



RULES FOR STUDENT PARTICIPATION IN SHORT-TERM STUDY MOBILITIES

BIP – BLENDED INTENSIVE PROGRAMME

ERASMUS + KA131 PROGRAM AT THE MEDICAL UNIVERSITY OF ŁÓDŹ

IN THE 2025/2026 ACADEMIC YEAR

These rules are subject to change if an update to the guidelines contained in the Erasmus+ Programme Guide is published.

The general Programme Guide can be found at:

<https://erasmus-plus.ec.europa.eu/pl/erasmus-programme-guide>

1. Rules for recruiting students for international mobility in BIP as part of the Erasmus+ programme

1. Students who are eligible to participate in recruitment are:

- are registered students of the Medical University (in the process of qualification)
- are not on dean's leave and will not be staying during the qualification process or throughout their stay at the partner institution
- have completed:
 - **long-cycle students**: first year of studies and have completed the academic year preceding the departure (departure takes place after the second academic year)
 - **first-cycle students**: first year of studies and have completed the academic year preceding the departure (departure takes place after the second academic year)
 - **second-cycle** and doctoral students can apply for mobility in their first year;
- students **in their final year of bachelor's, master's, and doctoral studies** applying for mobility in their final semester may apply with the consent of their supervisor.
- are citizens of a country eligible for the ERASMUS+ Program, have permanent residence permits, or have refugee status
- are students in their final year of first-cycle studies
- are not permitted to travel to their home countries.

2. The mobility should not interfere with the completion of studies within the timeframe specified in the study plan.

- The mobility period is from **June 1, 2026, to May 31, 2027.**

3. During their studies, regardless of the number of fields of study and the number of home universities, a student may participate in several mobility trips for a period not exceeding 12 months in each cycle of study (Bachelor's, Master's, or PhD), e.g., 2 x 6 months or 3 x 4 months, including mobilities already completed under the Erasmus+ Program (including grant-aided and non-grant-aided mobilities). Students of long-cycle Master's programs and fields of study such as medicine may participate for a period not exceeding 24 months.

4. The main qualification requirements for participation in BIP mobility under the ERASMUS+ Program are:

- grade point average from the last completed year of studies preceding the 2025/2026 academic year (max. 5 points). Regarding the calculation of the arithmetic average of the annual grade, the rules contained in § 30, chapter 8, section 4 of the applicable Study Regulations of the Medical University of Lodz apply: "The grade point average for a semester or year of studies is calculated as the arithmetic average of the semester grades (final grades), including unsatisfactory grades, obtained on all dates of credits and examinations in the subjects indicated in the study program for a given cycle of education, subject to sections 5 and 6." and in § 30, chapter 8, section 5 "When calculating the grade point average referred to in paragraph 4, the following shall be taken into account:

1) in the case of a credit or examination before a board – the grade from the credit or examination entered into ESOS in place of the grade obtained from the credit or examination questioned in accordance with the procedure specified in § 23 paragraph 1;

2) in the case of a corrected positive grade – the grade obtained on the second examination date, entered into ESOS in place of the corrected grade, in accordance with the principle specified in § 19, section 8." If the average for the 2024/2025 academic year cannot be calculated, the average for the 2023/2024 academic year will be used. For third-cycle students, the average grade is the grade from the second-cycle diploma or long-cycle master's degree program.

- Foreign language exam/certificate grade (minimum B2 level) x 1.5 (maximum 8.25 points). Knowledge of the language of the country where the mobility will take place or another language required by the host institution is required.

- A grade on the foreign language exam/certificate is not required if:

- the grade in the foreign language course after the second year of studies is at least **4.00 (good)**
- the student has "**native speaker**" status, and the language of the country to which the mobility will take place or in which the internship is carried out is an official language in their country of origin (the student is required to submit documents confirming this). Such a student receives a grade of 5 (very good).
- students studying at the Medical University of Lodz in a field of study taught **in English** and **have completed at least 3 years of study** are exempt from the English exam and receive a grade of **5.00 (very good)**.

The foreign language exam is organized by the Foreign Language Center of the Medical University of Lodz.

