Document History

Version	Date	Author	Comment
0.1	27/10/2022	Vladislav Kirov	Baseline version
0.2	04/11/2022	Vladislav Kirov	
0.3	10/11/2022	Vladislav Kirov	Version sent to the business with open questions
0.4	17/11/2022	Vladislav Kirov	Draft version sent to the business with open questions
0.5	20/12/2022	Vladislav Kirov	Updated after feedback from business
0.6	03/02/2023	Vladislav Kirov	Updated after feedback from business
0.6a	06/02/2023	EAC B1	Partial revision
0.7	28/02/2023	EAC B1	Complete review following the NA comments
0.8	02/03/2023	Oana Stalea	Updated version after feedback
0.8a	07/03/2023	EAC B1	Review of update
0.8b	15/03/2023	EAC B1	Final review following Oana's comments
0.8c	15/03/2023	Oana Stalea	Final version
0.9	16/03/2023	Oana Stalea	Approved version by EAC B1

[This section contains general instructions on how to generate the report and should not be included in the Final report]

General requirements

- Activity types labels and codes: whenever activity type is referenced in dynamic text (e.g. tables, section titles) it will be presented in the UI as the activity type label/description. The activity type code must never be shown in the UI.

Action Type	Activity category	Activity Type	Activity type code
Mobility of higher education students and staff supported by internal policy funds (KA131-HED)	Learner mobility	Student mobility for studies	HE-SMS
		Student mobility for traineeships	HE-SMT
	Staff mobility	Staff mobility for teaching	HE-STA
		Staff mobility for training	HE-STT
	Other activities	Blended intensive programmes	HE-BIP

- In all tables where the first column is 'Activity type', the sorting will follow the Programme tree. Only activity types with at least one participant in the project will be listed, unless otherwise indicated.
- Unless otherwise indicated, organisation name standard format will follow the same horizontal rule as in AF which says that organisations are alas displayed as: Organisation (OID – CC) – where CC is two-letter country code
- PDF: tables can never break across two pages unless it is impossible to fit them on one page. If it is possible to fit a table on one page then a page break should be added to avoid breaking.
- **Navigation tree: Navigation tree shall have only one level in the tool. Dark blue sections are level 1 sections displayed in the main navigation menu. Unless otherwise noted, light blue sections are panels presented inside the section – they are not sub-levels in the navigation tree!]**

-
- Table of contents
  [PDF - same as application forms]
  Please see the model of Content menu in AF here:
  https://citnet.tech.ec.europa.eu/CITnet/confluence/display/EACBA/21R1+KA122
- Percentages in the tables need to be displayed with 2 decimals
- Guidelines on how amounts and currency should be displayed can be found here

[Table of Contents will be shown in the PDF file only, not in UI. All items in the Table of Contents should be links to the corresponding section in the document]

Table of Contents

Context

Project details

[Fields in the below tables are filled in by the system and not editable, unless otherwise specified]

Applicant organisation	[Organisation name (no standard format)]
Applicant organisation OID	[Applicant organisation OID]
Project code:	[Project code]
Action type:	[Action Type label + code in brackets]
Beneficiary organisation full legal name (latin characters)	[Organisation name]
Beneficiary organisation Erasmus code (where applicable)	[Erasmus code]
Mobility consortium accreditation number:	[If mobility consortium]
Field:	[Field, e.g. 'Higher education']
Project start date	[DD/MM/YYYY]
Project end date	[DD/MM/YYYY]
Project duration	26 months
Project grant reported	[Reported grant]
Project grant contracted:	[Contracted project grant in last GA version]

Assessment criteria

Scoring of the final report of the project

The maximum score of the final report is 100 points.

If the final report scores below 60 points in total, the NA may reduce the final grant amount for organisational support. See the relevant provisions in Annex III of the beneficiary grant agreement (parts IV and V).

For each assessment criterion, the maximum total points are indicated.

Assessment criteria for KA131 projects

Implementation performance (maximum 50 points)	**Mobility activities** The extent to which the planned mobility activities (as set out in the grant agreement) were achieved or exceeded and how the budget/grant was efficiently used, and relevance of the beneficiary's explanations. **Blended intensive programmes** Question relating exclusively to projects with blended intensive programmes: The extent to which each blended intensive programme has reached its objectives, and the relevance of the beneficiary's explanations.
Accreditation compliance and quality (maximum 35 points)	**ECHE accreditation** **Compliance and quality of activities/outcomes** Did the implementation of the mobility project respect the requirements set out in the ECHE and were the beneficiary's explanations relevant? In particular, did the beneficiary efficiently implement the ECHE provisions and how did the beneficiary resolve any related difficulties, such as: • Support to participants (for example information, selection, preparation, inclusion measures, monitoring, and language support) • Recognition of learning outcomes Were the participants satisfied with their mobility experience in general? **Horizontal priorities** The extent to which the beneficiary implemented activities related to the Erasmus+ and other policy priorities, the informal learning outcomes, and the relevance of the beneficiary's explanations: • Inclusion and diversity (additional funding, etc.)

EN	- Green transition (use of sustainable means of travel, etc.) - Digital transition (development of digital competences, use of virtual collaboration as part of mobility, digitalisation of mobility management, etc.) - Participation in democratic life, common values and civic engagement (activities undertaken for incoming and outgoing participants, etc.) - Strengthened international dimension (take-up of international mobility, extent to which the destination countries for outgoing international mobility were diversified in numbers and geographical scope, etc.) - Bridge between higher education and research and innovation (doctoral short-term physical mobility, etc.) **Mobility consortium accreditation** Question relating exclusively to mobility consortium projects: Did the national project partners of the consortium effectively and efficiently cooperate and contribute to the project in line with the approved mobility consortium accreditation application?
Follow-up (maximum 15 points)	**Impact** The relevance of the impact of the projects and its activities. **Sharing of the project results** The relevance of the sharing of the project results.

Project summary

Introduction

Please provide short answers to the following questions, summarising the information you have provided in the rest of the report.

Please use full sentences and clear language, and do not use acronyms. The summary you provided will be made public by the European Commission and the National Agencies.

Background and Objectives

What did you want to achieve by implementing the project?

[MANDATORY]

[Max 1250]

[SHOW QUESTION IF LANGUAGE IN REPORT IS NOT ENGLISH]

Please provide a translation **in English**

[MANDATORY]

[Max 1250]

Implementation

What activities did you implement (please also refer to the overview activities tables below)?

[MANDATORY]

[Max 1250]

[SHOW QUESTION IF LANGUAGE IN REPORT IS NOT ENGLISH]

Please provide a translation **in English**.

[MANDATORY]

[Max 1250]

Results

What were the outcomes and impact of your project?

[MANDATORY]

[Max 1250]

[SHOW QUESTION IF LANGUAGE IN REPORT IS NOT ENGLISH]

Please provide a translation **in English**.

[MANDATORY]

[Max 1250]

Participating beneficiary organisation(s)

[IF THE PROJECT IS **NOT** A CONSORTIUM THEN ONLY THE BENEFICIARY ORGANISATION IS TO BE SHOWN]

[IF THE PROJECT IS A CONSORTIUM THEN THE BENEFICIARY ORGANISATIONS INCLUDING THE MEMBERS OF THE CONSORTIUM ARE TO BE SHOWN]

Role of the organisation	Organisation ID	Individual accreditation of the organisation (Erasmus code) (where applicable)	Name of the organisation	Type of organisation
[Prefilled from BM - Organisation section]	[Prefilled from BM - Organisation section]	[Prefilled from BM - Organisation section]	[Prefilled from BM - Organisation section]	[Prefilled from BM - Organisation section]
[Prefilled from BM - Organisation section]	[Prefilled from BM - Organisation section]	[Prefilled from BM - Organisation section]	[Prefilled from BM - Organisation section]	[Prefilled from BM - Organisation section]
[Prefilled from BM - Organisation section]	[Prefilled from BM - Organisation section]	[Prefilled from BM - Organisation section]	[Prefilled from BM - Organisation section]	[Prefilled from BM - Organisation section]
[Prefilled from BM - Organisation section]	[Prefilled from BM - Organisation section]	[Prefilled from BM - Organisation section]	[Prefilled from BM - Organisation section]	[Prefilled from BM - Organisation section]
[Prefilled from BM - Organisation section]	[Prefilled from BM - Organisation section]	[Prefilled from BM - Organisation section]	[Prefilled from BM - Organisation section]	[Prefilled from BM - Organisation section]

Total number of beneficiary organisation(s)	[Count total no. of organisations – Organisations section]

