

ADA University

ADA manages the calls for applications for their outgoing candidates. There is a selection board at their institution. Regarding the selection criteria, besides academic performance, the committee for the interview of students is composed of Dean of relevant Schools, Faculty members of relevant schools, academic/career advisors. For staff, the selection committee consists of three relevant members. Depending on the type of mobility, the Office of Global Outreach and Partners exchange@ada.edu.az for all inquiries, Office of Housing, Migration and Travel grmammadova@ada.edu.az for incoming students and Office of Student Services studentservices@ada.edu.az for language courses for students. For selection procedure, support provided and recognition process at ADA, please visit: <https://drive.google.com/file/d/1Z03R4PzNQrIS4fhvaMG3Fv58j4JwwwhB/view>

Measures to ensure participation of those with fewer opportunities:

For staff, the overall score is added by +5 points for disability. For students, the announcement call will have a special slot for especially students with fewer opportunities; this should be proved by an official document given by the government, confirming the status of the students – children of a Disabled veteran, Internal Displaced Person, or a physical disability. This will start to be implemented from the call for Fall 2023. The students and staff are offered the services of the Office of Inclusivity and Diversity, in case of need. The students and staff can take an appointment and receive emotional or psychological support either from this office or can also go to the University Psychologist's office for a professional support.

BTU, Georgia

The selection of outgoing students is organized on the basis of a fair, transparent and documented process in order to ensure gender and social balance. Special assistance (individual consultations) from IRO officers is offered to students from disadvantaged groups. Selection Criteria - Academic Merit (0-10); Motivation (0-10); Oral Presentation (0-10). A special 1 point is given to the participants with fewer opportunities. Information meetings, Erasmus days and individual/group consultations are used by BTU IRO officers to reach out to as many participants with fewer opportunities as possible.

Measures to ensure full recognition for all participants (students and staff) by Partner Institution:

BTU IRO is taking advanced steps to ensure the recognition of the credits obtained by the students during their exchange mobility. In particular, in close collaboration with the Dean of the Faculty together with the Head of the Quality Assurance Office, the IRO members are reaching out and sending the list of subjects chosen by the students to the National Quality Enhancement Center to ensure the advanced recognition and approval from their side. These 2 years-long confirmations from the National authorities allow the QA office of the university to recognize the credits after the students return without any additional steps connected to the EQE. The final transcripts/diploma supplements of the exchange students clearly state the fact that the student spent time abroad and lists the subjects covered by them during the exchange semester.

Procedures for debriefing participants after mobility:

University Department of Professional Studies organizes 2 times during the academic year mobility disseminations. Teaching and non-teaching staff have the opportunity to share their experience with other colleagues. We share testimonials of students and staff on our web pg. <https://www.oss.unist.hr/en/students/incoming-testimonials>
<https://www.unist.hr/en/international/teachers-researchers-administrative-staff/staff-testimonials>

The International Relations Office of BTU representatives are in close collaboration with the Faculty and are ensuring the recognition and re-integration process of the students returning from the host universities at BTU.

University of Mostar

Selection criteria, besides academic performance, applied for their outgoing candidates (Faculty of Pharmacy): Skills and abilities, Qualifications, Duration of mobility.

Measures to ensure full recognition for all participants (students and staff) by Partner Institution:

<https://www.sum.ba/sum/medunarodna/erasmus-ka1-opce-informacije>

Procedures for debriefing participants after mobility: To explain the purpose of the mobility/project, and why it was conducted. To provide any predictions/hypotheses of the project, what was expected to gain from the project, which were anticipated results to describe achieved project results, to explain potential deviations of the planed actions, and disclose reasons and to conduct self-assessment.

Pontifical Catholic University of Chile

Recognition procedure at Partner institution: From the Partner Country Institution's side, the regular administrative support provided for their staff and students will be given for the recognition incoming mobility of Split University. Responsible assistant at the University and Faculty will notify a designated person at Split University of opportunities at Partner Institution and inform about regulations, admission procedure and access to Partner Institution facilities and libraries. The Office of the Vice President for International Affairs supports the internationalization of the UC academic community through different channels, offering information and guidance on various international opportunities, available competitive funds, and specific projects.

Procedures for debriefing participants after mobility: The participants deliver to the central University IRO obligatory questionnaire on the carried mobility, and they also publish on the Faculty website and social networks like Facebook their experience on the mobility.

The Faculty has fulfilled the legal prerequisite for digital accessibility on websites. We have a Commissioner for students with disabilities. We regularly collect feedback from students with disabilities, and we monitor the percentage of completion of studies in the relationship on the number of enrolled. The plan is to procure teaching materials and technical precondition for people with disabilities. The Strategy of the Catholic Faculty of Theology for 2021-25 in Strategic Goal 2 states: "Development of student standards, support for studying underrepresented and vulnerable groups. Taking care of the spiritual and mental health of students. To provide persons with disabilities conditions for successful study. Removing physical and other barriers to the successful study of people with different types damage, adaptation of teaching material and knowledge verification." The Strategy of the University of Split for 2021-2025 also has as its strategic objective 4: "Actively support access to study for the underrepresented and vulnerable groups as well as the inclusion of students in cultural and artistic, humanitarian and social activities".

