RULES FOR EXTENDING MOBILITY FOR THE SUMMER SEMESTER under the Erasmus+ KA 103 and PO WER programmes in the 2019/20 academic year

The extension of mobility period with the summer semester is possible with the consent of Home University and Host University, and after providing all required documents.

University of Lodz students who decide to continue their studies abroad into the following semester, regardless of whether they were enrolled only for the winter semester, or for the entire academic year, are required to apply (by e-mail) for permission to extend their mobility to the Faculty / Departmental coordinator of the Home University (UL) and send an initial declaration of will by e-mail to the BWZ (IRO) UL; the final application deadline for students (i.e. for those who have not submitted the declaration yet) is 16/12/2019.

A student who has pre-declared his or her intention to extend his stay for the second semester will receive an annex to the financial agreement from the BWZ UL. After signing the annex, the student is required to send it to the BWZ UL.

The University of Lodz has a pool of financial resources intended for the payment of scholarships for participants extending their studies. Additional funds will be distributed to both groups of students: those extending their stay and those enrolled for two semesters from the start.

The maximum period of financing the extension of studies is 5 months, which equals 150 days, in accordance with the rates published on the following website: https://bwz.uni.lodz.pl/llp-erasmus-studia/przed-wyjazdem-201920/zasady-finansowania-201920

In order to receive the scholarship, the University of Lodz student is obliged to provide a set of documents to the ECTS Faculty / Departmental Coordinator by 31/03/2020 at the latest. The following is the set of documents required from UL students to extend the period of study abroad for the summer semester:

1. Extension Request, addressed to the Faculty Coordinator; it should refer to the Summer semester of the year 2019/2020, show the exact end date of study mobility abroad, and contain the declaration of the Student to extend the validity of their EHIC card and purchase an insurance policy (medical treatment and accident insurance) for the period in question.

2. Scanned document that confirms that all the Winter semester classes at the Host Institution are completed and credited by the Student (Transcript of Records, or other document of academic record issued by the Host Institution). A student who fails to complete the study programme planned for the Winter semester shall not be given consent for the extension of study period.

3. Host Institution’s written (e.g. e-mailed) consent for the continuation of the Student’s mobility stay into the following semester.
4. Study schedule for the summer semester (Learning Agreement for Studies – Before the Mobility section), agreed and accepted by three parties i.e. the ECTS coordinator at the UL, the Student, and the Host Institution.

5. The written (e.g. e-mailed) consent of Thesis Promoter / Supervisor for the extension of study mobility abroad with an extra semester (this applies only to UL students who, during their Erasmus+ study mobility, attend their last study year in the cycle).

Upon receiving a complete set of documents from the Student, the Faculty / Departmental Coordinator expresses opinion on the Student’s request and sends the updated documents to the BWZ (IRO) UL, not later than 31 March 2020.

The transfer of the grant allocated for the extension semester shall be made within 30 days of the date of transferring the documents listed above from the Coordinator to the BWZ (IRO) UL

If the BWZ (IRO) UL does not receive the complete set of documents by 31/03/2020, then the UL student will not be able to continue his or her studies abroad under the Erasmus + program in the summer semester.

The BWZ (IRO) UL shall not accept incomplete documents, or documents submitted directly by students.

*The above Rules have been approved by the Pro-Rector for Domestic and International Cooperation – Assoc. Prof. Paweł Starosta, PhD (dr hab. Paweł Starosta, prof. nadzw. UL).*