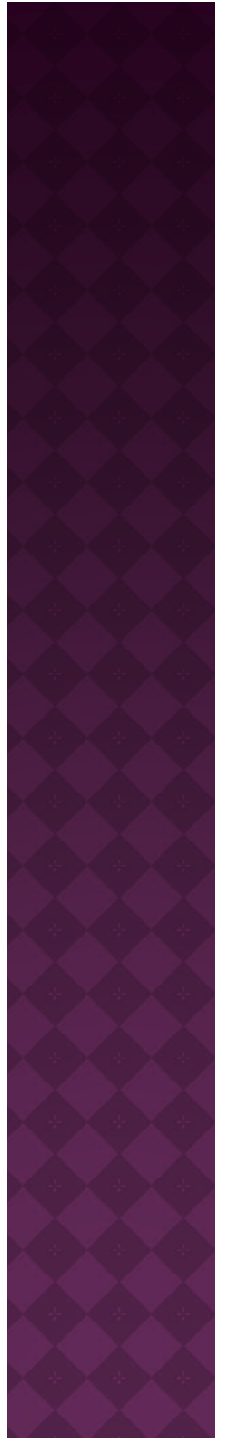


ERASMUS MUNDUS JOINEU-SEE IV

Ivana Zovko, prof.
mr.sc. Marija Nakić
Ured za međunarodnu suradnju

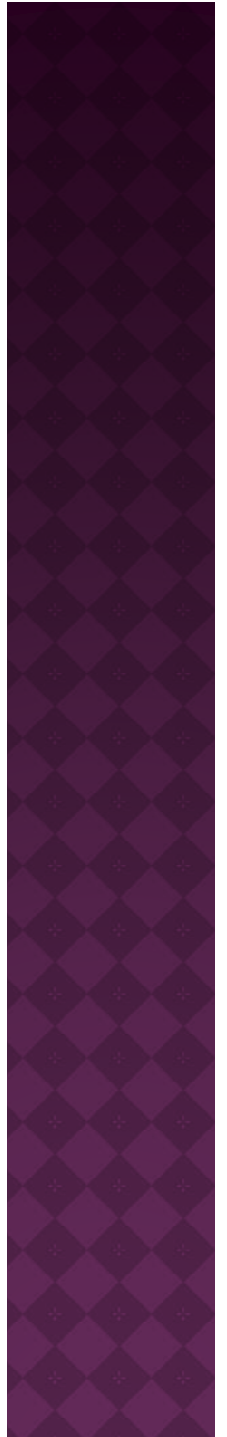
PROJECT

- ◉ "JoinEU-SEE" je stipendijska shema za akademsku razmjenu između sveučilišta država Europske unije i država Zapadnog Balkana. Stipendije za studente dodiplomskog, diplomskog, doktorskog i postdoktorskog studija i djelatnike Sveučilišta će financirati Europska komisija.
- ◉ Stipendija pokriva troškove putovanja, osiguranje, školarinu, troškove života i smještaj.



PARTNERI-EU

- ◉ Sveučilište u Grazu, Austrija
- ◉ Aarhus Sveučilište, Danska
- ◉ Cardiff Metropolitan Sveučilište, Velika Britanija
- ◉ Sveučilište u Berlinu, Njemačka
- ◉ Masaryk Sveučilište Brno, Češka
- ◉ Sveučilište u Antwerpenu, Belgija
- ◉ Sveučilište u Bolonji, Italija
- ◉ Sveučilište u Granadi, Španjolska
- ◉ Sveučilište u Mariboru, Slovenija
- ◉ Sveučilište Montpellier 2, Francuska



PARTNERI-ZAPADNI BALKAN

- Sveučilište u Banja Luci, BiH
- Sveučilište u Beogradu, Srbija
- Sveučilište u Crnoj Gori
- Sveučilište u Mostaru, BiH
- Sveučilište u Novom Sadu, Srbija
- Sveučilište u Prištini, Kosovo
- Sveučilište u Sarajevu, BiH
- Sveučilište Sv. Ćiril i Metod, Skopje, Makedonija
- Sveučilište u Tirani, Albanija
- Sveučilište u Tuzli, BiH



