ALEXANDRU IOAN CUZA
UNIVERSITY OF IAŞI

ERASMUS+
INFORMATIVE SESSION

Co-funded by
the European Union

long term study mobilities
(post selection)














CAREFULLY READ ALL THE MESSAGES AND DOCUMENTS YOU RECEIVE!

!

!



NECESSARY STEPS TO BE FOLLOWED:

1. To participate at one of the post selection meetings.
2. To do the application process at the host university.
3. To complete the academic contract- Online/Digital Learning Agreement (OLA/DLA/LA).
4. To complete the surveys, upload the necessary documents for the request for travel and to sign the request for travel in original.
5. To upload all the necessary documents for the financial contract and to sign the financial contract in original.

2. APPLICATION PROCESS AT THE HOST UNIVERSITY

(mandatory to be done!)

- Check the web page of the host university and/or the email with information from the host university.

- The deadline to do the application process must be respected.





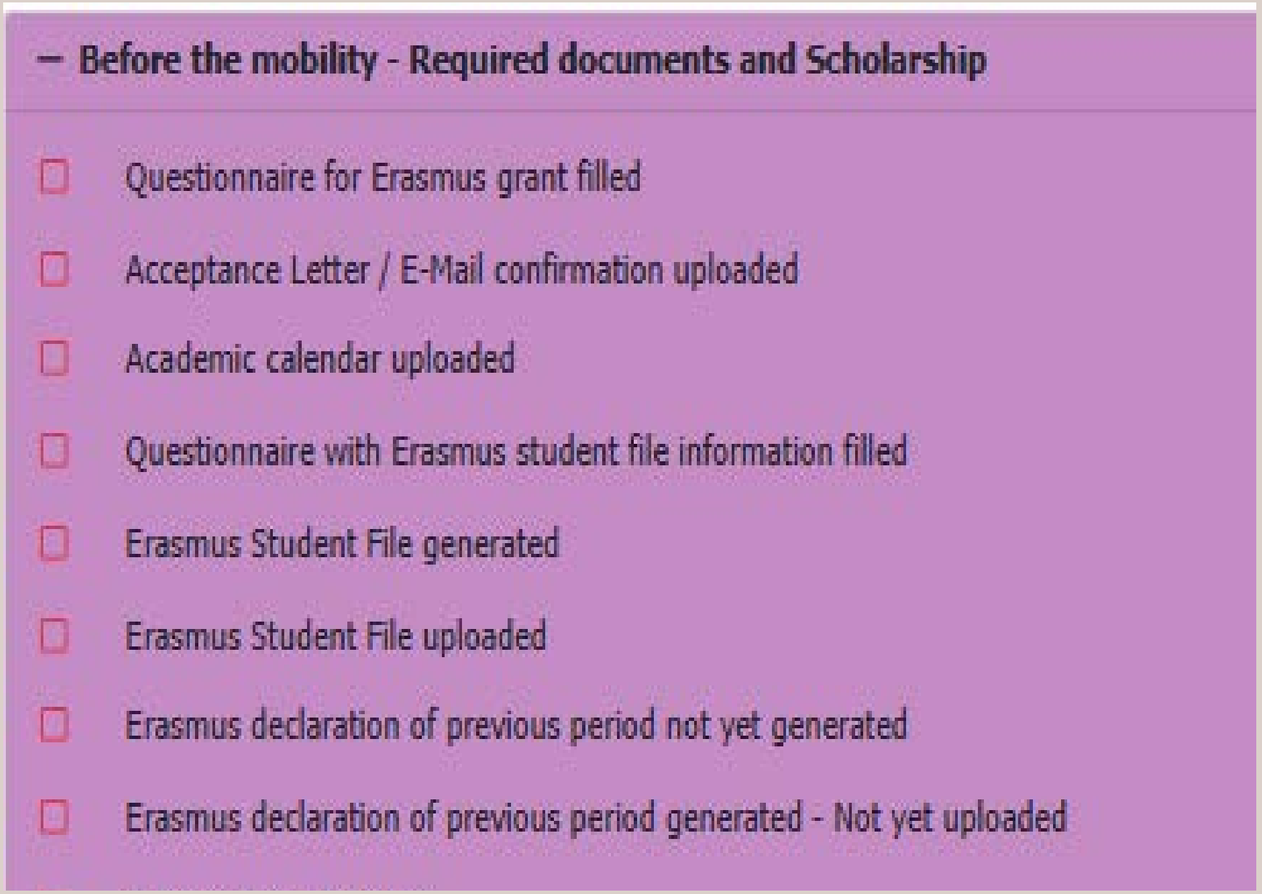
3. ACADEMIC CONTRACT (ONLINE / DIGITAL LEARNING AGREEMENT - OLA / DLA / LA)