University of Sarajevo

From the Partner Country Institution's side, the regular administrative support provided for their staff and students will be given for the recognition of incoming mobility of Split University (general information like accommodation information, academic information, grading system, visa and residence permit information for international students and staff is available on: <https://www.unsa.ba/en/research-and-cooperation/international-cooperation/erasmus-plus>). All services and facilities of the host institution will be at disposal to exchange students and staff. Partner institutions have coordinators (vice-deans) for the exchange of staff and students, with administrative assistants who take administer of the full recognition of mobility period.

Partner University has also procedures for procuring care for disadvantages students:

<https://international.unsa.ba/students-with-special-needs/>

IR office of the Sarajevo Academy is in full capacity to facilitate the stages of incoming and outgoing mobilities and various aspects of this cooperation. For the outgoing mobilities students, faculty, staff – the IR office agrees with the partner institution on the time and scope of possible mobilities, helping applicants to prepare their applications, possibly helping bridge the connections between the respective departments of both institutions. The selection of applicants is carried out either through partner's direct call, or through internal call that can be carried out based on the partner's request or due to contractual provisions.

International Burch University

There is a selection board at a partner university. *The selection criteria for IBO outgoing candidates:* extracurricular engagement, previous mobilities, clear disciplinary record, participant with lower socio- economic status

Measures to ensure full recognition for all participants (students and staff) by Partner institution:

<https://www.ibu.edu.ba/offices/international-cooperation-and-projects>

Both institutions have embedded equality of every academician and have prescribed and enacted measures to prevent discrimination against persons regardless of their material status or disability. Social status or one's disadvantages have no influence in process of selection when it comes to mobility applications and every student and staff member has equal opportunities for mobility. To ensure equal opportunities for everyone, all crucial information's regarding open calls will be promoted on institutions web sites and on official social media channels and platforms.

Lviv Polytechnic National University

The selection criteria for LVIV outgoing candidates:

The main requirements for candidates are

<https://lpnu.ua/en/cmo/mizhnarodni-osvitni-prohramy-ta-proiekty>):

- fluency in written and spoken English or another foreign language;
 - responsible approach to preparing a package of necessary documents in accordance with the requirements of the program and Lviv Polytechnic National University.
- Additional requirements:

The home institution will nominate students to be exchanged on the basis of the following criteria:

- The student must have a good academic standing.
- The student must satisfy all admission requirements of the host institution.
- The student must have completed a minimum of one (1) year study at the home institution prior to enrollment in the exchange program.
- The student will enroll in courses constituting at least sixty (60%) percent of the normal full-time.
- The student must demonstrate an appropriate level of fluency in the English language B2

The selection of participants is carried out on an open competitive basis

<https://lpnu.ua/en/cmo/mizhnarodni-osvitni-prohramy-ta-proiekty>):

- Stage 1 - analysis of motivation letters, CV, learning results, and other documents;
- Stage 2 - interview and testing.

Measures to ensure full recognition for all participants (students and staff) by our institution:

For the implementation of mobility, University of Split (UNIST) applies principles of non-discrimination, transparency and inclusion of students and staff (paying special attention to those with fewer opportunities). UNIST commits to implement the high quality mobility of staff and students, as well as cooperation with partner HEIs (Higher Education Institutions) and other strategic partners, e.g. enterprises and regional authorities. In student mobility, full automatic recognition of all credits (based on the ECTS system) gained for learning outcomes satisfactorily achieved during a period of study/training abroad (including blended mobility) is a priority. Mobility at the University of Split is managed by the International Relations Office and implemented through a network of Erasmus and ECTS coordinators at the University and its faculties/departments. Student and staff mobilities are based on Learning/Mobility agreements signed by all parties prior to the mobility. Participants are selected through call for applications, with the right to appeal. Depending on the details of the agreement between partner universities, the calls are announced either by the partner country home university or the University of Split. Selection procedures for mobility activities are fair, transparent, coherent and well documented.

Course catalogue is published and regularly updated on UNIST website:
<https://www.unist.hr/en/international/students/incoming/erasmus-study-period>

Information on the grading system used and grade distribution tables are published on website and communicated to the students and partner institutions for the purpose of grade conversion. UNIST grading system is available at link: https://www.unist.hr/Portals/0/adam/Content/pOM84Scxck-y_EjBhmiiZQ/Text/UNIST%20grading%20system-1.pdf

Studying and teaching mobilities are implemented within the framework of Inter-institutional agreements.

Preparatory activities, including linguistic and intercultural, are organized for outgoing mobile participants.

