**Newsletter No. 3 – July 2022**

Summer is here! And it’s almost vacation time. We hope you all are taking the chance to relax and recharge 😊 The Mobility Online team is trying to split holidays as best we can, however, there will be no coverage during the time of August 19th and August 24th. Except for ensuring that the system is still online.

**Roadmap - Erasmus Without Paper**Erasmus Without Paper (EWP) is an initiative created and co-funded by the European Commission. The goal of EWP is to bring the mobility process into the 21st century by enabling higher educational institutions to exchange the related documentation digitally and enable digital signing of said documentation.  
Participating in EWP is mandatory for any institution taking part in the Erasmus + programme. This being said, the European Commission does not have a final result set in stone. What EWP will look like in the end, is partially a “see as you go” approach. More detailed information can be found [here](https://erasmuswithoutpaper.eu/).

Here at the UT, the implementation of EWP is moving along quiet well. It was decided to implement it one process at a time, starting with outgoing courses. Here the digital learning agreement (DLA) was set up and is in the process of being tested. This means no physical signatures are needed anymore, there is a function within Mobility Online to sign the learning agreement digitally.

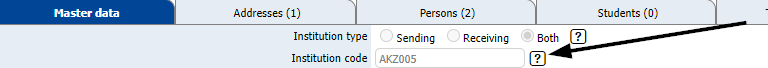
**Poll**How would you like to be informed about the changes to the pipeline and workflow due to EWP?  
Presentation / F2F Meeting  
Short digital walk through / sign up to “intro class”  
Leaflet / Handout  
Manual  
FAQ

**Let’s talk Terminology**We shortly want to highlight the difference of “Changes” and “Extension” in the section “During the mobility” for all outgoing mobility activities. Students should always keep their dates up-to-date for the Calamity Service, this can be done in either of the two steps.  
**During the mobility – Changes:** In this section students can make changes (1) regarding the content of the mobility (e.g. different courses or an adjustment in their research proposal), and/or (2) change the return date.  
**During the mobility – Extension:** In this section a student can make changes to extend their mobility (for a longer period of time, eg. by adding a full semester).

*Important for Erasmus scholarships:* for any changes to have effect with regards to an Erasmus scholarship, changes in dates need to be done within During the Mobility or the Extension section, because the grant will only be recalculated based on the changes in either the Learning Agreement (During the Mobility section) or changes in the Grant Agreement (Extension section).

**Tips & Tricks**

Institution Code  
The institution code is how an institution, be it a partner university or company, is identified in the database of Mobility Online. Thus, it is important that these codes adhere to an agreed standard. Generally speaking there is a split in (a) higher educational institutions and (b) companies or organisations.  
For educational institutions it was agreed that the code includes the location followed by a number, where as for companies the institution code is composed of 3 letters and 3 numbers. Please find here the [link to the wiki page](https://mobi.wiki.utwente.nl/term:mobnr), where detailed instructions and examples can be found.



The final scholarship amount will be calculated in the After the Mobility section. If the student did not make changes to the dates in either of the previous steps (with an additional Learning Agreement or a new Grant Agreement), the following Erasmus/EU guidelines apply:

* *Stay is shorter than initially indicated*: the final amount will be adjusted accordingly and the second payment will be less than initially indicated. The student might even have to pay back part of the advance amount.
* *Stay is longer than initially indicated*: the final amount will remain the same as is confirmed in the Grant Agreement before the mobility. The amount will not be adjusted, and the student will not receive a scholarship for the extra days.