Ur.br: 2946/26

The University of Dubrovnik
on 26 November 2026 opens
the **2. COMPETITION**
for student mobility for the purpose of a study period within the Erasmus+ programme, (KA131, Project number: 2025-1-HR01-KA131-HED-000324999) in the academic year 2026/2027 - ONLY LONG-TERM MOBILITIES IN THE SUMMER SEMESTER[11]

GENERAL PROVISIONS

Based on the concluded Erasmus+ bilateral agreements with higher education institutions from Programme and Partner Countries[22] (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 at foreign partner higher education institutions in the 2026/2027 academic year.

Within this Call for Applications, students may apply for mobility for the purpose of a **study stay** at a foreign higher education institution. A study period under the Erasmus+ programme may also include conducting research or writing a final, bachelor's, mastes thesis. In such cases, students are required to provide a letter of acceptance from a supervisor at the host institution (the Supervisor Acceptance Form for Erasmus+ Students), confirming both the support of the supervisor at the host institution and the approval of the supervisor at their home department to conduct research or work on the final, bachelor's, master's thesis during the Erasmus+ study period.

WHERE CAN TRAINEESHIP BE CARRIED OUT

Under the Erasmus+ programme, 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. 32–34), known as *International Opening*.[3] 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.

[1]Within this Call for Applications, students can apply only for long-term mobility – the minimum duration must be 2 months of physical mobility.
[2] https://erasmus-plus.ec.europa.eu/sites/default/files/2025-01/erasmus-programme-guide-v2.2025_en.pdf
[3] https://erasmus-plus.ec.europa.eu/sites/default/files/2025-01/erasmus-programme-guide-v2.2025_en.pdf

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.

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

Mobility for the purpose of a study period may take place no earlier than 1 September 2026 and no later than 30 July 2027. Erasmus+ students are entitled to a total of 12 months of physical mobility per study cycle (undergraduate, graduate, postgraduate). Mobility may be undertaken multiple times during a student's studies, provided that the maximum of 12 months per study cycle is exceeded. The total duration includes both study mobility (SMS) and traineeships (SMT) (e.g., within the same study cycle: 6 months SMS + 6 months SMT = 12 months).

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

Depending on the availability of Erasmus+ funding, a study mobility during which the student will not take exams, i.e., will conduct research or write a final, bachelor's, master's thesis under the supervision of a mentor, may be limited to a minimum duration of two months.

TYPES OF MOBILITY IN RELATION TO DURATION

Long-term physical mobility: between 2 and 12 months of physical mobility. The entire mobility phase takes place physically at the receiving institution. It may include an additional traineeship period (combined study and traineeship activity), if planned, and can be organised in different ways depending on the context: either one activity after the other or both activities simultaneously. Such a combination must comply with the funding rules and the minimum duration requirements for study mobility.

Long-term blended mobility: refers to mobility that combines physical mobility with online learning, that is with a mandatory virtual component before, during, and/or after the physical part of the mobility. Blended mobility is possible only if the foreign university to which you are applying offers it in the 2026/2027 academic year. Students should confirm this with the host university. The physical mobility in the foreign host country must last at least 60 days; students are entitled to Erasmus+ financial support only for the period of physical mobility in the host country. Participation in virtual learning from the home country is not covered by funding.

FINANCIAL SUPPORT - GRANT[4]

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.

The number of grants awarded by the University of Dubrovnik for student mobility traineeship depends on the number of months applied for and the availability of financial resources.

The monthly financial support for **long-term physical mobility to Programme Countries** in the 2026/2027 academic year is divided into three groups, depending on the destination country:

Group	Programme countries	Financial support with included allowance for traineeship (EUR/month)
Group 1 Programme countries with higher cost of living	Austria, Belgium, Denmark, Finland, France, Germany, Iceland, Ireland, Italy, Liechtenstein, Luxembourg, Netherlands, Norway, Sweden	**550**
Group 2 Programme countries with medium-high cost of living	Cyprus, Czech Republic, Estonia, Greece, Latvia, Malta, Portugal, Slovakia, Slovenia, Spain	**550**
Group 3 Programme countries with lower cost of living	Bulgaria, Hungary, Lithuania, North Macedonia, Poland, Romania, Serbia, Turkey	**500**

Financial support for **long-term student mobility to third/partner countries:**

From	To	Amount
Countries participating in the programme[5]	Partner countries from regions 1- 12	700 EUR per month
Countries participating in the programme	Partner countries from regions 13 and 14 (Andorra, Monaco, San Marino, Vatican City State, Faroe Islands, Switzerland, United Kingdom)	550 EUR per month

[4] 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.