The rules for the exam are described in the document "Regulations for Language Courses and Examinations and the Recognition of Language Certificates at the Medical University of Lodz" and are available on the DWZ website: <https://dwz.umed.pl/in-english/announcements/>

- Registration for the exam is handled by the Foreign Language Center of the Medical University.

- Students may take the exam in multiple foreign languages.

- Students with language certificates may be exempt from the exam. Decisions on exemptions and grades are made by the CNJO.



The results of the language exams will be available from the International Relations Office within 7 business days. Students have the right to appeal within 5 business days of the results being announced. To do so, an application must be submitted to the "Appeal Committee" with appropriate justification. The application must be submitted in person to the International Relations Office.

Additionally:

- a) Recognition Sheet, signed consent from the Dean for the mobility and recognition of ECTS points
- b) Confirmation of participation in the Blended Intensive Programme (BIP) from the host institution, including their BIP number.

Additional criteria:

- 1 point for first-time Erasmus students
- 1 point for participation in the BUDDY program, i.e., activities supporting students from Partner Universities (BUDDY)
- 0.5 points for those receiving a social grant and for those with a disability certificate

5. In the event of a tie, the higher average grade determines the candidate's ranking. If the average is identical, the additional criteria and the selection committee ultimately decide on the candidate's selection.

6. The Selection Committee will approve candidates for mobility to the BIP at a Committee. Meeting to be held in March 2026.

The Selection Committee approves candidates eligible for an Erasmus+ scholarship and candidates not eligible for an Erasmus+ scholarship. The number of places eligible for an Erasmus+ scholarship and those not eligible for an Erasmus+ scholarship is determined by the Selection Committee at the selection meeting.

If the number of candidates submitted is smaller than the number of available places, recruitment will be continuous.

Assignment of places:

The Medical University of Lodz will fund 10 mobilities for the BIP program, each no longer than 14 days. Other students will receive funding based on availability; in the absence of funding, they will be entitled to travel without a scholarship.

The Medical University of Lodz reserves the right to adjust the number of scholarships based on the number of applications. Student funding will be provided from the funds allocated to student mobility. A beneficiary cannot participate in both the BIP and a long-term study mobility in the same academic year.

7. Students have the right to appeal the decision of the University Qualifications Committee to the Vice-Rector for Organizational and Student Affairs within seven days of the decision date.

8. Students have the right to appeal the decision of the Vice-Rector for Organizational and Student Affairs to the Rector within seven days.



9. Students with dual citizenship, including one Polish citizenship, have the opportunity to travel to the other country of which they are citizens, provided that the permanent country of residence of the indicated students is Poland.

Recruitment:

10. All applicants for mobility under the Program must complete and submit the completed Application Form via the appropriate FORMS application, along with the following attachments:

- o Grade Point Average (completed by the Dean's Office)
- o Language Certificate (minimum B2 in the language required by the host institution)
- o Recognition Sheet, signed consent from the Dean for the mobility and recognition of ECTS points
- o Confirmation of participation in the Public Information Bulletin (BIP) from the host institution
- o Other statements (e.g., social grant, Green Travel)

11. Student's stay at the host institution

- ❖ **Short-term BIP (Blended Intensive Programme)** mobility (5–30 days of physical mobility with a mandatory virtual component; mobility can only be carried out at the institution organizing the BIP and should correspond to the field of study being pursued). Available only to students traveling to program countries.

The minimum length of stay at the partner university refers only to the mobility period and does not include any language preparation time.

12. The Medical University will conduct recruitment:

- **from January 5, 2026, at 10:00 AM**, and will continue **until February 26, 2026, at 3:00 PM**, exclusively electronically by completing the Form in the Forms application.

Students can apply no later than two months before their departure. However, the scholarship will be awarded based on available funds.

13. All rules (except those relating to the awarded scholarship) also apply to students who, meeting all formal and qualitative criteria, participate in mobility without receiving a scholarship (Erasmus+ students without a scholarship).

14. Student mobility is organized by the International Relations Office, address:

ul. Muszyńskiego 2, 90-151 Łódź.

The Medical University of Łódź reserves the right to amend and change these regulations.

15. All students selected for mobility under the Erasmus+ Programme should contact their host institution to submit the required documents by the deadline specified by the institution.

16. A written agreement specifying the obligations of each party will be concluded with each student selected for mobility under the ERASMUS+ Programme.

