



Nr.: 648/26.

The University of Dubrovnik
on 19 March 2026 opens
a **2. COMPETITION**
for student mobility for the purpose of a study period - Blended short-term on-site, within the
Erasmus+ programme, (KA131, Project number: 2025-1-HR01-KA131-HED-000324999)

GENERAL PROVISIONS

Based on the concluded Erasmus+ bilateral agreements with higher education institutions from Programme and Partner Countries¹ (a list of higher education institutions is attached to the Call), the awarded Erasmus+ Charters for Higher Education, and the available financial resources, the University of Dubrovnik announces a call for applications for the selection of students for a study stay – blended short-term on-site mobility at foreign partner higher education institutions.

Within this Call for Applications, students may apply for mobility for the purpose of blended short-term on-site mobility at a foreign higher education institution.

WHERE CAN STUDY PERIOD BE CARRIED OUT

Under the Erasmus+ programme, study mobility can be undertaken at higher education institutions and organizations in Programme Countries, i.e., one of the 27 European Union Member States, Iceland, Liechtenstein, Norway, North Macedonia, Serbia, and Turkey. Mobility may also take place in Third/Partner Countries: regions 1–14 according to the Erasmus+ Programme Guide (pp. 34–36), known as International Opening.² Within projects, no more than 20% of the allocated grant funds may be used for activities with KA171 partner regions. A condition that must be met prior to study mobility is a signed institutional Erasmus+ cooperation agreement between the University and the foreign partner higher education institution.

WHO CAN APPLY

Regular and part-time students from all years of undergraduate, graduate, and postgraduate studies at the University of Dubrovnik are eligible to apply for this Call.

Part-time students may receive financial support provided they are enrolled full-time in their regular study programme at their home institution during the mobility period.

Students enrolled in postgraduate (doctoral) studies at the University of Dubrovnik, who are also employed by the University, must obtain written consent signed by both the head of the doctoral programme and their immediate supervisor to apply for the Call.

¹ https://erasmus-plus.ec.europa.eu/sites/default/files/2025-01/erasmus-programme-guide-v2.2025_en.pdf

² https://erasmus-plus.ec.europa.eu/sites/default/files/2025-01/erasmus-programme-guide-v2.2025_en.pdf

Erasmus+ students are exempt from paying tuition fees at the host higher education institutions; however, they may be required to cover service fees that also apply to regular students (e.g., photocopying, insurance, etc.). Students remain enrolled at their home department or faculty at the University of Dubrovnik for the entire duration of the mobility, which means they cannot complete their studies before or during the mobility period. Students who are required to pay tuition contributions must continue to do so during the mobility period.

VALID MOBILITY PERIOD

Blended short-term on-site mobilities must be completed by 31 July 2027.

Erasmus+ students are entitled to a total of 12 months of physical mobility per study cycle (bachelor's, master's, doctoral). Mobility can be undertaken multiple times during a study cycle, but the 12-month limit per cycle must be observed. The total includes both study visits (SMS) and traineeships (SMP) (e.g., within the same study cycle: 6 months SMS + 6 months SMP = 12 months).

Erasmus mobility under the previous programme (Erasmus+ 2014–2021) counts towards the 12-month total per study cycle. If a student has already reached the limit for a study cycle, they may apply for a new study visit or traineeship mobility in a different study cycle. The overall mobility duration limit also applies to students participating as zero-grant students.

DURATION OF THE MOBILITY

Blended short-term on-site mobility requires a physical mobility period of 5 to 30 days, combined with a mandatory virtual component of unrestricted duration, enabling collaborative learning and online teamwork. Blended short-term mobility for study purposes must award at least 3 ECTS credits. Each student may also participate in Blended Intensive Programmes (BIPs). Doctoral mobility for study purposes may last 5 to 30 days and does not require a virtual component; this doctoral mobility does not need to award ECTS credits. Except when participating in short-term blended mobility, such as a Blended Intensive Programme, doctoral students are otherwise subject to the same rules as students at other study levels.

FINANCIAL SUPPORT - GRANT³

The financial support a student can receive from Erasmus+ funds supplements the costs of living while studying at the sending institution and therefore covers only part of the living costs, leaving the student to cover the possible difference from their own resources. Students must find out about the cost of living abroad before applying for the Competition.

Financial support for blended short-term physical mobility within programme countries and to third or partner countries is EUR 79 per day for up to the 14th day of activity, and EUR 56 per day from the 15th to the 30th day. Additional funding is available for travel days – one day before and one day after the short-term student mobility activity.