Implementation and budget

Mobility activities and budget overview

Mobility grants: individual and travel support	Contracted		Reported			
	Number of participants [A]	Grant [B]	Number of actual participants [C]	Share of number of actual participants [D]	Grant [E]	Share of the grants [F]
Student mobility for studies	[Count contracted/awarded no of participants for respective activity type] [A1]	[Sum contracted/awarded grants for all participants for the respective activity type] [B1]	[Count reported number of participants for respective activity type] [C1]	[% of reported number of participants for the respective activity type out of total reported participants in the project] [D1]	[Sum of reported grants for participants for the respective activity type] [E1]	[% of reported grants for the respective activity type out of all reported grants in the project] [F1]
Student mobility for traineeships	[A2]	[B2]	[C2]	[D2]	[E2]	[F2]
Staff mobility for teaching	[A3]	[B3]	[C3]	[D3]	[E3]	[F3]
Staff mobility for training	[A4]	[B4]	[C4]	[D4]	[E4]	[F4]
Total student mobility	[sum contracted participants from student mobilities only= A1+A2]	[sum contracted grants from student mobilities only= B1+B2]	[sum reported participants from student mobilities only=C1+C2]	[% of reported participants in student mobilities / reported participants in all mobilities=D1+D2]	[sum reported grants from student mobilities only= E1+E2]	[% of reported grants in student mobilities / all reported grants in student and staff mobilities=F1+F2]

Total staff mobility	[sum contracted participants from staff mobilities only=A3+A4]	[sum contracted grants from staff mobilities only=B3+B4]	[sum reported participants from staff mobilities only=C3+C4]	[% of reported participants in staff mobilities/reported participants in all mobilities (students and staff)=D3+D4]	[sum reported grants from staff mobilities only=E3+E4]	[% of reported grants in staff mobilities / all reported grants in student and staff mobilities=F3+F4]
Total	[sum students+staff above]	[sum students+staff]	[sum students+staff]	100%	[sum students+staff]	100%
Mobility grants: real-cost items						
Inclusion support for participants	[Sum awarded number of participants receiving inclusion support for participants]	[SUM total awarded inclusion support for participants]	[Sum reported number of participants receiving inclusion support for participants]		[SUM total reported inclusion support for participants]	
Exceptional costs for expensive travel	[Sum awarded number of participants receiving exceptional costs for expensive travel]	[SUM total awarded exceptional costs for expensive travel]	[Sum reported number of participants receiving exceptional costs for expensive travel]		[SUM total reported exceptional costs for expensive travel]	
Organisational grants						
Mobility organisational support	[Sum awarded number of student and staff participants]	[SUM total awarded mobility organisational support]	[Sum reported total number of student and staff participants]		[SUM total reported mobility organisational support]	
Inclusion support for organisations	[Sum awarded number of participants receiving inclusion support for participants]	[SUM total awarded inclusion support for organisations]	[Sum reported number of participants receiving inclusion support for participants]		[SUM total reported inclusion support for organisations]	

Blended intensive programme organisational support		[SUM total awarded BIP organisational support]			[SUM total reported BIP organisational support]	
Other exceptional costs		[SUM total awarded Other exceptional costs]			[SUM total reported Other exceptional costs]	

Reported number of recent graduates and share out of the reported number of traineeship mobilities: ___

[Calculate reported number and share of participants with "Recent graduate" flag=YES out of total reported participants with activity type HE-SMT, [e.g. "20 (15%)"]

Reported number of mobilities of invited staff from enterprises (non-higher education institutions): _____

[Calculate reported number of participants with "Invited Staff from Enterprise" flag= YES]

Contracted project grant	Reported project grant
[total project awarded grant]	[total project reported grant]

Please comment and explain the difference, if any, between the contracted and reported number of participants, and explain the difference, if any, between the contracted and reported budget.

[MANDATORY]

[Max 5000]

Budget transfers: If relevant, please explain all the budget transfers between budget categories in line with the budget transfer rules.

[OPTIONAL]

[IF THERE ARE EXCEPTIONAL COSTS]

Exceptional costs

Please comment on exceptional costs (travel costs, financial guarantee, etc.).

[MANDATORY IF REQUESTED EXCEPTIONAL COST FOR EXPENSIVE TRAVEL = YES]

[End condition]

[IF THERE ARE ZERO-GRANT MOBILITIES, FLAG "ZERO GRANT"=YES]

Participants with a zero EU Erasmus+ grant

Mobility activity type	Number of actual participants
[PROGRAMME_TREE]	[MOBILITIES WITH MOBILITY TOTAL GRANT = 0]

Please comment:

[OPTIONAL]

[Max 1250]

[End condition]

[IF [SUM OF MOBILITIES' FIELD "OTHER EU GRANT"] > 0 OR [SUM OF MOBILITIES' FIELD "ADDITIONAL NON-EU GRANT"] > 0]

Other sources of funding

Total additional EU funding from outside the Erasmus+ programme used in mobilities in the project:	[SUM OF MOBILITIES' FIELD "OTHER EU GRANT"]
Total additional non-EU Erasmus+ funding used in mobilities in the project:	[SUM OF MOBILITIES' FIELD "ADDITIONAL NON-EU GRANT"]

Please describe the other mobility funding sources beyond Erasmus+ funds.

[OPTIONAL]

[Max 1250]

[End condition]

[START CONDITION: If project is a mobility consortium project]

Mobility consortium: Reported mobility activities per member higher education institution

Higher education institution member of the consortium (sending institution and receiving institution in the case of funded incoming mobility)	Reported number of mobilities/actual participants per mobility activity type funded by the mobility consortium				Total		
	Student mobility for studies	Student mobility for traineeships	Staff mobility for teaching	Staff mobility for training	Student mobility	Staff mobility	All mobilities/ actual participants
Display all HEIs (Higher Education Institutions) from NA country in the consortium, each HEI in one line [Display HEI names + Erasmus code + OID-prefilled from BM]	[Count Number of SMS reported mobilities (including **0** grant mobilities) in which the HEI in the first column is selected either as sending institution or receiving organisation]	[Count Number of reported SMT mobilities (including **0** grant mobilities) in which the HEI in the first column is selected either as sending or receiving organisation]	[Count Number of reported STA mobilities (including **0** grant mobilities) in which the HEI in the first column is selected either as sending or receiving organisation]	[Count Number of reported STT mobilities (including **0** grant mobilities) in which the HEI in the first column is selected either as sending or receiving organisation)	SUM student mobilities (SMS+SMT)	SUM staff mobilities (STA+STT)	[SUM student+ staff mobilities]

[Even if the HEI did not send or receive participants during the project, each HEI member of the consortium has to be displayed. In this case, all the data fields will be '0']							

Please comment on the different participation in mobility activities of all higher education institutions within the mobility consortium. If applicable, explain why certain institutions have not achieved any mobilities.

[MANDATORY]

[Max 3000]

[END CONDITION: if project is a mobility consortium project]

[BIP section only to be displayed if there are BIPs = if awarded BIP organisational support >0]

Blended intensive programme(s)

Overview

Blended intensive programme ID	Blended intensive programme title	Main target population – type of learner participants	Priority addressed	Contracted number of mobile learner participants	Reported number of mobile learner participants	Receiving higher education institution	Physical duration (days)	Contracted blended intensive programme organisational support	Reported blended intensive programme organisational support	BIP status
[Prefilled from BM – Blended intensive programmes]	[Prefilled from BM – Blended intensive programmes]	[Prefilled from BM – Blended intensive programmes – Type of participants]	[Prefilled from BM – Blended intensive programmes]	[Number of awarded participants in BIP]	[Number of reported participants in BIP]	[display Name of organisation with Mobility role=Receiving HEI]	[Prefilled from BM – Blended intensive programmes]	[Awarded organisational support for the BIP]	[Reported organisational support for the BIP]	[Complete/Draft]

Please comment on the number of reported/achieved blended intensive programmes compared to the contracted ones.