17. Each student selected for mobility will receive an Erasmus+ Student Card provided to the University by the National Agency.



18. Students must be insured for the duration of their travel and stay at the institution hosting their internship. They must have a valid European Health Insurance Card (EHIC) or its equivalent (for students traveling to countries where the EHIC is not recognized or for those who are ineligible for one), third party liability insurance (OC), accident insurance (NNW), and insurance covering medical procedures within the EU (OCMED+) or (if applicable) appropriate insurance for students traveling to countries outside the EU.

19. Before and at the end of the mobility period, all students (except native speakers) are encouraged to complete a language proficiency test (the Medical University will provide students with access to an online language assessment tool). The test result does not affect the student's mobility to the partner university. A positive test result entitles the student to participate in an online language course. The Medical University will assign the student a license for the online course. Participation in the course is not mandatory. Students who have been granted a license for the online language course will use the license for its intended purpose between the two language proficiency tests.

20. A student may withdraw from the mobility in the event of unforeseen, unexpected, or unexpected events. Otherwise, the student will lose the opportunity to reapply for an Erasmus+ scholarship and the right to study and train under the program in subsequent years.

21. Participant Support

- The Medical University of Lodz declares that during the implementation of Project No. 2025-1-PL01-KA131-HED-000327283, all participants will be treated equally and fairly in accordance with the principles of the financial agreement and the Erasmus Charter 2021-2027.

22. Equal Access and Social Inclusion

- The Medical University of Lodz declares that during the implementation of Project No. 2025-1-PL01-KA131-HED-000327283, all participants will be treated equally and fairly in accordance with the principles of the financial agreement and the Erasmus Charter 2021-2027. The principles of recruitment of project participants assume equal opportunities in terms of gender, age, place of residence, religion, financial situation, health situation (including disability).

II. Principles of financing students participating in BIP under the Erasmus+ programme

1. The ERASMUS+ scholarship is intended to cover additional costs related to the mobility and stay at the partner university (language preparation costs, increased living expenses abroad). The scholarship does not cover all living expenses. Students qualified for an internship at a partner university acknowledge that they will cover the difference in living costs from their own funds. The final amount of the Erasmus+ grant will be determined by the university based on a certificate from the host institution specifying the actual duration of the stay in the destination country, calculated to the nearest day, according to the "Beneficiary Module" calculations of the Erasmus+ online system (the rule is 1 month equals 30 days). Similarly, a 2-month internship must be completed for a full 2 months (60 days).

A stay calculator, which approximates the length of the stay, is available on the website of the International Relations Department of the Medical University of Lodz.

The university guarantees payment of the scholarship for the originally agreed-upon period of stay at the host institution. Payment of the scholarship for any extension of stay agreed between the parties is not guaranteed.

"Green Travel": Students and doctoral candidates can receive financial support for meeting criteria related to eco-friendly travel. This includes using eco-friendly means of transport, such as bus, train, or carpooling.

For **"Green Travel"** (low-emission means of transport), additional lump sum funding is available for up to 4 days per trip, provided the travel takes place on days other than the beginning and end of the mobility period, depending on the documented number of travel days and in accordance with the following ranges:

- up to 2,000 km – maximum 2 days per mobility;
- over 2,000 km – maximum 4 days per mobility.

Kilometers are calculated using the distance calculator available in the Erasmus Programme from the place of residence indicated in the candidate form or the location of the sending university to the receiving institution.

<https://erasmus-plus.ec.europa.eu/resources-and-tools/distance-calculator>

- The basic criterion for determining the number of travel days covered by the grant is the travel schedule of the participant participating in the mobility program with the "Green Travel" preference. The start and end dates of the journey in both directions, as well as confirmation of the use of eco-friendly means of transport, are provided in the declaration and travel documents.

- In all cases, the student must confirm that the number of travel days for which support is sought under the "Green Travel" program and for which payment is made was necessary to cover the distance between the sending and receiving institutions.

- A mobility participant whose travel dates coincide with the mobility period specified in the confirmation of stay from the receiving institution is not eligible for support for the days on which the "Green Travel" option is used.

- Individuals traveling together by car (carpooling) should submit declarations to the International Relation Office after completing their shared journey.

