

IRO Announcement no 5/23/SMS/2023/24 (KA131/2023)
Signing grant agreements – Erasmus mobility for studies 2023/24

- A. From **Wednesday 06.09.2023** it will be possible to sign grant agreements with funding from the Erasmus+ KA131/2023 project

If you are still in Warsaw, please book an appointment at IRO in our online calendar (room 207 only):

[Terminarz BWZ \(uw.edu.pl\)](http://Terminarz BWZ (uw.edu.pl)) to sign the grant agreement in person.

Please note that from 12.09 to 15.09 IRO will be **closed** as we are moving to a new location. We apologise for this inconvenience.

- B. If you have already started your studies at the host university or you cannot come to IRO (or no appointments are available any more) please send a request for your financial agreement to erasmusbwz@uw.edu.pl, attaching the required documents (as listed below).



Documents required for the grant agreement:

1. **A. Confirmation of Arrival** (form available here: <http://bwz.uw.edu.pl/studia-2023-2024/>) – required from students who have started their studies at the host university;
B. Letter of Acceptance/Admission or an email sent to you by the host university, confirming your admission – required from students who have not started their studies at the host university yet;
2. **E- Learning Agreement (BEFORE the Mobility)** – a scan of the printout from your LA in USOSweb, signed by the host university – required from students who do not have an **EWP LA**.
3. **Copy of a health insurance policy**: European Health Insurance Card (EHIC) or an equivalent health insurance policy;
4. Statement about your planned travel (form available here: <http://bwz.uw.edu.pl/studia-2023-2024/>).

Please note! If you are still waiting for the results of a retake exam or you are conditionally enrolled for the current academic year, you must submit an official consent of the mobility coordinator / head of the didactic unit to your mobility (a forward of an email with a consent).

Important! Please find out the exact dates of your mobility abroad (**start and end date of your actual study period abroad**) if you haven't started your mobility. If you are already in the country of your host institution, the dates of your mobility for the financial agreement will correspond to the dates in your **Confirmation of Arrival**.



Please note: your bank account details must be entered in your USOSweb profile at least one day before you sign the financial agreement (Student's section > student exchange > mobilities > bank account)



Erasmus Section of IRO UW is located in Krakowskie Przedmieście 26/28, Old Library Building (Old BUW), **2nd floor, room 207**. **After we move to the new place we will inform all students about the new address.**

Warsaw, 05.09.2023 r.

Erasmus Section
International Relations Office