[MANDATORY]

[Max 3000]

[START CONDITION FOR BIP: This section is to be displayed for each BIP that is in Complete status]

Blended intensive programme (BIP ID):

Field name	Value
Blended intensive programme ID	[prefilled from BM]
Blended intensive programme title	[prefilled from BM]
Main target population - type of learner participants	[prefilled from BM]
Number of learner participants (contracted)	[prefilled from PMM]
Number of learner participants (reported)	[prefilled from BM]
Number of sending countries of the participants (reported)	[Number of Countries of the Participants in BIP, prefilled from BM]
Number of teachers/trainers delivering the programme (reported)	[prefilled from BM]
Number of HEIs in the partnership (reported)	[prefilled from BM]
Priorities addressed	[prefilled from BM]
Objectives and description	[prefilled from BM]
Methods and outcomes	[prefilled from BM]
Field of education (students)	[prefilled from BM]
Level of study (students)	[prefilled from BM]
Physical start date	[prefilled from BM]
Physical end date	[prefilled from BM]
Physical activity duration (days)	[prefilled from BM]
Number of ECTS credits awarded	[prefilled from BM]
Virtual component description	[prefilled from BM]
Virtual component duration (hours)	[prefilled from BM]
Virtual component timing	[prefilled from BM]
Main teaching/training language	[prefilled from BM]
City of the venue	[prefilled from BM]
Country of the venue	[prefilled from BM]
Blended intensive programme organisational support (contracted)	[prefilled from PMM]
Blended intensive programme organisational support (reported)	[prefilled from BM]

Blended intensive programme partnership:

[display list of BIP partners]

Blended intensive programme ID	Organisation ID	Organisation Erasmus code	Organisation name	Organisation type	Organisation city	Organisation country	Partnership role	Mobility activity role
[Prefilled from BM]	[Prefilled from BM]	[Prefilled from BM]	[Prefilled from BM]	[Prefilled from BM]	[Prefilled from BM]	[Prefilled from BM]	[Prefilled from BM Coordinator in the first row]	[Prefilled from BM]

Feedback from incoming learner participants to the receiving institution

Incoming student mobility for studies: **Share of participants who are satisfied with their Erasmus+ mobility experience**	[Percentage of incoming participants who were very satisfied or rather satisfied with their mobility experience in general: X% (Y/Z) of replies with one of the following results [SCALE_VSAT] or [SCALE_SAT] out of [GENERAL_SAT_MOBILITY] [the text that should be displayed here is: "X% of N respondents" for example 75% of 20 respondents.]
Incoming staff mobility for training: **Share of participants who are satisfied with their Erasmus+ mobility experience**	[Percentage of incoming participants who were very satisfied or rather satisfied with their mobility experience in general: X% (Y/Z) of replies with one of the following results [SCALE_VSAT] or [SCALE_SAT] out of [GENERAL_SAT_MOBILITY] [the text that should be displayed here is: "X% of N respondents" for example 75% of 20 respondents.]
Incoming student mobility for studies: **Share of participants who are satisfied with the quality of the virtual component of their Erasmus+ mobility experience**	**[5.3 How satisfied were you with the quality of the virtual mobility period? *]** [VIRT_SAT] Replies with Very satisfied [SCALE_VSAT] Rather satisfied [SCALE_SAT]

	Out of total replies for [VIRT_SAT] [the text that should be displayed here is: "X% of N respondents" for example 75% of 20 respondents.]

Please provide your assessment on the actual implementation of this blended intensive programme, reported/achieved results including participation of learners and teachers/trainers, partnership cooperation arrangements, lessons learnt, sharing of results, and impact.

[MANDATORY]

[Max 3000]

[Visible If the number of mobile learner participants is < 15, if number of participants to the BIP with activity type HE-SMS and HE-STT<15]

In addition, please comment why the blended intensive programme did not reach the minimum requirements in terms of Erasmus+ mobile learners.

[MANDATORY]

[Max 3000]

[END CONDITION FOR BIP]

Accreditation and quality

Erasmus Charter for Higher Education accreditation

ECHE compliance

During this project, did your higher education institution(s) take any specific measures to better address the principles and commitments set out in the Erasmus Charter for Higher Education? For example, by creating new strategies, improving participant support, introducing new measures to address specific challenges, etc.

OPTIONAL

Max 3000

Recognition of learning outcomes

The information presented in these tables is extracted from field "Number of Recognised Credits" of each student mobility.

[START CONDITION: For below table only consider mobilities with flag Long-term mobility activity = YES]

	Share of long-term student mobility participants (out of all long-term student mobility participants) who had their credits recognised (at the time of submission of this final report)	Average number of recognised ECTS credits or equivalent units of the mobilities whose participants had their credits recognised
Student mobility for studies	[% of SMS Long-term MOBILITIES WHERE BM FIELD "NUMBER OF RECOGNISED CREDITS OR EQUIVALENT UNITS" >= 0 out of all long-term student mobilities]	[Average number of credits in SMS MOBILITIES WHERE BM FIELD "NUMBER OF RECOGNISED CREDITS OR EQUIVALENT UNITS" >= 0]
Student mobility for traineeships	% of SMT long-term MOBILITIES WHERE BM FIELD "NUMBER OF RECOGNISED CREDITS OR EQUIVALENT UNITS" >= 0 out of all long-term student mobilities	[Average number of credits in SMT MOBILITIES WHERE BM FIELD "NUMBER OF RECOGNISED CREDITS OR EQUIVALENT UNITS" >= 0]
Total	% Student (SMS+SMT) Long-term MOBILITIES WHERE BM FIELD "NUMBER	[Average number of credits in SMS+SMT MOBILITIES WHERE BM FIELD "NUMBER

	OF RECOGNISED CREDITS OR EQUIVALENT UNITS" >= 0 out of all long-term mobilities	OF RECOGNISED CREDITS OR EQUIVALENT UNITS" >= 0]

[End condition]

[START CONDITION: For below table only consider mobilities with flag Long-term mobility activity = NO]

	Share of short-term physical student mobility participants (out of all short-term student mobility participants) who had their credits recognised (at the time of submission of this final report)	Average number of recognised ECTS credits or equivalent units of the mobilities whose participants had their credits recognised
Student mobility for studies	% of SMS Short-term MOBILITIES WHERE BM FIELD "NUMBER OF RECOGNISED CREDITS OR EQUIVALENT UNITS" >= 0 out of all short-term student mobilities	[Average number of credits in short-term SMS MOBILITIES WHERE BM FIELD "NUMBER OF RECOGNISED CREDITS OR EQUIVALENT UNITS" >= 0]
Student mobility for traineeships	% of SMT Short-term MOBILITIES WHERE BM FIELD "NUMBER OF RECOGNISED CREDITS OR EQUIVALENT UNITS" >= 0 out of all short-term student mobilities	[Average number of credits in SMT short term MOBILITIES WHERE BM FIELD "NUMBER OF RECOGNISED CREDITS OR EQUIVALENT UNITS" >= 0]
Total	% Student (SMS+SMT) short-term MOBILITIES WHERE BM FIELD "NUMBER OF RECOGNISED CREDITS OR EQUIVALENT UNITS" >= 0 out of all short-term mobilities	[Average number of credits in SMS+SMT short term MOBILITIES WHERE BM FIELD NUMBER OF RECOGNISED CREDITS OR EQUIVALENT UNITS >= 0]

[End condition]

Comment and explain the above numbers against an average workload of 30 ECTS credits (or equivalent units) per semester for long-term physical mobility and minimum 3 ECTS credits for short-term physical mobility. If the percentage of students who have their recognition process finalised at the time of submission of this final report is below 90%, please comment and explain why.

[MANDATORY]

[Max 3000]

Participant feedback on Erasmus Charter provisions

[The questions and information presented in these tables are extracted from participant reports.]

[Start condition: Do not display the following table for mobility consortia, if "Applying on behalf of a consortium?" flag =Yes at project level]

Course catalogue	
Share of incoming students who say the course catalogue was available in time to prepare their Learning Agreement	[Was the receiving institution's course catalogue: Percentage of incoming SMS students who say the catalogue was available in time to prepare LA: X% (Y/Z) of replies with this result PRAC_REC_INST_COURSE_CAT_AVAIL out of total replies at question PRAC_REC_INST_COURSE_CAT] [the text that should be displayed here is: "X% of N respondents" for example 75% of 20 respondents.]
Share of incoming students who say the course catalogue was published on the website of the receiving institution	[Was the receiving institution's course catalogue: Percentage of incoming SMS students who say the catalogue was published on the website: X% (Y/Z) of replies with this result PRAC_REC_INST_COURSE_CAT_WEB out of total replies at question PRAC_REC_INST_COURSE_CAT] [the text that should be displayed here is: "X% of N respondents" for example 75% of 20 respondents.]
Share of incoming students who say the course catalogue was available in a language they understand	[Was the receiving institution's course catalogue: Percentage of incoming SMS students who say the catalogue was available in a language they understand: X% (Y/Z) of replies with this result PRAC_REC_INST_COURSE_CAT_INT_LANG out of total replies at question PRAC_REC_INST_COURSE_CAT] [the text that should be displayed here is: "X% of N respondents" for example 75% of 20 respondents.]
Share of incoming students who say the course catalogue was complete (information to make choices, language of instruction, grade distribution)	[Was the receiving institution's course catalogue: Percentage of incoming SMS students who say the catalogue was complete: X% (Y/Z) of replies with this result PRAC_REC_INST_COURSE_CAT_COMPLETE out of total replies at question PRAC_REC_INST_COURSE_CAT] [the text that should be displayed here is: "X% of N respondents" for example 75% of 20 respondents.]

Please comment and explain the results and, if necessary, explain how you intend to improve them.

