



HELLENIC REPUBLIC
MINISTRY OF EDUCATION, RESEARCH
AND RELIGIOUS AFFAIRS

STATE SCHOLARSHIPS FOUNDATION
(IKY)
DIRECTORATE FOR SPECIAL PROGRAMMES
INTERNATIONAL SCHOLARSHIPS
UNIT FOR EUROPEAN UNION PROGRAMMES

**Grant agreement for Erasmus+ Studies
HIGHER EDUCATION – KA107 INTERNATIONAL MOBILITY**

Agreement No _____
[to be mentioned in all correspondence]

The Programme Country Higher Education Institution:

[Full official name]

Erasmus ID Code: _____

Address: _____
[Official address in full]

Called hereafter "**the Institution**", represented for the purposes of signature of this agreement by

[Name (s), forename(s) and function]

of the one part, and

Mr/Mrs/Ms [Student name, forename and fathers' name]

Date of birth: _____ Nationality: _____

Address: _____

[Official address in full]

Phone: _____

Mobile Phone: _____

E-mail: _____

Fiscal ID (AFM) (if applicable): _____

Fiscal Authority (DOY) (if applicable) : _____

ID Card No / Passport: _____

Issuing Authority: _____

Issue Date: _____

Sex: [M/F]

Academic year: 20____ /20____

Study cycle: _____

[First cycle/Second cycle/Third cycle study programme]

Subject area [degree in sending institution]: _____

ISCED-F code: _____

Number of completed higher education study years: _____

Social Insurance No: _____

Sending Institution: _____

Country: _____

Student with:

a financial support from Erasmus+ EU funds

a zero-grant

The financial support includes (if applicable):

Special needs support

The student receives financial support other than Erasmus+ EU funds

Institution to complete the following box for all participants receiving financial support from Erasmus+ EU funds, except those receiving ONLY a zero-grant.

Bank account where the financial support should be paid:

Bank account holder (if different than student):

Bank name:

Clearing/BIC/SWIFT number:

Account/IBAN number:

Called hereafter “**the participant**”, of the other part,

Have agreed to the Special Conditions and Annexes below which form an integral part of this agreement (“**the agreement**”):

Annex V (b) i: Learning Agreement for Erasmus+ mobility for studies

Annex V (b) ii: General Conditions

Annex V (b) iii: Erasmus+ Student Charter

The terms set out in the Special Conditions shall take precedence over those set out in the annexes.

It is not compulsory to circulate papers with original signatures for **Annex V (b) i** of this document: **scanned copies** of signatures and **electronic signatures** may be accepted, depending on the national legislation.

SPECIAL CONDITIONS

ARTICLE 1 – SUBJECT MATTER OF THE AGREEMENT

- 1.1 The institution shall provide support to the participant for undertaking a mobility activity for studies under the Erasmus+ Programme.
- 1.2 The participant accepts the financial support or the provision of services as specified in article 3 and undertakes to carry out the mobility activity for studies as described in Annex V (b) i.
- 1.3. Amendments to the agreement, including to the start and end dates, shall be requested and agreed by both parties through a formal notification by letter or by electronic message with receipt.

ARTICLE 2 – ENTRY INTO FORCE AND DURATION OF MOBILITY

- 2.1 The agreement shall enter into force on the date when the last of the two parties signs.
- 2.2 The minimum duration of the mobility period is 3 months or 1 academic term or trimester. The total duration of the mobility period shall not exceed 12 months per study cycle, including any zero-grant period, which shall only be used exceptionally.
- 2.3 The mobility period shall start on ___/___/201__ and end on ___/___/201__. The start date of the mobility period shall be the first day that the participant needs to be present at the receiving organisation. The start date of the mobility period shall be the

first day of language course attendance outside the receiving organisation. The end date of the period abroad shall be the last day the participant needs to be present at the receiving organisation.

- 2.4** The participant shall receive financial support from Erasmus+ EU funds for [_____] months and [_____] days. The number of months and extra days shall be equal to the duration of the mobility period. For zero-grant participants, the number of months and days should be “0”.
[Institution to select if applicable and complete with specific rules if needed] The participant shall receive a financial support other than Erasmus+ EU funds for [_____] days of activity.
- 2.5** Demands to the institution to extend the period of stay should be introduced at least one (1) month before the end of the originally planned mobility period.
- 2.6** The Transcript of Records (or statement attached to this document) shall provide the confirmed start and end dates of the mobility period.