³ Since 1 January 2019, according to the Personal Income Tax Act, Article 9, Paragraph 1, Point 21, income tax is not payable on funds granted as non-repayable financial support from European Union funds and programmes through accredited bodies, in accordance with European Union rules in the Republic of Croatia, for the implementation of mobility activities under EU funds and programmes for the purposes of education and professional development, up to the amounts established by accredited bodies. That is, the amount of the Erasmus+ grant no longer affects the eligibility for a tax relief for a parent to whom the student is a dependent. This note is for informational purposes only and does not constitute an official interpretation of tax regulations; an official interpretation can be requested from the Ministry of Finance of the Republic of Croatia – Tax Administration, which is the only authority authorized to provide official interpretations regarding taxation.

TRAVEL GRANT⁴ FOR ALL STUDENTS

Distance band	Standard travel amount	Green travel
10 – 99 km	28 EUR per participant	56 EUR per participant
100 – 499 km	211 EUR per participant	285 EUR per participant
500 – 1999 km	309 EUR per participant	417 EUR per participant
2000 – 2999 km	395 EUR per participant	535 EUR per participant
3000 – 3999 km	580 EUR per participant	785 EUR per participant
4000 – 7999 km	1188 EUR per participant	1188 EUR per participant
8000 km or more	1735 EUR per participant	1735 EUR per participant

GREEN TRAVEL

Green travel is defined as travel where the majority of the journey (more than half of the round-trip distance in kilometres) is made using low-emission means of transport, such as bus, train, bicycle, or carpooling (shared travel in one vehicle). Students who use green travel may receive an additional one-time contribution of €50 and up to four extra days of individual support for travel (in justified cases of multi-day travel, such as long distances, slow trains, travelling by bicycle, etc.). After returning from the mobility period, the student must submit a declaration confirming the use of green travel, along with travel tickets (if applicable). The green travel supplement may also be granted to students and recent graduates who do not receive travel support.

ADDITIONAL FINANCIAL SUPPORT

The following categories of students are entitled to an additional one-time payment of EUR 100 for short-term mobilities lasting 5 to 14 days, and EUR 150 for short-term mobilities lasting 15 to 30 days:

1) STUDENTS OF LOWER SOCIO-ECONOMIC STATUS

The conditions for awarding an additional monthly study grant for students of lower socio-economic status for the competition year 2025 are set at national level and refer to an average monthly income per member of a joint household not exceeding 85% of the base budget. This amounts to **EUR 375.22** and is determined each year by a corresponding regulation.

Students who wish to claim the right to financial support for students of lower socio-economic status must indicate this on the application form and attach the following documents to the application to prove their status:

1. Proof issued by the competent tax administration of the amount of income of all members of the joint household for the previous calendar year,
2. Proof issued by the competent pension insurance institution of the amount of the pension paid for the previous calendar year,
3. A declaration by the members of a household (a household is a family or other group of persons living together at the same residential address and providing for their subsistence regardless of their relationship). This form does not need to be certified by a notary public and is the attached document of this Competition.

⁴ The travel distance is calculated based on the air distance determined using the calculator between the place of departure and the destination in one direction, while the travel contribution applies to a round trip:
http://ec.europa.eu/programmes/erasmusplus/tools/distance_en.htm

When selecting students who meet the criteria for additional support for students of lower socio-economic status, both taxable and non-taxable income (earnings) are included in the calculation of the average monthly income per member of the household.

2) STUDENTS WITH REFUGEE, ASYLUM SEEKER OR MIGRANT STATUS

The supporting documentation to prove the status of asylum seekers/aliens with subsidiary protection consists of a decision granting asylum or subsidiary protection and a residence permit. In addition, students with the above-mentioned status must prove their identity, which can be done with an asylum seeker passport, a special alien passport or other identification.

3) STUDENTS WITH INCLUSION SUPPORT (STUDENTS WITH DISABILITIES)

The supporting documentation consists of a proof issued by a general practitioner or specialist (must be original and not older than 6 months) and a notice from a competent institution/governmental body stating the percentage and nature of the disability (a copy if applicable).⁵

4) STUDENTS WHOSE PARENTS HAVE A LOWER LEVEL OF EDUCATION

The condition for awarding additional monthly grant to students whose parents have a lower level of education is that the highest level of education of both parents corresponds to secondary vocational education. The application requires proof that both parents/guardians or one in case of one parent/guardian do not have a higher level of education, based on the records (including electronic records) of the Croatian Pension Insurance Institution (HZMO) of the data recorded in the register of the HZMO.

5) FEMALE STUDENTS IN THE TECHNICAL AREA, MALE STUDENTS IN THE HUMANITIES AREA

In selecting students who have the above-mentioned status, technical and humanities areas are defined in accordance with the Ordinance on Scientific and Artistic Areas, Fields and Branches (Official Gazette 118/09, 82/12, 32/13 and 34/16).

6) OLDER STUDENTS

Students over the age of 30 may apply for additional financial support. A copy of the identity card or an entry from the Register of births must be submitted as proof.

