

GF

Građevinski fakultet
Faculty of Civil Engineering



CEEPUS III projekt - "Building knowledge and experience exchange in Computational Fluid Dynamics Method"

Elvis Žic

Građevinski fakultet Rijeka
Znanstveno-nastavni susreti petkom

Rijeka, 10. lipnja 2016. g.



AGENCIJA ZA
MOBILNOST I
PROGRAME EU



Erasmus+



Obzor 2020.



euraxess



eTwinning



europass



eurodesk



eurodesk
hrvatska



CEEPUS



AGENCIJA ZA
MOBILNOST I
PROGRAME EU



Pregled izlaganja

1. dio – CEEPUS općenito

- CEEPUS općenito – zemlje sudionice, struktura, stipendije
- Mreže u CEEPUS-u i hrvatska visoka učilišta u CEEPUS mrežama
- Vrste i kategorije mobilnosti

2. dio – Plan mobilnosti

- Natječaji u CEEPUS-u i nominiranje mobilnosti
- Selekcija odlaznih i dolaznih prijava
- Plan mobilnosti („Traffic Sheet“)
- Proces izrade „Traffic Sheeta“ unutar mreže „For Safe and Healthy Food in Middle-Europe“, prof. dr. sc. Vladimir Mrša, Prehrambeno-biotehnološki fakultet Sveučilišta u Zagrebu
- Podnošenje zahtjeva za povrat putnih troškova

3. dio – Trening za lokalnog CEEPUS koordinatora:

- online platforma CEEPUS-a
- Nominiranje odlaznih i dolaznih mobilnosti
- Kako pronaći Letter of Confirmation?
- Kako naći traffic sheet / kontakte lokalnih CEEPUS koordinatora
- *General Info Package* NCO-HR-a





AGENCIJA ZA
MOBILNOST I
PROGRAME EU

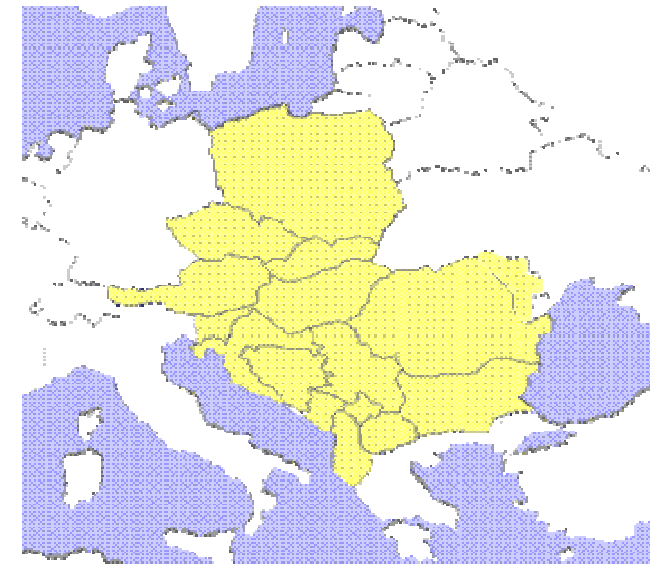


CEEPUS općenito

SREDNJOEUROPSKI PROGRAM MEĐUSVEUČILIŠNE RAZMJENE ZA STUDENTE, DOKTORANDE I NASTAVNO OSOBLJE.

User friendly: prijava mobilnosti, prijava mreža online

Multilateralni ugovor u kojem 16 zemalja potpisnica osigurava stipendije za dolaznu i odlaznu mobilnost.





AGENCIJA ZA
MOBILNOST I
PROGRAME EU



Struktura

Svaka zemlja financira mjesec stipendija za dolazne stipendiste iz državnog proračuna, te određuje broj mjeseci dolazne mobilnosti koje će financirati.

Akadska godina 2015./2016.

| | | | |
|-------------|------|------------|-----|
| Albanija | 130 | Moldavija* | 100 |
| Austrija | 1100 | Crna Gora | 165 |
| BIH** | 152 | Poljska | 714 |
| Bugarska* | 350 | Rumunjska | 500 |
| Hrvatska* | 450 | Srbija* | 150 |
| Češka | 645 | Slovačka* | 600 |
| Mađarska* | 600 | Slovenija | 560 |
| Makedonija* | 120 | Kosovo* | 150 |

*zemlja prima freemover mobilnosti u zimskom semestru

*poteškoće sa isplatom stipendija

Na početku ciklusa mreža svaka zemlja dodijeli mjesec kojima raspolaže svim mrežama u koje su uključena njena VU, za dolazne stipendije. Mjesec koje mreže ne potroše na prva dva roka mrežne mobilnosti (u lipnju i listopadu), dodijeljuju se na roku za *freemovere* (u studenom). Zato je važno pridržavati se rokova, jer u suprotnom, ako dodijeljene mjesec ne potrošite na prva dva roka, do 31.10., oni će biti podijeljeni freemoverima.





AGENCIJA ZA
MOBILNOST I
PROGRAME EU



Korisnici CEEPUS-a

Ugovor CEEPUS III utvrđuje sljedeće kategorije korisnika programa CEEPUS:

- 1) **studenti upisani na visoko učilište**, bez obzira na područje studija, bit će prihvatljivi kandidati za CEEPUS III stipendije, do i uključujući doktorsku razinu, pod uvjetom da se razdoblje studija, osposobljavanja ili pripravničkog staža provodi **na sveučilištu** domaćinu ili ustanovi domaćinu u skladu s ovim Ugovorom, po potrebi, te je usklađeno s nastavnim planom matičnog sveučilišta i uklapa se u studijski program kandidata.
- 4) **stipendije studentima za praktično osposobljavanje i pripravnički staž u poduzećima, istraživačkim institutima, državnim tijelima ili drugim organizacijama u zemlji domaćinu**, po potrebi, ukoliko kandidat predloži iscrpan plan.
- 5) **mobilitnost osoblja sveučilišta (nastavnog, znanstvenog i/ili umjetničkog osoblja na visokim učilištima)** dodjeljivanjem CEEPUS III stipendija kako bi se promicala transnacionalna međusveučilišna suradnja te kako bi se povećala srednjoeuropska dimenzija sveučilišnih nastavnih planova i programa.
- 6) **stipendije se također mogu dodijeliti studentima te osoblju sveučilišta izvan CEEPUS III mreže (slobodnjaci, odnosno freemoveri)**, pod uvjetom da se utvrde posebni dogovori za studiranje ili održavanje nastave i nadzor.





AGENCIJA ZA
MOBILNOST I
PROGRAME EU



Tko može sudjelovati?

Okosnicu Srednjoeuropskog programa razmjene CEEPUS mreže čini **jedan koordinator i najmanje dva partnera iz najmanje dvije zemlje članice CEEPUS-a.**

U CEEPUS mrežama može sudjelovati bilo koje visoko učilište koje nadležno tijelo svake od zemalja potpisnica CEEPUS-a odobri. Jednom godišnje (u rujnu ili listopadu) svaka od zemalja potpisnica CEEPUS-a ima priliku revidirati popis ustanova koje su odobrene za sudjelovanje u CEEPUS-u te revidirani popis ustanova dostaviti Središnjem uredu za CEEPUS.

Sudionici u CEEPUS mreži moraju udovoljavati sljedećim uvjetima:

- a) razdoblje studiranja ili osposobljavanja na jednom od partnerskih ustanova u potpunosti će se priznavati
- b) uspostaviti će se mehanizam međusobnog priznavanje stečenih bodova. **Primjenjivat će se ECTS (European Credit Transfer and Accumulation System) ili drugi kompatibilan sustav.** Za studente koji rade na završnom radu ili doktoratu u tu će svrhu mentori na matičnoj i prihvatnoj ustanovi izdavati potvrde kojima se izjavljuje da je boravak na partnerskoj ustanovi pridonio radu na završnom radu ili disertaciji.
- c) u svrhu promicanja akademske mobilnosti **predavanja i kolegiji u sklopu CEEPUS-a III održavat će se na engleskom, njemačkom ili francuskom jeziku.**
- d) ugovorne strane suglasne su **promicati specijalizirane tečajeve stranih jezika** dodjeljivanjem određenog broja mjeseci stipendija za potrebe pohađanja pripremnih specijaliziranih tečajeva engleskog, njemačkog ili francuskog jezika
- e) pohađanje dodatnog tečaja jezika zemlje-domaćina također se može ponuditi stipendistima
- f) studenti će u sklopu programa CEEPUS III biti izuzeti plaćanja školarine,** te
- g) poticat će se nastava putem Interneta (*e-learning*).



