

SAIA, N. O.

STRETNUTIE KOORDINÁTOROV A PARTNEROV

Bratislava 18. 6. 2020

PREHLAD

1. Zhodnotenie aktivít za uplynulé obdobie

- Akademický rok 2018/2019
- Registrácia sietí na akademický rok 2020/2021

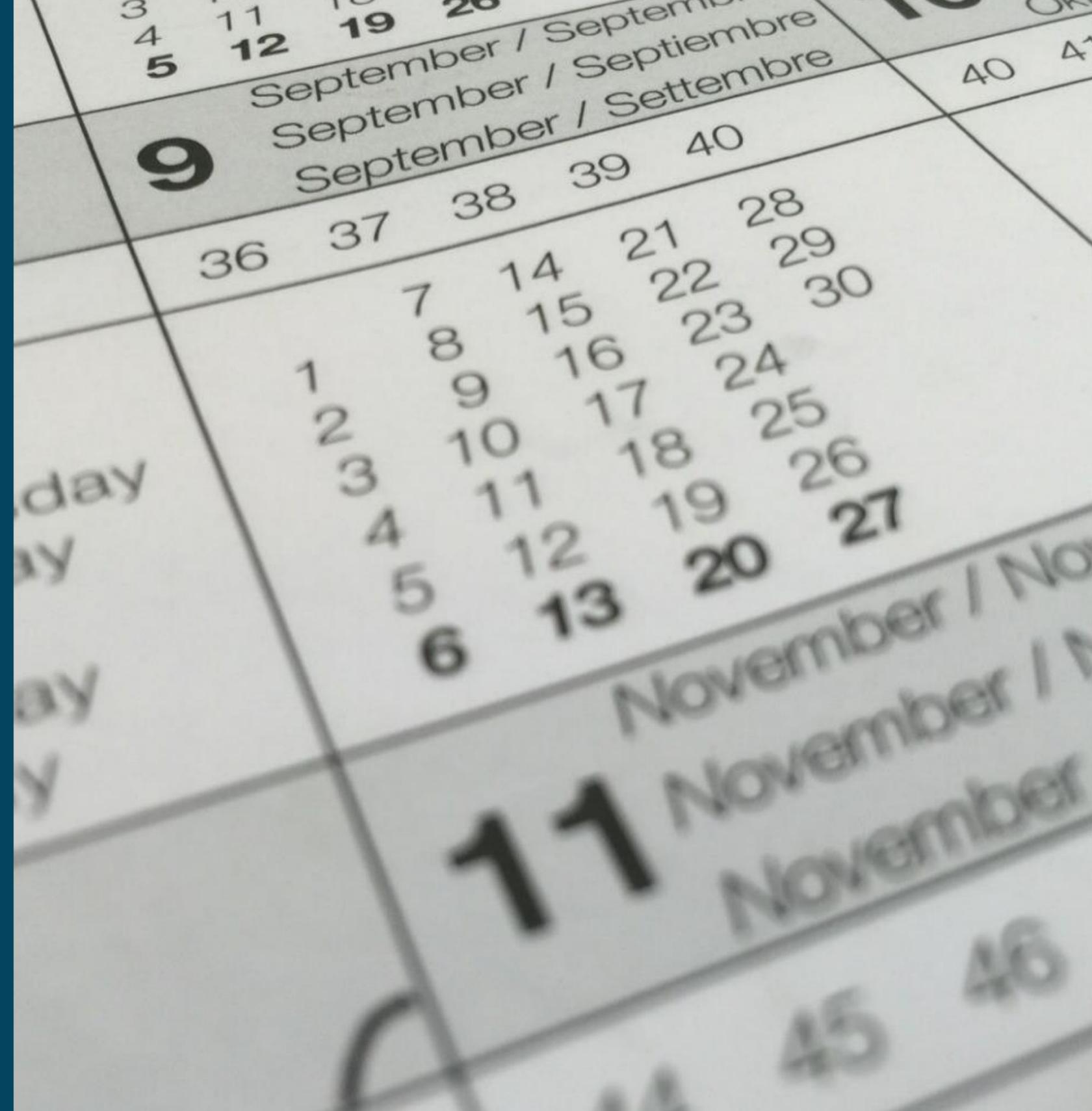
2. Akademický rok 2020/2021

- Typy pobytov, termíny
- Povinnosti štipendistu a koordinátora
- Administratívne zmeny spojené s pandémiou COVID-19

3. Webová stránka/informačné materiály/Národná kancelária

4. Administrácia prihlášok koordinátormi

5. Otázky, diskusia



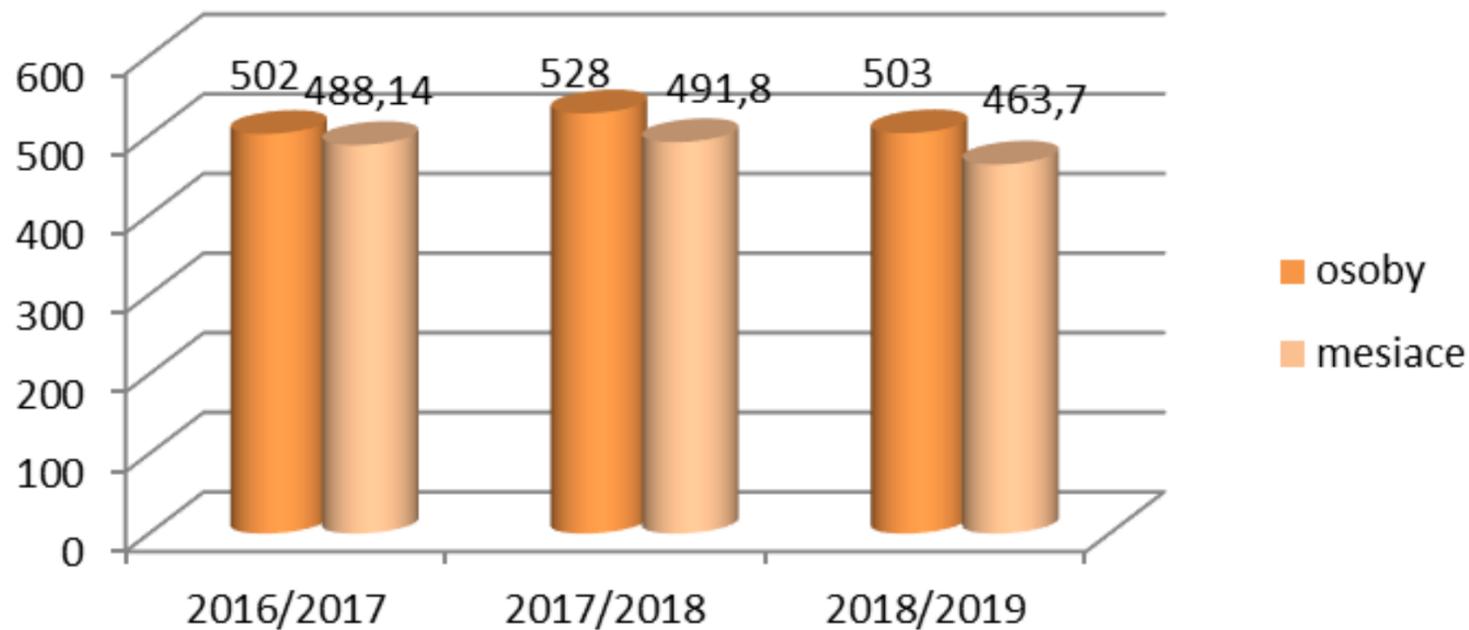
ČASŤ 1: ZHODNOTENIE AKTIVÍT ZA UPLYNULÉ OBDOBIE