ARTICLE 3 – FINANCIAL SUPPORT

- 3.1** The individual support from Erasmus+ EU funds for the mobility period is EUR [_____] , corresponding to EUR [_____] per month and EUR [_____] per extra days. The final amount of Erasmus+ EU funds for the mobility period shall be determined by multiplying the number of months of the mobility covered by Erasmus+ EU funds specified in article 2.4 with the rate applicable per month for the receiving country concerned. In the case of incomplete months, the financial support from Erasmus+ EU funds is calculated by multiplying the number of days in the incomplete month with 1/30 of the unit cost per month.
The amount of the grant to cover travel costs calculated is based on kilometric distance between the place of origin of the Participant and the venue of the activity. The online calculation tool must be used to calculate the distance, available on the Commission's website at http://ec.europa.eu/programmes/erasmus-plus/tools/distance_en.htm.
The boarding pass and/or tickets are the supporting documents of the participant's mobility between the Sending Institution and the Host Organization which indicate the participant's place of departure and arrival.
[Institution to select if applicable and complete with specific rules if needed] The financial support other than Erasmus+ EU funds for the mobility period is EUR [_____] .
- 3.2** In addition, the participant shall receive [_____] EUR as a contribution for travel. For zero-grant participants, the contribution for travel should be 0
- 3.3** In case the Participant is a person with special needs and has requested additional grant to cover additional mobility costs resulting from moving abroad, as described in his / her application and detailed economic assessment, and if not covered by the grant received under the Agreement or from other national sources, will be an additional special grant of [_____] Euro maximum, which represents 100% of that stipulated amount, intended to cover part of the costs described in the application lodged for this purpose, the Participant and in particularly in the annex to the application (detailed economic assessment of additional needs).
The reimbursement of costs incurred in connection with special needs, when applicable, shall be based on the supporting documents provided by the participant.
- 3.4** The financial support may not be used to cover similar costs already funded by EU funds.

- 3.5** Notwithstanding article 3.4, the grant is compatible with any other source of funding including revenue that the participant could receive working beyond his/her studies as long as he/ she carries out the activities foreseen in Annex V (b) i.
- 3.6** The financial support or part thereof shall be repaid if the participant does not carry out the mobility activity in compliance with the terms of the agreement. If the participant terminates the agreement before it ends, he/she shall have to refund the amount of the grant already paid, except if agreed differently with the institution. However, when the participant has been prevented from completing his/her mobility activities as described in Annex V (b) i due to force majeure, he/she shall be entitled to receive the amount of the grant corresponding to the actual duration of the mobility period as defined in article 2.3. Any remaining funds shall have to be refunded, except if agreed differently with the institution. Such cases shall be reported by the institution and accepted by the National Agency.

ARTICLE 4 – PAYMENT ARRANGEMENTS

- 4.1** The participant shall receive a first pre-financing payment within 30 calendar days after the signature of the agreement by both parties, representing **70%** of the financial support from Erasmus+ EU funds specified in Article 3 for individual and travel support.
- 4.2** The submission of the online EU survey shall be considered as the participant's request for payment of the outstanding balance. The institution shall pay the remaining amount within 20 calendar days of the submission of the online EU survey, or issue a recovery order in case a reimbursement is due.
- 4.3** If the participant receives a financial support other than Erasmus+ EU funds: [institution to complete with the applicable payment arrangements]

ARTICLE 5 – INSURANCE

- 5.1** The participant shall have adequate insurance coverage.
The participants themselves are responsible for the insurance costs from the grant received for the realization of the mobility activity, if not covered by other means.
The Institutions are responsible to check that the Participant has health insurance, general liability insurance for Third party and personal accident coverage in a mandatory way depending on the type of the mobility. **Participants should be clearly informed in advance** about issues related to health insurance, general liability insurance coverage for third party and personal accident coverage in the host country. Participants must cover with private insurance from their own resources, from the grant received for the mobility activities, the insurances that are not covered by other means.
- 5.2 [Mandatory] Health Insurance Coverage**
Basic **health insurance coverage** is provided by the national health insurance of the student during his/her stay in another country. However, the coverage of the basic health Insurance or private insurance may not be sufficient, especially in case of repatriation and specific medical intervention. In that case, a complementary private insurance might be useful. It is the responsibility of the institutions of the student to ensure that the participant is aware of health insurance issues.
The Participant is covered for health insurance coverage from:
The Home Institution The Host Institution:
Participants' own resources
Number of Insurance Contract _____

Insurance Organisation _____

5.3 [Mandatory] General Liability Insurance Coverage for Third Party

The Participant must have **General Liability Insurance Coverage** for third party concerning personal injury and / or damages caused by him / her during his/her stay abroad (independently whether he/she is at study place or not) in an eligible programme / partner country under the Erasmus+ Programme.

The General Liability Insurance for Third Party may be provided by the Institution / Organization. Otherwise the Participant is covered by private insurance from his / her own resources.