MANDATORY max 3000

[End condition]

Student mobility: Recognition and credit transfer	
Share of outgoing students on study mobility who say the Learning Agreement was signed by all parties before the start of the mobility	[Percentage of outgoing SMS participants who say the learning agreement was signed by all before the mobility: X% (Y/Z) of replies with this result [RECOG_LEARN_AGREE_SIGNED_BEFORE] out of [LEARN_AGREE_SIGNED] [the text that should be displayed here is: "X% of N respondents" for example 75% of 20 respondents.]
Share of outgoing students on traineeship mobility who say the Learning Agreement was signed by all	[Percentage of outgoing SMT participants who say the learning agreement was signed by all before the mobility: X% (Y/Z) of replies with this result [RECOG_LEARN_AGREE_SIGNED_BEFORE] out of

parties before the start of the mobility	[LEARN_AGREE_SIGNED] [the text that should be displayed here is: "X% of N respondents" for example 75% of 20 respondents.]
[Do not display this question for mobility consortia] **Share of incoming students on study mobility who say they received, or expect to receive, the Transcript of Records from the receiving institution within five weeks after publication of their results**	[Percentage of incoming SMS students who say they received ToR on time: X% (Y/Z) of replies with any of the following results [Y_DIGIT], [Y_PAPER] or [Y_DIGIT_PAPER] out of [RECOG_TRANS_REC_RECEIVE_5_WEEKS_YN] [the text that should be displayed here is: "X% of N respondents" for example 75% of 20 respondents.]
Share of outgoing students on study mobility who say they got full academic recognition for their mobility from their sending institution	[Percentage of outgoing SMS students who say they got full recognition: X% (Y/Z) of replies with this result [RECOG_ACAD_FULL] out of [RECOG_ACAD_OPTION1] [the text that should be displayed here is: "X% of N respondents" for example 75% of 20 respondents.]
Share of outgoing students on traineeship mobility who say they got full academic recognition for their mobility form their sending institution **(for traineeships only those where it is embedded in the curriculum)**	[Percentage of outgoing SMT students who say they got full recognition: X% (Y/Z) of replies with this result [RECOG_ACAD_FULL] out of [RECOG_ACAD] [the text that should be displayed here is: "X% of N respondents" for example 75% of 20 respondents.]
Share of outgoing students on study mobility who say the sending institution made information on grade conversion available	[Percentage of outgoing SMS students who say the sending HEI made info on grade conversion available: X% (Y/Z) of replies with one of the following results [Y_BEFORE_MOB] or [Y_AFTER_MOB] out of [RECOG_SEND_INST_INF_TRANSFER] [the text that should be displayed here is: "X% of N respondents" for example 75% of 20 respondents.]

Please comment and explain the results and, if necessary, explain how you intend to improve them.

Mandatory max 3000

Staff mobility: Recognition and credit transfer	
Share of staff who say the Mobility Agreement was signed by all parties before the start of the mobility	[Percentage of outgoing participants who say the mobility agreement was signed by all before the mobility: X% (Y/Z) of replies with this result [Y] out of [MOB_AGREEMENT_SIGNED_BEFORE_YN] [the text that should be displayed here is: "X% of N respondents" for example 75% of 20 respondents.]

Share of outgoing staff who feel satisfied with the level of recognition	[Percentage of outgoing staff who feel satisfied with the level of recognition: X% (Y/Z) of replies with this result [Y] out of [RECOG_LEVEL_SAT_YN] [the text that should be displayed here is: "X% of N respondents" for example 75% of 20 respondents.]

Please comment and explain the results and, if necessary, explain how you intend to improve them.

Mandatory max 3000

Student support	
Share of outgoing students on study mobility who received the grant payments on time, in line with the dates mentioned the grant agreement	[Percentage of outgoing SMS students who received grant payment on time: X% (Y/Z) of replies with the result [Y] out of [GRANT_PAY_ON_TIME_YN] [the text that should be displayed here is: "X% of N respondents" for example 75% of 20 respondents.]
Share of outgoing students on traineeship mobility who received the grant payments on time, in line with the dates mentioned the grant agreement	[Percentage of outgoing SMT students who received grant payment on time: X% (Y/Z) of replies with the result [Y] out of [GRANT_PAY_ON_TIME_YN] [the text that should be displayed here is: "X% of N respondents" for example 75% of 20 respondents.]
Share of outgoing students on study mobility who were satisfied with assistance related to visa issues [Only those who needed visa (YES)]	[Percentage of outgoing SMS students who were satisfied with visa assistance (if concerned) : X% (Y/Z) of replies with one of the following results [SCALE_VSAT] or [SCALE_SAT] out of [PRAC_VISA_ASSIS_SAT] [the text that should be displayed here is: "X% of N respondents" for example 75% of 20 respondents.]
Share of outgoing students on traineeship mobility who were satisfied with assistance related to visa issues [Only those who needed visa (YES)]	[Percentage of outgoing students who were satisfied with visa assistance (if concerned) : X% (Y/Z) of replies with one of the following results [SCALE_VSAT] or [SCALE_SAT] out of [PRAC_VISA_ASSIS_SAT] [the text that should be displayed here is: "X% of N respondents" for example 75% of 20 respondents.]
[Do not display this question for mobility consortia] **Share of incoming students on study mobility who were satisfied with assistance related to visa issues** [Only those who needed visa (YES)]	[Percentage of incoming SMS students who were satisfied with visa assistance (if concerned): X% (Y/Z) of replies with one of the following results [SCALE_VSAT] or [SCALE_SAT] out of [PRAC_VISA_ASSIS_SAT] [the text that should be displayed here is: "X% of N respondents" for example 75% of 20 respondents.]
[Do not display this question for mobility consortia]	[Percentage of incoming SMT students who were satisfied with visa assistance (if concerned): X% (Y/Z) of replies with one of the following results [SCALE_VSAT] or [SCALE_SAT]

Share of incoming students on traineeship mobility who were satisfied with assistance related to visa issues [Only those who needed visa (YES)]	out of [PRAC_VISA_ASSIS_SAT] [the text that should be displayed here is: "X% of N respondents" for example 75% of 20 respondents.]
Share of outgoing students on study mobility who were satisfied with assistance related to insurance	[Percentage of outgoing SMS students who were satisfied with insurance assistance: X% (Y/Z) of replies with one of the following results [SCALE_VSAT] or [SCALE_SAT] out of [PRAC_INSUR_ASSIS_SAT] [the text that should be displayed here is: "X% of N respondents" for example 75% of 20 respondents.]
Share of outgoing students on traineeship mobility who were satisfied with assistance related to insurance	[Percentage of outgoing SMT students who were satisfied with insurance assistance: X% (Y/Z) of replies with one of the following results [SCALE_VSAT] or [SCALE_SAT] out of [PRAC_INSUR_ASSIS_SAT] [the text that should be displayed here is: "X% of N respondents" for example 75% of 20 respondents.]
[Do not display this question for mobility consortia] **Share of incoming students on study mobility who were satisfied with assistance related to insurance**	[Percentage of incoming SMS students who were satisfied with insurance assistance: X% (Y/Z) of replies with one of the following results [SCALE_VSAT] or [SCALE_SAT] out of [PRAC_INSUR_ASSIS_SAT] [the text that should be displayed here is: "X% of N respondents" for example 75% of 20 respondents.]
[Do not display this question for mobility consortia] **Share of incoming students on traineeship mobility who were satisfied with assistance related to insurance**	[Percentage of incoming SMT students who were satisfied with insurance assistance: X% (Y/Z) of replies with one of the following results [SCALE_VSAT] or [SCALE_SAT] out of [PRAC_INSUR_ASSIS_SAT] [the text that should be displayed here is: "X% of N respondents" for example 75% of 20 respondents.]
[Do not display this question for mobility consortia] **Share of incoming students on study mobility who were satisfied with accommodation assistance**	[Percentage of incoming SMS students who were satisfied with accommodation assistance provided by receiving institution (Guidance on how to find accommodation * [PRAC_REC_INST_SUPP_GUIDE_ACCOM]): X% (Y/Z) of replies with one of the following results [SCALE_VSAT] or [SCALE_SAT] out of [PRAC_REC_INST_SUPP] [the text that should be displayed here is: "X% of N respondents" for example 75% of 20 respondents.]
[Do not display this question for mobility consortia] **Share of incoming students on traineeship mobility who were satisfied with accommodation assistance**	[Percentage of incoming SMT students who were satisfied with accommodation assistance provided by receiving institution (Guidance on how to find accommodation * [PRAC_REC_INST_SUPP_GUIDE_ACCOM]): X% (Y/Z) of replies with one of the following results [SCALE_VSAT] or [SCALE_SAT] out of [PRAC_REC_INST_SUPP] [the text that should be displayed here is: "X% of N respondents" for example 75% of 20 respondents.]
Share of outgoing students on study mobility who were satisfied with the administrative	[Percentage of outgoing SMS students who were satisfied with the administrative support (Administrative support * [PRAC_SEND_INST_SUPP_ADM]): X% (Y/Z) of replies with