AGENCIJA ZA
MOBILNOST I
PROGRAME EU



Prijave mreža

Svaki od partnera (uključujući koordinatora) dužan je **u elektroničkom obliku uz prijavu priložiti nekoliko dokumenta:**

a) **Pismo jamstva (*Letter of Endorsement*)** – dokument koji potpisuje rektor sveučilišta i kojim se jamči da se dolaznim studentima unutar prijavljene CEEPUS mreže neće naplaćivati školarina te da će se odlaznim studentima priznavati vrijeme boravka na stranoj ustanovi.

b) **Pismo namjere (*Letter of Intent*)** – dokument koji potpisuje dekan i kojom se jamči potpuno priznavanje svih oblika obrazovanja i istraživanja vezanih uz prijavljenu CEEPUS mrežu. Ove dokumente partneri dostavljaju koordinatoru koji ih prilaže *online* prijavi.

c) **Studijski program (*curriculum*)** – na engleskom, njemačkom ili francuskom jeziku, koji obavezno mora sadržavati **podatke o ECTS bodovima**. Može se priložiti u obliku dokumenta (PDF) ili poveznice na mrežnu stranicu s danim podacima.

d) Dokumente koji se odnose na program združenog studija.

e) Sporazume između partnerskih sveučilišta/sastavnica.





AGENCIJA ZA
MOBILNOST I
PROGRAME EU



Što stipendije uključuju?

Svaka zemlja potpisnica ugovora CEEPUS III financira DOLAZNU mobilnost tj. isplaćuje stipendije iz vlastitog proračuna – www.ceepus.info (klik na zastave)

- 1. Mjesečni iznosi stipendija :** razlikuju se od zemlje do zemlje (od 100 € u Makedoniji do 1.040 € u Austriji)
- 2. Smještaj:** besplatan samo u nekim zemljama AL, MK, CG, RS, SI, KOS, MD, HR
- 3. Prehrana:** subvencionirana samo u nekim zemljama AL, MK, CG, RS, SI, KOS, HR
- 4. Zdravstveno osiguranje:** osnovno pokriveno stipendijom u AL, CZ, MK, CG, PL, RO, SI
- 5. Javni prijevoz:** besplatan samo u BG i MD
- 6. Putni troškovi -** zemlje mogu su/financirati i putne troškove za odlazne stipendiste.





AGENCIJA ZA
MOBILNOST I
PROGRAME EU



Stipendije u RH u 2015./2016.

Studenti: 1.300 HRK, osiguran smještaj u domu i subvencionirana prehrana (x-ica)

Doktorandi: 1.500 HRK, osiguran smještaj u domu, subvencionirana prehrana (x-ica)

Nastavno osoblje 5 – 15 dana: 2.400 HRK, osiguran smještaj u domu

Nastavno osoblje 16(21) – 30 dana: 3.600 HRK, osiguran smještaj u domu

Ljetne škole (grupne mobilnosti):

Studenti: 150 HRK dnevno, osiguran smještaj u domu / bez subvencionirane prehrane (x-ica)

Doktorandi: 170 HRK dnevno, osiguran smještaj u domu / bez subvencionirane prehrane (x-ica)

Nastavno osoblje: 200 HRK dnevno, osiguran smještaj u domu /bez subvencionirane prehrane

ZAGREB, zimski semestar – neće biti osiguran smještaj u domu, uvećane stipendije





AGENCIJA ZA
MOBILNOST I
PROGRAME EU



Mreže u CEEPUS-u

Visoka učilišta iz Hrvatske u ak. godini 2015./2016. partneri u 55 od 72 mreža odobrenih na nivou cijelog CEEPUS-a.

Hrvatska u ak. godini 2015./2016. koordinira radom 3 mreže te 1 *umbrella* mreže

- VetNEST (Veterinary Network for Student and Staff Transfer) - **Veterinarski fakultet Sveučilišta u Zagrebu**
- Concurrent Product and Technology Development - Teaching, Research and Implementation of Joint Programs Oriented in Production and Industrial Engineering – **Tehnički fakultet Sveučilišta u Rijeci**
- For Safe and Healthy Food in Middle-Europe – **Prehrambeno-Biotehnološki fakultet Sveučilišta u Zagrebu**

Umbrella mreža

- Educational Systems in Central Europe – **Fakultet za odgojne i obrazovne znanosti Sveučilišta J.J. Strossmayer u Osijeku**





AGENCIJA ZA
MOBILNOST I
PROGRAME EU



Vrste mobilnosti i kategorije stipendista

Studenti i doktorandi

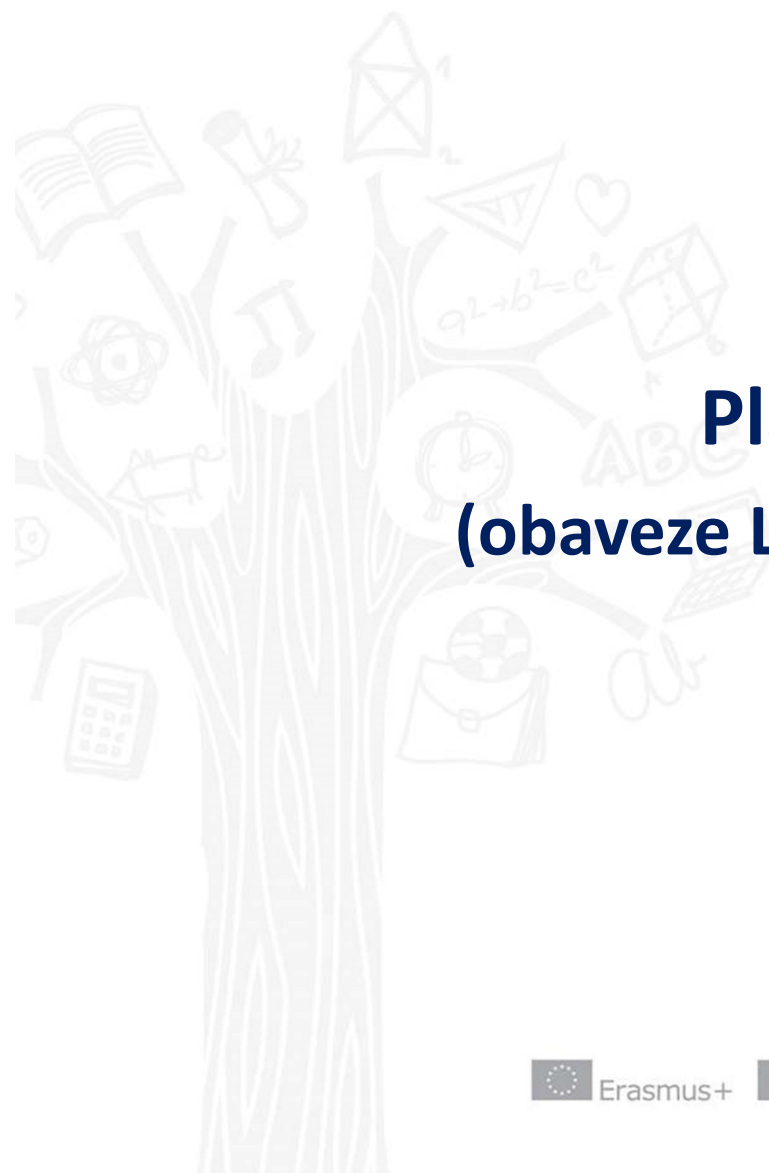
- **TRAJANJE MOBILNOSTI:**
- Cijeli semestar – minimalno 3 mjeseca (Studenti)
- Kraći boravci (1-3 mjeseca) za doktorande (studente isključivo u svrhu pisanja završnog rada, stručne prakse, rada u laboratoriju i slično)
- Ljetne škole – 6 do 14 radnih dana (Short term excursion) – isključivo u sklopu mrežne mobilnosti
- **UVJETI ZA STUDENTE**
- Završena najmanje dva semestra*
- Ukupno se može ostvariti 10 mjeseci mobilnosti u 1 obrazovnom ciklusu

Nastavno osoblje

- **TRAJANJE MOBILNOSTI:**
- 5 – 30 dana
- **UVJETI ZA NASTAVNO OSOBLJE:**
- Nastavnički status na VU ustanovi putem koje se prijavljuje
- Minimalno 6 sati predavanja ili mentorstva tjedno



AGENCIJA ZA
MOBILNOST I
PROGRAME EU



2. dio

Plan mobilnosti (obaveze LCK-a kroz projektni ciklus)





AGENCIJA ZA
MOBILNOST I
PROGRAME EU



Rokovi prijave u CEEPUS-u

3 roka prijave za mobilnosti u CEEPUS-u:

15. lipnja mrežne mobilnosti u zimskom semestru

31. listopada mrežne mobilnosti u ljetnom semestru

30. studeni *freemover* mobilnosti u ljetnom semestru

Dodatni rok: 1.-15.7. freemover mobilnosti u zimskom semestru (samo u BiH, BG, HU, MD, SK, RS, Kosovo)

U praksi: prijave se kontinuirano vrše sve dok dolazna zemlja ima dovoljno mjeseci na raspolaganju, no NCO-HR-u potrebno najaviti mobilnost 2 mjeseca ranije





AGENCIJA ZA
MOBILNOST I
PROGRAME EU



Selekcija odlaznih i dolaznih mobilnosti

Selekcija odlaznih prijava: u potpunoj nadležnosti matičnog VU!

