

Erasmus+ Europe

Short-term mobility

Blended Intensive Programmes (BIP)

Erasmus+ is an exchange programme of the European Union which enables NEWTON University students to study at a wide range of European universities.

Blended Intensive Programmes (BIP) are innovative and flexible educational programmes designed to provide students with unique learning experiences at universities in Europe. Below are the benefits of these programmes:

Short and intensive: BIPs are usually short, lasting between 5 and 30 days, with the physical component usually lasting a week (Monday to Friday). They take place throughout the academic year. For example, winter/summer schools are typical.

- **Innovative teaching:** These programmes include innovative teaching methods. They use modern educational technologies and tools, digital technologies, AI and others.
- **Flexible formats:** Blended intensive programmes support more flexible mobility formats. They combine physical mobility with a virtual component. They are primarily aimed at students whose circumstances prevent them from undertaking long-term learning mobility. The online component takes place before/after or even during physical mobility, according to the possibilities and discretion of the organising institution.
- **Financial grant:** Participants in these programmes are provided with a financial grant (minimum €70 per day) as a form of support to cover their expenses during the programme.
- **BIPs offer a dynamic and innovative approach to education.** They emphasize collaboration, problem solving, and the use of technology to create unique learning experiences that prepare students for the challenges and opportunities of a changing world

Conditions of participation

BIP is open to students who:

- Is duly enrolled in an accredited program of study at NU - full-time, combined and distance learning;
- is a citizen of one of the programme countries or is a citizen of another country but is studying in the programme country in an accredited study programme, in any year;
- is duly registered for studies at the sending institution in the field of study covered by the placement throughout the period of the placement, and may not interrupt or terminate studies in the field of study at the sending institution before the end of the placement abroad;
- have been selected in a duly announced selection procedure.

Conditions for short-term mobility (BIP)

- the study stay is only carried out on the basis of valid inter-institutional agreements concluded between NU and the foreign institution;
- a student may go for a **maximum of 12 months at each level of study** (internships, long-term study stay). Previous mobility (study and work placements) are cumulative at the given level of study;
- duration of the BIP: **5 - 30 days**, but normally 5 days (Monday - Friday);
- the condition for successful completion of a study abroad placement is the acquisition of a minimum of **3 ECTS** credits for the short stay and the submission of relevant documents (Certificate of Participation, confirmation of the acquisition of at least 3 ECTS credits, completion of the online Survey).

Financial conditions

Upon signing the participation contract, the student will receive financial support from the Erasmus+ programme. The amount of the daily grant is set at national level.

▮The funds are disbursed:

- In CZK to a CZK account held at any bank in the Czech Republic; the amount of the financial support allocated is converted at the current monthly exchange rate of the European Commission and sent in CZK to the student's account, or
- in EUR to a euro account held with any bank in the European Union.

The financial support is only to **partially cover the costs**, it is only a contribution to the increased costs associated with the stay abroad - the student is expected to contribute financially.

Grant amount for BIP

- 70 EUR/day

Other possible grants:

1. Green Erasmus

Students can apply for a one-off Green Erasmus grant of €50 before signing the participation contract (cannot be applied for retrospectively). The student is eligible for the grant if he/she demonstrates the use of environmentally friendly transport to and from his/her place of stay abroad (environmentally friendly transport must be the main means of transport for each trip).

Environmentally friendly transport is defined as: bus, train and carpooling (or a combination of these). If the student uses air transport for at least part of the trip, he/she will lose the right to this one-off allowance.

The student is obliged to provide the Erasmus+ coordinator with documents confirming the use of environmentally friendly transport to and from the destination after the end of the stay.

2. Exceptional grant for social reasons

This grant may be awarded **to students from a disadvantaged socio-economic background** if they submit the following before departure:

- written confirmation of "*Determination of entitlement to child benefit*" issued by the Labour Office of the Czech Republic. In case the student is not a citizen of the Czech Republic and cannot obtain a confirmation from the Labour Office of the Czech Republic, he/she shall submit another relevant document confirming that he/she is entitled to child benefit and that the family income for the previous year, which is decisive for the award of the benefit, does not exceed the product of the family's subsistence minimum and a coefficient of 3.4.

The grant is also awarded in the case of any **health disadvantage** (this may be e.g. gluten free diet, physical disadvantage) where a contribution can be claimed e.g. for food, the cost of travel home during studies to see a doctor if the student's health requires it, a contribution towards accommodation or transport to school (taxi etc.) if the student's physical limitations are involved.

In this case, the application must be accompanied by:

- *a medical report*
- *a copy of the disabled person's card (if you have one)*
- *Erasmus+ documents: signed Learning Agreement*

The application for an exceptional grant must be submitted before the trip abroad, it is not possible to submit and approve the application retrospectively. The amount of the grant is assessed on an individual basis.

You can find the application for the scholarship increase on the website of the [House of International Cooperation](#) in the Downloads section. Applications can be submitted at any time during the year, but **no later than 2 weeks before signing the contract**. The application must be submitted prior to departure for the stay abroad, it is not possible to submit an application and approved retrospectively.