24

support provided by the sending institution	one of the following results [SCALE_VSAT] or [SCALE_SAT] out of [PRAC_SEND_INST_SUPP] [the text that should be displayed here is: "X% of N respondents" for example 75% of 20 respondents.]
Share of outgoing students on traineeship mobility who were satisfied with the administrative support provided by the sending institution	[Percentage of outgoing SMT students who were satisfied with the administrative support (Administrative support * [PRAC_SEND_INST_SUPP_ADM]): X% (Y/Z) of replies with one of the following results [SCALE_VSAT] or [SCALE_SAT] out of [PRAC_SEND_INST_SUPP] [the text that should be displayed here is: "X% of N respondents" for example 75% of 20 respondents.]
[Do not display this question for mobility consortia] **Share of incoming students on study mobility who were satisfied with the administrative support provided by the receiving institution**	[Percentage of incoming SMS students who were satisfied with the administrative support (Administrative support * [PRAC_REC_INST_SUPP_ADM]): X% (Y/Z) of replies with one of the following results [SCALE_VSAT] or [SCALE_SAT] out of [PRAC_REC_INST_SUPP] [the text that should be displayed here is: "X% of N respondents" for example 75% of 20 respondents.]
[Do not display this question for mobility consortia] **Share of incoming students on traineeship mobility who were satisfied with the administrative support provided by the receiving institution**	[Percentage of incoming SMT students who were satisfied with the administrative support (Administrative support * [PRAC_REC_INST_SUPP_ADM]): X% (Y/Z) of replies with one of the following results [SCALE_VSAT] or [SCALE_SAT] out of [PRAC_REC_INST_SUPP] [the text that should be displayed here is: "X% of N respondents" for example 75% of 20 respondents.]
Share of outgoing students on study mobility who were satisfied with the academic support provided by the sending institution	[Percentage of outgoing SMS students who were satisfied with the academic support provided by the sending institution (Academic support * [PRAC_REC_INST_SUPP_ACAD_MENTORING]): X% (Y/Z) of replies with one of the following results [SCALE_VSAT] or [SCALE_SAT] out of [PRAC_REC_INST_SUPP] [the text that should be displayed here is: "X% of N respondents" for example 75% of 20 respondents.]
[Do not display this question for mobility consortia] **Share of incoming students on study mobility who were satisfied with the academic support provided by the receiving institution**	[Percentage of incoming SMS students who were satisfied with the academic support provided by the receiving institution (Academic support * [PRAC_REC_INST_SUPP_ACAD_MENTORING]): X% (Y/Z) of replies with one of the following results [SCALE_VSAT] or [SCALE_SAT] out of [PRAC_REC_INST_SUPP] [the text that should be displayed here is: "X% of N respondents" for example 75% of 20 respondents.]

Please comment and explain the results and, if necessary, explain how you intend to improve them.

Mandatory max 3000

Please describe the mechanisms to report complaints and issues available to your incoming and outgoing students.

MANDATORY max 3000

Staff support	
Share of outgoing staff who are satisfied with the support provided by the sending institution/enterprise/organisation	[Percentage of outgoing staff who were satisfied with the support of sending HEI: X% (Y/Z) of replies with one of the following results [SCALE_VSAT] or [SCALE_SAT] out of [PRAC_SEND_INST_SUPP] [the text that should be displayed here is: "X% of N respondents" for example 75% of 20 respondents.]
[Do not display this question for mobility consortia] **Share of incoming staff who are satisfied with the support provided by the receiving institution/enterprise/organisation**	[Percentage of incoming staff who were satisfied with the support of receiving HEI: X% (Y/Z) of replies with one of the following results [SCALE_VSAT] or [SCALE_SAT] out of [PRAC_REC_INST_SUPP] [the text that should be displayed here is: "X% of N respondents" for example 75% of 20 respondents.]

Please comment and explain the results and, if necessary, explain how you intend to improve them.

Mandatory max 3000

Participant feedback on the level of general satisfaction

Overall satisfaction of outgoing and incoming participants	
Outgoing student mobility for studies: **Share of participants who are satisfied with their Erasmus+ mobility experience**	[Percentage of outgoing participants who were very satisfied or rather satisfied with their mobility experience in general: X% (Y/Z) of replies with one of the following results [SCALE_VSAT] or [SCALE_SAT] out of [GENERAL_SAT_MOBILITY] [the text that should be displayed here is: "X% of N respondents" for example 75% of 20 respondents.]
Outgoing student mobility for traineeships: **Share of participants who are satisfied with their Erasmus+ mobility experience**	[Percentage of outgoing participants who were very satisfied or rather satisfied with their mobility experience in general: X% (Y/Z) of replies with one of the following results

	[SCALE_VSAT] or [SCALE_SAT] out of [GENERAL_SAT_MOBILITY] [the text that should be displayed here is: "X% of N respondents" for example 75% of 20 respondents.]
Outgoing staff mobility: **Share of participants who are satisfied with their Erasmus+ mobility experience**	[Percentage of outgoing participants who were very satisfied or rather satisfied with their mobility experience in general: X% (Y/Z) of replies with one of the following results [SCALE_VSAT] or [SCALE_SAT] out of [GENERAL_SAT_MOBILITY] [the text that should be displayed here is: "X% of N respondents" for example 75% of 20 respondents.]
[Do not display this question for mobility consortia] **Incoming student mobility for studies:** **Share of participants who are satisfied with their Erasmus+ mobility experience**	[Percentage of incoming participants who were very satisfied or rather satisfied with their mobility experience in general: X% (Y/Z) of replies with one of the following results [SCALE_VSAT] or [SCALE_SAT] out of [GENERAL_SAT_MOBILITY] [the text that should be displayed here is: "X% of N respondents" for example 75% of 20 respondents.]
[Do not display this question for mobility consortia] **Incoming student mobility for traineeships:** **Share of participants who are satisfied with their Erasmus+ mobility experience**	[Percentage of incoming participants who were very satisfied or rather satisfied with their mobility experience in general: X% (Y/Z) of replies with one of the following results [SCALE_VSAT] or [SCALE_SAT] out of [GENERAL_SAT_MOBILITY] [the text that should be displayed here is: "X% of N respondents" for example 75% of 20 respondents.]
[Do not display this question for mobility consortia] **Incoming staff mobility:** **Share of participants who are satisfied with their Erasmus+ mobility experience**	[Percentage of incoming participants who were very satisfied or rather satisfied with their mobility experience in general: X% (Y/Z) of replies with one of the following results [SCALE_VSAT] or [SCALE_SAT] out of [GENERAL_SAT_MOBILITY] [the text that should be displayed here is: "X% of N respondents" for example 75% of 20 respondents.]

Please comment and explain the results and, if necessary, explain how you intend to improve them.

Mandatory max 3000

Participant feedback on learning outcomes

[The questions and information presented in these tables are extracted from participant reports.]	[Percentage of participants who feel they have benefited from the mobility (Q 6.1): X% (Y/Z) of replies with this result [Y] out of [RES-Q1]

Student mobility for studies: **Share of participants who feel they have benefited from their participation in the Erasmus+ mobility**	[the text that should be displayed here is: "X% of N respondents" for example 75% of 20 respondents.]
Student mobility for traineeships: **Share of participants who feel they have benefited from their participation in the Erasmus+ mobility**	[Percentage of participants who feel they have benefited from the mobility (Q 6.1): X% (Y/Z) of replies with this result [Y] out of [RES-Q1] [the text that should be displayed here is: "X% of N respondents" for example 75% of 20 respondents.]
Staff mobility: **Share of participants who feel they have benefited from their participation in the Erasmus+ mobility**	[Percentage of participants who feel they have benefited from the mobility (Q 6.1): X% (Y/Z) of replies with this result [Y] out of [RES-Q1] [the text that should be displayed here is: "X% of N respondents" for example 75% of 20 respondents.]

Please comment and explain the results and, if necessary, explain how you intend to improve them.

Mandatory max 3000

Language skills	
Student mobility for studies: **Share of participants who feel they have improved their language skills in the main language used during their mobility**	[Percentage of participants who feel they have improved their language skills in the main language used: X% (Y/Z) of replies with this result [Y] out of [FOREIGN_LANG_IMPROV_YN] [the text that should be displayed here is: "X% of N respondents" for example 75% of 20 respondents.]
Student mobility for traineeships: **Share of participants who feel they have improved their language skills in the main language used during their mobility**	[Percentage of participants who feel they have improved their language skills in the main language used: X% (Y/Z) of replies with this result [Y] out of [FOREIGN_LANG_IMPROV_YN] [the text that should be displayed here is: "X% of N respondents" for example 75% of 20 respondents.]
Student mobility for studies: **Share of participants who feel they have improved their language skills in other languages besides the main one used during their mobility**	[Percentage of participants who feel they have improved their language other languages: X% (Y/Z) of replies with this result [Y] out of [FOREIGN_LANG_OTHER_LANG_IMPROV_YN] [the text that should be displayed here is: "X% of N respondents" for example 75% of 20 respondents.]
Student mobility for traineeships: **Share of participants who feel they have improved their language skills in other languages besides the main one used during**	[Percentage of participants who feel they have improved their language other languages: X% (Y/Z) of replies with this result [Y] out of

their mobility	[FOREIGN_LANG_OTHER_LANG_IMPROV_YN]
	[the text that should be displayed here is: "X% of N respondents" for example 75% of 20 respondents.]
Staff mobility: **Share of participants who feel they have improved their foreign language during their mobility**	[Percentage of staff who improved their foreign langue skills: X% (Y/Z) of replies with this result [PERS_PROF_DEVELOP_FOREIGN_LANG_SKILLS] out of [PERS_PROF_DEVELOP] [the text that should be displayed here is: "X% of N respondents" for example 75% of 20 respondents.]