Instruction for Erasmus+ student are available at link
https://www.unist.hr/Portals/0/adam/Content/pOM84Scxck-y_EjBhmiiZQ/Text/Instructions_study%20period%20at%20UNIST-5.pdf

Information about UNIST University services is available at link:
<https://www.unist.hr/en/international/students/incoming/university-services>

Measures to ensure full recognition for all participants (students and staff) by Partner institution:

Due to current situation in Ukraine, mobility to Ukraine is limited. However, the Call for Applications from Lviv Polytechnic National University is available at University of Split at link:
<https://www.unist.hr/en/international/students/calls-for-applications/call-for-applications-lviv-polytechnic-national-university-1>

Also, all information about mobility at LPNU is available at link: <https://lpnu.ua/en/cie/incoming-students-and-staff>

Procedures for debriefing participants after mobility:

Debriefing participant after mobility is performed through writing a final report, in order to disseminate the experience in mobility, and to get feedback on the availability of information for applying for

Erasmus mobility, personal progress achievements, and other positive and negative experiences.

Debriefing participant after mobility is also performed at Faculty of Chemistry and Technology in Split. For staff participant, the debriefing process is organized as oral presentation, performed as soon as a participant has completed the Erasmus mobility. Debriefing the outgoing and ingoing students after mobility is performed using Survey carried out by the Quality Assurance Committee, in order to get feedback on the availability of information for applying for Erasmus mobility, achievements (foreign language, personal progress) as well as costs, accommodation and positive and negative experiences. The information obtained will primarily be used to improve the quality of education of incoming/outgoing students and to resolve possible bureaucratic issues. The procedure was carried out for the first time in ac. year 2020/2021, electronically, and it refers to students who have achieved incoming/outgoing Erasmus mobility in the last five academic years.

Measures to ensure participation of those with fewer opportunities:

University of Split strongly opposes to any form of discrimination, harassment, violence or retaliation among employees and students, as well as advocating to include everyone, regardless of their race, age, sex, religion, national or ethical affiliation, gender identity, sexual orientation, marital status, disability, etc. (<https://www.unist.hr/en/university-of-split/dignity-protection>)

According to European Agency for Special Needs and Inclusive Education, the changing the role of specialist provision towards supporting inclusive education is closely related to ensuring the rights of all learners to high-quality inclusive education. Croatia joined the European Agency for Special Needs and Inclusive Education in 2015. On the links below, the details of Croatia's national contacts are given, and more information about system for inclusive education, publications, country data, projects and news relating to Croatia (<https://www.european-agency.org/country-information/croatia>)

Nanjing Medical University

Selection criteria at Partner University: The Centre for Global Health will be responsible for the selection process. A selection board consisting of 5 to 7 senior staff of the centre will be formed. The following criteria will be considered for selection of candidates: • Full-time research and teaching staff (including postdoctoral fellows) • Having obtained a PhD degree • Working in the field of health and medicine • Proficient in English language

Measures to ensure full recognition for all participants by our institution:

<https://www.unist.hr/en/university-of-split/dignity-protection>

Procedures for debriefing participants after mobility: Filling in the questionnaire about activities and the programme

Measures to ensure participation of those with fewer opportunities:

<https://www.unist.hr/en/university-of-split/dignity-protection>

Niigata University

Measures to ensure full recognition for all participants (students and staff) by Partner university:

It is in strategic interest of Niigata University to develop partnerships with a variety of institutions worldwide to promote student exchange and academic cooperation.

<https://www.niigata-u.ac.jp/en/global-engagement/partner/>

Procedures for debriefing participants after mobility: Exchange of experiences in international teaching practice and discussion on possible collaboration on International research projects.

Measures to ensure participation of those with fewer opportunities: Ensure that the focus on inclusion and diversity is present in all stages including promotion, support for applicants, selection of projects and evaluation and dissemination of project outcomes.

Penn State University

Support provided: <https://global.psu.edu/category/incoming-exchange-students>

Measures to ensure full recognition for all participants (students and staff), by Partner Institution:

It is in strategic interest of Penn State University to develop partnerships with a variety of institutions worldwide to promote student exchange and academic cooperation.

<https://www.engr.psu.edu/partnership-opportunities/index.aspx>

Procedures for debriefing participants after mobility: Exchange of experiences in international teaching practice and discussion on possible collaboration on International research projects

Measures to ensure participation of those with fewer opportunities: Diversity, inclusion, and equity are fundamental to the PSU values and mission to support all members of our Commonwealth and beyond. They strive to assertively incorporate these values into our research, teaching, learning, outreach, assessment, operations, and decision making at all levels of the PSU.

The following resources and initiatives advance our commitment to creating a more inclusive and diverse community—one that is free of discrimination, one that embraces differences, and one that respects all individuals.

Inclusion, equity, and diversity are central to Penn State's obligation and commitment as a public institution of higher education to provide effective teaching for all people in our communities—from our Commonwealth, from across the United States, and increasingly from around the world. Students, faculty, and staff rightfully demand that Penn State demonstrate its commitment to diversity, equity, and inclusion across all of its campuses and in all aspects of the University including, and not limited to, research, student learning, co-curricular engagement, workplace environment, and community outreach.

