**Accessibility grant**

**for Nordplus Higher Education**

**APPLICATION FOR ADDITIONAL SUPPORT FOR STUDENTS OR TEACHERS WITH SPECIAL NEEDS PARTICIPATING IN AN Nordplus Higher Education mobility period**

Nordplus Higher Education programme supports the accessibility of mobility periods and the participation of persons with special needs. **Persons whose participation in a mobility period would not be possible without additional financial support because of their state of physical or mental health** are entitled to receive an accessibility grant. Additional support may be granted to both students and teachers. Participating in an intensive course or a network meeting can also be considered as a mobility period.

Disability grants can be granted if the person going on an exchange has a disability, illness or similar that results in **significant additional costs during a period spent abroad and if the additional costs cannot be recovered from any other source**.

A higher education institution can apply to the Nordplus Higher Education main administrator, Finnish National Agency for Education (EDUFI), for separate accessibility grant using the attached form. The application has two sections: a **covering section** completed by a representative of the higher education institution, and the **actual application** to be completed by the mobile participant. Should they wish, the mobile participant may submit their section to the higher education institution in a sealed envelope, in which case it will also be attached to the covering section unopened. The application for accessibility support is always submitted to EDUFI by the higher education institution, never by an individual participant in a mobility period. Those processing applications for accessibility support should bear in mind that the applications contain data classified as confidential and thus require appropriate handling.

**Applications can be submitted at any time**, but they should be submitted several months before the start of the exchange period to guarantee that the exchange can go ahead. EDUFI makes decisions on granting additional support on a case-by-case basis. The support is granted to the higher education institution, which will remit it to the person going on an exchange period. Please note that the grant is not intended to cover all costs incurred during the exchange period.

The granted accessibility support should be reported by the receiving institution to EDUFI within 30 days after the exchange has been completed. **Accessibility support is granted on the basis of an initial cost estimate, and the grant amount will be adjusted after the exchange period to correspond to the actual costs.** The beneficiary of accessibility support must submit the receipts related to using the support to their home institution, and the institution will report the actual costs to EDUFI. Any accessibility grant paid in excess will be recovered after the mobility period.

**APPLICATION FORM COVERING SECTION** (to be completed by a representative of the higher education institution)

**Please return the application to the main administrator for Nordplus Higher Education to the address:**

Finnish National Agency for Education / Nordplus Higher Education

P.O. Box 380, 00531 Helsinki, FINLAND

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| **HIGHER EDUCATION INSTITUTION REPRESENTATIVE** | |
| Higher education institution |  |
| Last name |  |
| First name |  |
| Position |  |
| Date |  |
| Signature  *[on behalf of the higher education institution]*  *I affirm that the information I have given in my application is correct.* |  |

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| **Information on the Nordplus Higher Education mobility period** (to be completed by the higher education institution representative) | |
| Type of mobility:  Student mobility  Work placement  Teacher mobility | |
| Destination country |  |
| Host institution / organisation |  |
| Dates of the exchange |  |
| Exchange duration (months/days) |  |
| Nordplus grant given for the exchange |  |
| Name and ID-number of the Nordplus network that has given the grant |  |
| Other support granted by the home institution for the exchange |  |