



## ERASMUS+ INTERNATIONAL CREDIT MOBILITY

### Student Mobility for Studies (SMS) from Universities based in Erasmus+ Partner Countries

International Credit Mobility is the Erasmus+ exchange scheme for the mobility of students and staff of European Universities with partners worldwide. An institution in a Programme Country<sup>1</sup> can send its students and/or staff to a partner institution in a Partner Country and vice versa.

Students can study in Cyprus and may benefit from an Erasmus+ grant to help with traveling and living costs. Within the framework of Erasmus+ International Credit Mobility, Open University of Cyprus (OUC) has secured funding to welcome incoming students for one academic semester at OUC undergraduate or postgraduate programmes (at Master level), and cover their Erasmus+ grant.

Incoming students will have the chance to experience OUC's blended learning methodology, by attending courses both with physical presence (although limited) and online via the University's eLearning platform, interact with their tutors, obtain new knowledge and skills from a European university, meet new people, language and culture.

### POTENTIAL BENEFICIARIES

- Bachelor degree students (not in the 1<sup>st</sup> year of their studies) in Subject Areas / Scientific Fields covered by Erasmus+ Inter-Institutional Agreements.
- Master's degree students in Subject Areas / Scientific Fields covered by Erasmus+ Inter- Institutional Agreements.
- Incoming students are expected to have knowledge of the English language **up to level B2 at least**.

### OUC PROGRAMMES OF STUDY

The full list of available Programmes of Study can be found here:

<https://www.ouc.ac.cy/index.php/en/studies>

OUC offers the following Master's degree Programmes in English (preferred for Erasmus+ students):

- [Master of Business Administration](#)
- [Educational Leadership and Policy](#)
- [Cognitive Systems](#)
- [Enterprise Risk Management](#)

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<sup>1</sup> The 32 Programme Countries are: the 27 EU Member States, Iceland, Liechtenstein, Norway, the Republic of Northern Macedonia and Turkey. Partner Countries are all the other countries in the world.



In case prospective Beneficiaries are interested to enrol in Programmes of Study that are offered in Greek by the Open University of Cyprus, then such applications / Learning Agreements will be evaluated and approved firstly by the relevant Academic Coordinator to ensure that some Modules / Courses can be offered in English.

### IMPORTANT

- Exchanges of students and staff under the Erasmus+ ICM scheme can only take place between Universities that have signed an Erasmus+ Inter-Institutional Agreement, specifying the conditions of mobility.
- To apply for an Erasmus+ SMS grant and visit OUC for an academic semester, students of Partner Universities need to make sure that the Inter-Institutional Agreement signed between OUC and their home University covers their study areas.
- There is specific budget and number of available incoming mobility positions that cannot be exceeded.
- Incoming students do not pay tuition fees at the Open University of Cyprus. Any fees that concern the modules that will be recognized at their home University are dealt with their home University.

### MOBILITY DURATION

- The minimum duration is two (2) months and the maximum is one (1) academic semester.
- All mobilities for the 2024-2025 Fall Semester must be completed by December 22, 2024.

### APPLICATIONS PROCEDURE

#### Step 1: Apply for Erasmus+ study period at OUC

Applications are submitted as follows:

- (a) Find a suitable degree programme offered by the Open University of Cyprus:
1. Should a student of a Partner University is interested to visit OUC, s/he must contact the International Relations Office of the home University in order to verify that the Inter-Institutional Agreement signed by the two Universities includes his/her subject areas.
  2. The student should then check all OUC programmes of study, and the modules/courses offered. Information can be found at the following link:  
<https://www.ouc.ac.cy/index.php/en/studies>. If students are not sure if OUC offers courses in English in their study areas, they can contact OUC Mobility Office: [erasmus@ouc.ac.cy](mailto:erasmus@ouc.ac.cy)
  3. In collaboration with the Academic Coordinator/Head of the programme s/he attends at home University, they must fill in the "Learning Agreement" form (provided by OUC Mobility Office or Home



University's IRO) with a) the modules that the student will register to attend at the Open University of Cyprus, and b) the modules that will be recognized at home University as part of the Erasmus+ mobility for studies. The Learning Agreement must be submitted electronically (via email) to the International Relations Office of the home University within specified deadlines (respecting OUC's own deadline).

## Step 2: Application Evaluation Process

1. All applications submitted to the International Relations Office of the sending Institution must be reviewed in accordance with the selection criteria mentioned in Annex I in order to establish a nominations' list with selected, runner up, and rejected candidates.
2. All information regarding the selected and runner up candidates, should include:
  - Their individual Learning Agreement with the courses meant to be attended during their mobility period in the OUC and the corresponding courses (stated with the ECTS equivalents) at the sending University. The Learning Agreement is the most important document for Erasmus+ SMS beneficiaries, and its purpose is to provide a transparent and efficient preparation of the exchange, to make sure that students receive recognition for the activities successfully completed abroad. The student, the sending and the receiving university, before the start of the exchange, must sign it.
  - Their Transcript of Records showing the courses already completed at the sending University and thus cannot be attended again during the mobility period at the Open University of Cyprus, and
  - An English language knowledge certificate e.g. IELTS, IGCSE, TOEFL etc. of minimum level B2 (if the teaching language is not their mother tongue).

and must be submitted to the OUC Mobility Office: [erasmus@ouc.ac.cy](mailto:erasmus@ouc.ac.cy) by the said deadline.

