



Büro für Internationale Beziehungen  
Office of International Relations

KARL-FRANZENS-UNIVERSITÄT GRAZ  
UNIVERSITY OF GRAZ



# Erasmus+ INTERNATIONAL CREDIT MOBILITY University of Graz, Austria



**Erasmus+ Higher Education  
Seminar on Cooperation with  
Partner Countries**  
September 2017

# Setting the scene ...

## The University of Graz

A photograph of the University of Graz building, a grand, multi-story classical structure with a central tower and a balcony with statues. The building is surrounded by greenery and a clear blue sky.

6 faculties

E+ ICM proposals  
in 2015, 2016 &  
2017

76 institutes

About 14 %  
international  
students

120 study  
courses

32,500 students  
from 100 different  
countries

# Erasmus+ ICM application

## Uni Graz approach

Starting point:



How can we use Erasmus+ ICM to support the university's **internationalization strategy**?

**IRO** as the “mastermind”

→ responsible for planning and writing proposals

**Top-down approach**, considering the **strategic orientation** of the university

# Erasmus+ ICM application

## Uni Graz approach

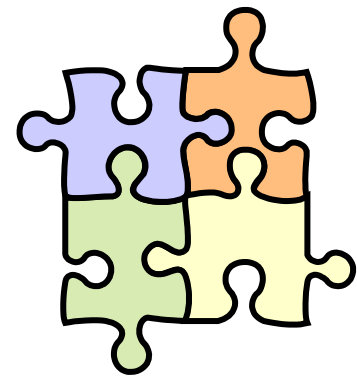


Choice of partner countries, partner universities and mobility flows – based on:

- Cooperation with **focus regions**
  - ***South-Eastern Europe** as a university-wide strategic focus*
  - ***The Americas** as a second regional focus*
- **Strategic partner universities**
- Involvement in **international networks**
- Experience from **Erasmus Mundus** mobility schemes
- **Joint Degree Programs** the university is involved in
- **Specific activities** of the faculties

# Erasmus+ ICM application

## Uni Graz approach

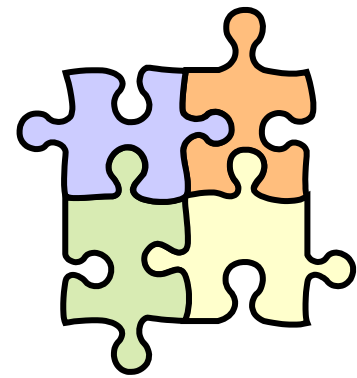


### Challenges in the application phase

- Defining a **strategic approach**: Which partner universities and why?
- Managing **communication** with partner universities and internally
- Receiving relevant **input from partners** in due time
- Making realistic projections in terms of **mobility numbers**
- Writing a **concise application** which is not too repetitive

# Erasmus+ ICM application

## Uni Graz approach

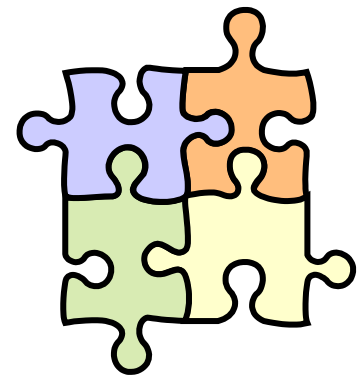


### Tips for the application phase

- Start preparations **early** – know what to expect!
  - Read up on the action (*Programme Guide, Do's and don'ts for applicants*)
  - Get familiar with the application form
- Apply for mobilities which tie in with the **institutional strategy** (focus regions, strategic partners, current projects, ...)
- Keep the first proposal **small** (ease into the action)

# Erasmus+ ICM application

## Uni Graz approach

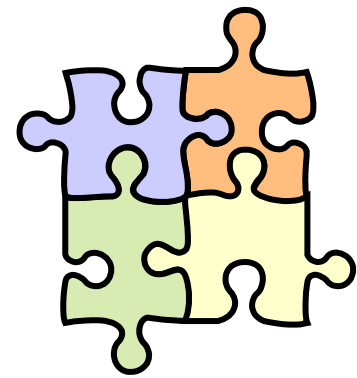


### Tips for the application phase

- Involve the **partner universities**
  - Provide a questionnaire for their input (strategic relevance!)
  - Make a realistic suggestion for mobility numbers
  - Ask them to send you a signed Letter of Intent
  - Set clear deadlines (enough margin before submission!)
- The same is true for when you include **specific activities of departments** – allow for even more time!

