

Extension of the mobility period at the host institution

Applies only to the students qualified for the first semester.

„Erasmus – educational mobility (KA103)” Project

Short-term studies abroad

(Announcement no 20/20/SMS/2020/2021)

The International Relations Office (IRO UW) informs that:

1. extension of studies is possible only with a consent of the host university and the home faculty/institute;
2. **students*** need to consult detailed terms and conditions of the extension with their Faculty Erasmus Coordinator;
3. students who extend their mobility (**and continue their physical presence at the host university**) are entitled to a scholarship in the same amount per month as in the first semester, for a period of up to 11 months.

Step by step procedure

Step 1

Obtain an approval from the host university on the form: **Extension of short-term studies as an Erasmus Student** available here: <http://bwz.uw.edu.pl/dla-studentow-i-doktorantow-studia-2020-2021/>.

Please consult with the host university what **the end date of your physical mobility** will be (ex. the end of your exam session) before you complete the form.

Step 2

Send the form (stamped and signed by the host university) by email (only in a PDF form) to erasmusbwz@uw.edu.pl by **15.12.2020** at the latest.

Step 3

IRO will forward the form to your Faculty Erasmus Coordinator for the approval of the faculty

Step 4

After obtaining the approval of the Dean, the Head of the Faculty and/ or the Erasmus Coordinator, IRO UW will contact you and send you an annex to your grant agreement.

Step 5

Send your annex to the agreement to IRO UW.

Please note: The scholarship for the extended mobility period will be paid out on your request when:

- a) you post the **original** of the annex to the agreement to IRO UW;
- b) you notify IRO UW that you have edited your e-LA for the second semester in your USOSweb and that the courses have been approved online by the coordinator;
- c) you send a scan of your **Certificate of Attendance and Results**, completed and signed by the host University to IRO UW (the form is available here: <http://bwz.uw.edu.pl/dla-studentow-i-doktorantow-studia-2020-2021/>)

Attention! the remaining 10% installment of the overall scholarship will be paid out, according to the grant agreement, after the appraisal of your mobility.

*Also Phd students