Akademický rok 2018/2019 Registrácia sietí na akademický rok 2020/2021

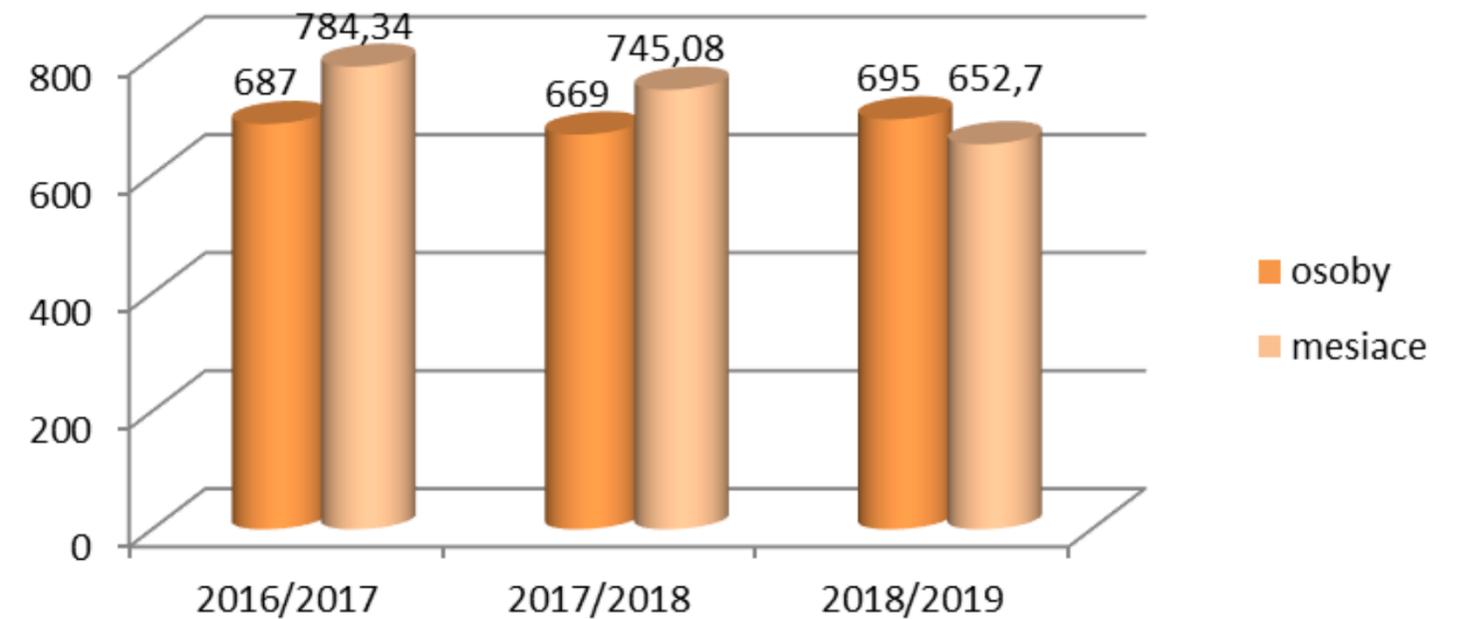
Akademický rok 2018/2019

PRIJATÍ A VYSLANÍ ŠTIPENDISTI

Počet prijatých štipendistov v uplynulých troch akademických rokoch

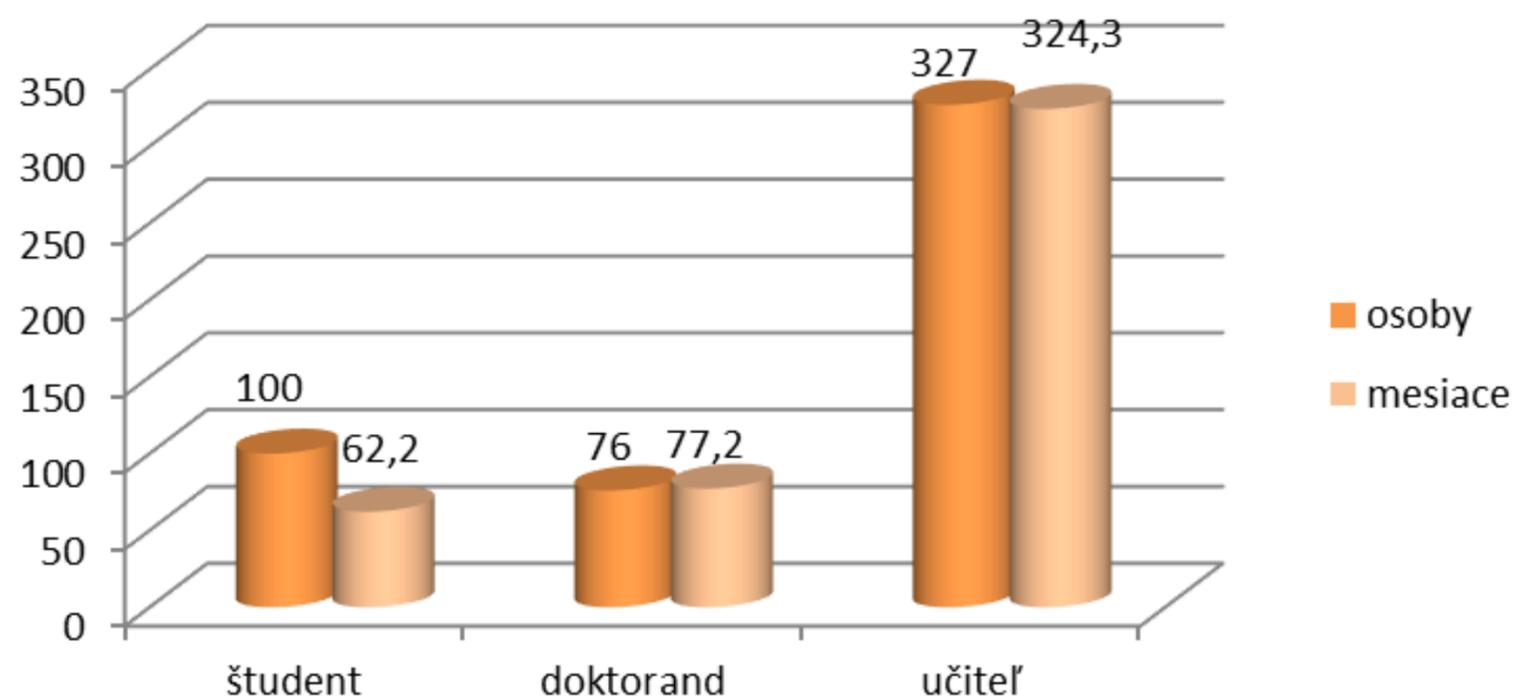


Počet vyslaných štipendistov v uplynulých troch akademických rokoch

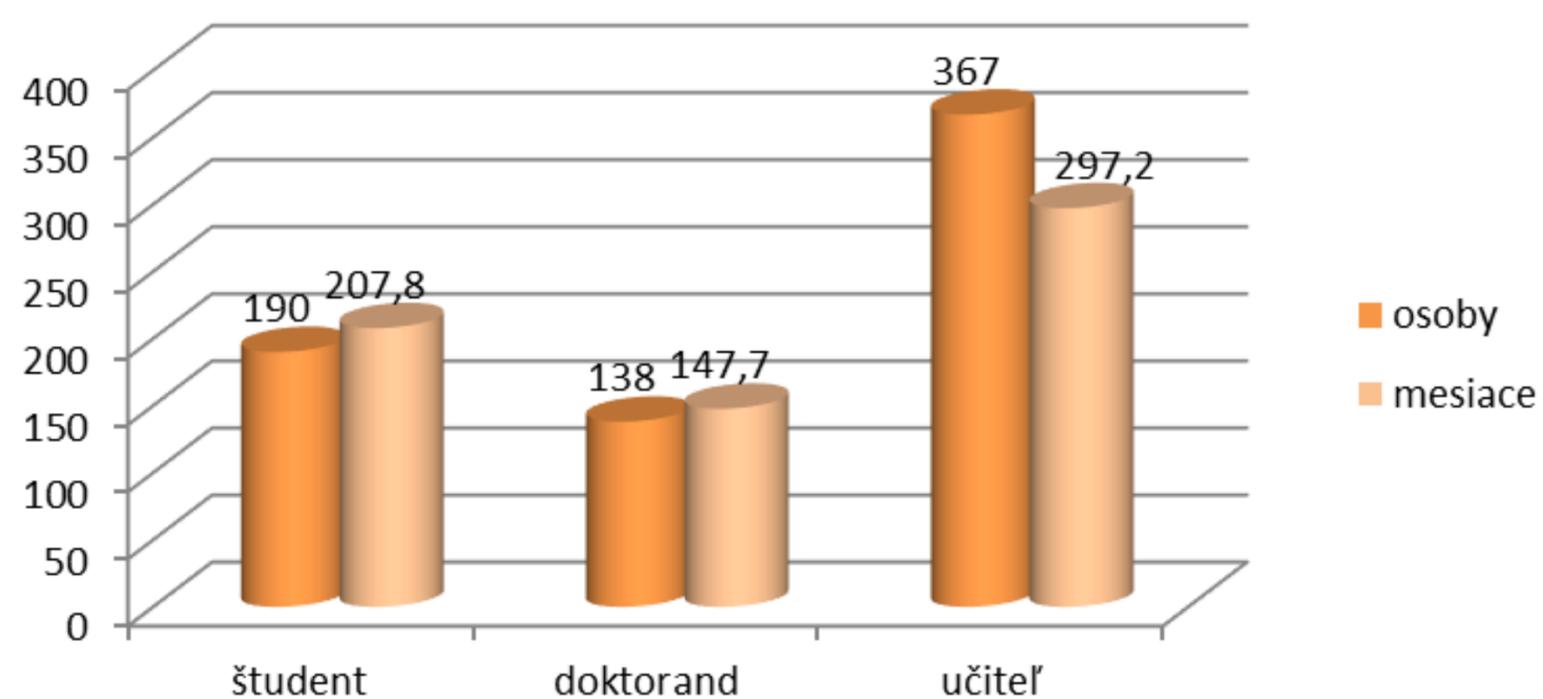


PRIJATÍ A VYSLANÍ ŠTIPENDISTI PODĽA CIEĽOVÝCH SKUPÍN

Prehľad počtu prijatých štipendistov v akademickom roku 2018/2019 podľa cieľových skupín



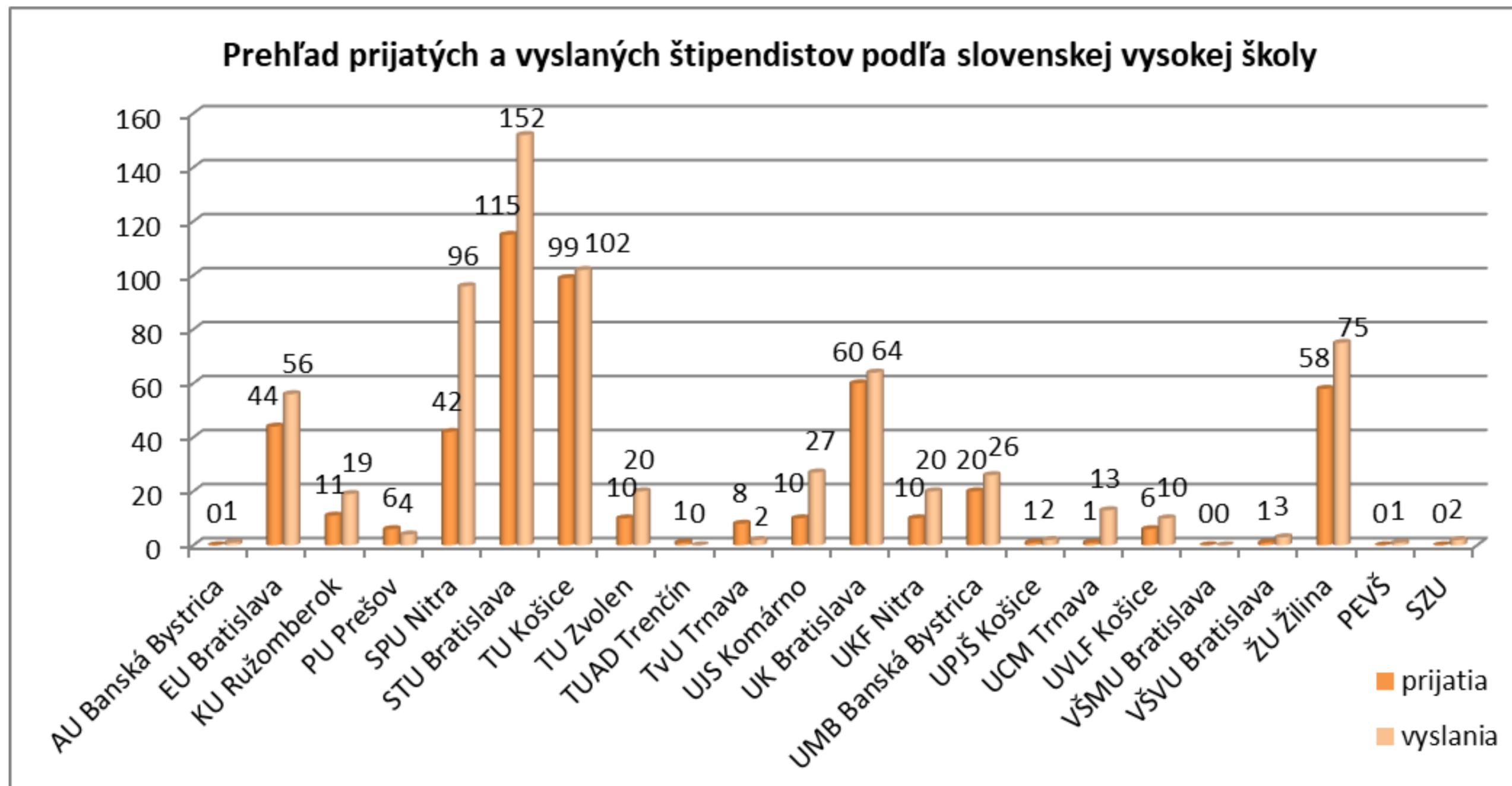
Prehľad počtu vyslaných štipendistov v akademickom roku 2018/2019 podľa cieľových skupín