Application form

The application to the BIP is submitted electronically and can only be done during the announced deadlines.

The selection process is open on a rolling basis throughout the academic year. The BIP offer is based on the offer of partner institutions and the funding that NU can make available for student participation in the BIP.

Students are informed about the opening of the selection procedure via the notice board in the Information System.

Selection criteria:

- Early application;

- sending a CV in English;
- sending a motivation letter in English;
- academic record over the entire period of study;
- English language level according to the Common European Framework of Reference (minimum level B1);
- activities outside the NU curriculum;
- motivational interview in English.

Before mobility

1. Nomination to go abroad and filling in the Application Form

Often the foreign institution requires an official nomination from the home university (NU) first and only then sends the student an application form or input data into the university's information system and other necessary information.

2. the student finds out the deadline for the application form, completes it on time and submits it

Possible application requirements: *Transcript of Records, language certificates - confirmation of language level, Learning Agreement, motivation letter, passport/ID scan*

The required documents will be issued to the student by the NU coordinator upon request.

3. The Learning Agreement (LA)

The Learning Agreement (LA) is completed **ONLINE** at <https://learning-agreement.eu>

Required information:

- Study cycle: *Bachelor or equivalent first cycle (EQF level 6)*
- Field of education: *0410*
- Name: *NEWTON College, Inc.*
- Faculty/Department: *Prague Campus/Brno Campus*
- Erasmus code (if applicable): *CZ BRNO08*
- Address: *Rašínova 2, 60200 Brno*
- Country: *CZ*
- Contact person name: *Jana Majerová*
- Email: *jana.majerova@newton.university*
- Phone: *+ 420 720 982 317*

In the first step the student fills in the LA form, in the section "study programme at the receiving institution" the student adds the name of the BIP.

The student completes, signs and submits the form. The completion of the LA can be consulted with the Erasmus coordinator:

- The coordinator confirms the correctness of the data in the LA with his/her electronic signature.
- The host university uses the online system and confirms the learning agreement (LA) online

The partner university is not obliged to use this system, **then the student generates the document in pdf format**, sends it by email to the Erasmus coordinator at NU for checking and after confirmation by the Erasmus coordinator at NU takes it to the contact person from the partner university.

4. Accommodation arrangements

Not all universities offer accommodation to international students, some do not have accommodation facilities and the student must arrange private accommodation (with or without the help of the foreign institution).

The student can find information about accommodation options on the website of the foreign institution or the university itself will provide it to the student after receiving his/her application.

Accommodation must be arranged well in advance!

Accommodation costs vary from country to country, and in more expensive countries accommodation costs can often be as much as the allocated grant per month; students often also have to pay for accommodation for the whole semester, regardless of the actual duration of their stay.

Neither the sending nor the receiving university is obliged to provide accommodation for the student.

5. Online Linguistic Support (OLS)

Allows mobility participants to assess their language skills, not currently required as part of the application form.

More information at EU Academy:

- <https://academy.europa.eu/local/euacademy/pages/course/assessment-overview.php?title=english-placement-test>

6. Conclusion of the Grant Agreement with participants

The conclusion of the participation agreement takes place after the Learning Agreement has been signed by all parties (student, sending organisation, receiving organisation).

The student fills in the online form with the relevant information, including the entitlement to the additional grants mentioned above.

Before signing the Participation Agreement, the student is required to:

- provide proof of insurance (health, travel, liability - we recommend **using ERAPO** (<https://www.erapo.cz/>);

- have paid tuition fees for the following semester (the semester the student will be away);
- in the case of an application for a grant to support a student with special needs, the student must provide the relevant documents;
- it is possible to complete the online language assessment - OLS;
- <https://academy.europa.eu/local/euacademy/pages/course/assessment-overview.php?title=english-placement-test>.

The student is obliged to read the participation contract carefully and check the correctness of the information provided, print it out, sign it and deliver it to the Erasmus coordinator. It is recommended to sign the participation contract 30 days before departure.

After mobility

After returning from BIP, the student is obliged to:

Submit a certificate of completion of the BIP stating:

- exact dates of mobility (**Confirmation of Study Period**) - within 2 weeks after arrival
- **gain of at least 3 ECTS** as agreed in the Learning Agreement - within 2 weeks after arrival
- submit a transcript of courses taken and credits earned abroad (**Transcript of Records or equivalent**) - within 2 weeks after arrival
- complete the online final report (**EU Survey**) within 30 days of receiving the email invitation
 - *The European Commission's platform for uploading final reports is currently not fully operational. We therefore ask for your patience.*

When using the support for eco-travel (Green Erasmus), the student is required to submit tickets/proof of fuel purchase/affidavit - within 2 weeks after arrival

Recognition of study abroad (rules)

BIPs are an added value to existing courses, once the mobility is completed and the relevant documentation is provided, participation in the BIP is recorded in the student information system.

Please check with the Erasmus coordinator about the credit/course recognition process.

Erasmus student final report database

After the mobility, the student can share his/her experience in the Erasmus Final Report Database, which brings together final reports of students from all universities in the Czech Republic.