



Erasmus+



GUIDELINES FOR THE IMPLEMENTATION OF INTERNAL CALLS
FOR MOBILITY UNDER ERASMUS+ KA1 PROJECTS FOR THE
NEW PROGRAMME PERIOD 2021–2027

University of Applied Sciences „Lavoslav Ružička“ in Vukovar

November 2025

II. SMJERNICE ZA PROVEDBU INTERNIH POZIVA ZA KA171 DOLAZNE MOBILNOSTI (OD PROJEKTNE GODINE 2025.)

GUIDELINES FOR THE IMPLEMENTATION OF INTERNAL CALLS FOR KA171 INCOMING MOBILITIES (FROM PROJECT YEAR 2025)

Uslijed ograničenih kvota i nerazmjera broja partnerskih ustanova unutar pojedine zemlje te odobrenih brojeva mobilnosti sukladno dostupnom proračunu projekta, Veleučilište „Lavoslav Ružička“ u Vukovaru (VEVU) kao nositelj KA171 projekta i isplatelj potpore krajnjem dolaznom sudioniku, provodi postupak objave internog poziva za dolazne mobilnosti na službenim stranicama VEVU pod sekcijom Erasmus+ / Natječaj Erasmus+.

Due to limited quotas and disproportionate numbers of partner institutions within each country, as well as approved mobility numbers in line with the available project budget, the Polytechnic “Lavoslav Ružička” in Vukovar (VEVU), as the KA171 project holder and the grant payer to the final incoming participant, conducts the procedure of publishing an internal call for incoming mobilities on the official VEVU website under the Erasmus+ / Erasmus+ Calls section.

VEVU Erasmus+ Povjerenstvo vrši prihvrat nominiranih sudionika dolaznih mobilnosti sukladno pravilima Erasmus+ programa, ugovorenim obvezama i dodijeljenim kvotama i odobrenom proračunu projekta.

The VEVU Erasmus+ Committee accepts nominated incoming mobility participants in accordance with Erasmus+ program rules, contractual obligations, allocated quotas, and the approved project budget.

Plan raspisivanja internog poziva unutar projekta/ **Schedule for internal calls within the project:**

I. Prvi krug natječaja za mobilnosti u ljetnom semestru tekuće akademske godine i zimskom semestru nadolazeće akademske godine.

I. First round of calls for mobilities in the summer semester of the current academic year and the winter semester of the upcoming academic year.

II. Drugi krug natječaja za mobilnosti u akademskoj godini 2026/2027., u skladu s preostalim sredstvima u proračunu.

II. Second round of calls for mobilities in the academic year 2026/2027, in accordance with remaining funds in the budget.

III. Dodatni krug natječaja, po potrebi, u slučaju preostalih neiskorištenih sredstava (zbog odustajanja kandidata ili prenamjene sredstava) s ciljem maksimalne apsorpcije sredstava odobrenih projektom.

III. Additional round of calls, if needed, in case of remaining unused funds (due to candidate withdrawal or reallocation of funds), aiming at maximum absorption of the funds approved by the project.

Partnerske ustanove – ustanove pošiljatelji u zemljama obuhvaćenima KA171 projektom – dužne su objaviti obavijest o raspisanom internom natječaju na svojim mrežnim stranicama te dostaviti poveznicu na objavu Erasmus koordinatorskom VEVU-u u roku od 5 dana od dana objave natječaja.

Partner institutions – sending institutions in countries covered by the KA171 project – are obliged to publish the notice of the internal call on their websites and provide the link to the VEVU Erasmus coordinator within 5 days of the call's publication.

Postupak prijave kandidata, odabir sudionika i nominaciju kandidata vrše ustanove pošiljatelji među svojim djelatnicima/studentima sukladno internim postupcima i objavljenim kriterijima. Rezultate odabira sudionika ustanove pošiljatelji objavljuju na vlastitim mrežnim stranicama uz Obavijest o raspisanom natječaju (primarni odabir i rezervni kandidat), sukladno kojima vrše nominacije putem utvrđenog obrasca VEVU-u do natječajem utvrđenog roka.

The candidate application process, participant selection, and nomination are carried out by sending institutions among their staff/students in accordance with internal procedures and published criteria. The results of the selection are published by the sending institutions on their own websites together with the Call Notice (primary selection and reserve candidate), based on which nominations are submitted to VEVU using the established form by the call deadline.

VEVU vrši konačni prihvataje nominiranih sudionika sukladno odobrenim kvotama i proračunu projekta unutar kojega je raspisan poziv te objavljuje privremene rezultate i konačnu listu nakon roka za prigovore.

VEVU carries out the final acceptance of nominated participants in accordance with the approved quotas and project budget under which the call was issued, and publishes provisional results and the final list after the deadline for objections.

✓ KRITERIJI ZA PRIHVAT NOMINIRANIH DOLAZNIH SUDIONIKA KA171 MOBILNOSTI CRITERIA FOR THE ACCEPTANCE OF NOMINATED INCOMING KA171 PARTICIPANTS

Odabir se temelji na transparentnim kriterijima koji osiguravaju ravnotežu između širenja suradnje i kvalitete mobilnosti:

Selection is based on transparent criteria that ensure a balance between broadening cooperation and the quality of mobility:

KRITERIJI VREDNOVANJA – DOLAZNE KA171 MOBILNOSTI (VEVU 2025.)