7) STUDENTS WITH CHILDREN

Students with children may apply for additional financial support. An entry from the Register of births must be submitted as proof.

8) STUDENTS WHO HAVE COMPLETED VOCATIONAL SCHOOL

Students who have completed vocational school may apply for additional financial support. A copy of the secondary school leaving certificate must be submitted as proof.

9) STUDENTS WHO WORK ALONGSIDE THEIR STUDIES

⁵ Applicants whose personal, physical, mental or health condition is such that their participation in the mobility would not be possible without additional financial or other types of support, and due to possible increased costs during the implementation of the mobility period, may apply for the inclusion support. A specific application form for inclusion, available on the website of the European Union Agency for Mobility and Programmes, needs to be filled in.

Students who are employed may apply for additional financial support. An electronic certificate from the pension system (HZMO) must be submitted as proof.

10) STUDENTS STUDYING OUTSIDE THEIR PLACE OF RESIDENCE

Students whose residence is more than 30 km from the place of study (including students who travel more than 30 km to study) may apply for additional financial support. A copy of the identity card and a printout showing the distance (HAK travel planner) must be submitted as proof.

11) STUDENTS WHO ARE CHILDREN OF CROATIAN VETERANS

Students who are children of Croatian veterans may apply for additional financial support if they fall into the following categories: children of Croatian veterans who died in the Homeland War, children of missing Croatian Homeland War Veterans, children of disabled Croatian Homeland War Veterans, children of Croatian Homeland War volunteers, and children of Croatian Homeland War veterans who were members of the combat sector for at least 100 days. Certificates of veteran status, which may be obtained from the Ministry of Veterans, must be submitted as proof. Proof of the status of a Croatian Homeland War veteran or the status of a child of a Croatian Homeland War veteran is issued by the competent state administrative body, i.e. the Ministry of Croatian Veterans.

12) ROMA MINORITY STUDENTS

Roma minority students may apply for additional financial support. An entry from the Register of births or a copy of the printout from the electoral roll must be submitted as proof.

13) STUDENTS FROM ALTERNATIVE CARE

Students who are children without parental care and children without adequate parental care may apply for additional financial support. Students who are under guardianship or were under guardianship as children or were granted the right to social housing or were granted the right to social housing as children, on the basis of regulations in the field of social welfare, shall submit a decision recognising their right to social housing issued by the competent institution in the field of social welfare.

14) HOMELESS STUDENTS AND THOSE AT RISK OF HOMELESSNESS

Homeless students and students at risk of homelessness may apply for additional financial support. Proof from the Centre for Social Welfare must be submitted.

15) STUDENTS FROM RURAL AREAS, SMALLER TOWNS AND ISLANDS

Students from rural areas, smaller towns and islands listed in the Areas of Special State Concern Act (Official Gazette 86/08, 57/11, 51/13, 148/13, 76/14, 147/14, 18/15, 106 /18) may apply for additional financial support. A certificate of residence and domicile showing that the student lives in a municipality (not a city) located in areas of special state concern must be submitted as proof.

16) STUDENTS WITH ADDITIONAL FAMILY OBLIGATIONS

Student parents (including those whose child has passed away). Students from families with a member who has a disability. Students under 26 years of age who have two or more siblings under 26 enrolled in formal education. As proof, student parents must provide the birth certificate(s) of their child(ren). If a family member has a disability, students must submit the birth certificates of the family members and a certificate of registration in the Register of Persons with Disabilities (for students from Croatia) or the corresponding proof from the competent authority (for students from outside Croatia). For preschool-aged siblings, a birth certificate or kindergarten certificate must be provided, and for school-

aged children or students, a certificate of enrolment in the current school or academic year must be submitted.

17) STUDENTS FROM SINGLE-PARENT OR PARENTLESS FAMILIES

This category includes students who live with only one parent or who do not have one or both parents. This covers cases where a parent is deceased, missing, or unknown, where the parents are divorced or a non-marital partnership has ended, as well as students who have been under guardianship or were entitled to accommodation under social welfare regulations. Students in this category must provide appropriate proof issued by the competent authority confirming their status (e.g., death certificate, court decision on divorce or guardianship, proof of guardianship, notarised statement, etc.).

Different types of grants for students with fewer opportunities are mutually exclusive.

In the event that there is a reasonable suspicion of attempted manipulation in determining belonging to one of the above categories, the University reserves the right to request additional documentation.

When granting additional financial support, preference will be given to students of lower socio-economic status over other categories of students with fewer opportunities.

Double funding: Students whose stay abroad is financed in parallel by European Union funds cannot receive financial support. National/local scholarships do not count as double funding.

ZERO-GRANT STUDENTS

Students who apply for the Competition and meet all the conditions, but do not receive a grant, can go on mobility at their own expense with the status of Erasmus+ zero grant student.