PRIJATÍ A VYSLANÍ ŠTIPENDISTI PODĽA KRAJINY

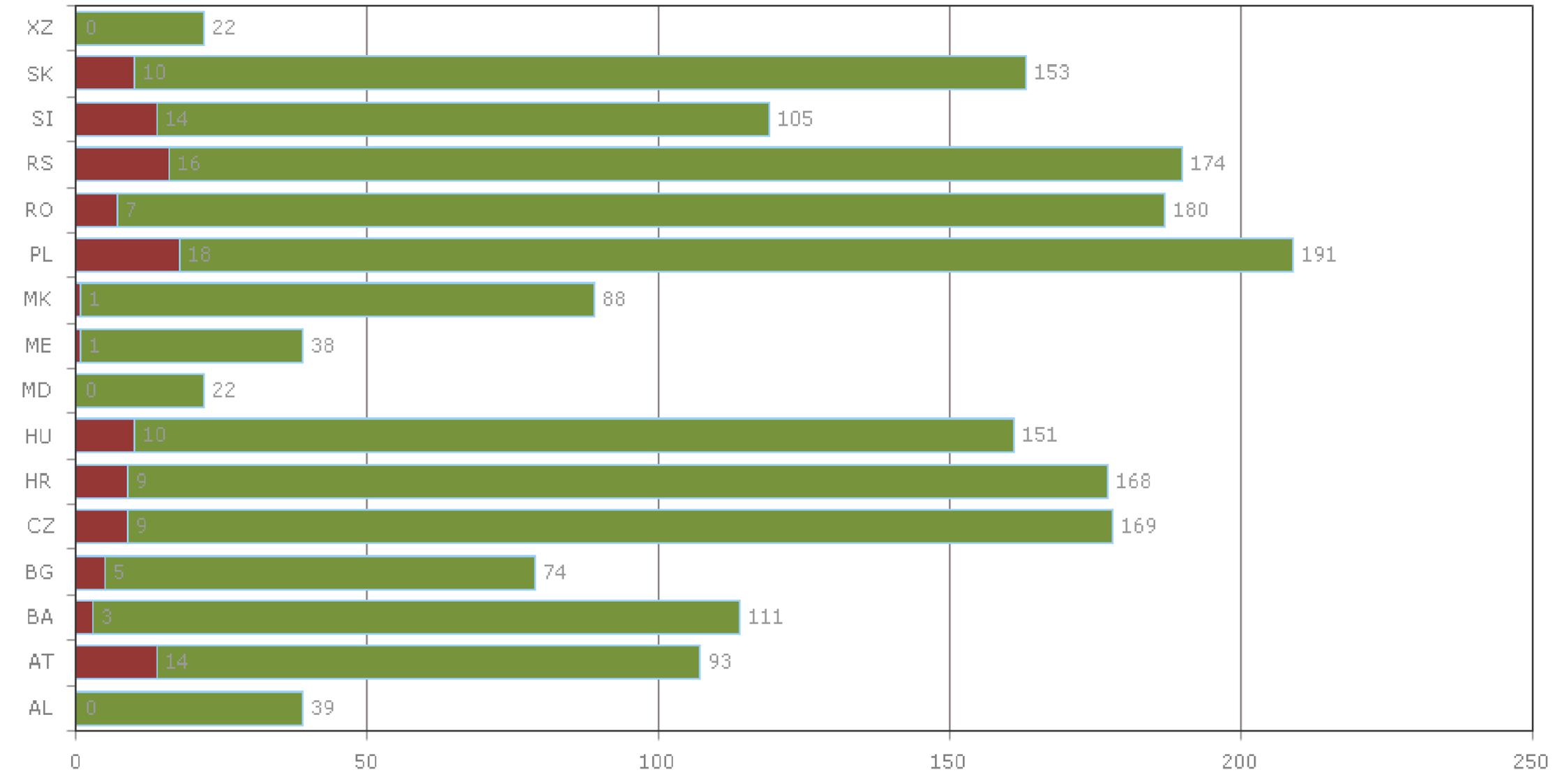


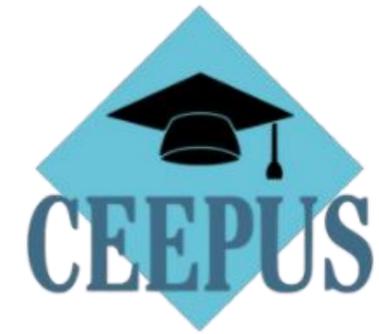
PRIJATÍ A VYSLANÍ ŠTIPENDISTI PODĽA SLOVENSKEJ VYSOKEJ ŠKOLY



Registrácia sietí na akademický rok 2020/2021

Coordinator and Partner for Academic Year 2020/2021
for the state national scoring experts (117)