Inclusion refers to the respectful treatment of all people with recognition for the multiplicity of identities and perspectives present in a diverse community. Equity requires attention to disparate impact, differential access and opportunities afforded to various communities, as well as structural and systemic barriers that limit potential and possibilities. Diversity refers to the numerical representation of faculty, staff, and students who hold different social identities, backgrounds, and experiences.

PSU incorporates inclusion, equity, and diversity assertively into the research, teaching, learning, outreach, assessment, operations, and decision making at all levels of the University. PSU fosters and sustains an environment of respect and inclusion for faculty, staff, students, and members of the communities; creatively provides programs and environments that embrace diversity that promote the acceptance and valuing of differences; be steadfast in the efforts to ensure equitable access to facilities, programs, resources, and services; and advance the workforce by attracting and developing talented faculty, staff, and students from diverse backgrounds.

Penn State University is committed to the concept of affirmative action to ensure equal opportunity in all aspects of employment and to foster diversity in the University community. The University has a comprehensive Affirmative Action Plan which sets forth programs and goals for increasing the diversity of its faculty and staff.

The Affirmative Action Office (AAO) supports Penn State's strategic goals of advancing a diverse and inclusive community by providing expert advice and leadership to colleges and campuses, and all non-academic units, ensuring an environment free from discrimination and harassment. The office's primary role is to ensure the University's compliance with federal Equal Employment Opportunity and Affirmative Action regulations, as well as to develop and deliver continuing education and training for University employees to foster an environment of respect, responsibility, inclusion, and belonging in the workplace and the classroom.

Penn State establishes four planning goals related to inclusion, equity, and diversity:

1. Foster a culture of respect and inclusion that values the experiences and perspectives of faculty, staff, and students;
2. Develop and implement curricula and scholarship that interrogate social issues and inspire social responsibility;
3. Evaluate and rectify organizational structures, policies, and practices that cause differential impact and limit access and opportunities for faculty, staff, and students at Penn State; and,
4. Recruit, support, and advance a diverse student body, faculty, and staff.

Princess Sumaya University of Technology

Selection criteria at PSUT : The selection of outgoing staff is organized on the basis of a fair, transparent and documented process in order to ensure gender and social balance. Special assistance (individual consultations) from IRO officers is offered for disadvantaged groups.

Measures to ensure full recognition for all participants (students and staff), by Partner Institution:

The planned project can help in maintaining the institutional strategy with development on educational and research levels, international recognition and reputation. In response to a new strategy that puts expanding global relations at the top of the university's priorities, PSUT's International Relations Unit (IRU) was founded. The goal of this strategy is to build institutional capacity and a culture of internationalization through the exchange of knowledge and best practices. This resulted from the understanding that all of the diverse university portfolios are impacted by internationalization. Strong international connections greatly assist PSUT's ability to innovate and allow it to create valuable research and exchange agreements that provide access to resources, knowledge and expertise from the greatest institutions around the world. International Relations is thrilled to encourage diversity, equity, and inclusion by attracting international students and researchers to campus, sending students abroad, encouraging international partnerships, and offering international programming.

<https://psut.edu.jo/content/strategy>

Procedures for debriefing participants after mobility:

Results through dissemination approach will be done on different levels:

1. at the institution: Once mobility is finalized, PSUT candidates have to write a report summarizing the mobility activities and this report is circulated within the staff.
2. in the country: Mobilities will be shared with the National Erasmus+ Office. Best practices and our

own experiences will also be shared with the National Universities Network through workshops conferences and round tables being conducted regularly over the academic year.

Measures to ensure participation of those with fewer opportunities:

Extra points can be given to the participants with fewer opportunities at the selection stage.

<http://www.unist.hr/en/university-of-split/unist-strategies>

PSUT desires that all participants sense personal and career enhancement. It should also impact the applicant ambition and self-confidence to play a good role in the development of his/her institution and country. Moreover, they hope this project will impact the applicants to be a driving force to research national/international opportunities for their colleagues and citizens of the country.

Sapir Academic College

Selection criteria at Sapir College: "internationalization initiatives should have a strong academic rationale, support a merit-based approach and should involve several stakeholders across the institution."

cf. <https://www.sapir.ac.il/en/node/1702>

Measures to ensure full recognition of all participants at FFST:

http://www.ffst.unist.hr/images/50023340/Pravilnik%20o%20medjunarodnoj%20mobilnosti%20Sveucilista%20u%20Splitu_2022.pdf

The staff of the Faculty of Humanities and Social Sciences receiving incoming teachers and students is awarded points for their future mobility applications

cf.

http://www.ffst.unist.hr/images/site_7398/Erasmus%20staff%20mobility%20evaluation%20criteria.xlsx

Measures to ensure full recognition of all participants at Sapir College:

<https://www.sapir.ac.il/en/node/1702>

Procedures for debriefing participants after mobility: At the Faculty of Humanities and Social Sciences the staff involved in international mobility under Erasmus programme is asked to provide feedback in form of PowerPoint or Word document which is published on our Intranet so the other employees can be informed about the results of their mobility. Furthermore, all staff participating in Erasmus programmes is asked to fill in evaluation survey of the Erasmus programme. The University of Split International Office is in charge of collecting the evaluation data.