Min. 30 ECTS credits/semester
at the host university.

– Before the mobility - Digital Learning Agreement (DLA before)

- ☐ Course language and language level
- ☐ Information regarding the administrative and academic contact person
- ☐ Information regarding stay dates not yet completed
- ☐ Courses at the home institution entered in the Digital Learning Agreement
- ☐ Courses at the host institution entered in the Digital Learning Agreement
- ☐ Digital Learning Agreement approved and signed by UAIC Erasmus Coordinator
- ☐ Digital Learning Agreement approved and signed by host institution
- ☐ Digital Learning Agreement

You cannot do the administrative steps in the Mobility Online platform for the Erasmus+ grant until the DLA is not signed by all parts.



4. THE REQUEST FOR TRAVEL.

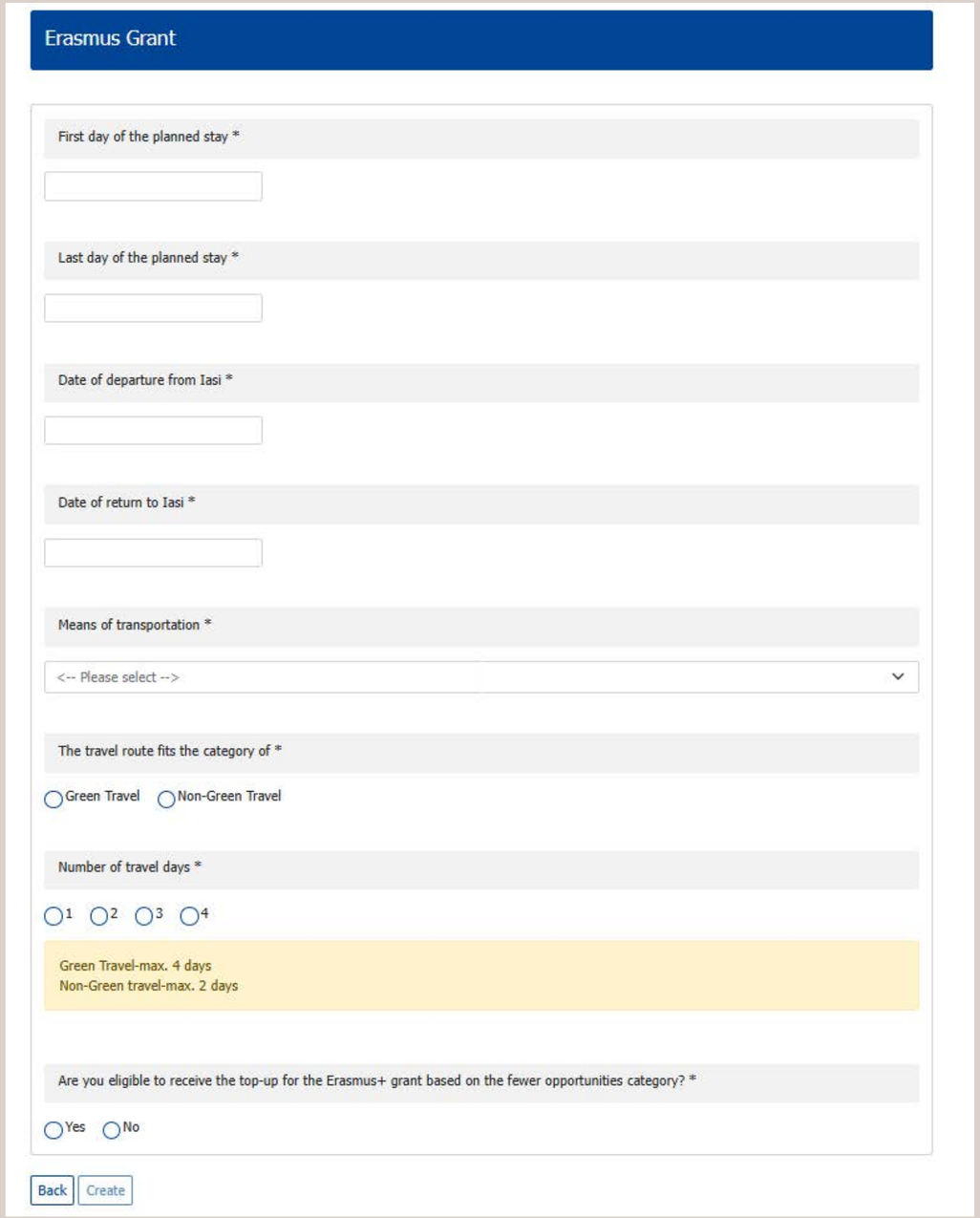
- Complete the Erasmus+ survey.