Podané projekty sietí: 117

153 partnerov
10 koordinátorov

MEDZINÁRODNÁ KOMISIA

Schválené siete: 85

71 sietí
• 133 partnerov
• 6 koordinátorov

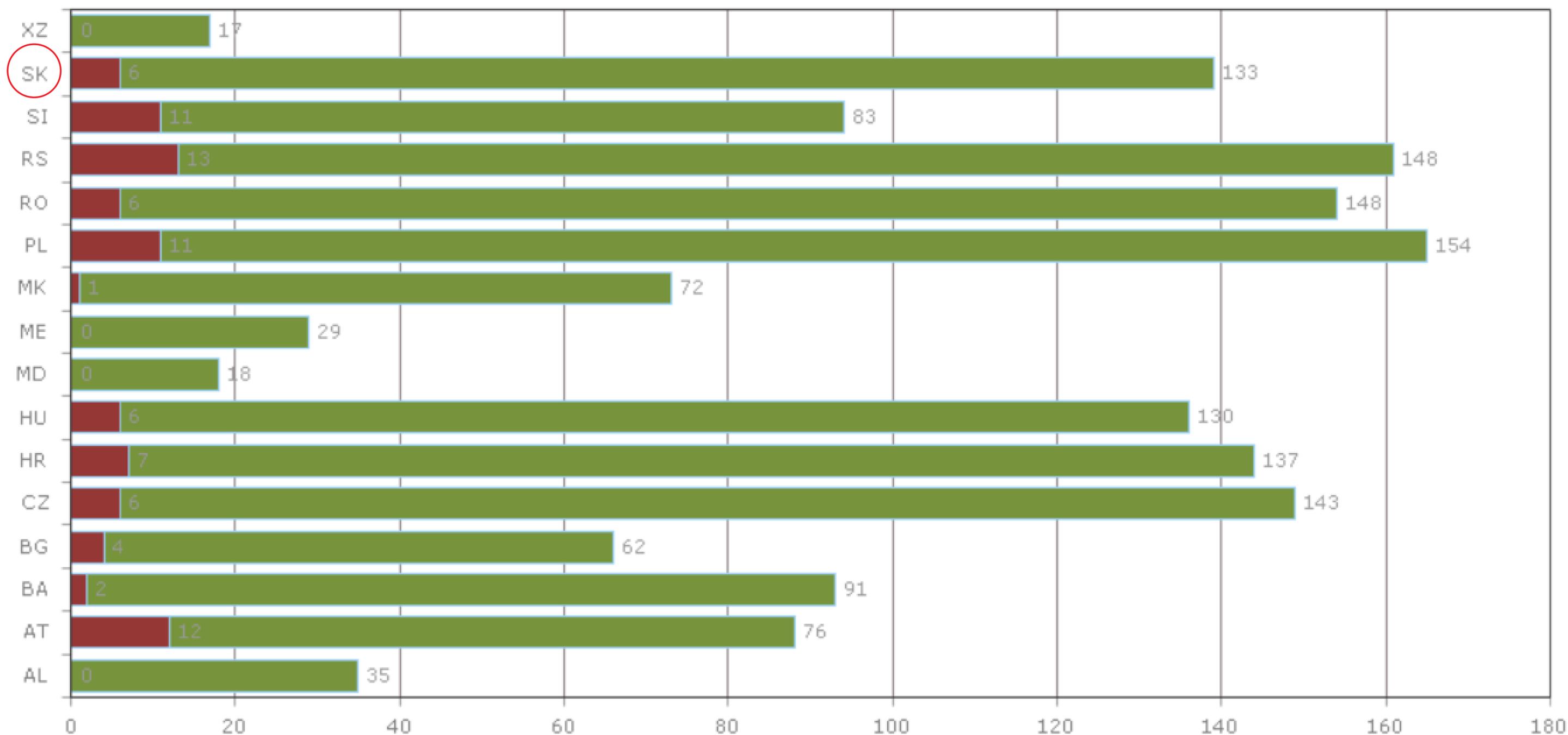
Neschválené siete: 2

-

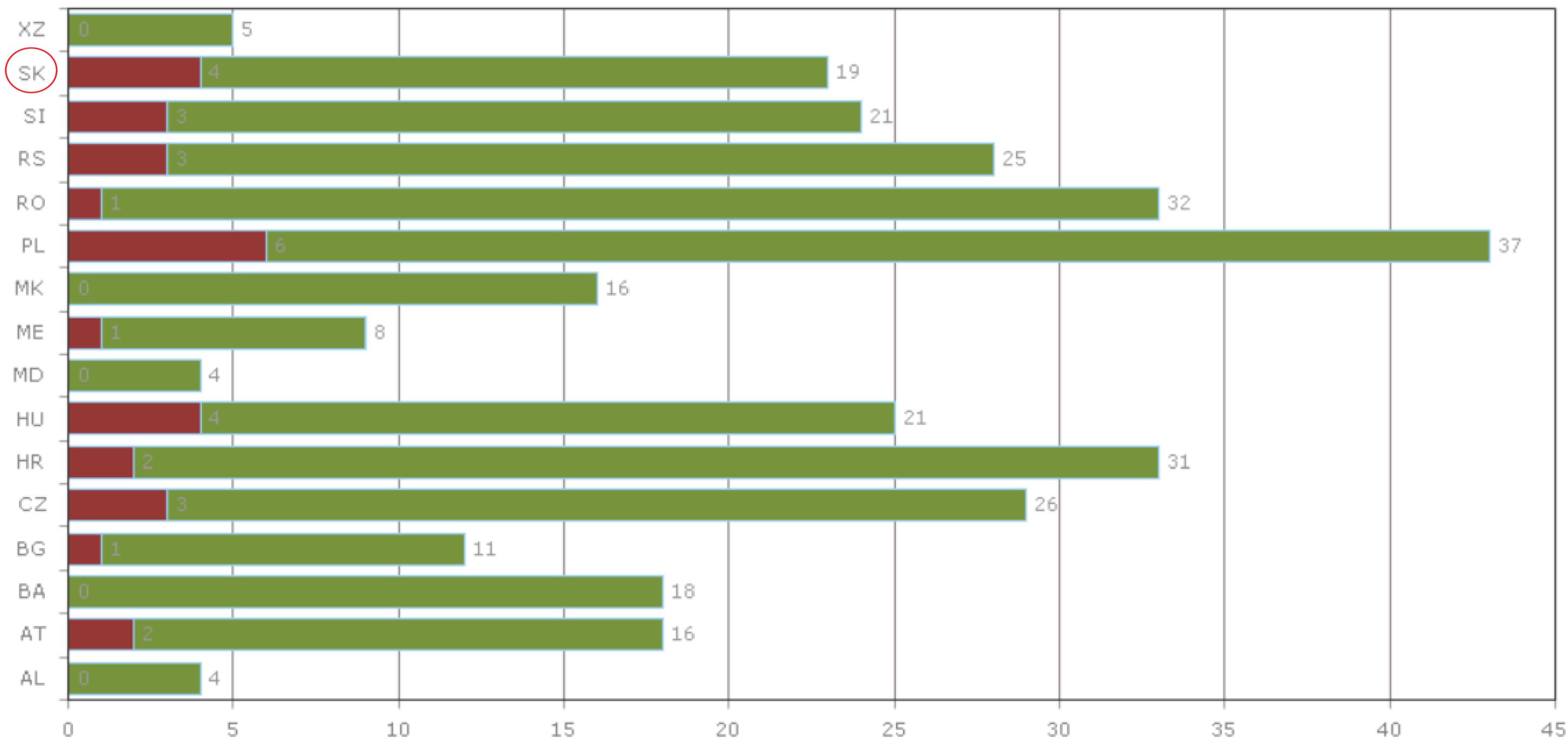
Umbrella siete: 30

18 sietí
• 19 partnerov
• 4 koordinátorov

Coordinator and Partner for Academic Year 2020/2021 for the state ready for mobility (85)



Coordinator and Partner for Academic Year 2020/2021 for the state umbrella network (30)

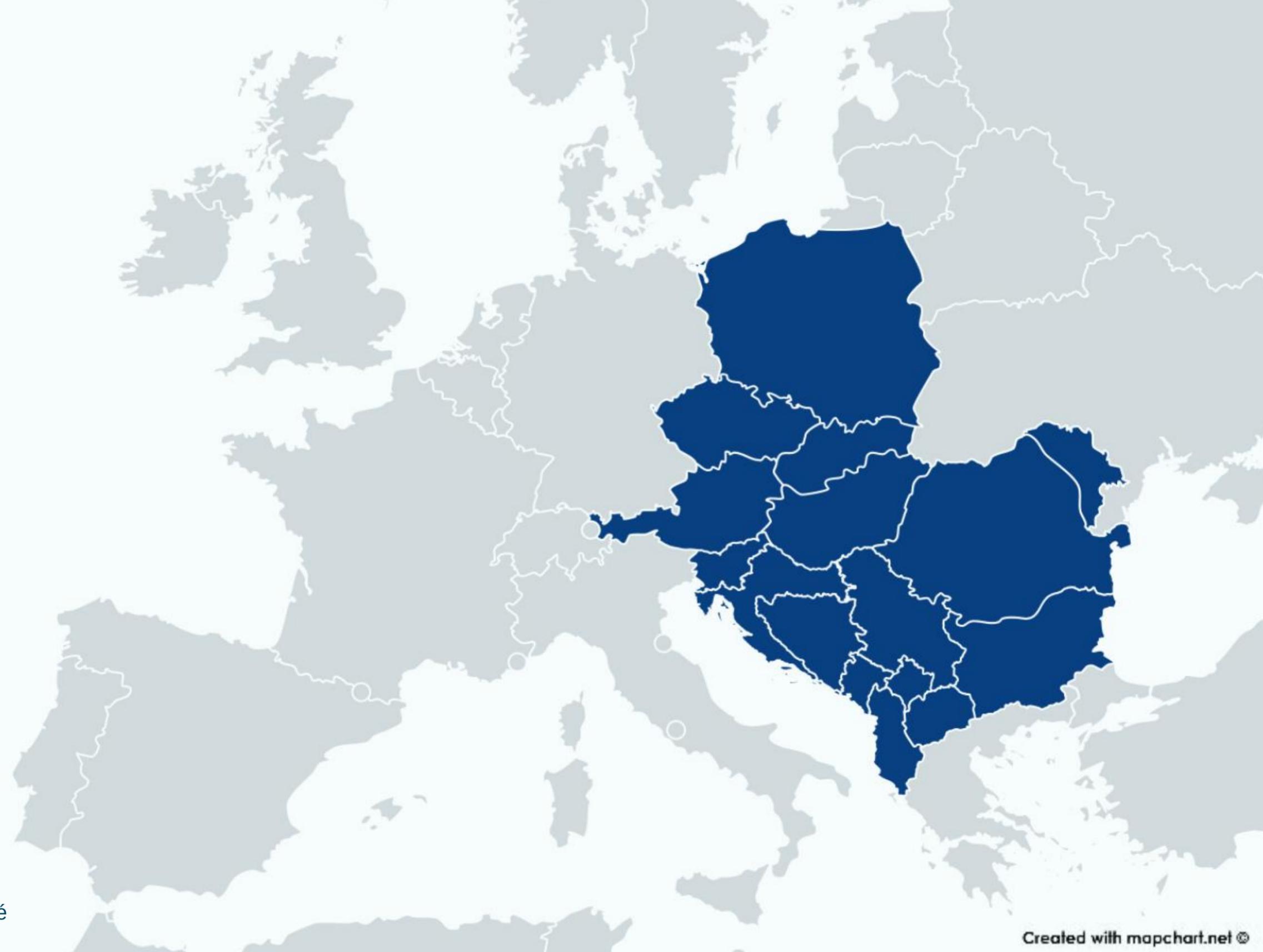


ČASŤ 2: AKADEMICKÝ ROK 2020/2021

Typy pobytov a termíny
Povinnosti štipendistu a koordinátora
Administratívne zmeny spojené s pandémiou
COVID-19

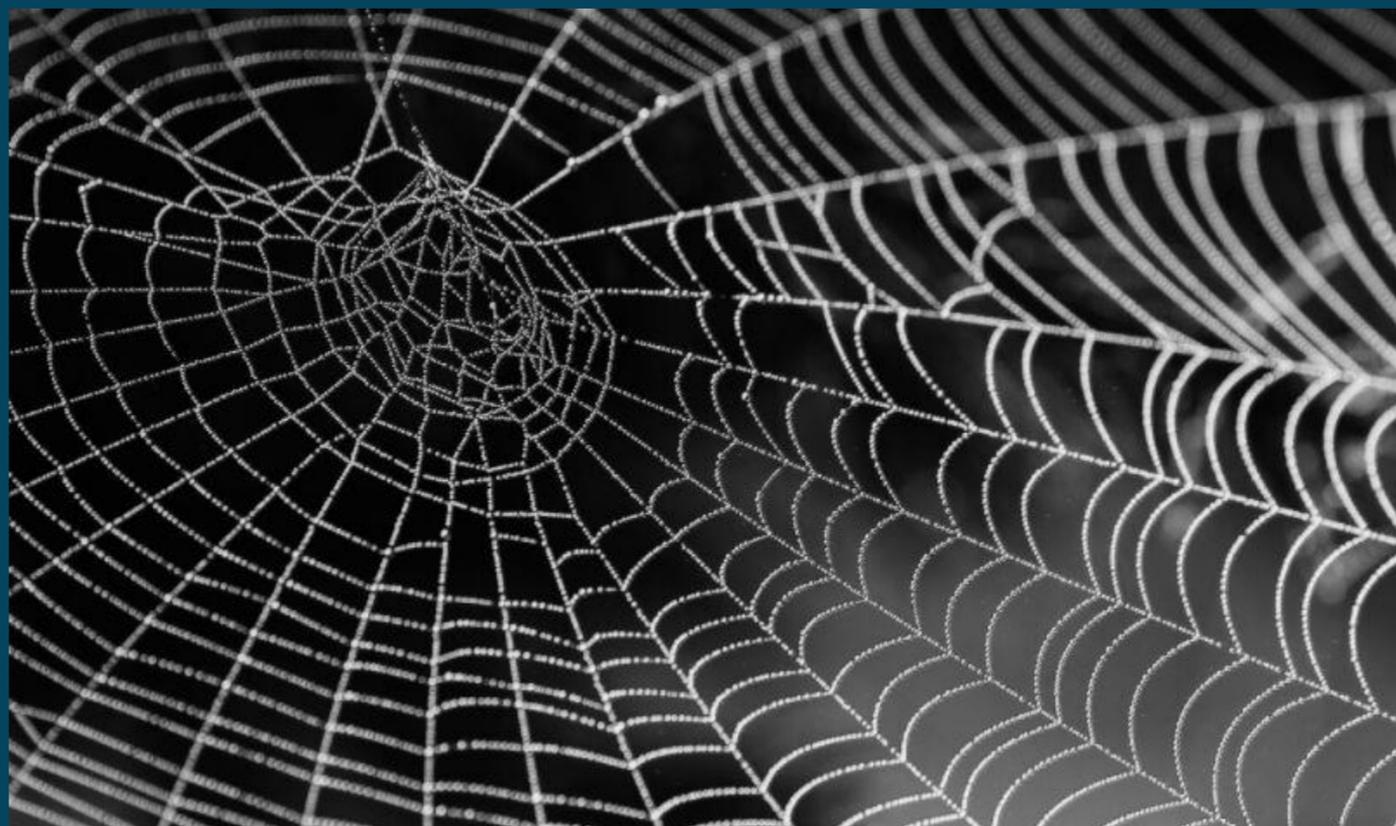
Krajiny CEEPUS

Albánsko, Bosna a Hercegovina,
Bulharsko, Česká republika,
Čierna Hora, Chorvátsko,
Maďarsko, Moldavsko, Poľsko,
Rakúsko, Rumunsko, Severné
Macedónsko, Slovensko,
Slovinsko, Srbsko a univerzity v
Kosove*



* výmeny s univerzitami v Kosove v súčasnosti nie sú možné

Created with mapchart.net ©



SIETOVÉ POBYTY

- mobility medzi partnerskými inštitúciami
- kompletný zoznam sietí na www.ceepus.info
 - výmena na základe Traffic sheetu*



FREEMOVERI

- ak domáca a/alebo prijímajúca inštitúcia nie je zapojená do siete
- v rámci voľnej kvóty a dostupných finančných prostriedkov prijímajúcej strany
- dokumenty: **Letter of Acceptance, Letter of Recommendation**

Typy pobytov (1)



SEMESTRÁLNE

- pre študentov 1.- 3. stupňa štúdia
- 3-10 mesiacov



KRÁTKODOBÉ

- pre študentov 1.-3. stupňa štúdia
- 1-2 mesiace
- spojené s vypracovaním práce



PREDNÁŠKOVÉ

- pre učiteľov
- 5 - 30 dní
- podmienka min. 6 hodín / 5 pracovných dní pobytu

Typy pobytov (2)



EXKURZIE

- min 3 - max 6 dní
- plánované v Traffic Sheete **alebo** podané v dodatočnej výzve