Preporuke NCO-HR → raspisivanje natječaja na kojem će se vrednovati:

- ✓ potpunost i pravovremenost prijave
- ✓ da li stipendist koristi CEEPUS po prvi put (prednost)
- ✓ jasno i detaljno napisana motivacija
- ✓ akademski uspjeh (nije prioritet)
- ✓ da li je mobilnost dobra za studenta u njegovoj fazi studija (na nekim VU tek nakon 4. semestra)

Prije raspisivanja natječaja provjeriti kvote u traffic sheetu-u!

Selekcija dolaznih prijava:

- u nadležnosti odlaznog VU, no moguće odbiti prijavu ako neki gore navedenih ili Vaših kriterija nije zadovoljen: prijava za period u kojem više nema nastave, izuzetno loše napisana motivacija (I like Croatian sea), ponavljajuća mobilnost – obaveza LCK-a je otvoriti i provjeriti prijavu
- dolazna mobilnost svakako mora biti predviđena traffic sheet-om

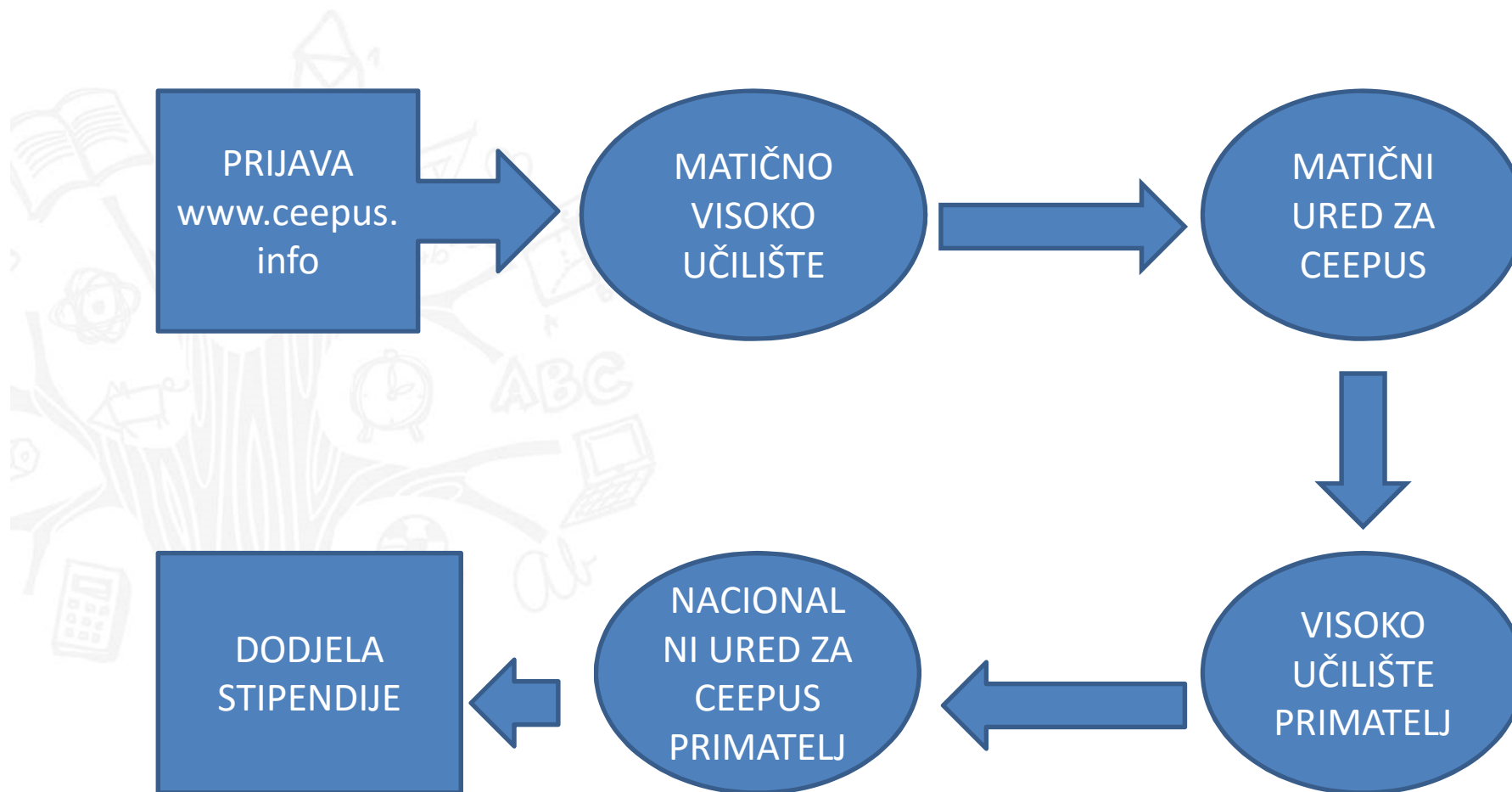




AGENCIJA ZA
MOBILNOST I
PROGRAME EU



Ciklus mrežne mobilnosti



Članice na CEEPUS projektu „ Building knowledge and experience exchange in CFD Method”

| No. | Name of local network partner | Country | University | Faculty | Department/Chair/Institute | Email |
|-----|-------------------------------|------------------------|---|--|---|--|
| 1. | Andrei Dragomirescu | Romania | Polytechnic University of Bucharest | Power Engineering Faculty | Department of Hydraulics, Hydraulic Machinery and Environmental Engineering | andrei.dragomirescu@upb.ro |
| 2. | Miroslav Badida | Slovakia | Technical University of Kosice | Faculty of Mechanical Engineering | Department of Environmental Engineering and Process Control | ervin.lumnitzer@tuke.sk miroslav.badida@tuke.sk beata.hricova@tuke.sk |
| 3. | Christoph Pfeifer | Austria | BOKU | Department of Material Sciences and Process Engineering | Institute for Chemical and Energy Engineering | christoph.pfeifer@boku.ac.at |
| 4. | Edin Berberović | Bosnia and Herzegovina | University of Zenica | Faculty of Mechanical Engineering | Chair for Energetic and Process Engineering | eberberovic@mf.unze.ba |
| 5. | Imre Kiss | Romania | Polytechnic University of Timisoara | Faculty of Engineering | Department of Engineering and Management | imre.kiss@fih.upt.ro |
| 6. | Istvan Biro | Hungary | University of Segedin | Faculty of Engineering | Department of Technology | biroistvan60@gmail.com |
| 7. | Ivo Džijan | Croatia | University of Zagreb | Faculty of Mechanical Engineering and Naval Architecture | Department of Energy, Power Engineering and Environment | ivo.dzijan@fsb.hr |
| 8. | Jozef Bereznoi | Slovakia | Slovak University of Technology in Bratislava | Faculty of Mechanical Engineering | Institute of Thermal Power Engineering | jozef.bereznoi@stuba.sk |

Članice na CEEPUS projektu „ Building knowledge and experience exchange in CFD Method”

| No. | Name of local network partner | Country | University | Faculty | Department/Chair/Institute | Email |
|-----|-------------------------------|------------------------|---------------------------------------|---|--|--|
| 9. | Matjaž Hriberšek | Slovenia | University of Maribor | Faculty of Mechanical Engineering | Institute of Energy, Process and Environment Engineering | matjaz.hribersek@um.si |
| 10. | Miroslav Jicha | Czech Republic | Brno University of Technology | Faculty of Mechanical Engineering | Department of Thermodynamics and Environmental Engineering | jicha@fme.vutbr.cz pospisl.j@fme.vutbr.cz |
| 11. | Muris Torlak | Bosnia and Hercegovina | University of Sarajevo | Faculty of Mechanical Engineering | Department of Process Engineering | torlak@mef.unsa.ba |
| 12. | Pavel Beno | Slovakia | Technical University of Zvolen | Faculty of Environmental and Manufacturing Technology | Department of Mechanics, Mechanical Engineering and Design | pavel.beno@tuzvo.sk |
| 13. | Petar Gvero | Bosnia and Herzegovina | University of Banja Luka | Faculty of Mechanical Engineering | Department of Thermotechnique and Thermoenergetics | gvero.petar@gmail.com |
| 14. | Stefan Stefanov | Bulgaria | University of Food Technology Plovdiv | Technical Faculty | Department of Machines and apparatus for the food and flavour industry | stvistefanov@yahoo.com |
| 15. | Sinisa Bikic | Serbia | University of Novi Sad | Faculty of Technical Sciences | Department of Energy and Process Technics | bika@uns.ac.rs |

New participating units:

1. University of Ljubljana, Faculty of Mechanical Engineering, Asst. Prof. Viktor Šajn
2. University of Montenegro, Faculty of Mechanical Engineering, Asst. Prof. Milan Šekularac
3. Lublin University of Technology, Faculty of Mechanical Engineering, Asst. Prof. Hubert Debski
4. University of Rijeka, Faculty of Civil Engineering, Asst. Prof. Elvis Žic