EVALUATION CRITERIA – INCOMING KA171 MOBILITIES (VEVU 2025)

Kriterij / Criterion	Opis / Obrazloženje / Description	Bodovi / Prioritet / Points / Priority
1. Sudjelovanje u prethodnim mobilnostima <i>Participation in previous mobilities</i>	Apsolutnu prednost imaju kandidati koji do sada nisu sudjelovali u nijednoj Erasmus mobilnosti, radi osiguravanja jednakih mogućnosti i širenja dosega programa. Absolute priority is given to candidates who have not yet participated in any Erasmus mobility, to ensure equal opportunities and broaden the programme's reach.	Najviši prioritet / 15 bodova Highest priority / 15 points
2. Stupanj realizacije	Prednost imaju kandidati iz partnerskih ustanova s kojima	Viši prioritet / 10



<i>suradnje s partnerskom ustanovom</i> <i>Level of cooperation with the partner institution</i>	do tada nije realizirana mobilnost ili je broj realiziranih mobilnosti manji od odobrenih kvota. Priority is given to candidates from partner institutions with which no mobility has yet been carried out, or where the number of realized mobilities is lower than the approved quota.	bodova Higher priority / 10 points
<i>3. Dugoročna suradnja i pouzdanost partnera</i> <i>Long-term cooperation and partner reliability</i>	Prednost kandidata iz partnerskih ustanova koje su kroz ranije projekte pokazale dosljednost u realizaciji mobilnosti, poštivanju kvota i rokova, te kontinuirano doprinosile ciljevima projekta i internacionalizaciji. Priority for candidates from partner institutions that have demonstrated consistency in implementing mobilities, respecting quotas and deadlines, and continuously contributing to project goals and internationalization.	Srednji prioritet / 10 bodova Medium priority / 10 points
<i>4. Relevancija svrhe mobilnosti</i> <i>Relevance of the mobility purpose</i>	Mobilnost mora biti relevantna za ciljeve internacionalizacije VEVU-a, razvoj nastavnih, stručnih i istraživačkih kapaciteta. The mobility must be relevant to VEVU's internationalization goals and the development of teaching, professional, and research capacities.	0–6 bodova 0–6 points
<i>5. Doprinos prioritetima Erasmus+ programa</i> <i>Contribution to Erasmus+ programme priorities</i>	Dodatni bodovi kandidata čije su aktivnosti izravno usmjerene na uključivanje i raznolikost, digitalnu transformaciju, održivost i demokratsko sudjelovanje. Additional points for candidates whose activities are directly focused on inclusion and diversity, digital transformation, sustainability, and democratic participation.	0–4 bodova 0–4 points
<i>6. Kvaliteta prijedloga mobilnosti (Mobility Agreement)</i> <i>Quality of the mobility proposal (Mobility Agreement)</i>	Ocjenjuje se jasnoća i relevantnost ciljeva, očekivani učinci za VEVU i partnersku ustanovu, doprinos razvoju nastavnih i/ili stručnih sadržaja, te ravnoteža broja dolazaka po odjelima i održivost opterećenja. Evaluation of the clarity and relevance of objectives, expected impact for VEVU and the partner institution, contribution to the development of teaching and/or professional content, as well as balance between departments and sustainability of workload.	0–10 bodova 0–10 points
<i>7. Posebni doprinosi</i> <i>Special contributions</i>	Mobilnosti osoblja koje doprinose razvoju novih suradnji, kolegija na stranom jeziku, zajedničkih istraživanja, novih praksi te kontinuitetu suradnje s partnerskim ustanovama dobivaju dodatne bodove. Mobilities of staff contributing to new collaborations, courses in foreign languages, joint research, new practices, or the continuity of cooperation with partner institutions receive additional points.	0–5 bodova 0–5 points
<i>Ukupno / Total</i>		60

OGRAĐENJA I POSEBNE ODREDBE

LIMITATIONS AND SPECIAL PROVISIONS

1. S partnerske ustanove isti sudionik unutar jednog KA171 projekta koji je realizirao mobilnosti na VEVU u prethodnoj i tekućoj godini, može biti prihvaćen samo ukoliko nema niti drugog prijavljenog protukandidata iz iste ustanove.

From a partner institution, the same participant within a single KA171 project who has undertaken mobilities at VEVU in the previous and current year can be accepted only if there is no other competing candidate from the same institution.

2. Iznimno, isti sudionik unutar istog projekta može ponovno biti prihvaćen u slučaju posebnog doprinosa ciljevima mobilnosti, projektnim prioritetima ili strateškim ciljevima internacionalizacije VEVU-a (uz obrazloženje Erasmus koordinатора i odobrenje Povjerenstva).

Exceptionally, the same participant within the same project may be accepted again in case of a special contribution to the mobility objectives, project priorities, or VEVU's strategic internationalization goals (with justification from the Erasmus coordinator and approval by the Committee).

3. Erasmus Povjerenstvo zadržava pravo odbiti prijavu ukoliko utvrdi da predložena mobilnost nije u skladu s ciljevima projekta, Erasmus+ pravilima ili ako se prijava odnosi na neodobrenu vrstu aktivnosti.

The Erasmus Committee reserves the right to reject an application if it determines that the proposed mobility is not in line with the project objectives, Erasmus+ rules, or if the application concerns an unapproved type of activity.

U Vukovaru, 20.11.2025. godine

Predsjednica VEVU Erasmus+ Povjerenstva/
President of the VEVU Erasmus Committee:



Doc. dr. sc. Sanja Gongeta, prof. struč. stud.