



Powiślańska University

11 Listopada 29, 82-500 Kwidzyn

Heweliusza 11, 80-890 Gdańsk

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5. Funding and disbursement rules for student scholarships for the academic year 2023/2024

1. The amount of the scholarships is defined by the National Agency of the Erasmus+ Programme in the document **RULES ON THE ALLOCATION OF FUNDING FOR MOBILITY PROJECTS IN THE HIGHER EDUCATION SECTOR IN THE ERASMUS+ PROGRAMME** for the Call for Proposals 2023. Applies to student and staff mobility projects with EU countries and third countries associated with Erasmus+ (i.e. mobility projects supported by internal policy funds). Available on the Erasmus+ National Agency website https://erasmusplus.org.pl/brepo/panel_repo_files/2022/02/14/ir9cy6/2022-ka131-rules-of-allocation.pdf
2. Approximately 4 weeks before the planned date of departure, students sign an agreement with their home university, which forms the basis for the Erasmus+ grant. In the case of funding of the trip by the Erasmus Consortium, of which the University is a member, the Consortium Coordinator may be a party to the financial agreement with the beneficiary (after the beneficiary has been nominated by the University for funding by the Consortium).
3. Scholarship rates (individual support) for mobility projects with EU countries and third countries associated with Erasmus+:

A. Long-term student study mobility (SMS) and group countries. Monthly rate for projects accepted in the 2023 competition:

Group	countries	rate
Group 1	Denmark, Finland, Ireland, Iceland, Liechtenstein, Luxembourg, Norway, Sweden and countries in the region of 14	670 €
Group 2	Austria, Belgium, Cyprus, France, Germany, Greece, Italy, Malta, the Netherlands, Portugal, Spain and countries in the region of 13	670 €
Group 3	Bulgaria, Croatia, Czech Republic, Estonia, Latvia, Lithuania, Republic of North Macedonia, Romania, Serbia, Slovakia, Slovenia, Turkey, Hungary	600 €

B. Long-term student placement (SMT) - according to the 'Programme Guide', the monthly SMT rate must be €150 higher than the rate assigned for study mobility (SMS). Monthly rate for projects accepted in the 2023 competition:

Group	countries	rate
Group 1	Denmark, Finland, Ireland, Iceland, Liechtenstein, Luxembourg, Norway, Sweden and countries in the region of 14	820 €
Group 2	Austria, Belgium, Cyprus, France, Germany, Greece, Italy, Malta, the Netherlands, Portugal, Spain and countries in the region of 13	820 €



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Group 3	Bulgaria, Croatia, Czech Republic, Estonia, Latvia, Lithuania, Republic of North Macedonia, Romania, Serbia, Slovakia, Slovenia, Turkey, Hungary	750 €
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- Individuals (students and graduates) who meet the definition of 'persons with fewer opportunities' (students and graduates with fewer opportunities) will receive an additional €250 per month of stay regardless of the type of trip.
- The definition of 'persons with fewer opportunities' includes:

group of people	the criterion on the basis of which the university will qualify
persons with disabilities	Declaration of intent on the possession of a disability certificate
people from deprived backgrounds	The university's decision on the award of a social grant. For students who will be going as graduates, decisions issued in their final year of study will be taken into account.
Other groups of persons as defined by the university	As defined by the Beneficiary in the University Rules for KA131-2023 projects

- In accordance with the order of the Rector of the PSW, for the academic year 2023/2024 the **definition of "persons with fewer opportunities"** includes:
 - all persons who have applied for a maintenance grant, in the year preceding their departure and in the year of the Erasmus trip,
 - all persons with a disability certificate.
 - students who are working or have worked, in the year preceding the planned mobility, at least 20 hours per month on a civil law or employment contract,
 - students with children,
 - students involved in amateur or professional sport with documented achievements at least at provincial level,
 - students of sub-represented specialities, none of whom went on study and placement in the previous academic year.
 - other persons defined in a separate order by the Rector of the university.
 - The entry into force of the Rector's extended definition of a student with fewer opportunities (apart from students with a disability certificate and a social grant) is subject to final interpretation by the National Agency.



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Students' financial agreements will be conditional (surcharge) on NA approval.

- For graduates going on placement - decisions made in the final year of study will be taken into account.

For graduates going on placement - decisions made in the final year of study will be taken into account.