Measures to ensure participation of those with fewer opportunities: All staff from both institutions participating in this project is equally eligible for mobility. Those with fewer possibilities will be given all the support they need by both institutions. The partner institution is "Equipped to offer the highest standards of accessible services, the Center offers individualized solutions for students with a range of needs and abilities such as: mobility, sight and hearing disabilities, PTSD, mental health, chronic conditions and learning disorders to enable the successful pursuit of a college education."

cf.

<https://www.sapir.ac.il/en/dikansapir/accessibility>

The Faculty of Humanities and Social Sciences also has a clear inclusion and diversity policy. cf.

<https://youtu.be/NqiF4aAbqbw>

Also,

for

ex.

http://www.ffst.unist.hr/en/faculty/events?@=23k63#news_112447

All the participants will be assisted before, during and after the mobility by the International Cooperation and Public Relations Department of the Faculty of Humanities and Social Sciences as well as by the University of Split International Cooperation Office. The same activities will be organized reciprocally by Sapir Academic College.

Sapir college is proud of their diversity and inclusivity programs that attract students with a wide range of needs and backgrounds. As stated on their web pages "Our inspiring diversity and inclusivity policies attract students with a wide range of needs and backgrounds. Over 60% come from the Negev periphery. Many among them are the first in their families to pursue a college education. The very diverse student body attracts people from all sectors of Israeli society, including many IDF veterans, students from immigrant families including the Ethiopian community and Arab Bedouins. The College's inclusive policies have also resulted in high proportion of students that have a range of disabilities and make up about 20% of the student body." cf. <https://www.sapir.ac.il/en/node/1854> "Sapir's inspiring diversity and inclusivity programs attracts students with a wide range of needs and backgrounds, including about 20% of our students that have disabilities. We are proud to operate under the auspices of the Dean of Students Office, one of Israel's first Student Accessibility Centers. The Center realizes our mission to provide accessible and high-quality education for all of our students. Equipped to offer the highest standards of accessible services, the Center offers individualized solutions for students with a range of needs and abilities such as: mobility, sight and hearing disabilities, PTSD, mental health, chronic conditions and learning disorders to enable the successful pursuit of a college education. Working in close contact with the Ministry of Health, the Ministry of Defence and the National Insurance Institute, the Accessibility Center also helps students access their medical, psychological and financial benefits. The Accessibility Center's programs includes mentors, tutorials, study skills courses and workshops and technological platforms to access to classroom lectures and materials, as well as ongoing and personal support. In addition, the Center provides intensive language programming for students that Hebrew is their second or third language." cf. <https://www.sapir.ac.il/en/dikansapir/accessibility>

Taylor's University

Selection criteria at Taylor's University:

Outbound exchange students:

- students must have completed at least one year of undergraduate studies or all compulsory modules for PG programs by research
- Good command of English
- Approved by the School and Global Mobility after going through the interview session

Outbound teaching staff mobility:

- Number of teaching hours
- Support and contribution towards the institution
- Leadership capabilities
- Good command of English
- Nomination is done by the Faculty or Head of School.

Outbound training staff mobility:

- Number of years in Global Mobility, Centre for Academic Programme Management
- Experience in handling international students and mobility students
- Support and contribution towards the institution's internationalization and student mobility initiatives
- Good command of English

Measures to ensure full recognition of all participants at Taylor's University:

Recognition Procedure at Taylor's University:

Student

- The modules and number of credits taken by the students at the host university requires advanced approval from the home university
- In order for credit transfer to take place, students must pass the modules undertaken at the host university following Taylor's University passing grade (minimum C)
- The credit value of the modules taken at the host university must be equivalent or greater than the modules intended for credit transfer
- Students will be allowed to transfer up to 30 ECTS (20 TU credits)
- Students must provide the Global Mobility with an official transcript of the work completed at the host university
- Relevant URL: www.taylors.edu.my/exchange

Staff

Teaching staff who have successfully completed their Erasmus+ programme will be recognized in the faculty board as well as the faculty's bulletins. A sharing session will also be organised between the various academic leaders in the school.

Staff could highlight the mobility experience and learning gained during year end staff appraisal as part of the personal development and achievement.

Procedures for debriefing participants after mobility:

Student must provide the Office of Admissions and Student Records with an official transcript of the work completed at another institution.

Staff is required to report the mobility and its results as a Business Trip Report after the mobility to the Department of Organization and Personnel.

Measures to ensure participation of those with fewer opportunities: For the staff, the overall score is added by +5 points for disability.

For the students, the announcement call will have a special slot for especially students with fewer opportunities; this should be proved by an official document given by the government, confirming the status of the students – children of a Disabled veteran, Internal Displaced Person, or a physical disability. This will start to be implemented from the call for Fall 2023.