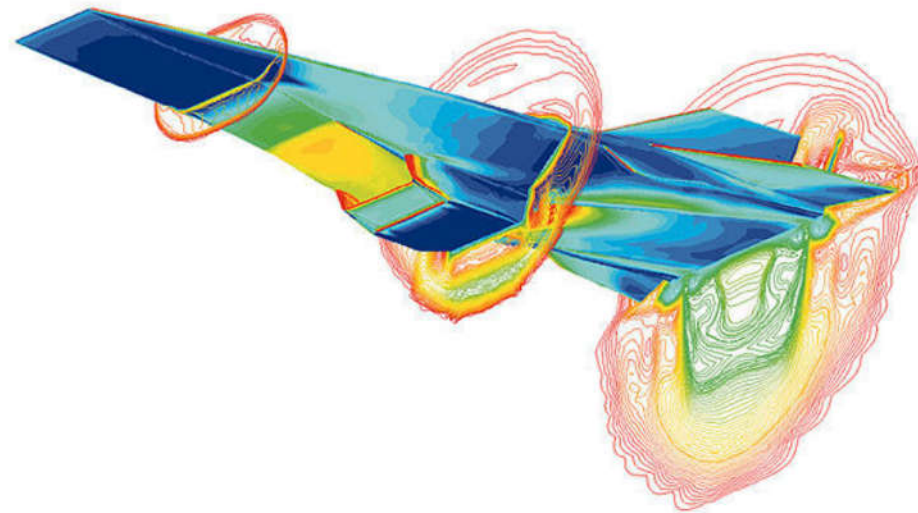
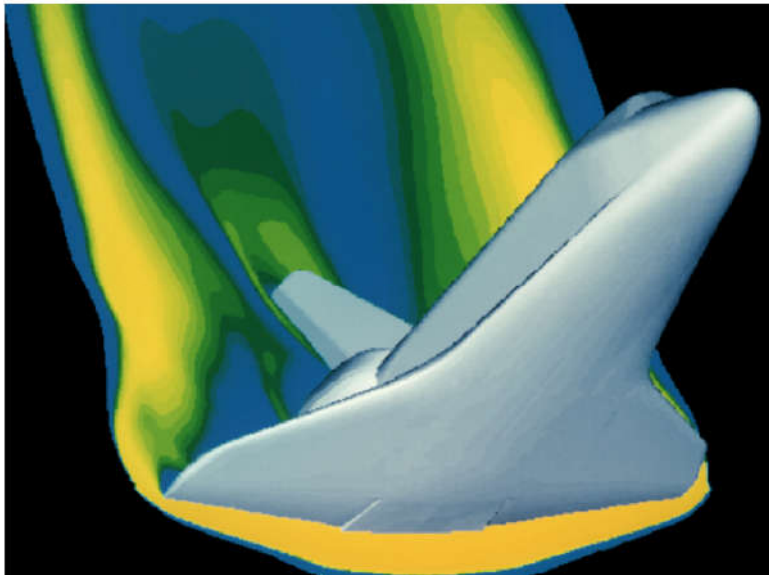


AGENCIJA ZA
MOBILNOST I
PROGRAME EU



Čime se mreža konkretno bavi?

Računalna dinamika fluida, obično skraćena kao **CFD** (*eng. Computational Fluid Dynamics*), je grana mehanike fluida koja koristi numeričke analize i algoritme za rješavanje i analizu problema koji uključuje dinamiku fluida (kapljevine i plinova). Računala se pritom koriste za obavljanje izračuna potrebnih za simulaciju interakcije tekućina i plinova definiranih rubnim uvjetima. Uz velike brzine super računala (super klastera), mogu se postići bolja rješenja. U svrhu istraživanja koriste se razni programi (Open Foam, Fluent, Simpler algoritam i drugi) koji poboljšavaju točnost i brzinu složenih simulacijskih scenarija kao što su ultrazvučni ili turbulentni tokovi, višefazna tečenja i slično.





AGENCIJA ZA
MOBILNOST I
PROGRAME EU



Plan mobilnosti – „traffic sheet”

- tablica u kojoj se nalazi broj mjeseci za dolaznu i odlaznu mobilnost za svaku sastavnicu
- nalazi se u sustavu
- radi ga koordinator mreže prilikom prijave mreže (samostalno/u suradnji sa LKC-ima)
- na natjecajima za mrežnu mobilnost potvrđuju se samo mobilnosti predviđene traffic sheetom

Želite li potvrditi dolaznu mobilnost koja nije potvrđena traffic sheet-om?

Šaljete objašnjenje hrvatskom uredu za CEEPUS navodeći razlog zašto je važno da se dodatna mobilnost potvrdi.





AGENCIJA ZA
MOBILNOST I
PROGRAME EU



Plan mobilnosti – „traffic sheet”



Participating Unit (Partner)



Participating Unit (Partner)

University: University of Rijeka
Trg brace Mazuranica 10
51000 - Rijeka
www.uniri.hr

Unit: Faculty of Civil Engineering University of Rijeka
Radmile Matejčić 3
51000 - Rijeka

Contact Person: **D.Sc., C.E. Elvis Žic**

We only exchange thesis students: no

| FINAL INCOMING TRAFFIC FROM participating unit | student | | short term student | | teacher | | short term excursion | |
|---|------------------------------|------------------------------|------------------------------|------------------------------|------------------------------|------------------------------|------------------------------|------------------------------|
| | month | person | month | person | month | person | month | person |
| University of Novi Sad Faculty of Technical Sciences, Department for Energy and Process Engineering PhD Sinisa Bikic | | | 1 (A: 0) (F: 1) | 1 (A: 0) (F: 1) | 1 (A: 0) (F: 1) | 1 (A: 0) (F: 1) | | |
| University of Banja Luka Faculty of Mechanical Engineering Ph.D. Petar Gvero | | | 1 (A: 0) (F: 1) | 1 (A: 0) (F: 1) | 1 (A: 0) (F: 1) | 1 (A: 0) (F: 1) | | |
| TOTAL | 0 (A: 0) (F: 0) | 0 (A: 0) (F: 0) | 2 (A: 0) (F: 2) | 2 (A: 0) (F: 2) | 2 (A: 0) (F: 2) | 2 (A: 0) (F: 2) | 0 (A: 0) (F: 0) | 0 (A: 0) (F: 0) |



AGENCIJA ZA
MOBILNOST I
PROGRAME EU



Plan mobilnosti – „traffic sheet”

| FINAL OUTGOING TRAFFIC TO participating unit | student | | short term student | | teacher | | short term excursion | |
|--|------------------------------|------------------------------|------------------------------|------------------------------|------------------------------|------------------------------|------------------------------|------------------------------|
| | month | person | month | person | month | person | month | person |
| University of Novi Sad Faculty of Technical Sciences, Department for Energy and Process Engineering PhD Sinisa Bikic | | | | | 1 (A: 0) (F: 1) | 1 (A: 0) (F: 1) | | |
| BOKU - University of Natural Resources and Life Sciences, Vienna Department of Material Sciences and Process Engineering Andreas Frohner | | | 1 (A: 0) (F: 1) | 1 (A: 0) (F: 1) | | | | |
| University of Sarajevo Faculty of Mechanical Engineering, Department of Mechanical Production Engineering Prof. dr Ejub Dzaferovic | | | | | 1 (A: 0) (F: 1) | 1 (A: 0) (F: 1) | | |
| University of Zenica Polytechnic Faculty PhD Edin Berberovic | | | 1 (A: 0) (F: 1) | 1 (A: 0) (F: 1) | | | | |
| Brno University of Technology Faculty of Mechanical Engineering professor Miroslav Jicha | | | 1 (A: 0) (F: 1) | 1 (A: 0) (F: 1) | | | | |
| TOTAL | 0 (A: 0) (F: 0) | 0 (A: 0) (F: 0) | 3 (A: 0) (F: 3) | 3 (A: 0) (F: 3) | 2 (A: 0) (F: 2) | 2 (A: 0) (F: 2) | 0 (A: 0) (F: 0) | 0 (A: 0) (F: 0) |

Želite li potvrditi odlaznu mobilnost koja nije predviđena tablicom?

Potrebno je pitati kolegu koji je koordinator na stranom VU može li potvrditi prijavu koja nije predviđena traffic sheetom (to je mrežna mobilnost van „traffic sheet-a”).