INTENZÍVNE KURZY

- pre študentov
- min 7 dní – max 1 mesiac
- za účasť získanie ECTS kreditov



KOORDINAČNÉ STRETNUTIA

- pre koordinátorov a partnerov sietí
- min 3 – max 6 dní

Termíny

SIETŤOVÍ

od mája do
15. júna 2020
uzávierka pre ZS 20/21

do
31. októbra 2020 uzávierka
pre LS 20/21

FREEMOVERI

od júla do
30. novembra 2020
uzávierka pre ZS aj LS
20/21

Výnimky:
Česko, Poľsko, Rakúsko:
neprijíma Freemoverov v
ZS

Slovinsko: neprijíma
učiteľské Freemover
mobility

OUTGOING MOBILITY

- dodržiavanie termínov uzávierok
 - komunikácia s prijímajúcou stranou
 - možnosť žiadať o refundáciu cestovných nákladov - prepláca NCO
-

INCOMING MOBILITY

- včasné spracúvanie prihlášok
 - do konca februára naplánovať využitie mesiacov
 - voľné mesiace: freemoveri, exkurzie a koordinačné stretnutia, umbrella siete
 - komunikácia s NCO spojená s prijatím štipendistov
-

Povinnosti štipendistu

OUTGOING

MOBILITY REPORT + LETTER OF CONFIRMATION

- vyplniť na www.ceepus.info
- vytlačiť zo systému - dokumenty musia obsahovať QR kódy
- potvrdenie dokumentov (podpis, pečiatka) prijímajúcim inštitucionálnym partnerom / koordinátorom
- zoskenované nahráť do systému (PDF alebo JPG; nahráva štipendista alebo koordinátor - len v prípade sieťových mobilit)

STATUS ŽIADOSTI

"accepted by applicant" ➤ "completed" ➤ "completed and checked" (NCO)

Povinnosti študentistu

OUTGOING

REFUNDÁCIE CESTOVNÝCH NÁKLADOV

- **TYPY DOPRAVY:** autobusová / vlaková / letecká / súkromné motorové vozidlo / iné
- **POTREBNÉ DOKUMENTY:**
 - **Podpísaná žiadosť**
 - **Originál Letter of Confirmation** (resp. overená kópia)
 - **Originály cestovných lístkov / čestné prehlásenie**
- dokumenty je potrebné zaslať na našu adresu do 30 dní od skončenia pobytu

Viac informácií na : <https://ceepus.saia.sk/sk/main/refundacia-cestovnych-nakladov>



Povinnosti partnera, koordinátora, štipendistu

INCOMING

PRED NÁSTUPOM A NÁSTUP NA MOBILITU

- **oznámenie nástupu na pobyt/ presného dátumu:** e-mailom (min. 1 týždeň vopred)
- **potvrdenie o nástupe:** na hlavičkovom papieri, podpis CEEPUS koordinátora / zahraničného oddelenia - doručiť originál!
- **najneskôr do 5 dní od nástupu doručiť potvrdenie a požiadať o / dohodnúť si vyplatenie štipendia!**
- *ak dôjde k zmene termínov alebo zrušeniu mobility, je potrebné nahlásiť čo najskôr!*

Povinnosti štípendistu

INCOMING

UKONČENIE MOBILITY

MOBILITY REPORT A LETTER OF CONFIRMATION

- vyplniť dokumenty na www.ceepus.info
- vytlačiť zo systému - dokumenty musia obsahovať QR kódy
- potvrdenie dokumentov (podpis, pečiatka) prijímajúcim inštitucionálnym partnerom / koordinátorom
- zoskenované nahráť do systému (PDF alebo JPG; nahráva štípendista alebo koordinátor - len v prípade sieťových mobilit)

STATUS ŽIADOSTI

"accepted by applicant" ➤ "completed" ➤ "completed and checked" (NCO)

SCHOLARSHIP STAY FINAL REPORT + APPENDIX (LIST OF REALISED ACTIVITIES)

- dokument len pre NCO Slovensko
- zasiela NCO na e-mailovú adresu štípendistu alebo na stiahnutie na:
<https://ceepus.saia.sk/en/main/information-for-accepted-applicants/obligations-at-the-end-of-stay-in-slovakia>

ORIGINÁLY DOKUMENTOV!

Výšky vyplácaných štípendií

INCOMING

ŠTUDENTI 1. A 2. STUPŇA: 280 € / mesiac

DOKTORANDI A UČITELIA: 470 € / mesiac

Rozdelenie štípendia pri študentských a doktorandských mobilitách:

- jednomesačné mobility: 75% + 25%
- viacmesačné mobility: 50% + 50% (posledný mesiac)

Exkurzie a intenzívne kurzy

- študenti a doktorandi : 29,50 € / deň
- učitelia: 39 € / deň

Spôsoby vyplácania štipendií



OSOBNĚ

v SAIA, n. o. v Bratislave alebo na regionálnych pracoviskách (Banská Bystrica, Nitra, Košice, Žilina)



NA OSOBNÝ ÚČET

v mene EUR vedený v jednej z krajín systému SEPA
- potrebné vyplniť formulár s bankovými údajmi:
<https://ceepus.saia.sk/en/main/information-for-accepted-applicants/scholarship-payment>



VYPLATÍ VŠ (1)

zo zálohy poskytnutej zo SAIA: vopred nutné podpísať Zmluvu o spolupráci, na úrovni školy alebo fakulty:
<https://ceepus.saia.sk/sk/main/na-stiahnutie>



VYPLATÍ VŠ (2)

z vlastných zdrojov a následnou refundáciou zo SAIA: škola najskôr vyplatí štipendia z vlastných prostriedkov

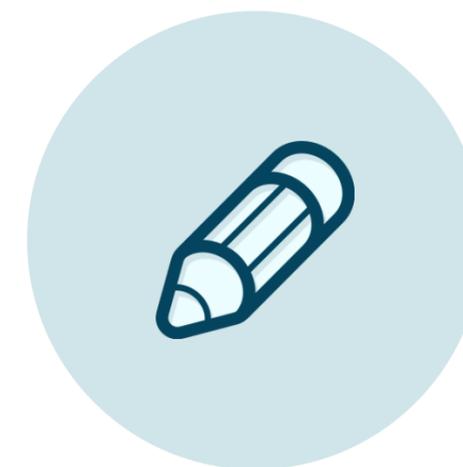
Administratívne zmeny spojené s pandémiou COVID-19



Administrácia a
presun mobilít z
akademického roka
19/20



Mobility v
akademickom roku
20/21



Refundácia
cestovných nákladov



Administrácia a presun mobilít z akademického roka **19/20**

- mobility, ktoré boli prerušené alebo plánované na obdobie dotknuté pandémiou je možné presunúť, popr. dokončiť
- podmienky sa líšia v závislosti od programovej krajiny, aktualizovaný prehľad je dostupný na www.ceepus.saia.sk
- prerušené/nezrealizované mobility **na Slovensko** je možné realizovať najneskôr do 31. augusta 2020 (v prípade prichádzajúcich mobilít je potrebné včas kontaktovať NCO na Slovensku)



Mobility v ak. roku 2020/21

- prihlášky na zimný semester 20/21 naďalej prijímajú všetky národné kancelárie
- pravidlá prihlasovania a realizácie pobytov zostávajú nezmenené
- nevyčerpané kvóty z ak. roka 19/20 sa vo väčšine krajín nebudú presúvať do ďalšieho ak. roka



Refundácia cestovných nákladov

- uchádzači zo Slovenska môžu požiadať o refundáciu cestovných nákladov aj za predpokladu, že kvôli pandémie nedodrжали min. dĺžku pobytu
- výnimočne môže byť cestovné refundované aj bez originálu Letter of Confirmation, a to ak štipendista preukáže, že vzhľadom na pandémiu nie je schopný získať originál potvrdenia
- povinná lehota doručiť žiadosť do 30 dní od ukončenia pobytu nie je na pobyty ovplyvnené pandemiou aplikovaná

ČASŤ 3

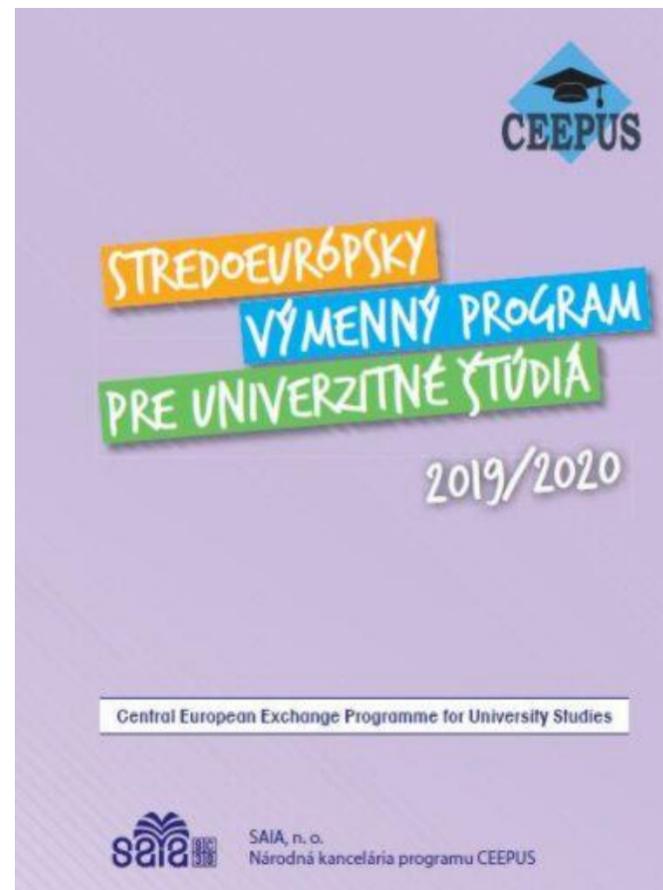
Webstránka a informačné materiály

NÁRODNÁ KANCELÁRIA CEEPUS NA SLOVENSKU

Informácie a publikácie



[CEEPUS.SAIA.SK](http://ceepus.saia.sk)