Please comment and explain the results and, if necessary, explain how you intend to improve them.

Mandatory max 3000

Online and other language support

Which measures did you take to encourage the use of the Online Language Support (OLS) language assessments and courses by the participants?

[SUPPORT_TYPES] [MANDATORY, MULTIPLE CHOICE]

Proposing it to all participants, highlighting the benefits to them
Organising information sessions on the OLS to the participants
Organising information sessions on the OLS to the faculties/departments mobility coordinators/others
Involving student organisations and other organisations in the promotion of the OLS
Publishing OLS promotional packages on the website of the institution and/or in newsletters
Other

[+] [-]

If other, please explain

[OPTIONAL]

[Max 3000]

If you used parts for the organisational support grant for the linguistic and inter-cultural preparation of students (and staff, where relevant), please explain.

[OPTIONAL]

[Max 3000]

Erasmus+ priorities in higher education

Inclusion and diversity

Aspect	Mobility activity type				Total		
	Student mobility for studies	Student mobility for traineeships	Staff mobility for teaching	Staff mobility for training	Student mobility	Staff mobility	All actual participants / mobilities
Number of mobilities/actual participants	[Count total no of mobilities for the respective activity type]	[Count total no of mobilities for the respective activity type]	[Count total no of mobilities for the respective activity type]	[Count total no of mobilities for the respective activity type]	[SUM student mobilities]	[SUM staff mobilities]	[Total no of mobilities]
Number of mobilities of participants with fewer opportunities	[Count no of mobilities with "fewer opp" flag=yes for the respective activity type]	[Count no of mobilities with "fewer opp" flag=yes for the respective activity type]	[Count no of mobilities with "fewer opp" flag=yes for the respective activity type]	[Count no of mobilities with "fewer opp" flag=yes for the respective activity type]	[SUM student mobilities with "fewer opp" flag=yes]	[SUM staff mobilities with "fewer opp" flag=yes]	[Total no of mobilities with "fewer opp" flag=yes]
Number of outgoing long-term student mobilities with a higher individual support base grant [only visible if the project has SMS or SMT mobilities flagged as "Outermost Regions"]	[Count no of mobilities for which Sending country=country of the NA and "Long-term mobility" flag=YES and "Outermost region"=Yes for the respective activity type]	[Count no of mobilities for which Sending country=country of the NA and "Long-term mobility" flag=YES and "Outermost region"=Yes for the respective activity type]			[sum students]		[sum total]
Number of mobilities of participants with fewer opportunities having received a top-up amount for fewer	[Count no of mobilities with flag Participant With a Top-Up Amount For Fewer Opportunities = YES for the respective activity type	[Count no of mobilities with flag Participant With a Top-Up Amount For Fewer Opportunities = YES for the respective activity type			[SUM students]		[SUM total]

opportunities							
Number of mobilities with inclusion support for participants	[Count no of mobilities with Inclusion support greater than 0, for the respective activity type]	[Count no of mobilities with Inclusion support greater than 0, for the respective activity type]	[Count no of mobilities with Inclusion support greater than 0, for the respective activity type]	[Count no of mobilities with Inclusion support greater than 0, for the respective activity type]	[SUM students]	[SUM staff]	[SUM total]
Number of blended mobilities with a short-term physical mobility (for students: all study levels)	[Count no of participants with "Blended mobility activity" flag=YES and "Long-Term mobility" flag= NO, for the respective activity type]	[Count no of participants with "Blended mobility activity" flag=YES and "Long-Term mobility" flag= NO, for the respective activity type]	[Count no of participants with "Blended mobility activity" flag=YES and "Long-Term mobility" flag= NO, for the respective activity type]	[Count no of participants with "Blended mobility activity" flag=YES and "Long-Term mobility" flag= NO, for the respective activity type]	[SUM students]	[SUM staff]	[SUM total]

Horizontal priorities	
Share of participants who say that as a result of their mobility activity they have a better understanding of the diversity in their society.	[Percentage of participants who have selected the following answer: X% (Y/Z) of replies with the following result [PRI-Q1-1] out of [PRI-Q3] [the text that should be displayed here is: "X% of N respondents" for example 75% of 20 respondents.]
Share of participants who say that as a result of their mobility activity they are more committed to work against discrimination, intolerance, xenophobia and racism.	[Percentage of participants who have selected the following answer: X% (Y/Z) of replies with the following result [PRI-Q1-1] out of [PRI-Q4] [the text that should be displayed here is: "X% of N respondents" for example 75% of 20 respondents.]

Gender distribution

Participant gender	Female	Male	Undefined
Student mobility	[% number of student females out of total students]	[% number of student males out of total students]	[% number of student undefined out of total students]
Staff mobility	[%number of staff	[%number of staff	[%number of staff

	females out of total staff]	males out of total staff]	undefined out of total staff]

Barriers to participation

Barrier type	Number of actual participants with fewer opportunities with this barrier
[BARRIER_TYPES] *[Retrieved from barrier types encoded at project level][Read only]*	[Number of participants with fewer opportunities per barrier in the project – prefilled from BM – Fewer opportunities section]
Total	[Total number of participants with fewer opportunities- prefilled from BM- Fewer opportunities section]

Please comment and explain the reported/achieved results in terms of participants' profile and in particular, how you encouraged the participation of the target groups. Comment on the gender distribution of the participants vs. the gender distribution in the institution(s) (enrolled students, employed staff) and, if applicable, any measures you took achieve a better balance in the mobility participation.

[MANDATORY]

[Max 3000]

Participant feedback on ECHE provisions Inclusion	
Share of outgoing students on study mobility who were satisfied with the help with inclusion needs provided by their sending institution	[Percentage of outgoing SMS students who were satisfied with the help with inclusion needs (Help with inclusion needs * [PRAC_SEND_INST_SUPP_INCL_NEEDS]): X% (Y/Z) of replies with one of the following results [SCALE_VSAT] or [SCALE_SAT] out of [PRAC_SEND_INST_SUPP] [the text that should be displayed here is: "X% of N respondents" for example 75% of 20 respondents.]
Share of outgoing students on traineeship mobility who were satisfied with the help with inclusion needs provided by their sending institution	[Percentage of outgoing SMT students who were satisfied with the help with inclusion needs (Help with inclusion needs * [PRAC_SEND_INST_SUPP_INCL_NEEDS]): X% (Y/Z) of replies with one of the following results [SCALE_VSAT] or [SCALE_SAT] out of

	[PRAC_SEND_INST_SUPP] [the text that should be displayed here is: "X% of N respondents" for example 75% of 20 respondents.]
[Do not display this question for mobility consortia] **Share of incoming students on study mobility who were satisfied with the help with inclusion needs provided by their receiving institution**	[Percentage of incoming SMS students who were satisfied with the help with inclusion needs (Help with inclusion needs * [PRAC_REC_INST_SUPP_INCL_NEEDS]): X% (Y/Z) of replies with one of the following results [SCALE_VSAT] or [SCALE_SAT] out of [PRAC_REC_INST_SUPP] [the text that should be displayed here is: "X% of N respondents" for example 75% of 20 respondents.]
[Do not display this question for mobility consortia] **Share of incoming students on traineeship mobility who were satisfied with the help with inclusion needs provided by their receiving institution**	[Percentage of incoming SMT students who were satisfied with the help with inclusion: X% (Y/Z) of replies with one of the following results [SCALE_VSAT] or [SCALE_SAT] out of [PRAC_REC_INST_SUPP] [the text that should be displayed here is: "X% of N respondents" for example 75% of 20 respondents.]
Share of outgoing students on study mobility who chose blended mobility because they were not able to go on long-term mobility because of financial reasons, disabilities, caring responsibilities, or wanted to try it before committing to long-term mobility	[Percentage of outgoing SMS students who chose blended mobility because they were not able to go on long-term mobility because of financial reasons, disabilities, caring responsibilities, or wanted to try it before committing to long-term mobility: X% (Y/Z) of replies with one of the following results [SHORT_BLENDED_WHY_FINANCIAL] or [SHORT_BLENDED_WHY_DISABILITY] or [SHORT_BLENDED_WHY_CARING] or [SHORT_BLENDED_WHY_TRY] out of [SHORT_BLENDED_WHY] [the text that should be displayed here is: "X% of N respondents" for example 75% of 20 respondents.]
Share of outgoing students on traineeship mobility who chose blended mobility because they were not able to go on long-term mobility because of financial reasons, disabilities, caring responsibilities, or wanted to try it before committing to long-term mobility	[Percentage of outgoing SMT students who chose blended mobility because they were not able to go on long-term mobility because of financial reasons, disabilities, caring responsibilities, or wanted to try it before committing to long-term mobility: X% (Y/Z) of replies with one of the following results [SHORT_BLENDED_WHY_FINANCIAL] or [SHORT_BLENDED_WHY_DISABILITY] or [SHORT_BLENDED_WHY_CARING] or [SHORT_BLENDED_WHY_TRY] out of [SHORT_BLENDED_WHY] [the text that should be displayed here is: "X% of N respondents" for example 75% of 20 respondents.]
[Do not display this question for mobility consortia] **Share of incoming students on study mobility**	[Percentage of incoming SMS students who felt they were treated equally to locals: X% (Y/Z) of replies with this result [Y] out of [PRAC_REC_INST_EQUAL_TREAT_YN]