Mogućnost utjecaja na traffic sheet:

- prije 15. siječnja za narednu ak. godinu (kontaktirati koordinatora mreže)
- u fazi formiranja konačnog traffic sheet-a tijekom travnja (kontaktirati koordinatora mreže)





AGENCIJA ZA
MOBILNOST I
PROGRAME EU



Proces izrade *Traffic Sheeta* unutar mreže „For Safe and Healthy Food in Middle-Europe”

prof. dr. sc. Vladimir Mrša,
Prehrambeno-biotehnološki fakultet Sveučilišta u Zagrebu



CEEPUS III NETWORK HR-0306-2015/16.

| Long term student | | | | | | | | | | | | | | | | | | |
|-------------------|-------------|--------------|--------|---------------|--------------|-------------|---------------------|--------------------|--------------------|--------------|-----------|----------|---------------|---------------|---------------|----------------|-------|--------|
| FROM / TO | Uni. Zagreb | BOKU, Vienna | TUGraz | MCI Innsbruck | Mendel, Brno | ICT, Prague | Strossmayer, Osijek | Corvinus, Budapest | Agr. Univ, Wroclaw | SGGW, Warsaw | BBU, Cluj | TU, Cluj | UNS, Novi Sad | Uni, Ljubjana | Uni Primorska | TU, Bratislava | Total | |
| Uni. Zagreb | | 3/1 | | 3/1 | | 4/1 | | 3/1 | | 4/1 | | | | | | | 17/5 | |
| BOKU, Vienna | 4/1 | | | | | | | | 4/1 | 4/1 | | 4/1 | | | | | 3/1 | 19/5 |
| TUGraz | | | | | | | | | | 4/1 | | | | | | 3/1 | | 7/2 |
| MCI Innsbruck | | | | | | | | | | | | | | 3/1 | | | | 3/1 |
| Mendel, Brno | | 3/1 | | | | | | | | | | | | | | | | 3/1 |
| ICT, Prague | 4/1 | 3/1 | | | | | | | | | | | | | | | | 7/2 |
| Uni Osijek | | 3/1 | | | | | | | | | | | | | | | 3/1 | 6/2 |
| UC Budapest | 3/1 | | 4/1 | | | | | | | | | | | | | | | 7/2 |
| Uni Wroclaw | 3/1 | 3/1 | | | | | | | | | 3/1 | | | | | | 3/1 | 12/4 |
| SGGW, Warsaw | | 3/1 | | 3/1 | 3/1 | 3/1 | | 3/1 | | | | | | 3/1 | | 3/1 | | 18/6 |
| BBU, Cluj | | | | | | | | | | | | | | | | | | 0 |
| TU Cluj | | | | | | 3/1 | | | | | | | | | | | | 3/1 |
| Uni Novi Sad | | | | | | | | 3/1 | | | | | | 3/1 | | | | 6/2 |
| Uni, Ljubjana | | 3/1 | 3/1 | | | 3/1 | | | | | | | | | | | | 9/3 |
| Uni Primorska | | | | | | | | 3/1 | | | | | | | | | | 3/1 |
| TU, Bratislava | | | | | | | 3/1 | 3/1 | | | | | | | | | | 6/2 |
| Total | 14/4 | 21/7 | 7/2 | 3/1 | 3/1 | 13/4 | 3/1 | 15/5 | 4/1 | 12/3 | 3/1 | 4/1 | 0 | 9/3 | 6/2 | 9/3 | | 126/39 |

TABLICE MOBILNOSTI

PRETHODNA TABLICA (TENTATIVE TRAFFIC SHEET)

- SASTAVNI DIO PRIJAVE
- PREDAJE SE DO 15. 1.
- BAZIRANA NA ODLAZNOJ MOBILNOSTI
- ODRAZ POTREBA PARTNERA ZA MOBILNOST
PROCIJENJENOG BROJA
STUDENATA KOJI ĆE IZRAZITI
ŽELJU ZA MOBILNOŠĆU

ZAVRŠNA TABLICA (FINAL TRAFFIC SHEET)

- SLAŽE SE NA KRAJU CIKLUSA
PRIHVAĆANJA MREŽE ZA
AKADEMSKU GODINU
- PREDAJE SE PO RASPODJELI
MJESECI NA MINISTARSKOJ
KONFERENCIJI
- BAZIRANA NA DOLAZNOJ
MOBILNOSTI
- PO NJOJ SE KONAČNO ODVIJA
MOBILNOST



AGENCIJA ZA
MOBILNOST I
PROGRAME EU



Obaveze koordinatora prije mobilnosti

Odlazne mobilnosti:

- 1) SVE stipendiste informirati o tome da NCO-HR vrši povrat putnih troškova i uputiti ih da prije organizacije putovanja te kupnje karte pomno prouče proceduru za povrat (procedura na www.mobilnost.hr)
- 2) Studentima osigurati priznavanje ECTS bodova, čak i za kraće boravke.

Dolazne mobilnosti:

Nastavno osoblje:

- 1) u kontaktu sa gostujućim profesorom organizirati uključivanje u nastavu tj. mentorstvo ovisno o temama predavanja navedenima u prijavi
- 2) u suradnji sa Odjelom za međunarodnu suradnju pomoći u rješavanju administrativnih obaveza stipendista:
 - dobivanje OIB-a, pozivno pismo za vizu (Kosovo i Moldavija)

Studenti:

- 1) Organizirati izvođenje nastave na engleskom jeziku (ako student nije iz regije)
- 2) Osigurati priznavanje razdoblja provedenog na mobilnosti (ECTS bodovi)





AGENCIJA ZA
MOBILNOST I
PROGRAME EU



Obaveze koordinatora za vrijeme mobilnosti

Dolazne mobilnosti:

- 1) **Organizirati isplatu stipendije** – predati nadležnoj financijskoj službi na Vašem visokom učilištu Odluku o isplati stipendije na temelju koje VU isplaćuje stipendiju stipendistu (ključan dobar protok informacija prema službi financija!)
- 2) **Obavijestiti studentsku referadu o dolasku stranih studeneta i doktoranda** za koje će trebati pripremiti iksice (strani doktorandi IMAJU pravo na iksice, sustav to podržava)
- 3) **Nastavnom osoblju pružiti podršku prilikom reguliranja obaveza** – odlaska u banku zbog otvaranja računa, odlaska na PU (stipendisti iz NON-EU zemalja koji ostaju dulje od 90 dana, nastavno osoblje iz Slovenije i Austrije)
- 4) **Podsjetiti stranog kolegu na obavezu prikupljanja potpisnih lista na predavanjima / Supervision report-a** za mentorski rad
- 5) ako stipendist želi produžiti boravak, LCK podnosi **zahtjev za produženje mobilnosti NCO-HR-u** (ako je opravdano!)
- 6) **Ispuniti Letter of Confirmation** (mrežni – u sustavu, *freemoveri* Vama donose LoC koji im je poslao NCO-HR)





AGENCIJA ZA
MOBILNOST I
PROGRAME EU



Obaveze koordinatora nakon mobilnosti

Odlazne mobilnosti:

- 1) **Osigurati priznavanje razdoblja provedenog na mobilnosti domaćim studentima**
- 2) **Podnijeti zahtjev za povrat putnih troškova, na memorandumu fakulteta, u roku od 45 dana po završetku mobilnosti, sa svom pripadajućom dokumentacijom**





AGENCIJA ZA
MOBILNOST I
PROGRAME EU



Procedura za povrat putnih troškova

Detaljno opisana na stranici AMPEU (Agencija za mobilnost i programe Europske unije) (www.mobilnost.hr – ostali programi – CEEPUS – procedura za povrat putnih troškova)

Rezimirano:

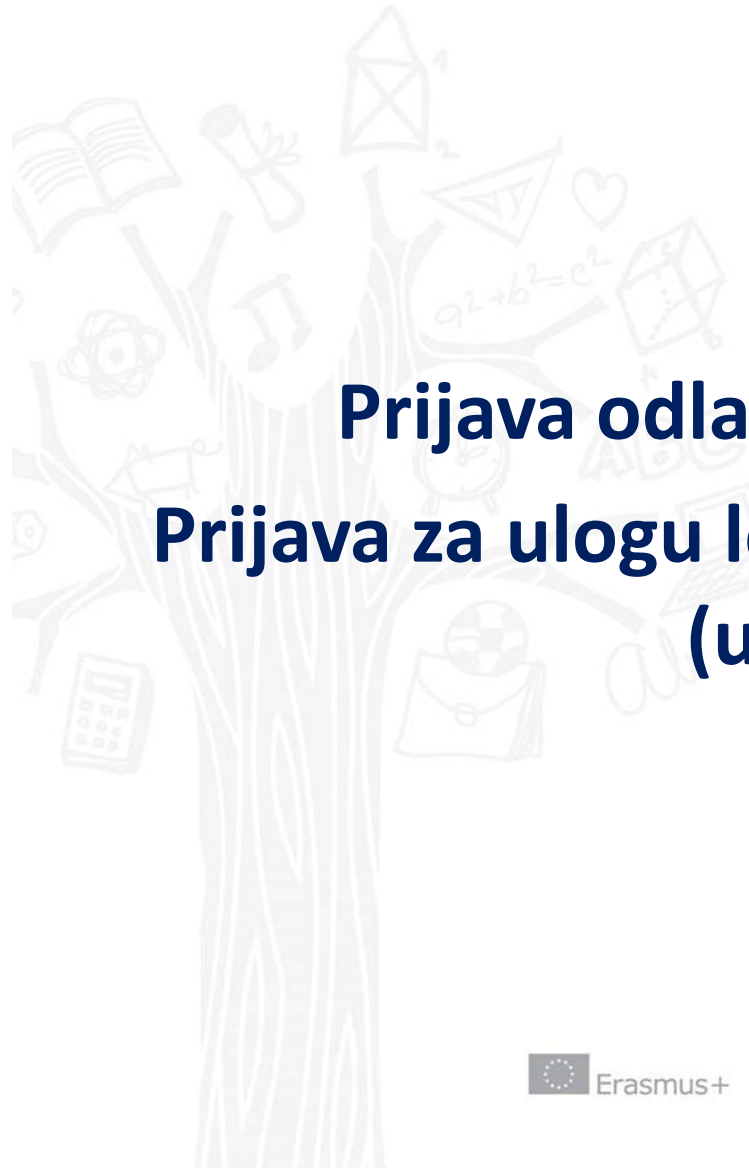
- **svi imaju pravo na povrat u protuvrijednosti iznosa povratne karte vlaka tj. autobusa**, i u slučaju da koriste neko drugo prijevozno sredstvo te imaju račune koji dokazuju putovanje
- **avion**: samo u slučaju da je putovanje vlakom /autobusom izuzetno dugo (Poljska, Bugarska, Rumunjska, Moldavija), povrat se vrši do maksimalnog iznosa od 2.000,00 HRK
- **auto**: samo u slučaju da predstavlja uštedu u odnosu na vlak ili autobus (2,00 HRK po kilometru), npr. kada nekoliko stipendista putuje istovremeno na mobilnost na istu inozemnu ustanovu

Važno je u roku poslati svu dokumentaciju navedenu na CEEPUS web stranici!





