

Applying for Erasmus+ scholarships – Audencia Business School



Erasmus+ Scholarship Studies

Eligibility

- You may apply for a scholarship to study abroad in another European university starting from your second year of study, for a **3- to 12-month study abroad period**.
- Students benefit from a 12-month mobility « package », study and/or traineeship, per study cycle (Bachelor, Master, PhD).
- Any student registered in a higher education institution may participate in an Erasmus mobility no matter his or her nationality.

Scholarship amount and payment

- For the 2018-2019 academic year, the amount of the Erasmus grant ranges between 170 and 270€/month, depending on the cost of living of the host country.
- Countries are split into 3 groups:
 - Group 1 Countries with higher living costs
Denmark, Finland, Iceland, Ireland, Luxembourg, Sweden, United Kingdom, Liechtenstein, Norway,
 - Group 2 Countries with medium living costs
Austria, Belgium, Germany, France, Italy, Greece, Spain, Cyprus, Netherlands, Malta, Portugal,
 - Group 3 Countries with lower living costs
Bulgaria, Croatia, Czech Republic, Estonia, Latvia, Lithuania, Hungary, ,Poland, Romania, Slovakia, Slovenia, former Yugoslav Republic of Macedonia, Turkey.
- Payments are made in two instalments (a first payment representing 70% of the total grant after your arrival, and 30% after your mobility).
- Any incomplete application or any application that did not meet the deadlines will be automatically denied.

Application procedure

1) Application form

- First, create an application by clicking on “apply now” then fill in all the questionnaires available in the application.
- To submit the questionnaire, you need to have a Terra Dotta account. If you do not have one (EIBM, IMM, MSCPM students), follow these instructions ([Instructions Creation Compte Terra Dotta.pdf](#)) to create one from scratch on the online platform.
- If your application is approved, after you have transmitted the required information and documents (GNI and European Health Insurance Card), you will receive a pre-filled form (Erasmus mobility kit) you will need to sign. You will also be required to attach complementary documents such as the Learning Agreement.

Deadlines:

May 31: applications for fall 2018 mobility and mobility from September 2018 to June 2019

November 5: applications for spring 2019 mobility

2) Course validation and online language course

Course validation

You must have your choice of courses validated through the Erasmus Learning Agreement. You will have to send the completed Learning Agreement by email in PDF format to [Mr Blaess](#) (Grande

Ecole, Audencia Bachelor and SciencesCom students) or [Mrs Saudrais](#) (IMM students) when you will register for classes with the host university. Please note it has to be signed by the host university first. You will have to submit the final document with the 3 signatures (yourself, Audencia and the host university) through the “Bourse Erasmus+ Etudes: Learning Agreement Final” questionnaire. This procedure is mandatory. The latter document is definitive – changing courses is not allowed unless it is due to the host university.

Exception: double-degree seeking students do not need to have the Learning Agreement signed

OLS platform

The European Commission will assess your language skills through the Online Linguistic Support (OLS) platform. It is required to take the online test before you start your mobility, unless your courses are taught in your mother tongue (in that case, please inform [Mrs Steyer](#)). You will receive useful info regarding the language test by email.

You will then have free and 24/7 access to an online course to help you with language preparation.

By the end of your mobility, you will have to take a second language test in order to assess the language skills you have acquired during your academic stay abroad.

3) After your stay

You need to carry out the following formalities, however you may have to reimburse your scholarship entirely.

- Send us the certificate of attendance with the actual start and end dates of your stay. Your host university can provide you with an Erasmus template or you may use the following one: [Certificate of attendance](#). Please note: your official transcript of records may be sufficient if the actual dates appear on it. **Attention:** Your stay must be at least 3 months long with regard to the exact dates indicated on your certificate of attendance.
- Take the online language evaluation. An automatic email will be sent to you depending on the end date of your stay you indicated on the OLS platform.
- Fill in the feedback questionnaire on your mobility experience. You will have to complete this report and submit it online within 10 days after receiving it. If you do not, you may have to reimburse your scholarship partially or entirely.

You will receive the remaining amount of your scholarship within 45 days after you have submitted your final report provided you have followed the procedure mentioned above.