who felt they were treated equally to local students	[the text that should be displayed here is: "X% of N respondents" for example 75% of 20 respondents.]

Please comment and explain the results and, if necessary, explain how you intend to improve them.

Mandatory max 3000

Please describe briefly if your institution(s) has/have an inclusion strategy for mobility activities and any relevant qualitative and quantitative targets. Please include the website where the strategy can be accessed, if applicable. If applicable, please describe the different outreach activities of your institution(s), if your institutions(s) has/have inclusion officers, is/are working with student unions, or unions of people with fewer opportunities, has/have information on services for incoming students with fewer opportunities published online, etc.

MANDATORY max 5000

Please describe briefly how the national criteria for the top-up amount to individual support for students with fewer opportunities is communicated to potential mobility participants.

MANDATORY max 3000

Please describe your participant selection procedures and, if applicable, how the procedures ensure equal treatment of participants with fewer opportunities.

MANDATORY max 3000

Digital transition

Aspect	Mobility activity type				Total		
	Student mobility for studies	Student mobility for traineeships	Staff mobility for teaching	Staff mobility for training	Student mobility	Staff mobility	All mobilities/actual participants
Number of mobilities/actual participants	[Count total no of mobilities for the respective activity type]	[Count total no of mobilities for the respective activity type]	[Count total no of mobilities for the respective activity type]	[Count total no of mobilities for the respective activity type]	[SUM student mobilities]	[SUM staff mobilities]	[Total no of mobilities]
Number of blended mobilities	Count mobilities with "Blended	Count mobilities with "Blended	Count mobilities with "Blended	Count mobilities with "Blended	[SUM student mobilities]	[SUM staff mobilities]	[Total no of mobilities]

	mobility activity" flag=Yes for the respective activity type	mobility activity" flag=Yes for the respective activity type	mobility activity" flag=Yes for the respective activity type	mobility activity" flag=Yes for the respective activity type			
Number of blended mobilities going to blended intensive programmes	Count mobilities with ""Mobility to a Blended Intensive Programme" flag=YES for the respective activity type		Count mobilities with ""Mobility to a Blended Intensive Programme" flag=YES for the respective activity type	Count mobilities with ""Mobility to a Blended Intensive Programme" flag=YES for the respective activity type	[SUM student mobilities]	[SUM staff mobilities]	[Total no of mobilities]
Number of mobilities having developed/improved advanced digital skills	--- to be greyed]	Count mobilities with Digital skills = "Advanced digital skills" for the respective activity type		Count mobilities with Digital skills = "Advanced digital skills" for the respective activity type	[SUM student mobilities]	[SUM staff mobilities]	[Total no of mobilities]

Horizontal priorities	
Share of participants who say that as a result of their mobility activity they have learned more about new and useful ways to apply digital technology.	[Percentage of participants who have selected the following answer: X% (Y/Z) of replies with the following result [PRI-Q1-1] out of [PRI-Q7] [the text that should be displayed here is: "X% of N respondents" for example 75% of 20 respondents.]
Share of participants who say that as a result of their mobility activity they are eager to use more digital technologies in their studies or work.	[Percentage of participants who have selected the following answer: X% (Y/Z) of replies with the following result [PRI-Q1-1] out of [PRI-Q8] [the text that should be displayed here is: "X% of N respondents" for example 75% of 20 respondents.]

Please comment and explain the reported/achieved results in relation to your international strategy and any other relevant aspects.

[MANDATORY]

[Max 3000]

Digitalisation of mobility management	
Share of outgoing students on study mobility whose final type of Learning Agreement was signed digitally.	[Percentage of SMS participants' learning agreements signed digitally: X% (Y/Z) of replies with this result [LEARNING_AGREE_TYPE_ONLINE] out of [LEARNING_AGREE_TYPE] [the text that should be displayed here is: "X% of N respondents" for example 75% of 20 respondents.]

Please describe briefly how your institution is committing to the digitalisation of the Erasmus+ programme.

Mandatory max 3000

Green transition

Aspect	Mobility activity type				Total		
	Student mobility for studies	**Student mobility for traineeships**	**Staff mobility for teaching**	**Staff mobility for training**	**Student mobility**	**Staff mobility**	**All mobilities/actual participants**
Number of mobilities/actual participants	[Count no of mobilities for the respective activity type]	[Count no of mobilities for the respective activity type]	[Count no of mobilities for the respective activity type]	[Count no of mobilities for the respective activity type]	[SUM student mobilities]	[SUM staff mobilities]	[Total no of mobilities]
Number of mobilities with green/sustainable travel means	[Count no of mobilities with flag "Sustainable means of transport=YES for the respective activity type]	[Count no of mobilities with flag "Sustainable means of transport=YES for the respective activity type]	[Count no of mobilities with flag "Sustainable means of transport=YES for the respective activity type]	[Count no of mobilities with flag "Sustainable means of transport=YES for the respective activity type]	[SUM student mobilities]	[SUM staff mobilities]	[Total no of mobilities]

Horizontal priorities

Share of participants who say that as a result of their mobility activity they have learned more about environmental, climate and sustainability issues.	[Percentage of participants who have selected the following answer: X% (Y/Z) of replies with the following result [PRI-Q1-1] out of [PRI-Q1] [the text that should be displayed here is: "X% of N respondents" for example 75% of 20 respondents.]
Share of participants who say that as a result of their mobility activity they have changed their habits to become more sustainable.	[Percentage of participants who have selected the following answer: X% (Y/Z) of replies with the following result [PRI-Q1-1] out of [PRI-Q2] [the text that should be displayed here is: "X% of N respondents" for example 75% of 20 respondents.]

Please comment and explain the reported/achieved results in relation to your international strategy and any other relevant aspects.

[OPTIONAL]

[Max 3000]

Participation in democratic life, common values and civic engagement

Horizontal priorities	
Share of participants who say that as a result of their mobility activity they are more interested in participating in elections, in other democratic processes, and in the life of their local community.	[Percentage of participants who have selected the following answer: X% (Y/Z) of replies with the following result [PRI-Q1-1] out of [PRI-Q5] [the text that should be displayed here is: "X% of N respondents" for example 75% of 20 respondents.]
Share of participants who say that as a result of their mobility activity they have learned more about Europe, the European Union and European values.	[Percentage of participants who have selected the following answer: X% (Y/Z) of replies with the following result [PRI-Q1-1] out of [PRI-Q6] [the text that should be displayed here is: "X% of N respondents" for example 75% of 20 respondents.]

Please comment and explain the reported/achieved results in relation to your international strategy and any other relevant aspects.