Instituto Tecnológico de Santo Domingo

Selection criteria at Partner university: In case of INTEC, we have criteria established since 2008, so that every student can apply to mobility programs. In this sense, there are some requirements to be able to apply:

1. Being an Active student of INTEC
2. To be starting his/her second year of career
3. Have a minimum GPA of 3.00 / 4.00
4. Not having any processes in the disciplinary committee.

Other criteria are also added:

- * Gender equality.
- * Career Diversity.
- * Fluent English (verbal and written)

Measures to ensure full recognition of all participants by our institution:

In student mobility, full automatic recognition of all credits (based on the ECTS system) gained for learning outcomes satisfactorily achieved during a period of study/training abroad (including blended mobility) is a priority.

Measures to ensure full recognition of all participants at Partner University:

Institutional Mobility Office at INTEC is open for all students. The opening calls promotion are provided to all students via email and by networks and also to each career coordinator so they can propose students with disadvantages. The dissemination of this activity will be through the different strategies that the Department of Institutional Communication uses, like meetings with Faculties to present and share the experiences (this is done right after the mobility is over, within one or two months) with the host institution, an article written by the student or the staff that had the experience, to be published in the institutional journal (La Colmena), the use of institutional social media [Twitter, Instagram (@INTECMOVES), Facebook (Facebook.com/intecmoves), etc] and also we share the experiences with the embassy (this is done in the various meetings during the year with the embassy, but more particularly during November, when we celebrate the Intercultural Education Week) for them to know the work done with the institutions of their country.

Procedures for debriefing participants after mobility:

After mobility the students, academic and non-academic staff fills a report with their experiences and with the learnings of their mobility. Also, they are encouraged to report all items that could be of benefit or replicated at INTEC, in that order, areas and process can be improved. The beneficiaries are also invited to events, where they can talk about their experiences and about the gained knowledge during the mobility.

Measures to ensure participation of those with fewer opportunities: University of Split commits to ensuring equal access and opportunities to participants from all backgrounds. Therefore, students and staff with physical, mental or health related conditions can benefit from the support services that the receiving institution offers to its local students and staff. INTEC works hard for those students with less opportunities and offers a hand to hand companion in the application process, to find the ways they can be included in this experience, because we know some issues like language, process of visa, or other specific situation (personal or external) could be a challenging situation for them.

INTEC is an inclusive institution with a strong commitment to avoiding all forms of discrimination. All students are selected taking into consideration their academic profile. Other backgrounds are also revised to provide equality in all aspects.

University Department of Health Studies (UDHS): In implementation of mobility and cooperation projects, we apply principles of non-discrimination, transparency and inclusion of students and staff (paying special attention to those with fewer opportunities). We commit to implement the high quality mobility of staff and students, as well as cooperation with partner HEIs and other strategic partners, e.g. enterprises and regional authorities. In student mobility, full automatic recognition of all credits (based on the ECTS system) gained for learning outcomes satisfactorily achieved during a period of study/training abroad (including blended mobility) is a priority.

UDHS commits to ensuring equal access and opportunities to participants from all backgrounds. Therefore, students and staff with physical, mental or health related conditions can benefit from the support services that the receiving institution offers to its local students and staff.

To ensure that a person whose individual physical, mental or health-related conditions are such that his/her participation in Erasmus+ would not be possible without extra financial support can take full advantage of European mobility arrangements, Erasmus+ pays particular attention to guidance, reception, physical accessibility, pedagogical and technical support services, and, especially, financing the extra costs.

Universidad de Magallanes (UMAG)

Selection criteria at UMAG: <http://www.umag.cl/en/international.php>

At the Faculty of Humanities and Social Sciences are awarded additional points for receiving colleagues from partner institutions.

https://www.ffst.unist.hr/images/site_7398/Erasmus%20staff%20mobility%20evaluation%20criteria.xlsx

Measures to ensure full recognition for all participants at UMAG:

Universidad de Magallanes, Chile has a rich practical experience in teaching staff mobility and credits recognition, formally supported in their strategic document

http://www.umag.cl/investigacion/web/?page_id=184&lang=en

Procedures for debriefing participants after mobility: Participants are expected to provide an article or ppt to be published on the Faculty of Humanities and Social Sciences Intranet. By doing so, they will share the results with their colleagues who can then build up upon those achievements further cooperation projects.

Measures to ensure participation of those with fewer opportunities:

<https://www.unist.hr/sveuciliste/zastita-dostojanstva>

Universidad Nacional de La Matanza

Selection procedure at UNLAM: Although academic performance is one of the main pillars to select the candidates, it is also important that the candidates speak proper English. For that reason, all the candidates are tested for professionals in that field. Also, they interview the candidates in order to get to know them, their personalities, their professional experience, and the perspective they have for the future. Gathering all that information they create a profile of the candidates and delivered which one is the most suitable for being selected.

Measures to ensure full recognition for all participants at UNLAM:

For the UNLaM it is very important that people who have managed to obtain this type of opportunity and participate in this type of experience can share what their experienced with others. There are open chat spaces where students can speak about their experiences and the others can see that it is possible to achieve those goals that will change their lives. Giving participants the space to tell what they experienced allows other students and staff members to be encouraged to take that big step when this type of opportunity appears.