PROCEDURA ZA PRIJAVU

1. Pažljivo pročitajte dio “Who can apply” kako bi ste saznali kojoj ciljnoj skupini pripadate!

Mobility of Western Balkan Nationals to European Universities

Target Group	Definition	Mobility levels
<i>Target Group I</i>	Students and staff registered/employed at a Western Balkan partner university. TG1 applicants need to hold the nationality of one of the Western Balkan partner countries*.	<ul style="list-style-type: none">• Undergraduate• Master• Doctorate• Post-doctorate• Staff
<i>Target Group II</i>	Nationals of Western Balkan countries* <ul style="list-style-type: none">• who are registered/work at a higher education institution which is not a JoinEU-SEE partner but is located in one of the 6 Western Balkan partner countries* (students and staff); OR• who have obtained a university degree or equivalent by a higher education institution in a Western Balkan partner country* (only students).	<ul style="list-style-type: none">• Master• Doctorate• Post-doctorate• Staff
<i>Target Group III</i>	Nationals of Western Balkan countries* who are in particularly vulnerable situations. This includes, for example, individuals who <ul style="list-style-type: none">• have a refugee status or are asylum beneficiaries (international or according to the national legislation of one of the EU recipient countries); OR• have been the object of unjustified expulsion from university based on racial, ethnic, religious, or political reasons, sexual inclination or gender; OR• belong to an indigenous population targeted by a specific national policy or IDPs	<ul style="list-style-type: none">• Undergraduate• Master• Doctorate• Post-doctorate

PROCEDURA ZA PRIJAVU

2. Informirajte se o vrstama mobilnosti

Scholarships / Duration

Types and duration of scholarships for Western Balkan students and staff

Mobility levels	Duration	Monthly allowance
Undergraduate	1 semester or 1 academic year	1.000 € per month
Master	1 semester to 24 months	1.000 € per month
Doctorates	6 to 36 months	1.500 € per month
Post-doctorates	6 or 10 months	1.800 € per month
Staff	1 month	2.500 € per month

Types and duration of scholarships for EU students and staff

Mobility levels	Duration	Monthly allowance
Undergraduate	1 semester or 1 academic year	1.000 € per month
Master	1 semester or 1 academic year	1.000 € per month
Doctorates	6 or 10 months	1.500 € per month
Post-doctorates	6 or 10 months	1.800 € per month
Staff	1 month	2.500 € per month

PROCEDURA ZA PRIJAVU

3. Pogledajte listu studijskih polja kako biste saznali da li se program koji vas interesira nudi na jednom od partnerskih institucija.

Fields of study

All universities in the JoinEU-SEE consortium are comprehensive universities that offer a wide range of studies.

» Step 1:

Have a look at the list of **FIELDS OF STUDY** to find out whether the programme you are interested in is offered at one of the partner universities. (Please find a list for the study area codes [here](#).)

» Step 2:

Have a look at your host university's list of **STUDY PROGRAMMES** in order to receive detailed information on:

- (1) specific admission requirements of the respective study programme,
- (2) additional documents to be uploaded,
- (3) language of instruction,
- (4) required language certificates to be uploaded,
- (5) link to courses/ECTS/learning outcomes (in order to be able to fill in the learning agreement or SRTT plan).

Please note: you can apply **only for study programmes indicated in the list** of study programmes per university. Other study programmes are not available for JoinEU-SEE applicants.

PROCEDURA ZA PRIJAVU

4. Pročitajte opće informacije o sveučilištima za koje ste zainteresirani

JoinEU-SEE IV partners

Please read through the information carefully **before** contacting the partner universities and making your choice! Check possible fields of study at each university, admission and language requirements, academic calendars, courses offered, services provided for incoming students, etc.

