Documentation required by e-mail sent to: erasmus@vus.hr

Mobility of students	Staff mobility
Learning Agreement	Mobility Agreement for Training or Mobility Agreement for Teaching

PUBLICATION OF RESULTS

Results and decisions will be published monthly on the University's website and intranet, usually by the 20th of the month.

By applying, candidates consent to the publication of their names.

OBLIGATIONS BEFORE MOBILITY

- 1) **Concluding the Learning Agreement** (student mobility) **or Mobility Agreement** (staff mobility).
- 2) **Submission of the application to the Call.**
- 3) **Invitation letter** – the Erasmus coordinator will send invitation letter to applicants approved by Šibenik University of Applied Sciences.
- 4) **Language preparation**

The applicant must have a sufficient level to follow courses and take exams in English. Required language level English minimum B2. You can use <https://academy.europa.eu/> to test and improve your language skills.

5) **Insurance**

Grant recipients need to have comprehensive private health insurance or travel health insurance covering the entire period of your stay in Croatia. The insurance must include, at a minimum, health insurance, liability insurance, and accident insurance.

6) **Grant agreement**

The agreements are signed by the Dean of the University and the Erasmus+ grant recipient.

7) **Payment of the Erasmus+ grant**

- 8) Preparation of documents for **residence permit procedure** for long term student mobility.

OBLIGATIONS DURING MOBILITY

Mobility of students	Staff mobility
1) Residence permit 2) Changes to Learning Agreement (if necessary) must be formalised within one month of arrival. 3) Implementation of activities listed in Learning agreement (completion of exams). 4) Confirmation of attendance will be handed to students prior to departure. 5) Transcript of Records will be handed to students upon completion of all exams.	1) Implementation of activities listed in Mobility agreement. 2) Finalisation of administrative activities (confirmation of attendance etc.).

OBLIGATIONS AFTER MOBILITY

Upon returning to the sending institution, the student must report to the Student Office and submit copies of the Confirmation of attendance and Transcript of Records for the purpose of recognising ECTS credits and recording the mobility in official registers.

Within 30 days of return, students and staff must submit the **Final Report (Erasmus+ Participant Survey)** to the European Commission. Participant will receive an e-mail from EU Corporate Notification System.

FINANCIAL SUPPORT

Erasmus+ support is co-funding and covers part of living and travel costs. The calculation of financial support includes:

- living costs – for the working days of the stay as determined by the European Commission,
- travel costs – unit amounts depending on the distance to the destination.

Living costs

	Mobility of students	Staff mobility
Living costs		
Individual support	EUR 800.	EUR 148 per day.
Top up for students and recent graduates with fewer opportunities on long-term mobility.	250 EUR per month.	N/P
Travel cost	Travel costs will be additionally funded in accordance with the Erasmus+ Distance Calculator ¹ .	Travel costs will be additionally funded in accordance with the Erasmus+ Distance Calculator ² .

Travel costs

Travel costs will be additionally funded in accordance with the Erasmus+ Distance Calculator ³.

Local (urban and suburban) transport costs are covered by the living-cost funds. Up to two travel

¹ <https://erasmus-plus.ec.europa.eu/resources-and-tools/distance-calculator>

² <https://erasmus-plus.ec.europa.eu/resources-and-tools/distance-calculator>

³ <https://erasmus-plus.ec.europa.eu/resources-and-tools/distance-calculator>

days may be included in the calculation of financial support. The beneficiary is required to keep all travel documentation.

GREEN TRAVEL TOP-UP

Mobility participants who use a green mode of transport (e.g., train, bus, bicycle) may receive a one-time additional financial incentive as a supplementary amount to their individual support for the round trip, provided that a green mode of transport is used in both directions. At the moment of signing the Grant Agreement for Erasmus+ mobility with the University, the financing of green travel will be defined, and participants will sign a Declaration on the Use of Green Travel.

INCLUSION SUPPORT

Mobility participants with disabilities selected for Erasmus+ mobility period at this Call are eligible to apply for additional financial support. Additional financial support is awarded by the Agency for Mobility and EU Programmes in Zagreb, based on data indicated in a separate application form. The selected staff with disabilities or special needs will be informed about this procedure after the completion of the selection process.

NOTICE ON PERSONAL DATA PROCESSING

In accordance with Regulation (EU) 2018/1725, all personal data provided by candidates in the application and in the procedures following the application are processed for the purposes of this Call, including the evaluation of submitted applications. The legal basis for the processing of personal data is the candidate's application; the processing is necessary for taking steps prior to the conclusion of the contract as well as for the possible subsequent conclusion of contract amendments. The European Commission is the data controller for the part of the processing carried out for the purposes of the Erasmus+ Programme. More information on data processing can be found at: https://ec.europa.eu/programmes/erasmus-plus/specific-privacy-statement_en.

DOUBLE FUNDING

Candidates cannot receive financial support from Erasmus+ project funds if their stay abroad is additionally financed from funds originating from the European Union. Funds provided by the University, local authorities, or similar bodies to increase the monthly amount of financial support for candidates are not considered double funding.

INSTRUCTIONS ON LEGAL REMEDY

An appeal against the Selection Decision may be submitted to the Mobility Committee within

eight days from the date of publication of the results on the website of the University. The appeal must be submitted in writing, either by registered mail or in person at the Registry Office of the University, at the address: VELEUČILIŠTE U ŠIBENIKU, Trg Andrije Hebranga 11, 22000 Šibenik, on working days from 8:00 to 11:00. The same Committee decides on the appeal within 8 days of its submission by issuing a Decision on the Appeal.

OTHER

Candidates are required, prior to applying to the Call, to familiarise themselves with the rules of Erasmus+ mobility in accordance with the version of the Programme Guide applicable to the Call and the project under which the mobility is implemented: <https://erasmus-plus.ec.europa.eu/resources-and-tools/documents-and-guidelines/erasmus-programme-guide-2026>.

Any amendments or supplements to this Call will be published on the website of the University.