Here are some examples of the aforementioned:

<https://www.unlam.edu.ar/index.php?seccion=-1&accion=difusion&idNoticia=10285>

<https://www.el1digital.com.ar/universidad/estudiantes-de-la-unlam-viajaron-a-croacia-por-un->

[programa-de-intercambio/](#)

<https://www.el1digital.com.ar/universidad/graduada-de-la-unlam-fue-becada-en-espana-para-capacitarse-en-el-manejo-de-conflictos-internacionales/>

<https://www.el1digital.com.ar/universidad/una-alumna-becada-de-la-unlam-viajo-a-estados-unidos/>

As a National University, the UNLaM always encourages students and staff to apply for this type of opportunity, since they are sure that these are experiences that will change their lives and their future perspective.

That is why when a member of their academic community is granted this kind of recognition they inform through different channels the activities in order to inspire others. For example, some of the previous experiences are reflected in the following links:

<https://www.unlam.edu.ar/preview.php?seccion=-1&accion=difusion&idNoticia=10453>

<https://www.el1digital.com.ar/universidad/la-unlam-firmo-un-convenio-con-la-universidad-de-split-de-croacia/>

<https://universidadeshoy.com.ar/nota/73138/docentes-de-la-universidad-de-split-de-croacia-visitaron-la-unlam/>

Procedures for debriefing participants after mobility: University Department of Professional Studies organizes 2 times during the academic year mobility disseminations. Teaching and non-teaching staff have the opportunity to share their experience with other colleagues. We share testimonials of students and staff on our web pg.

<https://www.oss.unist.hr/en/students/incoming-testimonials>

<https://www.unist.hr/en/international/teachers-researchers-administrative-staff/staff-testimonials>

After returning from the mobility UNILAM makes the follow-up with the students in order to get to know their experiences and to share it with the rest of the students. In the case of the teachers and staff, they involve them in different activities and projects. For example, some of the professors that participated in the experience before have been working in the creation of English courses, with the knowledge they had acquired during their stay abroad, and also they encourage them to apply in their university the new ways of teaching they had seen. The idea with all of this is to expand the experience and the better practices as well as inspire other students and staff members to seek this life-changing experience.

Procedures for debriefing participants after mobility:

FFST/UNIST:

After the mobility all participants are asked by the Erasmus programme and the University International Office to provide their evaluation report. Besides that, our outgoing staff is requested to provide a ppt report which is then published on our intranet so all of the employees can read it. Furthermore, our outgoing staff are encouraged to organize a public lecture/ send an article to the university magazine about their experience.

Once the people return to our campus we make a follow up with the students in order to get to know their experiences and to share it with the rest of the students. In the case of the teachers and staff we involve them in different activities and projects. For example, some of the professors that participated in the experience before have been working in the creation of English courses, with the knowledge they had acquired during they stay abroad, and also we encourage them to apply in our university the new ways of teaching they had seen. The idea with all of this is to expand the

experience and the better practices as well as inspire other students and staff members to seek for this life changing experiences.

Measures to ensure participation of those with fewer opportunities: As it was mentioned before, as a Public University, the UNLaM promotes the idea of the University as an agent of social change. It is for that reason that information about these kinds of opportunities is always encouraged to reach all students and staff members.

That is why when making the selection, not only the academic history of the interested candidates is taken into account, but they are also interviewed to learn about their experience and also the background from which they come.

Universitas Dian Nuswantoro

The selection of outgoing students at UNIDUS is organized on the basis of a fair, transparent and documented process. UNIDUS does not differentiate against people with disabilities. Within UDINUS regulations, there aren't limits to the criteria for staff/students/lecturers. All of the students and lecturers have equal opportunities for their study and work opportunities.

Measures to ensure full recognition for all participants at Partner university:

<https://dinus.ac.id/student>, by using search people.

Procedures for debriefing participants after mobility UDINUS.*

- a. 1 week after arriving in Indonesia, all departed candidates for the Erasmus+ program will be invited to a monitoring and evaluation meeting.
- b. Each departed candidate is required to be able to make a report while carrying out the Erasmus+ program which is sent via email to international@dinus.id.
- c. reports must be submitted no later than 1 week after arriving in the city of Semarang.
- d. The report includes LoA, activity photos, and a summary of activities during the ERASMUS+ program.

University of Melbourne

Measures to ensure full recognition for all participants at partner university:

Key areas of focus in this area for the University are:

- Increasing the percentage of female academic and professional staff, with a focus on retention and promotion
- Increasing the recruitment and retention of Aboriginal and Torres Strait Islander students and staff
- Creating an inclusive organisational culture to support LGBTQIA+ students and staff
- Increasing networking and research opportunities for junior academics through mentoring programs, networking events and fellowships

<https://about.unimelb.edu.au/diversity-inclusion>

The University of Melbourne embraces the diversity of its staff and students. Differences in age, race, gender, cultural heritage, sexual orientation, physical ability and background bring a wonderful richness to campus the University campuses. That's why the University is focused on creating an environment that values, supports and respects diverse views, knowledge and individual experience.

