

Erasmus+ Mobility Guide for Outgoing Students (KA131)

This guide will help you prepare for your exchange and navigate the necessary steps before, during, and after your stay abroad.

Key Contacts

- Erasmus+ Coordinator: Daša Zvonar, erasmus@emuni.si
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Before Mobility: What You Need to Do

-  Prepare and submit the **Learning/Traineeship Agreement**
 -  Sign your **Grant Agreement**
 -  Apply for a **visa or residence permit** (if applicable)
 -  Arrange **insurance** (health, accident, liability)
 -  Check if your **bank account** can receive international payments
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Financial Information

-  **Monthly grant amount** (KA131 country group table)
 -  **Green travel top-up:** available if you choose environmentally friendly transport (train, bus, carpooling)
 -  **First payment:** 70% before mobility
 -  Final 30% after completing required documents
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Insurance Requirements

-  **European Health Insurance Card (EHIC)** – valid in EU countries
 -  Additional **private insurance** may be required by host institution
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Visa and Residence Permit

-  Check if a **visa** or **residence permit** is needed for your host country
 -  Apply early — procedures can take several weeks
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During Your Mobility

- Keep in touch with your **Erasmus coordinator**
 - If you **change courses**, update the Learning Agreement
 - Attend orientation at the host institution
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After Mobility

-  Submit:
 - **Transcript of Records** from host institution
 - **Final version** of Learning/ Traineeship Agreement
 - **Certificate of attendance**
 - **EU Survey** (online feedback form)

 Deadline: within 30 days after return

Support for Students with Fewer Opportunities

-  Additional financial support may be available
 -  Confidential support offered for social, economic, health-related challenges, ...
 - Contact Erasmus+ office for assistance or to declare your needs
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Sustainable Mobility Tips

- Choose green transport:   
- Use public transport at your destination

- Reduce paper use by submitting documents electronically

✉ Questions?

Contact us at erasmus@emuni.si