BROŽÚRA PRE
KOORDINÁTOROV

<https://ceepus.saia.sk/sk/main/prakticke-informacie/>



INFORMAČNÉ
LETÁKY

<https://ceepus.saia.sk/sk/main/na-stiahnutie>



VÝROČNÁ SPRÁVA
ZA ROK 2019

Národná kancelária CEEPUS Bratislava

VYSIELANÉ MOBILITY

Mgr. Júlia Neiplová

ceepus@saia.sk

julia.neiplova@saia.sk

02/59 30 47 36

PRICHÁDZAJÚCE MOBILITY

Mgr. Milica Ivovič

ceepus-incoming@saia.sk

milica.ivovic@saia.sk

02/59 30 47 35

FINANČNÉ ODDELENIE

Ing. Zuzana Kopecká

zuzana.kopecka@saia.sk

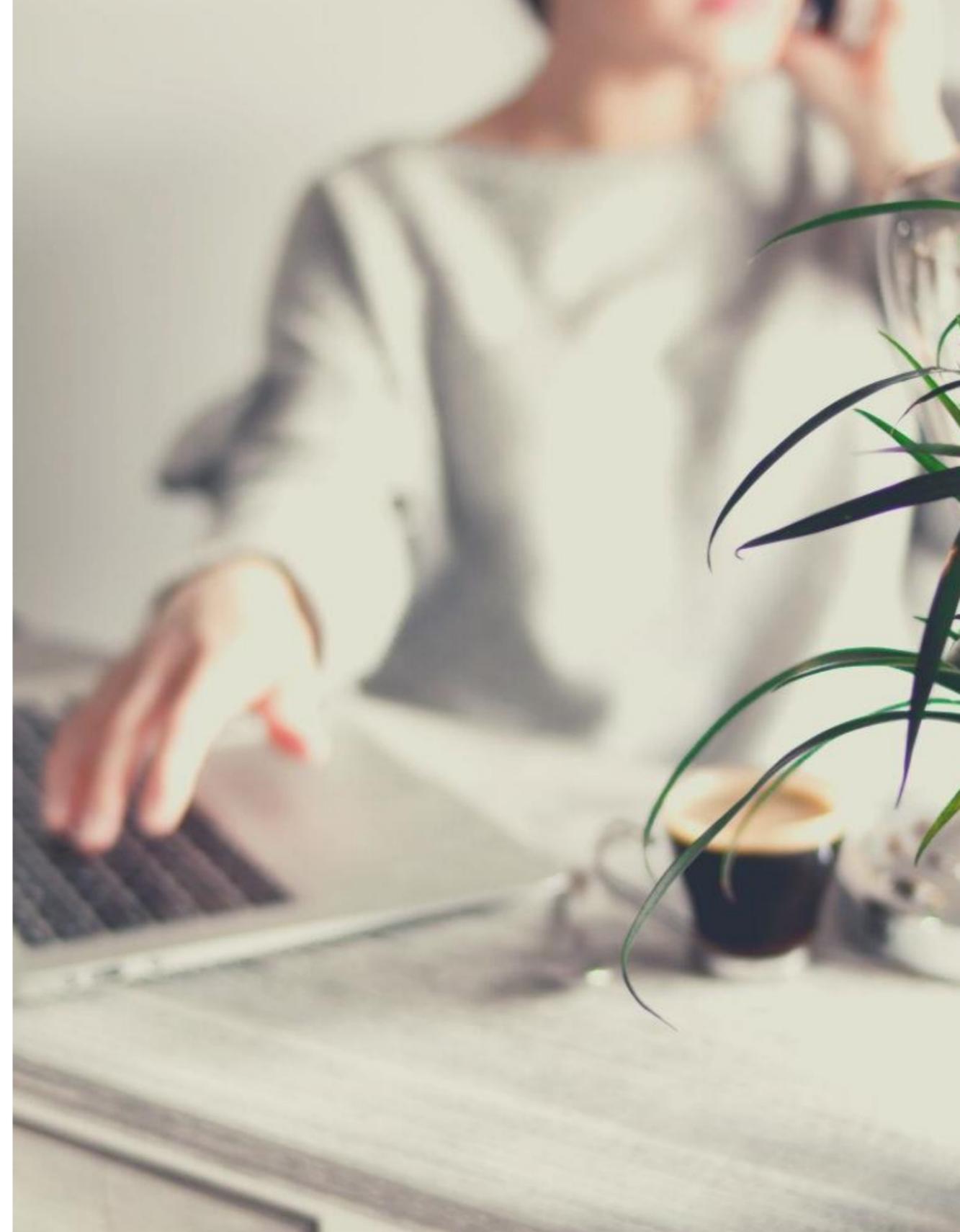
02/59 30 47 52

ADRESA

SAIA, n. o.

Sasinkova 10

812 20 Bratislava 1



Národná kancelária CEEPUS - regióny

NITRA

Mgr. Beáta Košťálová

saia.nitra@saia.sk

Univerzita Konštantína Filozofa, Trieda

Andreja Hlinku 1, 949 74 Nitra

037/6408 187

KOŠICE

Mgr. Zuzana Kalináčová

saia.kosice@saia.sk

Boženy Němcovej 32, 040 01 Košice

055/6325 418

BANSKÁ BYSTRICA

**do septembra 2020 mimo prevádzky,
región zastrešuje pobočka v Žiline**

saia.bbystrica@saia.sk

Tajovského 51, 974 01 Banská Bystrica

048/4137 810

ŽILINA

Mgr. Simona Mahútová

saia.zilina@saia.sk

Ubytovacie zariadenie ŽU - Veľký Diel,

budova DE (internát bloky E-F),

Vysokoškolákov 20, 010 08 Žilina

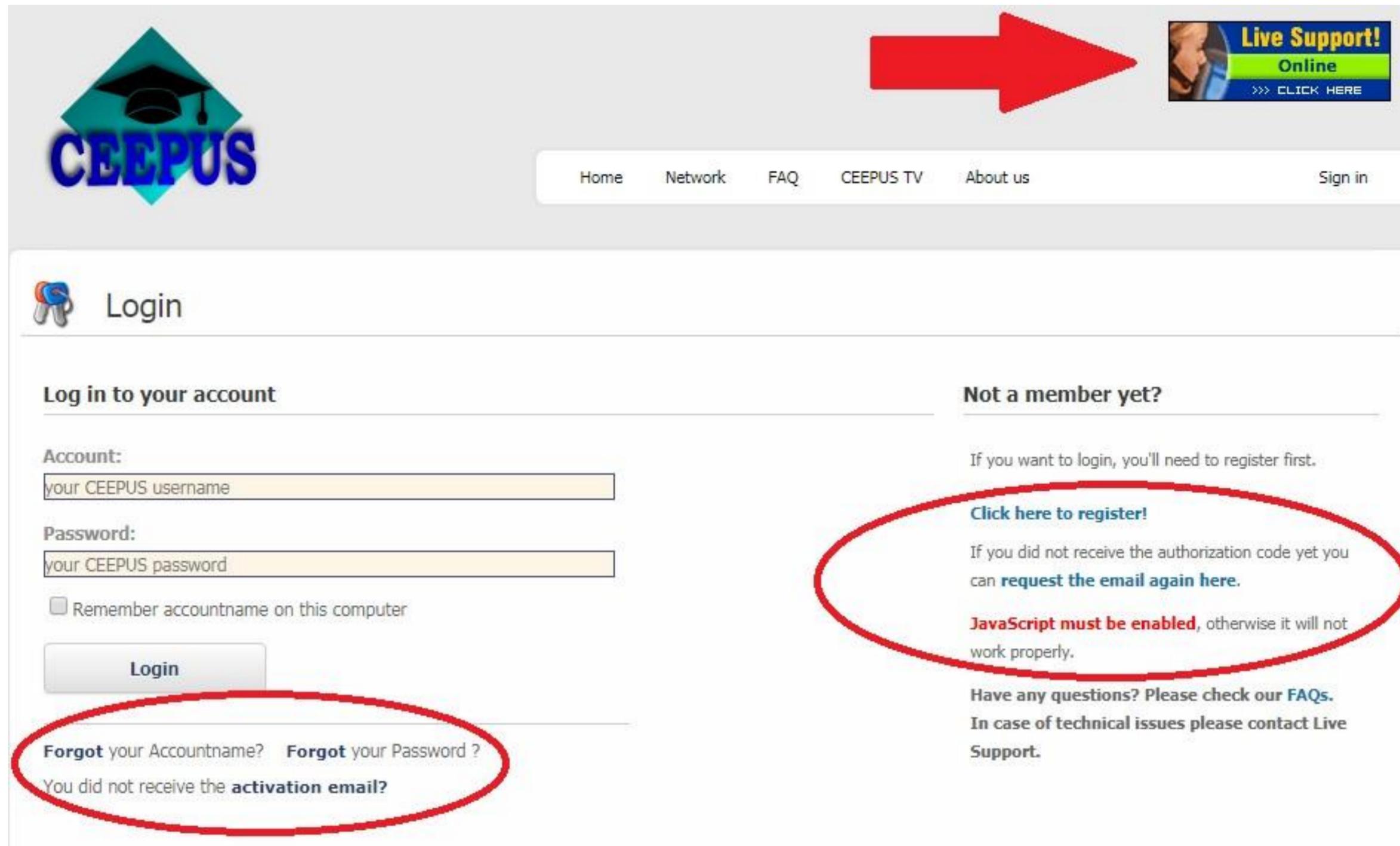
0948 291 667

ČASŤ 4

Administrácia prihlášok koordinátormi

Ako na to?

Vaše konto a heslo



The screenshot shows the CEEPUS website's login page. At the top left is the CEEPUS logo, which features a graduation cap and the text 'CEEPUS'. To the right of the logo is a navigation menu with links for 'Home', 'Network', 'FAQ', 'CEEPUS TV', and 'About us'. Further right is a 'Sign in' link. In the top right corner, there is a 'Live Support! Online' button with a 'CLICK HERE' link, which is pointed to by a large red arrow. Below the navigation is a 'Login' section with a key icon. The login form includes fields for 'Account:' (with placeholder 'your CEEPUS username') and 'Password:' (with placeholder 'your CEEPUS password'). There is a checkbox for 'Remember accountname on this computer' and a 'Login' button. Below the login form, there are links for 'Forgot your Accountname?', 'Forgot your Password?', and 'You did not receive the activation email?'. To the right of the login form is a 'Not a member yet?' section with a link 'Click here to register!' and a link 'request the email again here.' A red oval highlights the 'Click here to register!' and 'request the email again here.' links. Another red oval highlights the 'Forgot your Accountname?', 'Forgot your Password?', and 'You did not receive the activation email?' links. A red oval also highlights the 'JavaScript must be enabled' warning.

CEEPUS

Home Network FAQ CEEPUS TV About us Sign in

Live Support! Online >>> CLICK HERE

Login

Log in to your account

Account:
your CEEPUS username

Password:
your CEEPUS password

Remember accountname on this computer

Login

Forgot your Accountname? Forgot your Password ?
You did not receive the activation email?

Not a member yet?

If you want to login, you'll need to register first.

[Click here to register!](#)

If you did not receive the authorization code yet you can [request the email again here.](#)

JavaScript must be enabled, otherwise it will not work properly.

Have any questions? Please check our [FAQs](#).
In case of technical issues please contact [Live Support](#).