The Participant is covered for general liability insurance damages from:

The Sending Institution The Receiving Institution:

Participants' own resources

Number of Insurance Contract _____

Insurance Organisation _____

5.4 [Mandatory] Personal Accident Insurance coverage

Personal Accident Insurance coverage is related to the student's tasks (covering at least damages caused to the student at the study place):

In case the Personal Accident Insurance coverage is not provided by the Host Institution / Organization, the Participant is covered by private insurance from his/ her own resources concerning personal injury and / or damages caused to her / him as a person in the course of ordinary activities at the study place resulting from accidents, during his/her stay abroad in an eligible programme / partner country under the Erasmus+ Programme.

The Participant is covered for Personal Accident Insurance damages from:

The Sending Institution The Receiving Institution:

Participants' own resources

Number of Insurance Contract _____

Insurance Organisation _____

ARTICLE 6 – EU SURVEY

6.1. The participant shall receive an invitation to complete the online EU Survey 30 days before the end of the mobility period. The participant shall complete and submit the survey within 10 calendar days upon receipt of the invitation. Participants who fail to complete and submit the online EU Survey may be required to partially or fully reimburse the financial support received.

6.2 A complementary online survey may be sent to the participant, after the end of the mobility, allowing for full reporting on recognition issues.

ARTICLE 7 – LAW APPLICABLE AND COMPETENT COURT

7.1 The Agreement is governed by the Hellenic National Law.

7.2 The competent court determined in accordance with the applicable national law shall have sole jurisdiction to hear any dispute between the institution and the participant concerning the interpretation, application or validity of this Agreement, if such dispute cannot be settled amicably.

SIGNATURES

For the Participant

For the Institution

[signature]

[signature]

[name / forename]

[name / forename / function]

Done at
[place], [date]

Done at [place], [date]

Annex V (b) i

Learning Agreement for Erasmus+ mobility for studies

Annex V (b) ii

GENERAL CONDITIONS

Article 1: Liability

Each party of this agreement shall exonerate the other from any civil liability for damages suffered by him or his staff as a result of performance of this agreement, provided such damages are not the result of serious and deliberate misconduct on the part of the other party or his staff.

The Ministry of Education, Research and Religious Affairs, the Hellenic National Agency or the European Commission or their staff shall not be held liable in the event of a claim under the agreement relating to any damage caused during the execution of the mobility period. Consequently, the Hellenic National Agency or the European Commission shall not entertain any request for indemnity of reimbursement accompanying such claim.

Article 2: Termination of the agreement

In the event of failure by the participant to perform any of the obligations arising from the agreement, and regardless of the consequences provided for under the applicable law, the institution is legally entitled to terminate or cancel the agreement without any further legal formality where no action is taken by the participant within one month of receiving notification by registered letter.

If the participant terminates the agreement before its agreement ends or if he/she fails to follow the agreement in accordance with the rules, he/she shall have to refund the amount of the grant already paid, except if agreed differently with the institution.

In case of termination by the participant due to "force majeure", i.e. an unforeseeable exceptional situation or event beyond the participant's control and not attributable to error or negligence on his/her part, the participant shall be entitled to receive the amount of the grant corresponding to the actual duration of the

mobility period as defined in article 2.2. Any remaining funds shall have to be refunded, except if agreed differently with the institution.

Article 3: Data Protection

All personal data contained in the agreement shall be processed in accordance with Regulation (EC) No 45/2001 of the European Parliament and of the Council on the protection of individuals with regard to the processing of personal data by the EU institutions and bodies and on the free movement of such data. Such data shall be processed solely in connection with the implementation and follow-up of the agreement by the sending institution, the Hellenic National Agency and the European Commission, without prejudice to the possibility of passing the data to the bodies responsible for inspection and audit in accordance with EU legislation (Court of Auditors or European Antifraud Office (OLAF)).

The participant may, on written request, gain access to his/ her personal data and correct any information that is inaccurate or incomplete. He/she should address any questions regarding the processing of his/her personal data to the sending institution and/or the Hellenic National Agency. The participant may lodge a complaint against the processing of his personal data with the [national supervising body for data protection] with regard to the use of these data by the sending institution, the National Agency, or to the European Data Protection Supervisor with regard to the use of the data by the European Commission.

Article 4: Checks and Audits

The parties of the agreement undertake to provide any detailed information requested by the European Commission, the Ministry of Education, Research and Religious Affairs, the Hellenic National Agency or by any other outside body authorised by the European Commission, the Ministry of Education, Research and Religious Affairs or the Hellenic National Agency to check that the mobility period and the provisions of the agreement are being properly implemented.

Annex V (b) iii: Erasmus+ Student Charter