If travel is not confirmed as described above, the student will be required to repay the amount resulting from the **"Green Travel"** entitlement.

Participants using the standard travel option may receive additional lump sum funding for a maximum of two days of travel, provided the travel takes place on days other than the beginning and end of the mobility period and provide a "Declaration of Students **Not Using "Green Travel"** before signing the Financial Agreement.

2. The Medical University of Lodz will fund mobility for no more than 14 days.

The Commission's decision: Four scholarships will be awarded to students wishing to participate in the BIP (Blended Intensive Programme). In the absence of applications, recruitment will be continuous, and participants will be accepted on a first-come, first-served basis.



3. The Erasmus+ National Agency, based on European Commission guidelines and in consultation with the national authority responsible for higher education, has established the following scholarship rates:

Short-term student mobility (stays of 5 to 30 days) to EU countries – this also applies to blended mobility:

	Amount of daily grant	Additional amount for a participant meeting the criteria under the definition of “a person with fewer opportunities”:
Stays between 5 and 14 days	€ 79 / day	€ 100 / month
Stays between 15 and 30 days	€ 56 / day	€ 150 / month

Eligible countries:

<https://erasmus-plus.ec.europa.eu/pl/programme-guide/part-a/eligible-countries>

5. The scholarship will be paid to the student with whom the financial agreement has been signed, to the bank account indicated by the student, as follows:

The first installment of 100% of the funding amount specified in the financial agreement, immediately after signing the agreement.

The lump sum travel cost will be paid after the mobility period ends and settlement with the university has been completed. This means that a set of documents with original signatures and stamps (or qualified electronic signatures) from the institution implementing the BIP program must be presented:

- Learning Agreement for Studies with mobility start and end dates
- Confirmation of Arrival and Departure
- Application for recognition of mobility approved by the Dean
- Completed online beneficiary questionnaire (Beneficiary Module)
- Results of both language tests (taken at the beginning and end of the mobility stay) from the OLS online platform, and completion of the language course (if a course was selected)
- Submission of a multimedia presentation (video) of the mobility experience (Report)
- Other documents required by the university

The university reserves the right to contact the student to complete documentation up to two years after the mobility period ends. The "Confirmation of Arrival and Departure" and "After the Mobility" dates must match the dates in the financial agreement; otherwise, the mobility may be considered unsettled and the student may be asked to repay the scholarship.

6. Before departure, the university will sign an agreement with the student, specifying the obligations of each party and the procedure for paying the scholarship (number of installments, method of transferring the scholarship).

7. Students and recent graduates with fewer opportunities

• Students with fewer opportunities participating in short-term physical mobility receive an individual support allowance of €100 for physical mobility lasting 5-14 days and €150 for periods between 15 and 30 days.

https://erasmusplus.org.pl/brepo/panel_repo_files/2021/11/02/q3ib5r/zasady-realizacji-wyjazdow-osob-niepelnosprawnych-.pdf

Students with a recognized disability apply for a scholarship to the FRSE through the university's Erasmus+ coordinator. The amount allocated for expenses directly related to the disability (i.e., an additional amount to the flat-rate amounts associated with the scholarship period) will be billed as actual costs, requiring documentation in the form of financial evidence. Costs should be tailored to the actual needs related to the type of disability.

The definition "People with fewer opportunities" relates to:

Group of people	The criterion being the ground for qualification
people with disabilities	Declaration of will on the certificate of recognized disability level
people from low-income environment	The University decision to provide a social grant. For students who will be leaving as graduates, decisions taken in their final year of study will be taken into account.
other groups specified by the University	As defined by the Beneficiary in the University rules for KA131-2025 projects

9. Travel Cost Support:

- Students participating in the Erasmus+ 2024-25 Program receive a lump sum travel grant in euros from EU funds in the final installment, after completing the mobility and presenting all required documents:

Distance	Travel using ecological means of transport – "Green Travel" - amount already calculated x2 km	Standard Travel - amount already calculated x2 km
from 10 to 99 km:	56 EUR per participant	28 EUR per participant
from 100 to 499 km:	285 EUR per participant	211 EUR per participant
from 500 to 1 999 km:	417 EUR per participant	309 EUR per participant
from 2 000 to 2 999 km:	535 EUR per participant	395 EUR per participant
from 3 000 to 3 999 km:	785 EUR per participant	580 EUR per participant
from 4 000 to 7 999 km:	1 188 EUR per participant	1 188 EUR per participant
8 000 km or more:	1 735 EUR per participant	1 735 EUR per participant

Attention! The amounts from the "Green Travel" and "Standard Travel" columns are not added up.

