

## **Guidelines on the selection process for Key Action 1 mobility projects between Programme and Partner Countries in the field of higher education**

These guidelines aim to clarify the role and responsibilities of experts and National Agencies (NA) in the assessment process of applications relating to “Key Action 1 – Credit mobility” and involving Programme and Partner Countries in the higher education field.

### **a) During the briefing phase:**

For the assessment of KA1- mobility projects in higher education between Programme and Partner Countries, the NA must provide the experts detailed information regarding :

- the indicative budget available for mobility with different Partner Countries or regions ;
- whether the NA applies secondary criteria for certain budget envelopes (only possible if budget envelope is below 60 000 Euros) ;
- ineligible flows under Heading 4 budget: outgoing, short cycle, first and second cycle students from the applicant HEI to Partner HEIs in DCI countries (non-industrialised Asia, Latin America, South Africa);
- whether the NA has decided to make funds available from Heading 1 budget in order to fund the above mentioned mobility flows (which not eligible under Heading 1);
- the award criteria.

### **b) During the assessment phase by expert(s)**

The expert(s) will:

- Check if all mobility flows requested by the applicant are eligible and flag any which are ineligible.
- Based on the assessment of the answers given by the applicant to the qualitative questions (4 for each Partner Country), recommend(s) the NA to:
  - Select the entire mobility project (group of mobility flows between the applicant and the Partner Country concerned).
  - Select only certain mobility flows (e.g. only incoming student first cycle and outgoing staff teaching and training).
  - Reduce some or all mobility flows (e.g. recommend retention of only X% of incoming student first cycle and only Y% second cycle; etc.)
  - Reject the entire mobility project (group of mobility flows between the applicant and the Partner Country concerned).

**c) During the decision phase at NA level**

The evaluation committee will take into account the assessment done by the experts, in terms of

- any identification of ineligible flows;
- any recommendation made concerning the selection, partial selection or reduction of mobility flows;
- the total score per partner country.

Finally, as mentioned in the programme guide, the evaluation committee may do further adjustments of mobility flows in order to respect:

- The level of the budget allocated to the NA under each of the budgetary envelope of the EU external instruments (Heading 4).
- The choice made by the NA (or not) to use Heading 1 funding to finance mobility flows which are not eligible under Heading 4 (outgoing, short cycle, first and second cycle students from the applicant HEI to Partner HEIs in DCI countries, namely non-industrialised Asia, Latin America, South Africa).
- The geographical balance within a given budget envelope in order to avoid that a single country is allocated a disproportionate share of the mobility flows.