To create a more inclusive and inviting community that provides equal opportunity, social equity and promotes participation of disadvantaged persons the University strives to:

- Represent people with diverse attributes, experiences and backgrounds.
- Promote an inclusive culture where equality and diversity are valued and respected, staff are

supported to achieve their aspirations and people feel empowered to raise concerns without fear of repercussion

- Implement a zero-tolerance approach to behaviours, attitudes and practices that do not support our diversity and inclusion strategy.

University of Montenegro

The selection at the University of Montenegro:

Criteria on International Mobility Programmes at Partner University:

<https://www.ucg.ac.me/objava/blog/1023/objava/152210m>

<https://www.ucg.ac.me/objava/blog/1023/objava/152210>

For staff the selection criteria are the following:

1. First mobility 15 points
2. Title
 - full professor, scientific associate 1 point
 - associate professor, senior scientific associate 3 points
 - assistant professor, scientific associate 6 points
 - collaborators, teaching and scientific titles and non-teaching staff 12 points
3. Detailed training/teaching plan with clearly elaborated activities: 25 points
4. Benefits for future work in the institution (candidates are obliged to explain in the motivation letter): 5 points
5. Manner and form of dissemination of experience on return to the home institution (the candidates should explain in the motivation letter): 3 points

Contact person at partner university: International Relations and Mobility Office: irouom@ucg.ac.me

After nomination by the home university, the IRMO of University of Montenegro will actively support students and staff in gaining the necessary legal documents for the stay abroad, such as invitation letters for the visa application, as well as in finding an accommodation in Montenegro. Staff mobility participants are provided with detailed information about the application procedure, as well as procedure and rules of Erasmus+ programme. IRMO provides consultation to staff members on a regular basis. Staff members are encouraged to participate in the programme by the UoM. Their participation is highly supported, and it does not affect their workload.

Measures to ensure full recognition for all participants at partner university:

Recognition of credits earned abroad is regulated by the Rules on International Student Mobility and is done at the individual university unit's level, while the Vice-rector and IRMO are open to providing support to both, exchange students, and academic coordinators at the units. The University of Montenegro uses the ECTS credit system. The Rules on Mobility that regulate the issues of recognition can be found at the link: <https://www.ucg.ac.me/objava/blog/19379/objava/22996-pravila-o-medunarodnoj-mobilnosti-studenata>

Academic mobility is seen as a tool enabling our students and staff to expand their knowledge, build relationships with colleagues and establish long-lasting contacts which have manifold benefits for individuals and the institution as a whole.

The University provides favourable conditions for mobile staff members by allowing flexible teaching schedules.

Information on Erasmus+ mobility opportunities for staff (application, deadlines, selection

procedures, etc.) is published on the University's website. University staff is consulted individually by IRMO or faculty coordinator. Mobility time is seen as a part of an employee's workload.

The teaching mobilities represent an opportunity for introducing innovative teaching methods, enriching personal and professional background, peer-learning and promoting joint research opportunities. Training mobility experiences (such as job shadowing, staff training weeks) are considered as an added value for professional development and performance.

Procedures for debriefing participants after mobility:

After each mobility, the staff candidates are obliged to submit a report on the mobility they have realized at a partner university, in which they will state in as much detail as possible the achieved results as well as the achieved skills. Also, they need to share their experiences with colleagues and students, in the form of lectures, workshops, etc. The dissemination plan that will be presented within the application is evaluated and is one of the criteria when evaluating the candidate and his application. Mobility experience is one of the criteria for qualitative assessment of pedagogical abilities during election into the academic title.

Measures to ensure participation of those with fewer opportunities: When it comes to mobility programmes, Decision on criteria for selection of students in mobility programmes stipulates that students with disabilities have advantage in the mobility programmes.

The University of Montenegro welcomes students and staff with disabilities as long as the IRMO is sure that the necessary requirements can be met.

Montenegro Inclusive Education Strategy 2019–2025 will contribute to children and young people with special needs in education obtaining equal rights and to mastering, in a continuous and quality manner, the competences for life and efficient professional performance in line with their individual abilities.

Inclusive Education Strategy of Montenegro 2019-2025 envisages that individual transition plans (ITPs) should be extended to promotion and accessibility of tertiary education ITP 3. To this view it foresees development of guidelines with recommendations for adapting teaching, ensuring accessible and adapted teaching materials and encouraging faculties that are dealing with the issues of inclusion for assistive support. By 2025 guidelines should be developed and their implementation should start, while staff should be trained for implementing ITP 3.

Within the context of the internationalisation of higher education, particular attention is paid to the sphere of inclusive education. The UoM is working on the creation of a favourable environment for the development of efficient strategies aimed at continuously improving the educational system and securing a democratic environment for study where differences are in natural cohabitation.