EU Universities

» University of Graz, Austria - co-ordinator	General information sheet
» Aarhus University, Denmark	General information sheet
» Cardiff Metropolitan University, United Kingdom	General information sheet
» Freie Universität Berlin, Germany	General information sheet
» Masaryk University, Brno, Czech Republic	General information sheet
» University of Antwerp, Belgium	General information sheet
» University of Bologna, Italy	General information sheet
» University of Granada, Spain	General information sheet
» University of Maribor, Slovenia	General information sheet and Language Assessment Sheet
» University of Montpellier 2, France	General information sheet

PROCEDURA ZA PRIJAVU

5. Pročitajte “FAQs” kako biste dobili odgovore na neka od najvažnijih pitanja.

FAQs

About the call for applications:

- *When is the next call for applications?*
- *When will my mobility start?*
- *How long can I stay abroad if I am granted a scholarship?*
- *What target groups are there for the programme and which group do I belong to?*
- *Can I apply for an inter-European or inter-third-country mobility?*
- *Can I apply for a scholarship if I am a national from the Western Balkans living in Europe?*

About application documents and mobility:

- *What courses can I take abroad?*
- *What language requirements do I need to fulfil?*
- *Do I have to pay tuition fees?*
- *Will I be awarded some form of diploma at the end of my mobility period?*
- *What is a Learning Agreement or SRTT Plan?*
- *I am a post-doctorate applicant and I will complete my doctorate study programme in a few months from now, so I won't be able to upload my doctorate certificate before the closing of this call. What should I do?*
- *I am studying in my last year of bachelor studies and I would like to apply for a master exchange scholarship, but I don't have my bachelor degree certificate yet. May I exceptionally submit the missing bachelor degree certificate after the closing of the call?*
- *I am an undergraduate, master degree, doctorate exchange, doctorate degree or staff applicant and I don't have all required documents yet. May I exceptionally submit the missing documents shortly after the closing of the call?*
- *What is a "transcript of records"?*
- *For exchange students only: How do I find out about recognition requirements at my home university?*

About the selection and scholarship:

- *How will I receive my scholarship/grant?*
- *How do I apply for a visa?*
- *Will I receive insurance cover for the duration of my mobility?*
- *What kind of services can I expect to be offered by my host institution as an incoming student or staff member?*

Other questions:

- *If I am not eligible for JoinEU-SEE IV, where can I find out about other scholarship opportunities?*
- *I was granted a scholarship within an EMECW/ERASMUS MUNDUS project before. Can I apply again?*
- *I would like to get an idea of the chances to get selected within JoinEU-SEE IV. Where can I find this kind of information?*

PROCEDURA ZA PRIJAVU

6. Prikupite sve dokumente potrebne za online prijavu!

Dodiplomski studij

1. Ugovor o učenju (dva različita ugovora ako se prijavljujete za 2 različita sveučilišta)
2. Životopis (EUROPASS)
3. Kopija putovnice
4. Pismo preporuke (najmanje jedno)
5. Certifikat o znanju jezika
6. Prijepis ocjena
7. Motivacijsko pismo (dva različita pisma ako se prijavljujete za 2 različita sveučilišta)

POTREBNI DOKUMENTI

Diplomski studij (razmjena)

1. Ugovor o učenju (dva različita ugovora ako se prijavljujete za 2 različita sveučilišta)
2. Životopis (EUROPASS)
3. Kopija putovnice
4. Pismo preporuke (najmanje jedno)
5. Certifikat o znanju jezika
6. Diploma o završenom dodiplomskom studiju ili ekvivalent
7. Prijepis ocjena

POTREBNI DOKUMENTI

The information below applies to **MASTER EXCHANGE** applicants in the **last year of their bachelor studies**. It is **NOT applicable for MASTER DEGREE** applicants.