AGENCIJA ZA
MOBILNOST I
PROGRAME EU



3. dio

Prijava odlazne i dolazne mobilnosti

Prijava za ulogu lokalnog CEEPUS koordinatora (uloga *Network*)






AGENCIJA ZA
MOBILNOST I
PROGRAME EU



Online platforma CEEPUS-a: registracija



www.ceepus.info

Mobility Application Round 15/16

| | | | |
|------|-------|---------|---------|
| 2 | 6 | 51 | 38 |
| Days | Hours | Minutes | Seconds |

Live Support!
Offline
LEAVE A MESSAGE <<<

Home Network FAQ CEEPUS TV About us **Sign in**

Login

Log in to your account

Account:

Password:

Remember accountname on this computer

Login

Not a member yet?

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

[Click here to register!](#)

Cookies and 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](#).

[Forgot your Accountname?](#) [Forgot your Password ?](#)






AGENCIJA ZA
MOBILNOST I
PROGRAME EU



Online platforma CEEPUS-a: registracija




Mobility Application Round 15/16

2 Days 6 Hours 53 Minutes 23 Seconds

Live Support!
Offline
LEAVE A MESSAGE <<<

Home Network FAQ CEEPUS TV About us Sign in

 Register new user - Personal Data - Step 1 of 2

personal data

Acad. Title:

Position:

First name:

Last name:

Gender: male female

Citizenship:

address data

Street/Number:

ZIP:

City:

Country:

communication information

E-Mail:

Phone 1:

Phone 2:

Next >>






AGENCIJA ZA
MOBILNOST I
PROGRAME EU



Online platforma CEEPUS-a: registracija mreže



Mobility Application Round 15/16


2 Days 6 Hours 45 Minutes 39 Seconds

Live Support!
Offline
LEAVE A MESSAGE <<<

MyDesktop Home Network FAQ CEEPUS TV About us Log out

Bojan Kristof's NewUser Desktop

Welcome to the CEEPUS III Member Area!



WELCOME!

It is our pleasure to make applying as comfortable as possible for you.

The CEEPUS member Area allows you to access all your CEEPUS II activities with only one user name and password ("Single Sign On").

Mobility

If you want to create a mobility application for yourself and you have never registered as mobility before, please click on "Register for Mobility".

You only have to do this **once** and never again. You can create as many mobility applications as you want. Please **do not register again** for a new mobility!

Please do not register for a network instead! Such requests will be deleted as this is not the correct procedure.

[Register for Mobility >>](#)

Network

You only should register here if you want to **manage a network as coordinator or partner**. In this case your will have to enter some more data. Please follow the instructions.

These data will then be forwarded to your National CEEPUS Office (=NCO) who will authorize them. As soon as the NCO has done so, you will be able to create your network application.

[Register for Network >>](#)

International Relation Office (IRO)

Please register here if you want to **view or manage all networks of our university**. In this case your will have to enter some more data. Please follow the instructions.

These data will then be forwarded to your National CEEPUS Office (=NCO) who will authorize them. As soon as the NCO has done so, you will be able to create your network application.

[Register for IRO >>](#)

We wish you a lot of success!






AGENCIJA ZA
MOBILNOST I
PROGRAME EU



Online platforma CEEPUS-a: registracija mreže




Mobility Application Round 15/16

2 Days 6 Hours 45 Minutes 0 Seconds

Live Support!
Offline
LEAVE A MESSAGE <<<

MyDesktop Home Network FAQ CEEPUS TV About us Log out

 Register for NETWORK rights.

Please select or fill in your unit data.

Homecountry:

University:

Participating Unit - department, institute or faculty

Unit:

Unit name:

Street/Number:

ZIP:

City:

Country:





AGENCIJA ZA
MOBILNOST I
PROGRAME EU



Online platforma CEEPUS-a: registracija mreže



Mobility Application Round 15/16

2 Days 6 Hours 43 Minutes 27 Seconds



[MyDesktop](#) [Home](#) [Network](#) [FAQ](#) [CEEPUS TV](#) [About us](#) [Log out](#)



Register for a network

Please check your data and accept the disclaimer

| | |
|---------------------|--|
| University: | University of Zagreb |
| Participating Unit: | Faculty of Humanities and Social sciences, Department of Italian |
| Street/Number: | Ivana Lucica/3 |
| ZIP: | 10000 |
| City: | Zagreb |
| Country: | Croatia |

Message (max. 300 Character) - do not copy text from a wordprocessor like MS Word
If you want to copy text, please copy only plain text:

- I confirm that I am teaching at this participating unit.
- I agree that the data I have entered will be made available to other CEEPUS II participants.

<< Back

Send





AGENCIJA ZA
MOBILNOST I
PROGRAME EU



Nominiranje odlaznih i dolaznih mobilnosti





AGENCIJA ZA
MOBILNOST I
PROGRAME EU



Nominiranje odlaznih mobilnosti

Working Items

Please do not use the browser back button for back navigation in the network 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 Mobility Role](#)

application data

[Manage your network applications](#)

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.

basedata

[Edit your participating unit basedata and housing contacts](#)
[View the organisation list](#)

support

[Frequently Asked Questions Forum](#)

News

FREEMOVER applications 15/16 to be enabled on JULY 1, 2015

Deadline: Nov 30, 2015

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 has entered into force

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





AGENCIJA ZA
MOBILNOST I
PROGRAME EU



Nominiranje odlaznih mobilnosti



Mobility Application Round 15/16

0 Days 11 Hours 3 Minutes 10 Seconds



MyDesktop Home Network FAQ CEEPUS TV About us Log out



Your Network Applications



Period: Academic Year 2015/2016

Filter

coordinated networks

| CPNR | Name |
|------------------------|------|
| No records to display. | |

participating networks

| CPNR | Name |
|----------------------------|---|
| State : ready for mobility | |
| CIII-SI-0711-04-1516 | TRANS - TRANSkulturelle Kommunikation und TRANSLation |

Breaking News

Joint Program Section to carry less weight, minimum duration of Summer Schools lowered to 6 days instead of 10

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**".

What is new


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



AGENCIJA ZA
MOBILNOST I
PROGRAME EU



Nominiranje odlaznih mobilnosti



Mobility Application Round 15/16

0 Days 10 Hours 0 Minutes 54 Seconds

[Live Support! Online](#)
CLICK HERE

MyDesktop Home Network FAQ CEEPUS TV About us Log out

Network: CIII-SI-0711-04-1516

Content Documents Statistics **Mobility** Traffic

Open HTML Letter of Award Balance Sheet

TRANS - TRANSkulturelle Kommunikation und TRANSLation

Academic Year: Academic Year 2015/2016

Coordinator: University of Maribor
Faculty of Arts
Assist. Prof. Vlasta Kucis
TJASA MOHAR

Status: **ready for mobility**

Created: **TJASA MOHAR** , 08.12.2014 13:18:05

Last edit: **Petra Vilfan** , 08.05.2015 11:29:16

How to

This is the top view of your network application.
From here you can access the various functions of the application.

- Click on "Open" under the tab "Content" to access your application for editing.
- Click on "View" for the html view of the whole application.
- Click on the tab "Documents" to take on uploaded documents - NOT to upload them, this is done at the section of the respective participating unit.
- Click on the tab "Statistics" for a statistical overview of your network. You can view all mobility flows of your network both in real time and as indicated in the mobility plan (= Traffic Sheet).


What is the current status of your network?
The "Status" line will always indicate that.



AGENCIJA ZA
MOBILNOST I
PROGRAME EU



Nominiranje odlaznih mobilnosti



Mobility Application Round 15/16

0 Days 9 Hours 58 Minutes 45 Seconds

Live Support!
Online
[>>> CLICK HERE](#)

[MyDesktop](#) [Home](#) [Network](#) [FAQ](#) [CEEPUS TV](#) [About us](#) [Log out](#)



Network: CIII-SI-0711-04-1516



Content Documents Statistics **Mobility** Traffic

PPU: University of Zadar, Department

Direction: Select a direction

Filter: Incoming, Outgoing

Mobilities

| CPMNr | Name |
|------------------------|------|
| No records to display. | |

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.