INSURANCE

Students are obliged to take out health insurance for the entire period of mobility.

The basic insurance usually provides the student's national health insurance for their stay in another EU country via the European Health Card⁶. However, the cover provided by the European Health Card or private insurance may not be sufficient, especially for repatriation and certain medical procedures. In this case, additional private insurance may be useful.

KNOWLEDGE OF A FOREIGN LANGUAGE

Students must inform themselves about the language of instruction at the host institution and the required level of proficiency in that language according to the Common European Framework of Reference for Languages (CEFR).

The University of Dubrovnik will conduct a language proficiency test in the language of instruction, which all applicants must take, unless they hold a valid language proficiency certificate (e.g., TOEFL or IELTS for English).

If the test shows that the candidate's language proficiency is below the B1 level according to the CEFR, the student will be considered not to meet the minimum language requirements to attend courses abroad, and their application will be rejected. Applicants whose knowledge of English in any of the components tested is below level B1 of the Common European Framework of Reference for Languages

⁶ The regional office of the HZZO is responsible for issuing the European Health Card.

will be deemed not to have the minimum level of foreign language proficiency required for traineeship abroad and their application will be rejected.

Students selected for mobility in previous Erasmus+ competitions must also take the test, unless they have previously been tested using the Aptis application or the Oxford Placement Test.

APPLYING FOR A SELECTION PROCEDURE

The following documents are required to apply for the Call:

1. Application Form
2. Motivation letter in English
3. The transcript of records with associated ECTS points - weighted average (certified by Student Services/Department secretariat)⁷;
4. Required certificates for additional categories (if applicable);
5. Proof of membership in the organisation Erasmus Student Network Dubrovnik (if applicable)⁸.
6. Language proficiency certificate (TOEFL or IELTS), if the student possesses one.
7. Consent for absence from the workplace due to participation in the ERASMUS+ mobility programme – doctoral students (if applicable).

Submit all the above documents in person to the Office for International Relations and Mobility Branitelja Dubrovnika 41, 20 000 Dubrovnik or electronically to the following email address: international@unidu.hr.

Application deadline: The call will remain open on a rolling basis until all available financial funds are fully allocated.

CANDIDATE SELECTION PROCEDURE

Candidates are selected by the Committee appointed by the Rector of the University of Dubrovnik.

The criteria for the selection of candidates are:

- submission of complete documents required for the Competition;
- knowledge of a foreign language - the working language for mobility, minimum requirement B1 level of proficiency according to the European Framework of Reference for Languages;
- priority for students who have not yet participated in a mobility during their studies (10 points),
- motivation letter in English (1-5 points);
- academic success (weighted grade point average multiplied by 2)⁹;
- active membership in the Erasmus Student Network Dubrovnik association (2 points).

If applications are received, the Committee will meet twice a month, usually on the 1st and 15th of the current month, or on the next working day if these dates fall on a non-working day. The results of the Call will be published on the University of Dubrovnik website (www.unidu.hr), generally no later than eight days after the end of the Call. By submitting an application, candidates agree to have their names published on the ranking list. All candidates will also be notified of the results by email.

⁷ If a student applies for mobility at graduate or postgraduate level, he/she must submit transcripts of all passed subjects at undergraduate, graduate and postgraduate levels.

⁸ The signed certificate is issued by the president of Erasmus Student Network Dubrovnik.

⁹ Weighted grade point average rounded to two decimal places

BEFORE, DURING, AND AFTER THE CALL

Before departing for mobility, and based on the above, a Learning Agreement (Online Learning Agreement) is signed with the selected students. This agreement includes the list of courses the student will take at the host institution, along with the corresponding number of ECTS credits. By signing this agreement, the recognition of ECTS credits earned during the mobility period abroad, as well as the period spent at the host institution, is guaranteed.

At the host institution, the student must complete a minimum of 3 ECTS credits in accordance with Erasmus+ programme rules. Doctoral students participating in short-term mobility are exempt from the 3 ECTS requirement, except in cases of participation in short-term blended mobility (e.g. a Blended Intensive Programme). In such cases, doctoral students are subject to the same rules as all other students at different study levels.

APPEAL PROCEDURE

Appeals against the Decision on the results of the Competition may be lodged with the Selection Committee within 8 days from the date of publication of the results on the University's website. Appeals are submitted in writing by registered mail or in person to the University's Protocol Service at the address: Branitelja Dubrovnik 41, 20 000 Dubrovnik.

FINAL REMARKS

By applying to the Call, candidates agree to have their names published on the ranking list and to the use of their personal data for the purpose of implementing the Call.

Terms used in this Call that have a gendered meaning are intended in a neutral sense and apply equally to all genders.

The University of Dubrovnik reserves the right to amend or supplement the Call. Any changes or additions will be published on the official University website.

CONTACT

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Rector