- Upload the letter/ email of acceptance from the host university (PDF).

- Upload the academic calendar from the host university, that contains the start and end date of the semester (PDF).

-Generate and upload the Erasmus+ file.

- Generate and upload the declaration to avoid double funding.



Carefully read the questions in the survey!

Travel days should not be after the start date and before the end date of the physical mobility.

To calculate how much you will receive for the Erasmus+ long term study mobility, you can use the calculator accessible at this link: https://erasmusgeneration.org/grant-simulator



How the Erasmus+ period of physical mobility can be calculated:



Start date **will be the day when you will start phyical activities at the host university:**

(1) first day of actual classes;
(2) first day of the Welcome Day(s)/Week;
(3) first day of the language courses organized by the host university;

End date **wll be the last day when you need physically be present at the host university (for example, last day in the exam session).**

HOW MUCH IS THE FUNDING?

Erasmus+ grant:

606 Euro/month

- Bulgaria
- Croația
- Lituania
- Macedonia de Nord
- Polonia
- Serbia
- Turcia
- Ungaria

or

674 Euro/month

- Austria
- Belgia
- Cehia
- Cipru
- Danemarca
- Estonia
- Finlanda
- Franța
- Germania
- Grecia
- Irlanda
- Islanda
- Italia
- Letonia
- Liechtenstein
- Luxemburg
- Malta
- Norvegia
- Portugalia
- Slovacia
- Slovenia
- Spania
- Suedia
- Țările de Jos

Additional individual support:
max. 2 days
(non- green travel)
max. 4 days
(green travel)

+

Grant for transportation (depending on the distance to the host city of your Erasmus+

Grant for fewer opportunities: 250 Euro/ month

90% before the mobility
10% after the mobility

Grant for transportation, according to the distance calculator from the European Comission.

Travel distance	Transport in the „green travel" category – Amount in Euro per participant	Transport in the „non-green travel" category– Amunt in Euro per participant
10 - 99 KM	56	28
100 - 499 KM	285	211
500 - 1 999 KM	417	309
2 000 - 2 999 KM	535	395
3 000 - 3 999 KM	785	580
4 000 - 7 999 KM	1 188	1 188
8 000 KM or more	1 735	1 735

Fewer opportunities categories:

1. Student who benefits of or who fits the crieteria for a social scholarship by submitting a file to the faculty for this category.