AGENCIJA ZA
MOBILNOST I
PROGRAME EU



Nominiranje odlaznih mobilnosti



Mobility Application Round 15/16

0 Days 9 Hours 57 Minutes 51 Seconds

Live Support!
CLICK HERE




MyDesktop Home Network FAQ CEEPUS TV About us Log out

Network: CIII-SI-0711-04-1516

Content Documents Statistics **Mobility** Traffic

PPU: University of Zadar, Department
Direction: Outgoing
Filter

Mobilities

| CPMnr | Name | |
|---|-----------------------|---|
| State: waiting for nomination by home NCO | | |
| PPU: University of Innsbruck, Institut für Translationswissenschaft | | |
| 87483 | Antonella, Master Puh |  |
| PPU: University of Vienna, Zentrum für Translationswissenschaft - Center for Translation Studies Vienna | | |
| 87631 | Antonella, Puh |  |
| State: waiting for nomination by home PPU | | |
| PPU: University of Innsbruck, Institut für Translationswissenschaft | | |
| 86390 | Antonella, Master Puh |  |

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.



AGENCIJA ZA
MOBILNOST I
PROGRAME EU

| | | | |
|-----------|-----------------------|--------------|----------------|
| Position: | | Gender: | female |
| Name: | Master Puh Antonella | Birthdate: | 16.11.1992 |
| Email: | antonellica_16@net.hr | Birthplace: | Croatia / Pula |
| Street: | Rijecka 16Pusti 17 | Citizenship: | Croatia |
| ZIP-Code: | 2300052342 | Phone: | +385976377851 |
| City: | ZadarSvetvincenat | Fax: | |
| Country: | CroatiaCroatia | | |

HOME Unit

| | | | |
|-------------|-----------------------------|-------------|--|
| University: | University of Zadar | Unit: | Department of German Language and Literature |
| Street: | ul. Mihovila Pavlinovica bb | Street: | Obala kralja Petra Krešimira IV, 2 |
| ZIP - City: | 23000 - Zadar | ZIP - City: | 23000 - Zadar |
| Country: | Croatia | Country: | Croatia |
| Phone: | ; +385 23 316 882 | | |
| Contact: | Helga Begonja | | |
| E-Mail: | hbegonja@unizd.hr | | |

HOST Unit

| | | | |
|-------------|--------------------------|-------------|---------------------------------------|
| University: | University of Innsbruck | Unit: | Institut für Translationswissenschaft |
| Street: | Innrain 52 | Street: | Herzog-Siegmund-Ufer 15 |
| ZIP - City: | 6020 - Innsbruck | ZIP - City: | 6020 - Innsbruck |
| Country: | Austria | Country: | Austria |
| Phone: | ; +43 512 507-0 | | |
| Contact: | Dr. phil. Alena Petrova | | |
| E-Mail: | Alena.Petrova@uibk.ac.at | | |

Denomination

Foreign languages- 1. year of Master in German Language and Italian Translation

Motivation

Dear all, I would like to express my interest to study at the University of Innsbruck. My name is Antonella Puh and I am in my first year of a Master's program at University of Zadar, studying German Language and Literature and Italian Translation. I like languages, so two years ago I started to study Spanish as well. CEEPUS is offering motivated, focussed and successful students the chance to take advantage of a brilliant opportunity to spend a few months studying abroad. I consider myself an ideal candidate for this program. I would like to practice my language and translation skills, and I think that Innsbruck, Austria would be the perfect place for me to do that, because it has such well-structured translation courses, where I could improve not only my German, but my Italian and Croatian translation skills as well. As translation practice tends not to be a focus at Croatian universities, I would be excited to benefit from the programs on offer at Innsbruck, and to be taught how to deal with the intricacies of complex texts by native speakers of German. I am planning to attend a number of different translation courses. Translation of media sources amazes me, also how many courses and fields of specialization are available at Innsbruck. Having a scholarship for a semester, to live, and study in Innsbruck, take advantage of their impressive library would no doubt be of immense benefit to my studies. Additionally, to meet people from all around the world during the unforgettable experience of studying abroad would contribute greatly to my career and success in later life. Studying, to me, is not only learning from books, it means travelling, new discoveries, and learning from all the people along the way. I would be delighted to uncover the history, culture, and experience the natural beauty of this fascinating country, which is so closely connected with my own, historically and nowadays. In summary a semester spent in Innsbruck will provide an opportunity for me to concentrate on the development of my translation skills. The whole learning experience will contribute to my personal development and set me on the way to success in further study and later in the working world. I thank you for your consideration of my application, and eagerly anticipate your reply. Yours faithfully, Antonella Puh Zadar, 03/06/2015

Education

| Type | Field of study | University | Acad. degree | SC | Additional information |
|------|--|---------------------|---------------|----|---|
| P | German Language and Literature and Italian | University of Zadar | undergraduate | 1 | Bachelor study in German Language and Literature and Italian Translation study completed at the University of |



AGENCIJA ZA
MOBILNOST I
PROGRAME EU



Nominiranje odlaznih mobilnosti



Mobility: CIII-SI-0711-04-1516-M-86390



Content Documents

Open HTML PDF XML reject send to waiting list **nominate & to home NCO**

Action View Workflow

Mobility Application

Applicant: **Master Puh Antonella**

Home Inst.: **Croatia**
University of Zadar
Department of German Language and Literature
Helga Begonja

Host Inst.: **Austria**
University of Innsbruck
Institut für Translationswissenschaft
Dr. phil. Alena Petrova

Mobility Type: Student

How to

Here you can see a short overview of all your data. Note that you can always check what exactly has happened to your application by checking the entry next to "Status".

TRANS - TRANSkulturelle Kommunikation und TRANSLation

Academic Year: Academic Year 2015/2016

Coordinator: **University of Maribor**
Faculty of Arts
Assist. Prof. Vlasta Kucis

Status: **waiting for nomination by home PPU**

Created: **Undergraduate Puh Antonella** , 24.05.2015 17:57:29

Last edit: **Undergraduate Puh Antonella** , 03.06.2015 14:45:08



AGENCIJA ZA
MOBILNOST I
PROGRAME EU



Kako pronaći Letter of Confirmation?





AGENCIJA ZA
MOBILNOST I
PROGRAME EU



Working Items

Please do not use the browser back button for back navigation in the network 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 Mobility Role](#)

application data

[Manage your network applications](#)

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.

basedata

[Edit your participating unit basedata and housing contacts](#)
[View the organisation list](#)

support

[Frequently Asked Questions Forum](#)



News

FREEMOVER applications 15/16 to be enabled on JULY 1, 2015

Deadline: Nov 30, 2015

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 has entered into force

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





AGENCIJA ZA
MOBILNOST I
PROGRAME EU



Mobility Application Round 15/16

0 Days 11 Hours 3 Minutes 10 Seconds



[MyDesktop](#)

[Home](#)

[Network](#)

[FAQ](#)

[CEEPUS TV](#)

[About us](#)

[Log out](#)



Your Network Applications



Period: Academic Year 2015/2016

Filter

coordinated networks

| CPNR | Name |
|------------------------|------|
| No records to display. | |

participating networks

| CPNR | Name |
|----------------------------|---|
| State : ready for mobility | |
| CIII-SI-0711-04-1516 | TRANS - TRANSkulturelle Kommunikation und TRANSlation |

Breaking News

Joint Program Section to carry less weight, minimum duration of Summer Schools lowered to 6 days instead of 10

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**".

What is new

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



AGENCIJA ZA
MOBILNOST I
PROGRAME EU



Mobility Application Round 15/16

0 Days 9 Hours 49 Minutes 28 Seconds

[MyDesktop](#)[Home](#)[Network](#)[FAQ](#)[CEEPUS TV](#)[About us](#)[Log out](#)

Network: CIII-SI-0816-02-1415 (Umbrella)

[Content](#)[Documents](#)[Statistics](#)[Mobility](#)

PPU: University of Rijeka, Academy o

Direction: Incoming

Filter

Mobilities

| CPMNR | Name | |
|--|-----------------------------|--|
| State: accepted by applicant | | |
| PPU: University of Nova Gorica, School of Arts | | |
| 83051 | Purg, doc. dr. Peter | |
| PPU: University of Sarajevo, Academy of Fine Arts | | |
| 83092 | Keco, Denial | |
| State: cancelled by NCO | | |
| PPU: Hungarian University of Fine Arts, Intermedia Faculty | | |
| 84148 | Siegel, PhD Candidate Allan | |

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.



AGENCIJA ZA
MOBILNOST I
PROGRAME EU



Mobility Application Round 15/16

0 9 48 30
Days Hours Minutes Seconds



[MyDesktop](#)

[Home](#)

[Network](#)

[FAQ](#)

[CEEPUS TV](#)

[About us](#)

[Log out](#)



Mobility: CIII-SI-0816-02-1415 (Umbrella)-M-83051



Content

Documents

MOB Report



Open



HTML



PDF



XML

Action

View

Mobility Application

Applicant: **doc. dr. Peter Purg**

Home Inst.: **Slovenia**
University of Nova Gorica
School of Arts
doc. dr. Peter Purg

Host Inst.: **Croatia**
University of Rijeka
Academy of Applied Arts
izvanredni profesor Ingeborg Fulepp

Mobility Type: Teacher

ADRIART.CE

Academic Year: Academic Year 2014/2015

Coordinator: **University of Nova Gorica**
School of Arts
doc. dr. Peter Purg

How to

Here you can see a short overview of all your data. Note that you can always check what exactly has happened to your application by checking the entry next to "Status".