Mobility Desktop

- pre podávanie prihlášok

The screenshot shows the CEEPUS Mobility Desktop website. At the top left is the CEEPUS logo. At the top center, it says "NW Mobility Application Round CLOSED". At the top right, there is a "Live Support!" button with "Offline" and "LEAVE A MESSAGE" options. Below the logo is a navigation menu with links: MyDesktop, Home, Network, FAQ, CEEPUS TV, About us, and Log out. The main content area has a header with "Mobility Desktop" and a "Change Desktop: Network" button. Below this are sections for "Working Items" and "News". The "Working Items" section includes a warning about browser back buttons and links for "personal settings" (Personal Information, Change Password, Register for Network Role) and "mobility applications" (your mobility applications). The "News" section contains several articles: "Mob App round 14/15 BiH", "Freemover Applications for 14/15", "PA 9 of the EUSDR awards CEEPUS label", and "CEEPUS III has entered into force". At the bottom, there is a "downloads" section with three items: "FREEMOVER LETTER OF ACCEPTANCE host institution students", "FREEMOVER LETTER OF RECOMMENDATION- home institution students", and "LETTER FREEMOVER TEACHER".

NW Mobility Application Round
CLOSED

Live Support!
Offline
LEAVE A MESSAGE <<<

MyDesktop Home Network FAQ CEEPUS TV About us Log out

Mobility Desktop Change Desktop: Network

Working Items

Please do not use the browser back button for back navigation in the mobility application. There is a green internal back button on every page. Please use this button only for back navigation. Thank you!

personal settings

Personal Information
Change Password
Register for Network Role

mobility applications

your mobility applications

From 2012/13 on there are two important new freemover regulations both for students and for teachers. [Read more...](#)

further information

Frequently Asked Questions
Forum

downloads

FREEMOVER LETTER OF ACCEPTANCE host institution students
FREEMOVER LETTER OF RECOMMENDATION- home institution students
LETTER FREEMOVER TEACHER

News

Mob App round 14/15 BiH

This advice refers to incomings to BiH ONLY! Until further notice it is recommended to apply for Summer Term only.

Freemover Applications for 14/15

Please note that Freemovers shall only apply starting July 1, 2014!

PA 9 of the EUSDR awards CEEPUS label

Priority Area 9 has recognized CEEPUS as a program implementing the objectives of the EU Strategy for the Danube Region

CEEPUS III has entered into force

CEEPUS III has entered into force on May 1, 2011 for a period of 7 years.

Network Desktop

- pre schvaľovanie prihlášok
- pre administráciu siete

CEEPUS

MyDesktop Home Network FAQ CEEPUS TV About us Log out

Network Desktop

Change Desktop: **Mobility**

Working Items

Dear Networks,

personal settings

Personal Information
Change Password
REGISTER for mobility desktop

basedata

Edit your participating unit basedata and housing contacts
View the organisation list

application data

Manage your mobility applications
Manage your network applications

Manage your upload change requests

Please read this [document](#) for a full description of everything you need to know about the current application around.

First Aid: find here the answers to the most urgent questions.

Do you want to: access an interactive Grading Sheet?
Please click here...

access the Grading Sheet of your application from the last 3 previous year? Please click on the icon "Letter of Award" of the respective application (year) and scroll down.

support

Frequently Asked Questions
Forum

News

UCR - Upload Change Request open again
Note that network documents can be changed/uploaded only via the deep link sent by COO

IMPORTANT Notice für BIH
Please note that in the Federation the following mobility deadlines apply! Jun 15 for Summer Term, Oct 30 for Winter Term, Nov 10 for Freemovers Applications received after the deadlines cannot be accepted! Universities affected: University of Sarajevo, University of Zenica, University of Tuzla, University of Bihac, University of Mostar and University of Dzemal Bijedic Mostar

Network Mobility Round 18/19 for Winter Term is enabled
Deadline is Jun 15, 2018

Scholarship Months for 17/18 still available in SI
if you are a STUDENT or FREEMOVER Student - use your chance!

ONLY generated Letters of Endorsement/Intent will be accepted
Letters need to be generated directly via the network application form only! Forms without the CEEPUS QR code will not be accepted

New scholarship rates in PL
For details pls click on the Polish flag

Use the PA 9 quality label of the EUSDR for your network
Following a decision by the Joint Committee of Ministers we are happy to invite you to make use of the quality label of Priority Area 9 – People and Skills – of the EU Strategy for the Danube Region. [more ...](#)

CEEPUS III renewed until April 30, 2025
CEEPUS III has entered into force on May 1, 2011 for a period of 7 years. Following that CEEPUS III will be renewed automatically for another 7 years and so on

Úprava Traffic Sheet



Na čo slúži Traffic Sheet?

- na prehľad o štipendijných mesiacoch udelených jednotlivým partnerov a prehľad naplánovaných výmen v rámci siete

Kde nájdem Traffic Sheet?

- v „Network Desktope“ partnera / koordinátora, po kliknutí na príslušnú sieť, v záložke „HTML“

Je úprava Traffic Sheet povinná?

- úprava po schválení siete je **dobrovoľná, avšak vysoko odporúčaná** pre uľahčenie fungovania siete
- k dispozícii sú 3 typy Traffic Sheet:
 - **tendered**
 - **given**
 - **final**

Kedy je potrebné Traffic Sheet upraviť?

- hlavní koordinátori sietí tak môžu urobiť po schválení siete až do otvorenia systému na podávanie prihlášok na ďalší akademický rok

Kam zmizla podrobná tabuľka incoming / outgoing študentov (s jednotlivými univerzitami), resp. prečo mám vo Final Trafficu len 0?

- v prípade, že koordinátor Traffic Sheet neupravil, zobrazí sa vám len GIVEN quota a Final Traffic Sheet tak nie je možné vygenerovať

Ako postupovať, keď vidím len GIVEN quota?

- **Outgoing mobility:** kontaktujte partnera na prijímajúcej inštitúcii
- **Incoming mobility:** rozhodnutie ne/prijať niekoho je na Vás, musíte sa však držať počtu udelených mesiacov (given quota)

Demo User's Network Desktop

Working Items

personal settings

Personal Information
Change Password
REGISTER for mobility desktop

application data

Manage your mobility applications
Manage your network applications

Manage your upload change requests

Please read this [document](#) for a full description of everything you need to know about the current application around.

First Aid: find here the answers to the most urgent questions.

Do you want to: access an interactive Grading Sheet?
Please click here...
access the Grading Sheet of your application from the last 3 previous year? Please click on the icon "Letter of Award" of the respective application (year) and scroll down.

downloads

NETWORK - Letter of Endorsement and Letter of Intent

You can generate your Letters now directly in the network application in the "participating unit" section. Just

basedata

Edit your participating unit basedata and housing contacts
View the organisation list

support

Frequently Asked Questions
Forum

News

UCR - Upload Change Request
Note that network documents can only be uploaded via the deep link sent by CEEPUS III.

IMPORTANT Notice für B...
Please note that in the Federated Mobility Program deadlines apply! Jun 15 for Summer Term, Nov 10 for Free Mobility after the deadlines cannot be affected: University of Sarajevo, University of Tuzla, University of Dzemal Bijedić and University of Dzemal Bijedić.

ONLY generated Letters of Intent will be accepted
Letters need to be generated directly in the application form only! Forms will not be accepted.

Use the PA 9 quality label network
Following a decision by the Joint Priority Area 9 – People and Skills in the Danube Region. [more ...](#)

CEEPUS III renewed until 2020
CEEPUS III has entered into its final period of 7 years. Following that CEEPUS III will be renewed automatically for another 7 years and so on.

2.

Network: CIII-AT-12-1920

Content Documents Statistics Mobility **Traffic** NW Report

Open **HTML** Letter of Award Balance Sheet

Action **View**

Amadeus

Academic Year:	Academic Year 2019/2020
Coordinator:	WU - Vienna University of Economics and Business Vienna University of Economics and Business Firstname Lastname Firstname Lastname Firstname Lastname Demo User
Status:	ready for mobility
Created:	Firstname Lastname , 22.12.2015 14:59:34
Last edit:	Firstname Lastname , 04.05.2016 17:55:17

Záložka Traffic

1. TENDERED

- žiadaný počet mesiacov
- vyplňa sa pri podaní projektu siete

Network: CIII-HR-1920

Content Documents Statistics **Traffic** NW Report

3. final given quota tendered

Traffic Sheet 2. 1.

Explanation how to read this traffic sheet.
A: stands for "awarded months, F: stands for "free months"

tendered Incoming Traffic participating unit	student		short term student		teacher		short term excursion	
	month	person	month	person	month	person	month	person
University of Zagreb	12	4	13	25	5	5	0	0
	0	0	2	2	1	1	0	0
	0	0	10	9	0	0	2	20
	0	0	5	6	2	2	0	0
	0	0	14	16	1	1	0	0
	3	1	8	9	3	3	0	0
	0	0	10	20	1	1	0	0
	3	1	3	3	2	2	0	0
	0	0	6	8	4	4	0	0
	3	1	7	7	1	1	0	0
	3	1	7	7	1	1	0	0
TOTAL	24 (A: 0) (F: 24)	8 (A: 0) (F: 8)	85 (A: 0) (F: 85)	112 (A: 0) (F: 112)	21 (A: 0) (F: 21)	21 (A: 0) (F: 21)	2 (A: 0) (F: 2)	20 (A: 0) (F: 20)

Traffic Sheet **2.**

Explanation how to read this traffic sheet.

A: stands for "awarded months, F: stands for "free months"

Given Quota Incoming Traffic participating unit	student	short term student	teacher	short term excursion
	month	month	month	month
University of Zagreb	12 (A: 0) (F: 12)	12 (A: 0) (F: 12)	5 (A: 0) (F: 5)	0 (A: 0) (F: 0)
	3 (A: 0) (F: 3)	2 (A: 0) (F: 2)	1 (A: 0) (F: 1)	0 (A: 0) (F: 0)
	0 (A: 0) (F: 0)	10 (A: 0) (F: 10)	0 (A: 0) (F: 0)	2 (A: 0) (F: 2)
	0 (A: 0) (F: 0)	4 (A: 0) (F: 4)	1 (A: 0) (F: 1)	0 (A: 0) (F: 0)
	0 (A: 0) (F: 0)	12 (A: 0) (F: 12)	1 (A: 0) (F: 1)	0 (A: 0) (F: 0)
	5 (A: 0) (F: 5)	7 (A: 0) (F: 7)	3 (A: 0) (F: 3)	0 (A: 0) (F: 0)
	0 (A: 0) (F: 0)	1 (A: 0) (F: 1)	1 (A: 0) (F: 1)	0 (A: 0) (F: 0)
	3 (A: 0) (F: 3)	2 (A: 0) (F: 2)	1 (A: 0) (F: 1)	0 (A: 0) (F: 0)
	0 (A: 0) (F: 0)	6 (A: 0) (F: 6)	4 (A: 0) (F: 4)	0 (A: 0) (F: 0)
	3 (A: 0) (F: 3)	3 (A: 0) (F: 3)	1 (A: 0) (F: 1)	0 (A: 0) (F: 0)
	3 (A: 0) (F: 3)	2 (A: 0) (F: 2)	1 (A: 0) (F: 1)	0 (A: 0) (F: 0)
TOTAL	29 (A: 0) (F: 29)	61 (A: 0) (F: 61)	19 (A: 0) (F: 19)	2 (A: 0) (F: 2)

2. GIVEN

- počet mesiacov, ktorý slovenským partnerom pridelila NCO (podľa kategórie)

Traffic Sheet

Explanation how to read this traffic sheet.