# Erasmus+ ICM application

## Uni Graz approach



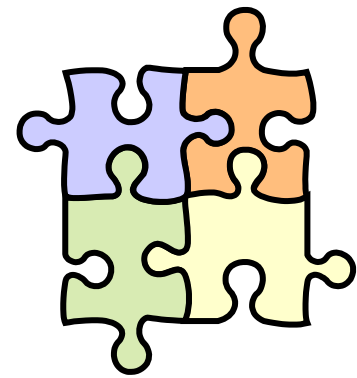
### Tips for the application phase

- Check the **internal regulations for the payment** of travel & subsistence costs for staff at your institution
- **Streamline the duration** of the requested mobilities as much as possible
- Don't underestimate the **time** it takes ...
  - Allow enough time for writing, reviewing and proof-reading of the application



# Erasmus+ ICM application

## Uni Graz approach

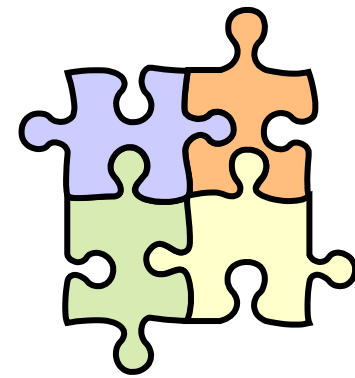


### Tips for the Implementation Phase

- Have the required **document templates** ready ahead of time (IIA, Staff Mobility Agreement, Grant Agreement, Confirmation of Stay)
- **Intense communication** required
  - within the IRO (develop a checklist)
  - within the home university (different stakeholders like admissions office, press office, personnel and accounting departments, academic advisors....)
  - with the partner institutions
- **Check the actual travel costs** of granted mobilities

# Erasmus+ ICM application

## Uni Graz approach



### Tips for the Implementation Phase

- **IIA** is the central document for the implementation – use it to clearly define the roles and responsibilities of both partners during all stages of the mobility
- Setting up the IIA can be very **time-consuming**, depending on the level of acquaintance of the partner institution with E+ ICM
- Make sure the IIA is **signed before the start of any mobility**
- Provide a **fact sheet** in addition to the IIA

# Erasmus+ ICM application

## Uni Graz approach

### Challenges in student mobility

- **Explaining the basics** of E+ ICM to the partners is very time-consuming
- **responsibility for selection** lies with the sending institution → different to well-known Erasmus Mundus Action 2
- not all **forms and templates** required for the mobility were provided by the EC
- partner universities tend to leave **responsibility with contracting university** (e.g. overview granted/remaining mobilities)

# Erasmus+ ICM application

## Uni Graz approach

### Tips/Best practice in student mobility

- Apply for a **2-year project duration**
- students are provided with the (draft) **grant agreement** before mobility → conditions of scholarship and payment procedure
- E+ ICM opportunities included in **information sessions** for outgoing students on E+ and bilateral exchange programs
- providing **list of incoming grantees to OeAD** which is forwarded to Austrian visa authorities abroad in order to facilitate the visa application procedure

# Erasmus+ ICM application

## Uni Graz approach

### Tips/Best practice in student mobility

- Incoming E+ ICM students are **integrated in the general welcome events and services**
- **extra information sessions** for incoming students at their arrival
- Incoming students are invited to **present their home universities** at study abroad fair and information sessions on E+ ICM

# Erasmus+ ICM application

## Uni Graz approach

### Tips/Best practice in staff mobility

- Check the **internal regulations** for the **payment** of travel & subsistence costs for staff at your institution
- **Explain the nomination procedure and scholarship information** to IRO contact at partner institution
- Provide **step-by-step information** for the different phases of the mobility (before/during/after)
- Host department/unit needs to **clearly communicate expected contributions**
- If possible, **meet incoming grantees personally** for a welcome & orientation session
- **Recognition** of outgoing mobilities is a bit blurred

# Erasmus+ ICM application

## Uni Graz approach

### Why it's all worth it

**Individual participants:** increases subject-specific knowledge, organizational and problem solving skills, cultural awareness and openness, job satisfaction; expands professional network

**Institutional level:** strengthens ties to long-standing partner universities, more recent partnerships are consolidated and links to new partners established

For some partner institution it was the only financially viable possibility to send students and/or staff abroad and the first time they participated in an Erasmus+ project