(Ordinului ME 4957/2025, by which it was modified Ordinul 6463/2023)

10. PROIECT P.E.O-I.E.S
(500 Euro/month for a maximum of 4 months)

(contact: ies.erasmus@yahoo.com)

2. Student orphaned of one or both parents.
3. Student from a single-parent family.
4. Student from the 'first in family to attend college' category.
5. Person with a disability or health issues.
6. A person whose family hasn't earned an average monthly net income higher than the minimum net wage in the country.
7. Student who has the status of a single parent
8. Person of Roma ethnicity
9. Person with migrant or refugee status

The file needs to be physically submitted at the Scholarships and Social Problems (Compartimentul Burse şi Probleme Sociale), in the academic year in which your ERASMUS+ mobility will take place, for a single category. Address: Codrescu Campus, C12 dormitory, room 4 (from Monday to Friday between 13-15).

!!!!!!!!!!!!!!!!!!!!!!!!!!!!

After uploading all the documents and they are checked, I will validate them and inform you that you need to come to the Erasmus+ Office to sign the request for travel in original.

After that, you will have to obtain 3 signatures from your faculty (Erasmus+ coordinator, Chief administrator and Dean) and leave the request for travel signed at Registration Office for approval.







5. FINANCIAL CONTRACT

- Document in which are mentioned the rights and obligations for you and UAIC.

- The documents for the financial contract can be uploaded only after the request for travel is approved.

- The financial contract cand be signed only in original at our office.



- Identity Card
- Additional documents uploaded (optional)
- Insurance
- Bank details indicated
- Bank account statement

Documents to be uploaded for the financial contract:

- bank statement in Euro opened in your name;

The account in Euro can be opened at any bank (even the Revolut account in Euro can be used). The Erasmus + grant will be transferred from the UAIC account in Euro opened at BCR;

- copy of ID card (original + residence permit);

- copy of european health insurance: a European health card or a private european health insurance (mandatory valid for all the Earsmus+ mobility period, including travel days).

- any other document (for example, power of attorney, proof of address, etc.)



Payment of the scholarship:

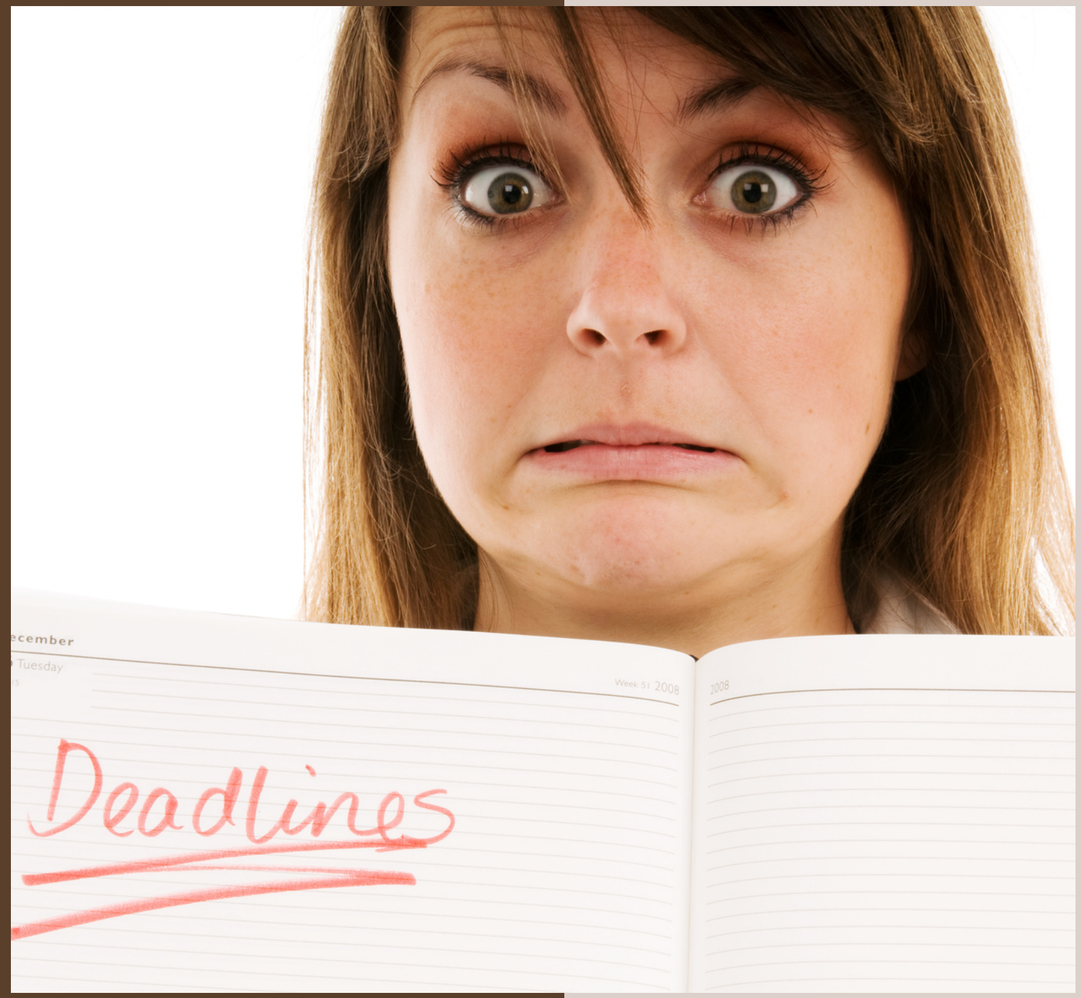
90% in advance: after you sign the financial contract.





