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Knowledge FOR Resilient soCiEty

CONSORTIUM MEETING, STUDY VISIT AND TRAINING
Ss. Cyril and Methodius University of Skopje

SPECIAL MOBILITY STRAND

University of Novi Sad
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Presentation outlines

- ✓ SMS overview
- ✓ Staff overview – II project year
- ✓ Staff overview – III project year
- ✓ Mobility toll and EU survey
- ✓ Students mobility overview



SMS overview

- **Staff exchange in the II project year – 36 mobilities**
 - TEACHING STAFF – 10 mobilities
 - TRAINING STAFF – 26 mobilities
- **For those who have not filled in the EU SURVEY, please do it ASAP. If anyone doesn't receive the link, please let us know.**



List of the participants

1	2017-2018 SMS Mobility	FROM	TO	Duration	Category
2	Katarina Holla	Ziline	UNS	6 days	teaching
3	Katarina Bugarova	Ziline	UNS	6 days	teaching
4	Elona Pojani	Tirana	UNS	6 days	teaching
5	Julinda Keci	Epoka	UNS	6 days	teaching
6	Edisa Nukić	Tuzla	UNS	6 days	teaching
7	Frank Markert	DTU	UNS	6 days	teaching
8	Enrico Ronchi	Lund	UNS	6 days	teaching
9	Gordana Jakovljevic	Banja Luka	UNS	6 days	teaching
10	Michael Faber	AAU	UNS	6 days	teaching
11	Vlatko Šešov	UKIM	UNS	6 days	teaching
12	Vesna Bulatovic	UNS	DTU	13 days	training
13	Mladen Slijepcevic	Banja Luka	DTU	13 days	training
14	Edisa Nukic	Tuzla	DTU	13 days	training
15	Anita Petrovic	VTSNS	DTU	13 days	training
16	Enea Mustafaraj	Epoka	DTU	13 days	training
17	Shehu Matilda	Tirana	UKIM	13 days	training
18	Igor Dzolev	UNS	UKIM	13 days	training
19	Sasa Spajic	VTSNS	UKIM	13 days	training
20	Aneta Jokić	Tuzla	UKIM	13 days	training
21	Erion Luga	EPOKA	UKIM	13 days	training
22	Radovan Vukomanović	Banja Luka	UKIM	13 days	training
23	Grabova Perseta	Tirana	Ziline	13 days	training
24	Jovana Bondzic	UNS	Ziline	13 days	training
25	Ali Osman Topal	Epoka	Ziline	13 days	training
26	Abaz Velić	Tuzla	Ziline	13 days	training
27	Bojana Grujic	Banja Luka	Ziline	13 days	training
28	Branko Savic	VTSNS	Ziline	13 days	training
29	Mirjana Laban	UNS	Lund	13 days	training
30	Slobodan Supic	UNS	Lund	13 days	training
31	Elona Pojani	Tirana	Lund	13 days	training
32	Artemis Hasa	Epoka	Lund	13 days	training
33	Gordana Broceta	Banja Luka	AAU	13 days	training
34	Damir Malkocevic	Tuzla	AAU	13 days	training
35	Ivan Lukic	UNS	AAU	13 days	training
36	Kapidani Mariola	Tirana	AAU	13 days	training
37	Artan Hysa	EPOKA	AAU	13 days	training



Staff exchange in the III project year

- Open calls in FIRST semester – **beginning of September**
- Open calls in SECOND semester – **beginning of February**
- Official nomination after the calls are submitted
- Training dates at each institution - **TBC**
- Teaching dates at each institution - **TBC**



Staff exchange in the III project year

REQUIRED DOCUMENTS – for incoming teaching and training staff:

- *Mobility Agreement (signed by home institution and applicant)*
- *Passport*
- *Proof of transportation*
- *Grant Agreement*

Host institution should prepare the Certificate of Attendance and provide the signature for Mobility Agreement

Teaching exchange – 6 days

(PAY ATTENTION ON DAYS –

1 day for travel + 5 days of activity)

Training exchange – 13 days

(2 days for travel + 11days of activity)



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Staff exchange in the III project year

receiving	DTU	LU	AAU	UNIZA	UKIM	UNS	UNTZ	UBL	UT	VTSNS	EPOKA	
sending												year
DTU						1 teaching - m						I
						1 teaching - m, d	1 teaching - m					II
											1 teaching - m	III
LU						1 teaching - m						I
								1 teaching - m	1 teaching - m	1 teaching - m		II
												III
AAU						1 teaching - m						I
						1 teaching - m, d	1 teaching - m	1 teaching - m	1 teaching - m	1 teaching - m	1 teaching - m	II
												III
UNIZA						2 teaching - m						I
							1 teaching - m	1 teaching - m	1 teaching - m	1 teaching - m	1 teaching - m	II
												III
UKIM						1 teaching - m						I
						1 teaching - m, d	1 teaching - m	1 teaching - m	1 teaching - m	1 teaching - m	1 teaching - m	II
												III
UNS	1 training	2 training	1 training	1 training	1 training							I
	1 training	2 training	1 training	1 training	1 training		1 teaching - m	1 teaching - m	1 teaching - m		1 teaching - m	II
												III
UNTZ	1 training		1 training	1 training	1 training	1 teaching - m						I
				1 training	1 training	1 teaching - m, d			1 teaching - m	1 teaching - m	1 teaching - m	II
												III
UBL	1 training		1 training	1 training	1 training	1 teaching - m						I
				1 training	1 training	1 teaching - m, d			1 teaching - m	1 teaching - m	1 teaching - m	II
												III
UT		1 training	1 training	1 training	1 training	1 teaching - m						I
				1 training	1 training	1 teaching - m, d	1 teaching - m	1 teaching - m		1 teaching - m		II
												III
VTSNS	1 training			1 training	1 training							I
				1 training	1 training		1 teaching - m	1 teaching - m	1 teaching - m		1 teaching - m	II
												III
EPOKA	1 training	1 training	1 training	1 training	1 training	1 teaching - m						I
				1 training	1 training	1 teaching - m, d	1 teaching - m	1 teaching - m		1 teaching - m		II
												III