Applicants for **master exchange mobility** are asked in the online application to upload a **bachelor degree certificate (or equivalent)**. However, students in the last year of their bachelor studies **will not have received** their bachelor degree certificate **by the time the call for applications closes**.

These students may **exceptionally** apply for a master exchange scholarship at the following universities:

For Western Balkan students:	For EU students:
<ul style="list-style-type: none">• Aarhus University• Freie Universität Berlin• Masaryk University• University of Antwerp• University of Bologna• University of Granada• University of Maribor• University of Montpellier 2	<ul style="list-style-type: none">• Ss. Cyril and Methodius University in Skopje• University of Banja Luka• University of Belgrad• University of Montenegro• University of Mostar• University of Novi Sad• University of Sarajevo• University of Tirana• University of Tuzla

Instead of uploading the bachelor degree certificate in the online application, **please upload a statement** (PDF document) declaring that:

1. you are a student in the last year of your bachelor studies,
2. how many ECTS you still need to earn for the bachelor degree certificate and
3. when you expect to receive the bachelor degree certificate.

In addition, the transcripts of records which you upload in the online application **need to show** that you are indeed in your last year of bachelor studies.

POTREBNI DOKUMENTI

Diplomski studij (diploma)

1. Životopis (EUROPASS)
2. Kopija putovnice
3. Pismo preporuke (najmanje jedno)
4. Certifikat o znanju jezika
5. Diploma o završenom dodiplomskom studiju ili ekvivalent
6. Prijepis ocjena
7. Dodatni dokumenti

POTREBNI DOKUMENTI

Master degree applicants:

Additional documents for successful admission

Admission requirements of all partner institutions in the consortium **have to be respected**. As a master degree seeking student you will be registered as a regular student at the host university and therefore, you **need to fulfill all regular admission requirements of the host university**.

For a successful admission to master study programmes, host universities may ask for **additional documents** to be uploaded. Check your host university's [list of study programmes](#) and upload any additional documents (if required).

It's the **responsibility of the applicant** that all obligatory documents are uploaded.

When applying online you are requested to upload scanned versions of all your original documents (transcripts of record, bachelor degree certificate, language certificates etc.). In addition, scanned versions of officially certified **translations** of all these documents into English or the language of your host country are **obligatory!**

All documents attached in electronic form **will also have to be handed in as original documents at the host institution once you apply for admission**.

Please note: There are **three possible ways** of handling admission procedures:

1.) Some host universities receive your JoinEU-SEE online application and by selecting your application within JoinEU-SEE, **you are automatically admitted** to the host university.

- University of Bologna
- University of Montpellier 2

2.) Some other host universities receive your JoinEU-SEE online application and - if you are selected within JoinEU-SEE - the host university will contact you in order to start **a separate admission procedure** (you will receive detailed information by your host university concerning further steps to be taken for a successful admission). You will be notified of the JoinEU-SEE selection results by May 2013. However, the admission procedure at the host university starts after May 2013. Please note that the JoinEU-SEE scholarship is always contingent on the successful admission at the host university.

- Aarhus University
- University of Antwerp
- Cardiff Metropolitan University
- Freie Universität Berlin
- University of Graz
- University of Granada
- University of Maribor

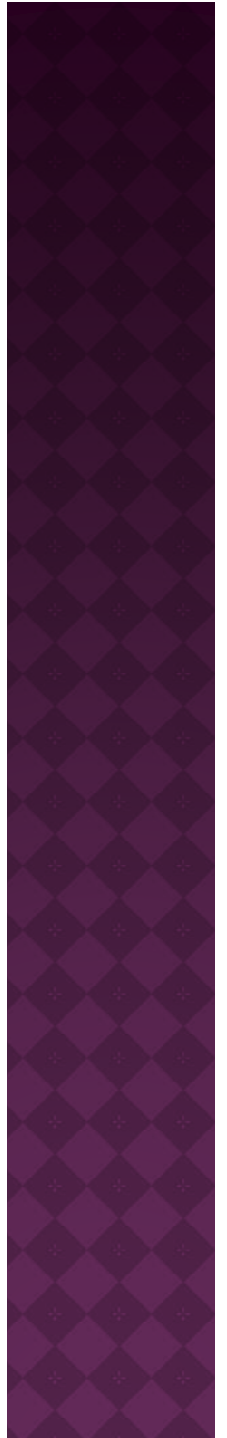
3.) Some other host universities ask you to apply for JoinEU-SEE **AND at the same time apply also separately (in parallel) for admission** (while the JoinEU-SEE call is still open). You will be notified of the JoinEU-SEE selection results by May 2013. However, it's possible that the admission procedure at the host university is not completed by then. Please note that the JoinEU-SEE scholarship is always contingent on the successful admission at the host university.

