



## Extension of the mobility period at the host institution

**For students nominated for the first semester 2023/24**

**„Erasmus – educational mobility Project (KA103/2022 or 131/2023)”**

*(Announcement no 6/23/SMS/2023/2024)*

- 1) Extension of the mobility period to a full academic year requires a written consent of the host university and the home department / institute.
- 2) The student\* is obliged to comply with the specific terms and conditions of extensions set out by the mobility coordinator in the given home department / institute.

### **PLEASE NOTE!**

Due to the shortage of funds in the KA131/2023 project, students extending their **mobility will not be entitled to a scholarship** (having an Erasmus student status with a **zero scholarship** in the second semester), which means that the students extending the stay in the second semester will have to cover the costs at their own expense.

### **Extension of mobility – STEP BY STEP**

#### **STEP 1**

Fill in the **Extension of short-term studies as an ERASMUS+ student** form (available [here](#)) and have it signed and stamped by the host university. Make sure you fill in the exact mobility end date in the second semester (ex. end date of the exam session, without the retakes)

#### **STEP 2**

Send a scan of the signed form as an attachment (in a pdf format only) to [erasmusbwz@uw.edu.pl](mailto:erasmusbwz@uw.edu.pl) by **15.12.2023** at the latest.

#### **STEP 3**

IRO UW will forward your Extension form to the respective mobility coordinator in your department / institute at UW.

#### **STEP 4**

After your coordinator/ Head of the Didactic Unit submits their consent to IRO, the details of your mobility will be updated in USOS.

#### **STEP 5**

You will receive an Annex to the financial agreement from IRO UW, stating the whole period of your mobility. You must update your Learning Agreement to include the courses to be taken in the second semester and have the LA approved in USOSweb.

### **PLEASE NOTE!**

The final payment of the 10% of the grant for the first semester will be paid out after the end of the whole mobility (both semesters) at the host university.

\*Also applicable to Phd students