10% balance: after the Erasmus+ mobility is finished and all the mandatory requests are accomplished.

DEADLINES



- The request for travel- can be signed and approved with minimum 10 days*/maximum 3 months before the start of your mobility.

- The financial contract- can be signed with minimum 5 days*/maximum 2 months before the start of your mobility, but only after the request for travel was approved.

* At these deadlines, the Erasmus+ grant will not be paid before the start of your mobility.

IMPORTANT INFORMATION

The signing of the financial contract and any other additional contract (for any modification of the Erasmus+ mobility) is being done only IN ORIGINAL.

In case you cannot sign these documents in original, you will have to realize an official power of attorney for another person who will come and sign the documents for you (attached model).

Tipes of documents for which you may need power of attorney:

- request for travel;
- request to modify the period of the physical mobility;
- request to modify the means of transportation in the mobility;
- request to add the top-up for fewer opportunities;
- request to prolongue/diminish the period of physical mobility;
- any other modification of the financial contract and the initial Erasmus+ grant.

MODEL P R O C U R Ă

Subsemnatul, ……., cetăţean român, având CNP ……, cu domiciliul dovedit prin act de identitate în …….., identificat cu Carte de identitate seria …….., nr. …… eliberată de SPCLEP ……., la data de ……., împuternicesc prin prezenta pe doamna **……**, cetăţean român, având CNP ……, cu domiciliul dovedit prin act de identitate în ……., identificată cu Carte de identitate seria ……, nr. ……., eliberată de SPCLEP ……., la data de ……., **pentru ca în numele meu şi pentru mine să mă reprezinte la Facultatea de ..... a Universităţii "Alexandru Ioan Cuza" din Iaşi şi la Serviciul Relaţii Internaţionale din cadrul Universităţii** în vederea semnării contractului financiar în vederea efectuării unei mobilităţi ERASMUS+, precum şi în vederea depunerii, semnării şi/sau ridicării oricărui act/formular/document necesar completării dosarului ERASMUS+ pe numele meu.