- Masaryk University, Brno

POTREBNI DOKUMENTI

Doktorski studij (razmjena)

1. Plan istraživanja/studiranja/obuke
2. Pismo interesa
3. Životopis (EUROPASS)
4. Kopija putovnice
5. Pismo preporuke (najmanje jedno)
6. Certifikat o znanju jezika
7. Diploma za završeni dodiplomski studij ili ekvivalent
8. Diploma za završeni diplomski studij ili ekvivalent
9. Prijepis ocjena s prethodnog stupnja



POTREBNI DOKUMENTI

Doktorski studij (diploma)

1. Plan istraživanja/studiranja/obuke
2. Pismo interesa
3. Životopis (EUROPASS)
4. Kopija putovnice
5. Pismo preporuke (najmanje jedno)
6. Certifikat o znanju jezika
7. Diploma za završeni dodiplomski studij ili ekvivalent
8. Diploma za završeni diplomski studij ili ekvivalent
9. Prijepis ocjena s prethodnog stupnja
10. Dodatni dokumenti (pogledati na listi studijskih programa)

POTREBNI DOKUMENTI

Post-doktorski studij

1. Plan istraživanja/studiranja/obuke
2. Pismo interesa
3. Životopis (EUROPASS)
4. Kopija putovnice
5. Pismo preporuke (najmanje jedno)
6. Certifikat o znanju jezika
7. Diploma o završenom dodiplomskom studiju ili ekvivalent
8. Diploma o završenom diplomskom studiju ili ekvivalent
9. Prijepis ocjena s prethodnog stupnja
10. Diploma o završenom doktorskom studiju

POTREBNI DOKUMENTI

Nastavno i administrativno osoblje

1. Plan istraživanja/studiranja/obuke
2. Pismo interesa
3. Životopis (EUROPASS)
4. Lista objavljenih radova (za akademsko osoblje)
5. Kopija putovnice
6. Certifikat o znanju jezika



PROCEDURA ZA PRIJAVU

7. Prijavite se online

- ◉ Online aplikacija se sastoji od dva koraka:
- ◉ Prvi korak se mora završiti klikanjem na “Finish Data Entry” kako bi mogli nastaviti s drugim korakom gdje se treba odraditi upload dokumenata i odabrati sveučilište na koje se želi ići. Vodite računa da nikakve izmjene neće biti moguće unutar prvog koraka nakon što se završi klikanjem “Finish Data Entry”

PROCEDURA ZA PRIJAVU

- ◉ Korak 1:
 - Glavni podaci (uključujući i fotografiju)
 - Profil
 - Jezične vještine
- ◉ Korak 2:
 - Upload dokumenata
 - Izbor sveučilišta i motivacijska pisma
- ◉ Samo studenti koji se prijavljuju za dodiplomsku i diplomsku mobilnost mogu birati dva sveučilišta (prvi i drugi izbor), svi ostali se mogu prijaviti za jedno sveučilište.

HVALA VAM NA PAŽNJI

Dodatne informacije o prijavi i sama prijava na

www.joineusee.eu

Ili na e-mail adresu

rektorat-ms@sve-mo.ba

Ili broj telefona

036/337-077