3. Based on this nominations' list, competent authorities of the Open University of Cyprus will review all applications and establish the final list of beneficiaries in accordance with the selection criteria mentioned in Annex I, and the number of available mobility positions per country. The OUC Mobility Office will inform accordingly both the students securing the Erasmus+ grant for studies at OUC, and the International Relations Office of their home University.



### Step 3: Approval of Erasmus+ Grant

1. Following the announcement of the results, all beneficiaries will be invited to sign an Erasmus+ Grant Agreement with the Open University of Cyprus. Erasmus+ grant<sup>2</sup> for incoming students is financed by OUC.

### ACCOMMODATION, INSURANCE AND VISA REQUIREMENTS

- The Open University of Cyprus is a public University, which is specialised in open and distance education. It does not have dormitories, thus private accommodation needs to be secured by the student. The OUC Mobility Office will support this process as much as possible.
- Incoming students for studies must have adequate Health Insurance covering the duration of their mobility in Cyprus and the Open University of Cyprus.
- Since the “Erasmus+ International Students Mobility for Studies” action concerns student exchanges between Programme and Partner Countries, there is the additional element to consider, that concerns visa requirements. All potential beneficiaries should reflect on this and undertake all necessary actions timely to ensure that in case they need an entry permit to travel to Cyprus and subsequently a temporary residence permit required for students from countries outside the EU/EEA Zone, they have adequate time to secure it. (More information can be found on The Civil Registry and Migration Department website: <https://www.moi.gov.cy/moi/CRMD/crmd.nsf/All/E334C491AF0E07D8C225890C00368A28?OpenDocument>)
- Visa, if needed, should be issued at least three (3) weeks prior to the scheduled start date of the mobility period, otherwise Erasmus+ grant cannot be secured and the Open University of Cyprus has the option to decline beneficiaries and provide funding to runner-ups.

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<sup>2</sup> All information regarding payment arrangements (grant amount, prepayment percentage etc.) will be specified in the Erasmus+ Grant Agreement, which the beneficiary will sign with Open University of Cyprus.



### AT THE END OF THE MOBILITY PERIOD

For the successfully completed courses ECTS are awarded.

After the completion of the mobility period, all beneficiaries should submit to OUC Mobility Office the following documents and certificates, as stipulated in the Erasmus+ Grant Agreement in order to receive their Erasmus+ grant:

- EU final Report: must be filled in and submitted online via the EU's Beneficiary Module. An automatically generated email will be sent to the beneficiary's email account after the end of the mobility period at OUC. Study Period Certificate: this certificate will be issued and signed by the Academic Affairs and Student Welfare Services and will indicate the modules/courses attended at OUC by the incoming student.
- Transcript of Records: again, this will be issued by OUC.
- Traveling Documents: Erasmus+ beneficiary should submit the following documents to confirm the country of departure and the period of the mobility:
  - Copy of air tickets and payment receipts
  - Boarding passes to/from Cyprus/home country
  - Testimonial and photographs for dissemination purposes.

## FUNDING

- Travel Grant

Travel grant is calculated based on travel distance between the participant's city of origin and the city of destination (Nicosia, as far as Open University of Cyprus is concerned). Distance is calculated using the following special distance calculation tool of the EU:

[http://ec.europa.eu/programmes/erasmus-plus/tools/distance\\_en.htm](http://ec.europa.eu/programmes/erasmus-plus/tools/distance_en.htm)

Distance	Amount per Participant (Euro, €)
Between 10 and 99 Km	23
Between 100 and 499 Km	180
Between 500 and 1999 Km	275
Between 2000 and 2999 Km	360
Between 3000 and 3999 Km	530
Between 4000 and 7999 Km	820
Equal or more than 8000 Km	1.500



- Subsidence Grant

The monthly subsidence grant for Cyprus, which is financed by OUC, based on the Erasmus+ programme provisions, amounts to 850 euro.

[Contact Open University of Cyprus:](#)

OUC Mobility Office

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ANNEX I

## SELECTION CRITERIA

### INCOMING STUDENT MOBILITY FOR STUDIES AT OUC

Selection criteria for the evaluation of applications submitted by students of Universities based in Partner Countries and collaborating with Open University of Cyprus under Erasmus+ International Credit Mobility include the following:

- Students with fewer opportunities have priority.
- Grade point average (GPA), based on home University Transcript of Records/Grades report.
- English language level of proficiency: the minimum academic requirement for the Open University of Cyprus is B2 (official language certificates such as IELTS, IGCSE, and TOEFL are accepted plus certificates from the home university).