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

TRAVEL GRANT[6] 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 a trip in which a large part of the journey (more than half of the round trip in kilometres) is made by low-carbon travel options, such as: bus, train, bicycle or carpooling. Upon return from a mobility activity, the student must provide a declaration of use of the green means of travel and a ticket (if applicable).

ADDITIONAL FINANCIAL SUPPORT

The following categories of students are entitled to an additional EUR 250 per month for long-term mobility:

1) **STUDENTS OF LOWER SOCIO-ECONOMIC STATUS**

The conditions for awarding an additional monthly study grant for students of lower socio-economic status 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.

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.

[6] 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

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).[7]

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

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

[7] 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.

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 s 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 Card[8]. 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

[8] The regional office of the HZZO is responsible for issuing the European Health Card.

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 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)[9];
4. Required certificates for additional categories (if applicable);
5. Proof of membership in the organisation Erasmus Student Network Dubrovnik (if applicable)[10].
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: **04 December 2026.**

Incomplete applications or applications received after the specified deadline will not be considered.

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 traineeship, 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,
- motivation letter in English;
- academic success (weighted grade point average)[11];
- active membership in the Erasmus Student Network Dubrovnik association (applies only to members who joined the association no later than 1 January 2026. Members who joined after this date are not eligible for additional points in this Call).

[9] 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.
[10] The signed certificate is issued by the president of Erasmus Student Network Dubrovnik.
[11] Weighted grade point average rounded to two decimal places

- attendance at Erasmus+ Info days attendance at Erasmus+ information days held during the period of this Call,

Note: Students selected for mobility under the Erasmus+ KA131 Call for Study Mobility for the 2025/2026 academic year who withdraw from the mobility without justification will have five (5) points deducted from the total score of their application (based on the criteria listed above). The results of the Call will be published on the University of Dubrovnik website (www.unidu.hr) no later than 15 days after the end of the Call. All candidates will be notified of the results by email.

BEFORE, DURING, AND AFTER THE CALL

All students wishing to participate in an exchange are required to review and, in consultation with the head of their department, compare the study programmes of their home and host universities, and select the courses they could attend and complete abroad. Students are advised to pay particular attention to the language of instruction and the required level of language proficiency.

Before departure for mobility, based on this review, a Learning Agreement (Online Learning Agreement) is concluded with the selected students, listing the courses the student will attend at the host institution along with the corresponding ECTS credits. By signing this agreement, the recognition of ECTS credits earned during the mobility, as well as the period spent at the host institution, is guaranteed.

In accordance with the University of Dubrovnik's Regulations on International Mobility, students must register for and attend at least 25 ECTS credits per semester at the host institution, unless the mobility is intended for the preparation of a final or master's thesis. Students must complete a minimum of 10 ECTS credits per semester at the host institution, unless the mobility is intended for the preparation of a final or master's thesis.

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 Dubrovnika 41, 20 000 Dubrovnik.

FINAL REMARKS

By applying for the Call, candidates agree that their names may be published on the ranking list, the waiting list, or any subsequent lists if necessary, and that their personal data may be used for the purposes of implementing the Call, as well as for carrying out Erasmus mobility, including the preparation and implementation of the grant agreement and the payment of financial support.

By applying for the Call, candidates confirm that they are aware that the implementation of the Erasmus mobility procedure involves entering their personal data into the databases of the University of Dubrovnik, foreign partner institutions, the European Commission, the Erasmus+ National Agency for Mobility and EU Programmes, the Ministry of the Interior, the Ministry of Science, Education and Youth, and other institutions or public authorities authorised to request and receive information about Erasmus grant holders for the purpose of implementing the mobility.

Furthermore, candidates are aware that their personal data will not be processed in a manner inconsistent with the stated purpose and the applicable provisions of European and national law.

Terms used in this Competition that have a gender-specific meaning are used neutrally and apply equally to men and women.

The University of Dubrovnik reserves the right to change and amend the Competition. All changes and additions to the Competition will be published on the official website of the University.

CONTACT

For all further information, please contact the Office for International Relations and Mobility:

Darja Miljanić,
Administrative Officer
erasmus@unidu.hr
P: 020/ 446 - 053

Maria Pendo,
International Relations Officer
maria.pendo@unidu.hr
P: 020/ 446 - 043

PhD Nebojša Stojčić (signed)

Rector