[MANDATORY]

[Max 3000]

International dimension

[Start condition: Only show below tables and question and header above if the project has international mobilities, "International Mobility activity" flag=YES]

Aspect	Mobility activity type				Total		
	Student mobility for studies	Student mobility for traineeships	Staff mobility for teaching	Staff mobility for training	Student mobility	Staff mobility	All actual participants/ mobilities
Number of mobilities/actual participants	[Count total no of mobilities for the respective activity type]	[Count total no of mobilities for the respective activity type]	[Count total no of mobilities for the respective activity type]	[Count total no of mobilities for the respective activity type]	[SUM student mobilities]	[SUM staff mobilities]	[Total no of mobilities]
Number of outgoing international mobilities (region 1 to 14)	[Count no of mobilities with sending country=country of the NA and receiving country belonging to countries from region 1 to 14, for the resp. activity type]	[Count no of mobilities with sending country=country of the NA and receiving country belonging to countries from region 1 to 14, for the resp. activity type]	[Count no of mobilities with sending country=country of the NA and receiving country belonging to countries from region 1 to 14, for the resp. activity type]	[Count no of mobilities with sending country=country of the NA and receiving country belonging to countries from region 1 to 14, for the resp. activity type]	[SUM student mobilities]	[SUM staff mobilities]	[Total no of mobilities]
Budget share of outgoing international mobility	See the formula below the table	See the formula below the table	See the formula below the table	See the formula below the table	See the formula below the table	See the formula below the table	See the formula below the table
Number of incoming international mobilities (special conditions)	[Count no of participants with "Incoming international participant (under special conditions)" flag=YES for the respective activity type]	[Count no of participants with "Incoming international participant (under special conditions)" flag=YES for the respective activity type]	[Count no of participants with "Incoming international participant (under special conditions)" flag=YES for the respective activity type]	[Count no of participants with "Incoming international participant (under special conditions)" flag=YES for the respective activity type]	[SUM student mobilities]	[SUM staff mobilities]	[Total no of mobilities]

[Calculation of the budget share of outgoing international mobility:

Percentage of A divided by B

A = total **individual support** and **travel support** and **associated mobility organisational support** of the mobilities with sending country=country of the NA and receiving country belonging to countries from region 1 to 14, for the respective activity type (no real cost budget categories)

Associated mobility organisational support = (number of mobilities with sending country=country of the NA and receiving country belonging to countries from region 1 to 14) multiplied by the average mobility organisational support amount

Average mobility organisational support= total reported mobility organisation support (at project budget level) divided by the number of reported mobilities capped by the number of contracted mobilities for mobility organisational support)

B= Contracted project grant, excluding the reported mobility real costs (inclusion support for participants and exceptional costs for expensive travel) for mobilities with sending country=country of the NA and receiving country belonging to countries from region 1 to 14]

Please comment and explain the reported/achieved results in relation to your international strategy and any other relevant aspects.

[MANDATORY]

[Max 3000]

[If the budget share of international mobility > 20%] Please comment why you exceeded the 20% budget share for international mobility.

[MANDATORY]

[Max 3000]

[End condition]

Diversification of destination countries in international mobility

Receiving country not associated to the Erasmus+ Programme	Number of student mobilities/actual participants	Number of staff mobilities/actual participants	Total number of mobilities/actual participants
[Display receiving Partner countries, belonging to region 1 to 14 [#1 (ranked by total mobility number from largest down)]	[Count no of student mobilities for the respective receiving country]	[Count no of staff mobilities for the respective receiving country]	[Total no of participants for the respective receiving country]
#2			
#10 [display only first 10/max 10 countries]			

Explain the preference given to the destination countries in the table above and the type of participants. Please comment on the destination countries with regard to geographical diversity.

[MANDATORY]

[Max 3000]

[End condition]

Bridge between higher education and research and innovation

[Only show below tables and question and header above if the project has doctoral mobility (flagged as doctoral mobility)]

Aspect	Mobility activity type				Total		
	Student mobility for studies	Student mobility for traineeships	Staff mobility for teaching	Staff mobility for training	Student mobility	Staff mobility	All mobilities/ actual participants
Number of mobilities/actual participants	[Count total no of mobilities for the respective activity type]	[Count total no of mobilities for the respective activity type]	[Count total no of mobilities for the respective activity type]	[Count total no of mobilities for the respective activity type]	[SUM student mobilities]	[SUM staff mobilities]	[Total no of mobilities]
Number of doctoral mobilities	[Count no of mobilities with flag "Doctoral mobility activity=YES for the respective activity type]	[Count no of mobilities with flag "Doctoral mobility activity =YES for the respective activity type]	[Count no of mobilities with flag "Doctoral mobility activity =YES for the respective activity type]	[Count no of mobilities with flag "Doctoral mobility activity =YES for the respective activity type]	[SUM student mobilities]	[SUM staff mobilities]	[Total no of mobilities]
Number of short-term physical doctoral mobilities (with or without a virtual component).	[Count no of mobilities with flag "Long-term activity" =NO and flag "Doctoral mobility activity"=YES, for the respective activity type]	[Count no of mobilities with flag "Long-term activity" =NO and flag "Doctoral mobility activity"=YES, for the respective activity type]	[Count no of mobilities with flag "Long-term activity" =NO and flag "Doctoral mobility activity"=YES, for the respective activity type]	[Count no of mobilities with flag "Long-term activity" =NO and flag "Doctoral mobility activity"=YES, for the respective activity type]	[SUM student mobilities]	[SUM staff mobilities]	[Total no of mobilities]

Please comment and explain the reported/achieved results in relation to your international strategy and any other relevant aspects.

[MANDATORY]

[Max 3000]

[End condition]

Participant report discrepancies

[THIS SECTION IS VISIBLE ONLY IF THE TWO FIGURES BELOW DO NOT MATCH]

Project number of actual participants/mobilities	Number of submitted participant reports
[NUMBER OF ALL MOBILITIES AS ALL ARE SUBJECTED TO A PARTICIPANT REPORT]	[NUMBER OF MOBILITIES FOR WHICH A PARTICIPANT REPORT HAS BEEN SUBMITTED BY THE END OF THE PROJECT]
[Count no. of all reported mobilities of the project]	[Count no. of submitted participant reports]

Please provide any suitable explanations regarding the fact that not all participant reports were submitted at the time of submission of this final report.

[MANDATORY]

Mobility consortium accreditation

[QUESTION VISIBLE IF THE PROJECT IS A MOBILITY CONSORTIUM- "APPLYING ON BEHALF OF A CONSORTIUM?" FLAG =YES]

How did the national project partners of the consortium cooperate and contribute to the project? Was it as planned in the approved mobility consortium accreditation and grant application? If not, please explain why.

[MANDATORY]

[Max 3000]

Impact of the project

Please describe the impact of the project, (per activity type and on the whole), on the participants, participating beneficiary organisation(s) (in case of a consortium), target groups and other relevant stakeholders such as receiving organisations. In particular, describe the project's impact on your institution(s) in line with your institutional strategy(ies), the Erasmus Policy Statement and the higher education policy agenda at European level. Describe the extent to which your institution(s) increased its/their capacity to co-operate at European/international level.

[MANDATORY] 3000

Please describe the wider impact of the project on organisations and individuals outside your beneficiary organisation(s) at local, regional, national, European and/or international levels.

[MANDATORY] 3000

Sharing of the project results

Please describe the communication strategy for sharing the results of your projects inside and outside your beneficiary organisation(s) and the targets groups of your dissemination activities. If applicable, please give concrete examples of good practices and success stories related to the organised activities and examples of how the participants have shared their experience with peers within or outside your beneficiary organisation(s).

[MANDATORY] 3000

General feedback 43

The following question represents your feedback to the European Commission about application, implementation and reporting procedures for your Erasmus+ project. When answering this question, please take into account the opinion of organisations involved in your project.

Do you consider that the procedures applicable to your project were proportionate and simple?

[BOOLEAN] [MANDATORY]

YES
NO

Annexes

The maximum size of a file is 15 MB and the maximum total size is 100 MB.

The maximum number of all attachments is 100.

Declaration on Honour
Please download the Declaration on Honour, print it, have it signed by the legal representative and attach.

⬇ Download the declaration on honour	✚ Add the declaration on honour

Other documents

Please attach any other relevant documents.

If you have any additional questions, please contact your National Agency. You can find their contact details here: List of National Agencies.

✚ Add documents

List of documents

No	Name	File size (kB)	Type of document	Actions
1	declaration-on-honour_EN.pdf	56.87	Declaration on Honour	👁 🗑
2	Filename1.doc	900.56	Other document	👁 🗑
3	Nex txt file.txt	1.5	Other document	👁 🗑

Checklist 45

Before submitting your report form to the National Agency, please make sure that:

☐ All necessary information on your project has been encoded in Beneficiary Module;

☐ The report form has been completed using one of the mandatory languages specified in the Grant Agreement;

☐ All the relevant documents are annexed:

　☐ Declaration on Honour, signed by the legal representative of the beneficiary organisation;

　☐ The necessary supporting documents as requested in the grant agreement;

☐ You have saved or printed the copy of the completed form for your records.

Conditions for final report submission

[All conditions are automatically checked when they are fulfilled]

Final report can only be submitted if:

- All mandatory fields have been filled in
- All mobility activities are in status Complete, see List of mobility activities [Link to Mobility activities screen]
- All fewer opportunities participants in the project have a reason declared in the Fewer opportunities section [Link to Fewer opportunities screen]
- Declaration on Honour has been uploaded.
- Checklist has been fulfilled
- Reported budget/project grant is greater than zero, see Budget [Link to Budget screen]

PROTECTION OF PERSONAL DATA

Please read our privacy statement to understand how we process and protect your personal data