- **Coordinator must update the tool regularly
(responsible person Dragana Dvizac)**
- **Important data for Mobility tool (excel table):**
 - First and last name
 - Country
 - Gender
 - Year of Birth
 - Staff profile
 - Address
 - Email
 - Sending organisation
 - Receiving organisation
 - Start and end date of mobility

***When all mobilities are realized at host institution,
each partner should fill in the excel table and send to
dragana.dvizac@uns.ac.rs!!!***



EU SURVEY

- In line with the individual grant agreement, students and staff are required to fill in an **"EU-survey Participant Report"** after each mobility.
- It is the responsibility of the coordinator to send these surveys to each beneficiary of a SMS grant
- You will get an email with the link for survey
- It is MANDATORY to fill in the survey



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TEACHING MOBILITY

GUEST LECTURERS

- **prepare learning material and send it to the host institution a week before:**
- the lecture text according to the template
- Questionnaire for students (5 - 10 questions)
- Ppt presentation
- Text for webinar

HOST INSTITUTION

Prepare before guest lecturer come:

- Poster
- Attendance list
- Evaluation
- Webinar arrangements

Prepare and send to UNS after mobility

mlaban@uns.ac.rs

And

lookic.ivan@gmail.com

News for website





K-FORCE SMS scheme for STUDENTS

receiving	UNS	UNTZ	UBL	UT	VTSNS	EPOKA	
sending							year
UNS							I
							II
		2 master	2 master	1 master		1 master	III
UNTZ							I
							II
	2 master			1 master		1 master	III
UBL							I
							II
	4 master						III
UT							I
							II
	6 master						III
VTSNS							I
							II
		2 master	2 master				III
EPOKA							I
							II
	2 master	2 master					III





STUDENT MOBILITY

- Open calls – **1st October – 1st December**
- Official nomination with all requested documents should be sent to host institution by **5th December**
- Acceptance letter – home institution should issue by **14th December** and all info regarding accommodation, Visa process and insurance.
- Receiving students – **February 2019**
- Mobility period - **February – July 2019**
 - **1ST DAY SHOULD BE THE 1ST DAY OF THE SECOND SEMESTER and than we start counting 150 days**





STUDENT MOBILITY



- Required documents:
 - Learning Agreement
 - Passport
 - Transcript of Records from the home institution
 - CV
 - English certificate (B1 at least is required)
- Make sure LA contains **at least 24 ECTS** and not more than 35 ECTS per semester (ideally 30 ECTS)
- **Study Research Work on theoretical basis of the master thesis – obligated to have in LA for students from UNS**
- **Elaboration and Defence of Master Thesis – NOT POSSIBLE AT HOST INSTITUTION**
- Students should choose courses from the second semester only and it is possible to choose courses from different fields of study within the Faculty if approved by host Faculty
- Master students can choose courses from different study levels if approved by home and host institution
- All the courses have to be visible online in the Course Catalogue in order to students easily find it
 - Example: http://mobility.ftn.uns.ac.rs/en/?page_id=157



STUDENT MOBILITY



- WHAT WE NEED TO DO TO SUCCESSFULLY REALIZE STUDENT SMS:
- FIND OUT THE MIN ECTS SET FOR SMS AT YOUR INSTITUTION, STANDARD FOR **KA1** actions IS **30 ECTS**
- MAKE A LIST: HOW MANY STUDENTS ARE COMING FROM WHICH HEIs, (SMS SCHEME),
 - ANALYZE THE HOME AND HOST MP (2nd SEM FIRST) WITH HOME HEAD OF STUDY PROGRAM
- COMMON COURSES CREATED IN K-FORCE ARE OBLIGATORY IN LA
- CREATE A LIST OF COURSES FOR EACH LA / EACH STUDENT IN COOPERATION WITH COLLEAGUE FROM SENDING INSTITUTION, SO STUDENTS COULD ACQUIRE ENOUGH ECTS
- COURSES COULD BE FROM DIFFERENT STUDY PROGRAMS AT MASTER LEVEL
- COURSES COULD BE FROM DIFFERENT STUDY LEVELS IF APPROVED BY HOME AND HOST INSTITUTIONS
- All the courses have to be visible online in the Course Catalogue in order for students to easily find it
 - Example: http://mobility.ftn.uns.ac.rs/en/?page_id=157



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Thank you
for your attention

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