C. Long-term visits of students and graduates to KA131 partner countries, except those from regions 13 and 14

amount of monthly grant - study/placement trips	700 €/month
additional amount for a participant meeting the definition of a "person with fewer opportunities"	250€/month

D. Short-term *mobility* of students and graduates (stays of 5 to 30 days) to EU countries and EU-associated third countries - also applies to *blended mobility*:

length of stay	amount of the daily scholarship	additional amount for a participant meeting the definition of a "person with fewer opportunities"
5 to 14 days	79€ / day	100 € / departure
15 to 30 days	56 € / day	150€ / departure

E. Short-term mobility of students (SMS BIP and internships) and graduates (placements) (stays of 5 to 30 days, including a minimum of 1 day online) to programme and partner countries - also applies to blended mobility:

stay	amount of the daily scholarship	additional amount for a participant meeting the definition of a "person with fewer opportunities"
5 to 14 days	79 € / day	100 € / departure
15 to 30 days	56 € / day	150€ / departure

F. Travel costs only apply:

- short-term mobility for students and graduates meeting the definition of 'person with fewer opportunities';
- long-term mobility of students and graduates to KA131 2022 partner countries, except those from regions 13 and 14



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distance	lump sum for travel costs	"green travel"
10 to 99 km	23 € per participant	
from 100 to 499 km	180 € per participant	210 € per participant
500 to 1999 km	275 € per participant	320 € per participant
2000 to 2999 km	360 € per participant	410 € per participant
3,000 to 3,999 km	530 € per participant	610 € per participant
4,000 to 7,999 km	820 € per participant	
8,000 km or more	1500 € per participant	
trips to programme countries	0 €	50€

G. Green travel. If the green travel requirements are met, students and graduates are entitled to receive individual support for living costs for up to 4 additional days. Students and graduates who do not receive the standard lump sum for travel costs are entitled to €50 for meeting the green travel requirements. The participant is required to provide a statement of the mode of transport for 'green travel' for 51% of the trip and to provide documents proving the completion of such travel. Students signing a contract with the Green Travel supplement undertake to travel by public transport, excluding ships and planes, and undertake to keep or send to the coordinator upon request documents confirming travel in accordance with the Green Travel Erasmus rules.

4. List of documents required prior to the implementation of the pre-financing transfer in accordance with clause 4.1 of the financing agreement:
 - a) Learning Agreement or Training Agreement
 - b) Application to the Vice-Chancellor for Teaching and Student Affairs
 - c) Confirmation of completion of OLS test I emailed to erasmusplus@psw.kwidzyn.edu.pl
 - d) Statement for grant payment (bank account details needed to draw up the financial agreement)
 - e) Evidence of EHIC or other insurance in accordance with Article 5 of the financial agreement.
 - f) Document confirming the legalisation of stay in the country of mobility (especially relevant for students who are not citizens of EU countries - student visa, residence card).
5. The financial agreement must be delivered in original to the address of the registered office of the party to the financial agreement by registered or other recorded mail. The due date for the documents accompanying the financial agreement is two weeks before departure. In the event that the advance payment is withheld due to missing documents listed above, the university will pay the advance payment when the student presents the Certificate of Arrival signed by the host institution by 5 days after the start of mobility.
6. The scholarship is awarded for the duration of the stay at the partner university, calculated to the nearest 1 day. The scholarship is paid after the agreement is signed by the student and the university and all the required documents are provided according to the above-mentioned list. The method of payment of the scholarship is specified in the financial agreement.



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7. The final amount of the scholarship is determined after the student's return, on the basis of a certificate issued by the partner university. If the period of stay specified in the certificate is not the same as the one in the agreement, the scholarship amount may be changed.
8. The grant received from the Erasmus+ Programme budget is intended to cover additional, rather than full, costs associated with a stay at a partner university.
9. The period of stay abroad is calculated on the basis of a so-called "Confirmation" from the partner university with specific dates of stay or After the mobility or another document confirming the duration of mobility.
10. If the difference between the confirmed period of stay and the period indicated in the grant agreement is more than 5 days, the amount of the grant will be recalculated and the student will have to repay the calculated difference. If, on the other hand, the difference is a maximum of 5 days, the participant can keep the funding (5-day flexibility rule). Details of the funding are in accordance with Annex III of the funding agreement with NA available at <https://erasmusplus.org.pl/dokumenty>.
11. Students who leave for the winter semester can apply for an extension of their stay for the summer semester. To do so, students should:
 - obtain the consent of the home university (Erasmus+ University Coordinator or Erasmus+ Consortium Coordinator)
 - obtain the agreement of the partner university
 - draw up a Learning Agreement for the second semester.

This period may be financed from the Erasmus+ Programme budget provided that the University has sufficient funds. Once the student's application for an extension of the study abroad period has been granted, an addendum to the agreement extending the stay is signed and funding is possibly granted on the basis of a new financial agreement.

12. In the case of short-term mobility, the student will receive 100% funding before departure.
13. In the case of long-term mobility, the student receives 70% before departure and 30% after completing the online survey.
14. The student may contact the Erasmus+ Co-ordinator to request payment of 25% of the funding earlier than the contractual amount, with a request to leave only 5% for the final settlement.
15. This is to prevent problems for students in countries where the cost of accommodation is significant and the student would otherwise have problems with payment. Each such case is analysed individually.