A: stands for "awarded months, F: stands for "free months"

final Incoming Traffic participating unit	student		short term student		teacher		short term excursion	
	month	person	month	person	month	person	month	person
University of Zagreb	0 (A: 0) (F: 0)							
	0 (A: 0) (F: 0)							
	0 (A: 0) (F: 0)							
	0 (A: 0) (F: 0)							
	0 (A: 0) (F: 0)							
	0 (A: 0) (F: 0)							
	0 (A: 0) (F: 0)							
	0 (A: 0) (F: 0)							
	0 (A: 0) (F: 0)							
	0 (A: 0) (F: 0)							
	0 (A: 0) (F: 0)							
TOTAL	0 (A: 0) (F: 0)							

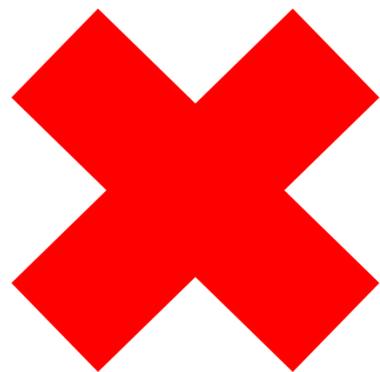
3. FINAL

- konečný počet mesiacov, ktorými slovenský partner bude disponovať (je potrebné riadiť sa stĺpcom month, **nie person**)

Prehľad HTML

SCENÁR 1

- koordinátor nevyplnil Traffic Sheet
- zobrazí sa len GIVEN QUOTA pre INCOMING



Network Title

CIII-HR-C2017-1920

Participating Unit (Coordinator)

University: University of Zagreb
Trg marsala Tita 14
10000 - Zagreb
www.unizg.hr

Unit: Faculty of Science
Department of Chemistry
Zagreb - Zagreb

Contact Person: [Ivana Šturm](#)
Contact Person: [Ivana Šturm](#)
Contact Person: [Ivana Šturm](#)

Housing Contact: [Ivana Šturm](#)
[Ivana Šturm](#)
[Ivana Šturm](#)

Curriculum link : [Curriculum link](#)

We only exchange thesis students: no

Document Downloads : [Letter of Intent](#) [Letter of Endorsement](#)

INCOMING GIVEN QUOTA	student	short term student	teacher	short term excursion
	month	month	month	month
TOTAL	12 (A: 0) (F: 12)	12 (A: 0) (F: 12)	5 (A: 0) (F: 5)	0 (A: 0) (F: 0)

Participating Unit (Partner)

Prehľad HTML

SCENÁR 2

- koordinátor vyplnil Traffic Sheet
- zobrazí sa:
 - GIVEN QUOTA
 - FINAL INCOMING TRAFFIC
 - FINAL OUTGOING TRAFFIC



Participating Unit (Partner)

University: University of Banja Luka
Bulevar vojvode Petra Bojovica 1
78000 - Banja Luka, Republic of Srpska
+387 (0)51 321 171
www.unibl.rs.rs

Unit: *[Faded text]*

Contact Person: *[Faded text]*

We only exchange thesis students: no

Document Downloads : [Letter of Intent](#) [Letter of Endorsement](#)

INCOMING GIVEN QUOTA	student		short term student		teacher		short term excursion	
	month	person	month	person	month	person	month	person
TOTAL	0		0		1		0	
	(A: 0)		(A: 0)		(A: 0)		(A: 0)	
	(F: 0)		(F: 0)		(F: 1)		(F: 0)	

FINAL INCOMING TRAFFIC FROM participating unit	student		short term student		teacher		short term excursion	
	month	person	month	person	month	person	month	person
Cracow University of Economics					1	1		
					(A: 0)	(A: 0)		
					(F: 1)	(F: 1)		
TOTAL	0	0	0	0	1	1	0	0
	(A: 0)	(A: 0)	(A: 0)	(A: 0)	(A: 0)	(A: 0)	(A: 0)	(A: 0)
	(F: 0)	(F: 0)	(F: 0)	(F: 0)	(F: 1)	(F: 1)	(F: 0)	(F: 0)

FINAL OUTGOING TRAFFIC TO participating unit	student		short term student		teacher		short term excursion	
	month	person	month	person	month	person	month	person
WU - Vienna University of Economics and Business	4	1			1	1		
	(A: 0)	(A: 0)			(A: 0)	(A: 0)		
	(F: 4)	(F: 1)			(F: 1)	(F: 1)		
University of Zagreb			1	1				
			(A: 0)	(A: 0)				
			(F: 1)	(F: 1)				

Network Desktop

- pre schvaľovanie prihlášok
- pre administráciu siete

CEEPUS

MyDesktop Home Network FAQ CEEPUS TV About us Log out

Network Desktop

Change Desktop: **Mobility**

Working Items

Dear Networks,

personal settings

Personal Information
Change Password
REGISTER for mobility desktop

basedata

Edit your participating unit basedata and housing contacts
View the organisation list

application data

Manage your mobility applications
Manage your network applications

Manage your upload change requests

Please read this [document](#) for a full description of everything you need to know about the current application around.

First Aid: find here the answers to the most urgent questions.

Do you want to: access an interactive Grading Sheet?
Please click here...

access the Grading Sheet of your application from the last 3 previous year? Please click on the icon "Letter of Award" of the respective application (year) and scroll down.

support

Frequently Asked Questions
Forum

News

UCR - Upload Change Request open again
Note that network documents can be changed/uploaded only via the deep link sent by COO

IMPORTANT Notice für BIH
Please note that in the Federation the following mobility deadlines apply! Jun 15 for Summer Term, Oct 30 for Winter Term, Nov 10 for Freemovers Applications received after the deadlines cannot be accepted! Universities affected: University of Sarajevo, University of Zenica, University of Tuzla, University of Bihac, University of Mostar and University of Dzemal Bijedic Mostar

Network Mobility Round 18/19 for Winter Term is enabled
Deadline is Jun 15, 2018

Scholarship Months for 17/18 still available in SI
if you are a STUDENT or FREEMOVER Student - use your chance!

ONLY generated Letters of Endorsement/Intent will be accepted
Letters need to be generated directly via the network application form only! Forms without the CEEPUS QR code will not be accepted

New scholarship rates in PL
For details pls click on the Polish flag

Use the PA 9 quality label of the EUSDR for your network
Following a decision by the Joint Committee of Ministers we are happy to invite you to make use of the quality label of Priority Area 9 – People and Skills – of the EU Strategy for the Danube Region. [more ...](#)

CEEPUS III renewed until April 30, 2025
CEEPUS III has entered into force on May 1, 2011 for a period of 7 years. Following that CEEPUS III will be renewed automatically for another 7 years and so on

Your Network Applications

Period: Academic Year 2018/2019

Filter: Academic Year 2005/2006
Academic Year 2006/2007
Academic Year 2007/2008
Academic Year 2008/2009
Academic Year 2009/2010
Academic Year 2010/2011
Academic Year 2011/2012
Academic Year 2012/2013
Academic Year 2013/2014
Academic Year 2014/2015
Academic Year 2015/2016
Academic Year 2016/2017
Academic Year 2017/2018
Academic Year 2018/2019

CPNR	Name
No records to display.	

Prolong/Renew/Transfer

Simply copy all data from the last year by clicking on the "prolong/renew/transfer" icon next to the "open" icon!

Prolong - networks active in the last year and umbrella networks
Renew - networks rejected the last year
Transfer - networks not submitted the last year

How to

Coordinator

To open an existing network please selected the proper year.
All networks where YOU are the coordinator of the whole network are listed under "coordinated networks".

Partner

How to join a network as partner?
Nothing to do – your coordinator will add you to the network!
All networks where you are a network partner are listed under "participating networks".

Schvaľovanie prihlášok

(po kliknutí na: Manage your network applications)

Network: CIII-...

Content Documents Statistics Mobility Traffic

PPU: University of Agder

Direction: Select a direction

Filter: Select a direction
Incoming
Outgoing

Mobilities

CPMnr	Name
No records to display.	

Postupnosť schvaľovania sieťových prihlášok

Waiting for nomination by home institution
Waiting for nomination by the home NCO
Waiting for nomination by the host institution
Waiting for award from the host NCO
Awarded mobilities
Accepted by applicant
Completed mobilities
Document Review
Rejected mobilities
Cancelled mobilities



Network: CIII-AT



Content Documents Statistics **Mobility** Traffic NW Report

PPU: WU - Vienna University of Econc
Direction: Incoming
Filter

Mobilities

CPM Nr	Name	
State: accepted by applicant		
PPU: University of Belgrade, Faculty of Economics, Business economics and management		
100193	...	
100228	...	
100470	...	
PPU: University of Montenegro, Faculty of Economics		
101194	...	
PPU: University of Zagreb, Faculty of Economics & Business		
100387	...	
State: cancelled by applicant		
State: cancelled by NCO		
State: completed		
State: rejected by home PPU		
State: rejected by host PPU		
State: waiting for nomination by home PPU		
State: waitinglist for home PPU		

How to

Explanation how to edit, prolong, renew and create and what ever we want to explain here.

There should also be a link to a how to do video or something else whit an exact workflow description.

Or we can link a video in a window with an explanation on how to do these things.

Po otvorení prihlášky

Network: CIII-

Content Documents Statistics **Mobility** Traffic

PPU: Slovak University of Agriculture
Direction: Incoming
Filter

Mobilities

CPM Nr	Name
▼	State: waiting for nomination by host PPU
▼	PPU: University of ...

Mobility: CIII-

Content **Nominate**

HTML PDF XML reject send to waitinglist nominate & to host NCO

View Workflow

Nominate

Applicant

Home Institution: Poland University of Agriculture in Cracow
Host Institution: Slovakia ...

Tendered: Mobility Type: Teacher
From: 29.10.2018
To: 04.11.2018

Free Scholarship Months: For this Academic Year: yes
For this network: 10
For this PPU: 10

Nomination: From: 22.10.2018 To: 26.10.2018
Accommodation: Accommodation Arranged:

Save

Other mobilities for this person:

Network	Host Institution	From - To	AM
▼	State: completed		
CIII-	...	05.12.2016 - 10.12.2016	1

Schvaľovanie prihlášok

NA ČO SI DAŤ POZOR?

Motivácia, Odborný/pracovný program

Študenti

- dôvod absolvovania študijného/výskumného pobytu
- náplň pobytu (návšteva prednášok, seminárov, archívov, práca na záverečnej práci, stretnutia, konzultácie, atď.)

Učitelia

- pracovný program , vrátane prednášok, tém seminárov a konzultácií – **presný rozpis**
- počet plánovaných hodín – **min. 6 hodín a 5 pracovných dní**

ČASŤ 5

Diskusia

PRIESTOR NA VAŠE OTÁZKY