- **"Distance"** is the distance between the point of departure and the site of the activity and the 'rate' is the contribution to travel costs to and from the site of the activity.
- **"Green Travel"** - a round-trip journey using ecological (low-emission) means of transport, such as: train, bus or car sharing on the basis of carpooling (sharing a car for people traveling for individual purposes on the same route). You must apply for "Green Travel" before your departure.



III. Rules for recognizing the period of stay of students going to BIP under the Erasmus + programme

1. Each student traveling to BIP under the Erasmus+ Programme will have an individual study program agreed upon, in the form of a "Learning Agreement for Studies," signed by the home institution (the Erasmus Coordinator of the relevant faculty, the Institutional Coordinator, or, in the case of doctoral students, the Dean/Vice-Dean for Teaching at the relevant faculty), the host institution, and the student. Any changes to the Learning Agreement during the stay must be reported in writing/by email to the faculty coordinator within one month of departure. Changes must be incorporated into the Learning Agreement in the "During Mobility" section and approved by the sending and host institutions, as well as the student.

2. A student who, as part of a student exchange program, did not complete some of the subjects included in the study program in the year in which they participated in the exchange program is obligated to make up for these subjects upon their return, as part of the curriculum differences, as referred to in § 30 of the "Study Regulations," which was introduced by Resolution of the Senate of the Medical University of Lodz No. 13/2022 of April 28, 2022, as amended.

A student who, as part of a student exchange program, did not complete a subject from the study program implemented at the University, is subject to the rules referred to in § 27 and § 28 of the "Study Regulations," which was introduced by Resolution of the Senate of the Medical University of Lodz No. 13/2022 of April 28, 2022, as amended.

The student has the right to take a test or exam on three dates, with the second and third dates being the dates for test or exam retakes, in accordance with the Study Regulations §20; §21 §22 Study Regulations", which was introduced by resolution of the Senate of the Medical University of Lodz No. 13/2022 of 28 April 2022, as amended. This number includes exams and credits taken at the Partner University during the student exchange.

3. Each student is required to submit to the Medical University (Medical University International Relations Department, ul. Muszyńskiego 2, 2nd floor, room 3.07) and the relevant Dean's Office a certificate of stay received at the end of the stay at the host university, along with a list of completed classes and results obtained in the form of a Transcript of Records – Section to be completed AFTER THE MOBILITY from the Learning Agreement for Studies/Recognition Outcomes.

4. Based on the Transcript of Records provided by the student (Section to be completed AFTER THE MOBILITY from the Learning Agreement for Studies/Recognition Outcomes), the Medical University (Dean or Vice-Dean for Teaching of the relevant Faculty) undertakes to recognize the period of studies/subjects/exams as equivalent to the period of studies/subjects/exams at the Medical University. The university may refuse to grant credit only if the student achieves unsatisfactory results or fails to meet the conditions specified between the parties as agreed in the Learning Agreement for Studies.

5. The ECTS grades obtained by the student and confirmed in the Transcript of Records (Section to be completed AFTER THE MOBILITY from the Learning Agreement for Studies/Recognition Outcomes) or other grades used by the university in the event that the foreign university does not use the European Credit Transfer System, will be converted into grades used at the Medical University after the student has been credited for the period of study completed abroad, in accordance with the table below:



ECTS	Ratings of the Medical University of Lodz
A	5,0
B	4,5
C	4,0
D	3,5
E	3
F	2
FX	2

6. After returning from the student mobility, the participating person must complete the "Questionnaire for students taking part in the ERASMUS + Programme", which is automatically sent by the system (Beneficiary Module).

Accepted by:

Institutional Erasmus Coordinator
Medical University of Lodz

Jacek Rożniecki, MD, PhD, DSc

Rector's Proxy for International Exchange
Prof. Jacek Rożniecki, MD, PhD

Lodz, 13/11/2025