# Erasmus+ ICM application

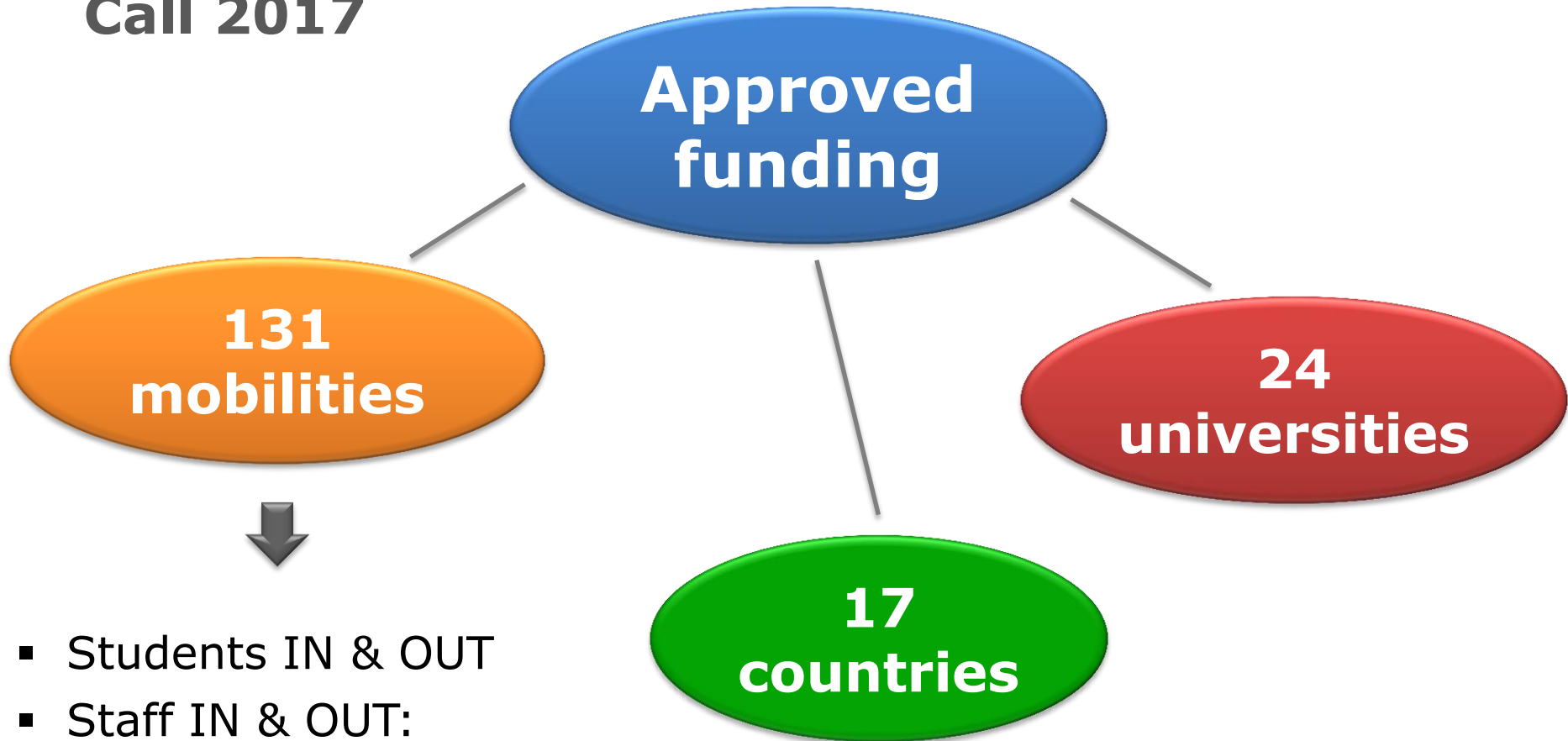
## Uni Graz approach

### Why it's all worth it

- It's NOT the program for long-term continuous exchange and NOT for a big number of mobilities
- It is a good program to
  - pursue **strategic goals** of your university
  - **highlight aspects** of a well-established bilateral cooperation
  - explore **new aspects** in an existing bilateral cooperation
  - **start-up exchanges** with a new partner



# Erasmus+ ICM Call 2017



- Students IN & OUT
- Staff IN & OUT:
  - teaching
  - training



**... for your attention!**

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