AGENCIJA ZA
MOBILNOST I
PROGRAME EU



Mobility: CIII-SI-0816-02-1415 (Umbrella)-M-83051



Mobility Application Form

| section | entries | min - max | |
|--|---------|-----------|----------------------|
| Basedata Basedata | 1x | 1 | View |
| Personal Data Personal Data | 1x | 1 | View |
| Address Address | 1x | 1 - 3 | View |
| Field of Study What exactly are you studying? What is your field of interest? | 0x | 0 - 1 | |
| Motivation Students: Line out why you should be awarded a grant. Teacher: This is the place to enter your planned teaching/supervising assignment of 6 hrs per work week. | 1x | 1 | View |
| Education Education | 1x | 1 - 9 | View |
| Knowledge of Languages Knowledge of Languages | 4x | 1 - 9 | View |
| Letter of Confirmation Letter of Confirmation | 0x | 0 - 1 | Edit |

How to

This is the top view of the network mobility application, divided in several sections.

To help you keep track of work still required on the application, the sections are color coded:

green all necessary data have been entered, nothing more to do.

red not all necessary data have been entered yet.

Entries: shows you how many entries there currently are in your applications for this section.

min - max: this is to show you what is the minimum and what is the maximum amount of entries for a section.

You can edit any section by clicking the "Edit" button in the same row.

Nije moguće pronaći Letter of Confirmation niti ispuniti Mobility Report ako stipendist nije kliknuo na „accept” u svojoj prijavi, nakon što mu je dodijeljena stipendija!



AGENCIJA ZA
MOBILNOST I
PROGRAME EU



Letter of confirmation

Education

Host Institution: University of Rijeka, Academy of Applied Arts
Applicant Name: doc. dr. Peter Purg
CPNr.: CIII-SI-0816-02-1415 (Umbrella)
CPMNr.: CIII-SI-0816-02-1415 (Umbrella)-M-83051

Stay from:

Stay to:

Additional information:

Signature

Date:

Position:

Acad. Title:

Firstname:

Familyname:

Cancel

Print

Save

How To

Description



AGENCIJA ZA
MOBILNOST I
PROGRAME EU



Kako naći traffic sheet / kontakte lokalnih CEEPUS koordinatora





AGENCIJA ZA
MOBILNOST I
PROGRAME EU



Working Items

Please do not use the browser back button for back navigation in the network 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 Mobility Role

application data

Manage your network applications

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.

basedata

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

support

Frequently Asked Questions
Forum



News

FREEMOVER applications 15/16 to be enabled on JULY 1, 2015

Deadline: Nov 30, 2015

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 has entered into force

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





AGENCIJA ZA
MOBILNOST I
PROGRAME EU



Mobility Application Round 15/16

0 Days 11 Hours 3 Minutes 10 Seconds



MyDesktop Home Network FAQ CEEPUS TV About us Log out

Your Network Applications

Period: Academic Year 2015/2016

Filter

coordinated networks

| CPNR | Name |
|------------------------|------|
| No records to display. | |

participating networks

| CPNR | Name |
|----------------------------|---|
| State : ready for mobility | |
| CIII-SI-0711-04-1516 | TRANS - TRANSkulturelle Kommunikation und TRANSLation |

Breaking News

Joint Program Section to carry less weight, minimum duration of Summer Schools lowered to 6 days instead of 10

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**".

What is new

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



AGENCIJA ZA
MOBILNOST I
PROGRAME EU



Mobility Application Round 15/16

0 Days 9 Hours 40 Minutes 47 Seconds



[MyDesktop](#)

[Home](#)

[Network](#)

[FAQ](#)

[CEEPUS TV](#)

[About us](#)

[Log out](#)



Network: CIII-SI-0816-03-1516



Content Documents Statistics Mobility Traffic

Open HTML Letter of Award Balance Sheet

Action View

ADRIART.CE

| | |
|----------------|---|
| Academic Year: | Academic Year 2015/2016 |
| Coordinator: | University of Nova Gorica School of Arts Tina Smrekar doc. dr. Peter Purg Sabina Zelinscek |
| Status: | ready for mobility |
| Created: | Tina Smrekar , 13.01.2015 14:43:49 |
| Last edit: | Petra Vilfan , 08.05.2015 11:29:26 |

How to

This is the top view of your network application.
From here you can access the various functions of the application.

- Click on "Open" under the tab "Content" to access your application for editing.
- Click on "View" for the html view of the whole application.
- Click on the tab "Documents" to take on uploaded documents - NOT to upload them, this is done at the section of the respective participating unit.
- Click on the tab "Statistics" for a statistical overview of your network. You can view all mobility flows of your network both in real time and as indicated in the mobility plan (= Traffic Sheet).

What is the current status of your network?
The "Status" line will always indicate that.



AGENCIJA ZA
MOBILNOST I
PROGRAME EU



Network Title

ADRIART.CE

CIII-SI-0816-03-1516

Participating Unit (Coordinator)

University: University of Nova Gorica
Vipavska cesta 13, Rozna Dolina
5000 - Nova Gorica
www.p-ng.si

Unit: School of Arts
Vipavska 13
SI-5000 - Nova Gorica

Contact Person: Tina Smrekar
Contact Person: doc. dr. Peter Purg
Contact Person: Sabina Zelinscek

Curriculum link : www.ung.si/en/study/school-of-arts/study/1DUP/
www.ung.si/en/study/school-of-arts/study/2MUP/

We only exchange thesis students: no

| FINAL INCOMING TRAFFIC FROM participating unit | student | | short term student | | teacher | | short term excursion | |
|--|---------|--------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| | month | person | month | person | month | person | month | person |
| Graz University of Technology Institute of Contemporary Art dr phil daniela brasil | | | | | | | 1 (A: 0) (F: 1) | 3 (A: 0) (F: 3) |
| University of Rijeka Academy of Applied Arts Assist. prof. Melinda Kostelac | | | 2 (A: 0) (F: 2) | 1 (A: 0) (F: 1) | 1 (A: 0) (F: 1) | 1 (A: 0) (F: 1) | 1 (A: 0) (F: 1) | 3 (A: 0) (F: 3) |
| University of Split Academy of Art, Department of Film and Video | | | 2 (A: 0) | 1 (A: 0) | | | | |



AGENCIJA ZA
MOBILNOST I
PROGRAME EU



Dokumentacija NCO-HR-a

Dokumentacija koju NCO-HR šalje stipendistima, 45 dana prije mjeseca u kojem počinje mobilnost (npr. za mobilnosti u listopadu sredinom kolovoza):

- 1. General Information Package (Paket općih informacija)** – dokument koji se šalje stipendistu kojem je dodijeljena stipendija i koji obuhvaća detaljan opis uvjeta stipendije te prava i obveza stipendista. Sastavni dio ovog dokumenta jest prihvatno pismo (*Letter of Acceptance of CEEPUS Mobility Grant*) te *Final/Teacher Report*.
- 2. Provisional Letter of Award – CEEPUS III Mobility Grant (Pismo uvjetne dodjele CEEPUS stipendije)** – pismo uvjetne dodjele stipendije koje izdaje Nacionalni ured za CEEPUS u Hrvatskoj.

Stipendisti moraju potpisati **Letter of Acceptance** (Prihvatno pismo, dio GIP-a) te poslati poštom na adresu Agencije.

Po zaprimanju potpisanog **LoAcc**, NCO-HR šalje putem e-maila **Letter of Award (Pismo dodjele stipendije i pismo odobrenja CEEPUS mreže)** te isplaćuje stipendiju visokom učilištu.

Stipendisti iz NON-EU zemalja koji ostaju u RH dulje od 90 dana moraju prijaviti prebivalište (NCO-HR izrađuje Zahtjev, ZG stipendisti ga preuzimaju u NCO-HR-u, a za ostale stipendiste Zahtjev se šalje poštom koordinatorima)

Profesori iz Austrije i Slovenije, bez obzira na kratkoću boravka moraju zatražiti radnu dozvolu (NCO-HR izrađuje Zahtjev, ZG stipendisti ga preuzimaju u NCO-HR-u, a za ostale stipendiste Zahtjev se šalje poštom koordinatorima).



AGENCIJA ZA
MOBILNOST I
PROGRAME EU



Kontakti

Hrvatski nacionalni ured za CEEPUS – NCO-HR

Agencija za mobilnost i programe EU

Frankopanska 26

10000 Zagreb

T: +385 (0)1 555 7855

+ 385 (0) 1 500 5665

F: + 385 (0) 1 5005 699

E-mail: ceepus@mobilnost.hr

Elvis Žic

Lokalni CEEPUS koordinator na projektu „Building Knowledge and Experience Exchange in CFD ” za Građevinski fakultet Sveučilišta u Rijeci

T: +385 (0)51 265 933

E-mail: elvis.zic@uniri.hr