Pentru aducerea la îndeplinire a prezentului mandat, mandatara mea va face cererile şi declaraţiile necesare, va da relaţiile cerute, va prezenta şi depune actele solicitate, va îndeplini toate formalităţile legale, mă va reprezenta la **Universitatea "Alexandru Ioan Cuza" din Iaşi,** în vederea semnării contractului financiar pentru o mobilitate ERASMUS+, a oricăror cereri tip de deplasare în străinătate, precum şi a oricăror alte acte/documente legate de îndeplinirea mandatului, va efectua acţiuni neprevăzute în prezenta procură, aceasta ţinând loc de procură specială în cazul în care legea ar cere o asemenea procură, considerându-se ca tot ceea ce va face reprezintă mandatul meu şi este obligatoriu pentru mine, va semna orice acte vor fi necesare în numele meu şi pentru mine, în limita prezentului mandat, semnatura sa fiindu-mi deplin opozabilă.

Subsemnatul, ……. declar că am capacitate deplină de exerciţiu şi nu am fost declarat incapabil, că am citit şi am înţeles conţinutul prezentei procuri, care a fost redactată la solicitarea mea expresă, că sunt de acord şi consimt la autentificarea acesteia, exprimând voinţa mea liberă şi neviciată.

Prezentul mandat este gratuit, netransmisibil şi valabil în timp până la aducerea sa la îndeplinire sau până la revocare, ori până la decesul mandantei sau mandatarului, cu respectarea oricăror altor termene impuse de legislaţia civilă în vigoare, iar în lipsa unui termen pentru îndeplinirea mandatului ne-au fost aduse la cunoştinţă de notarul public prevederile art. 2015 Cod civil, potrivit cărora contractul de mandat încetează în 3(trei) ani de la încheierea lui.

Commented [H1]: Fara STUDIU / PRACTICA, dat fiind ca e valabila 3 ani procura – pct 1 ar fi acesta

Commented [H2]: Se poate adauga si ... in vederea depunerii dosarului de bursa sociala la facultate (fara detalii cu privire la anul de studii sau academic, mobilitate, etc) – pct 2 eventual

OLS LANGUAGE TEST

Online language test in the language you will study at the host university.

Taking the test is recommended before the start of your mobility.

You can also do the test and take classes for other language, too.

Testing is optional.



CONTACT US

0232 20 1113

andreea.purcaru@uaic.ro

https://www.uaic.ro/international/programul-erasmus/studenti/mobilitati-de-studiu-erasmus/

Bld. Carol I, nr. 11, Corp A, et. 2 Rectorat

https://calendar.app.google/a4bzjSj41HLcYj8p6

The email address for appointments is only for appointments. Do not send emails to that email address.



UNIVERSITATEA „ALEXANDRU IOAN CUZA" din IAȘI

Finanțat de Uniunea Europeană

Aşa începe mobilitatea ta ERASMUS:



Pasul 1

Participă la selecția din cadrul facultății!

1 - 15 zile

Pasul 2

Coordonatorul Erasmus transmite procesul verbal de selecție către Serviciul Relații Internaționale (SREI).

Tu decizi*

Pasul 3

Depui cererea de deplasare însoțită de documentele necesare la SREI, conform informațiilor primite prin e-mail de la responsabilul Erasmus.

Min. 5 zile**

Pasul 4

Responsabilul Erasmus din cadrul SREI îți trimite prin e-mail contractul financiar spre completare.

Tu decizi*

Pasul 5

Transmiți contractul financiar completat, împreună cu documentele însoțitoare.

Tu decizi*

Pasul 6

Vii la SREI să semnezi contractul financiar.

5 zile

Pasul 7

Contractul financiar este semnat de către reprezentanții universității.

2 zile

Pasul 8

Responsabilul Erasmus din cadrul SREI întocmește documentele interne în vederea plății bursei.

5 -10 zile

Pasul 9

Primești bursa Erasmus în cont.



Termenele sunt exprimate în zile lucrătoare.

*Depinde de cât de repede te mobilizezi cu documentele.

**Cu maxim 2 luni înainte de începerea mobilității.


Mulțumesc