

Incoming Erasmus+ KA171 at the University of Cádiz

Welcome to the University of Cádiz!



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Offices at the UCA

- International Office – Administrative issues related with the grant and period of stay.
- Secretary's Office at the Faculty - Administrative issues related with the matricula (enrollment), grades, courses.
- Faculty academic coordinator – All academic issues (selection of courses, timetable, change of courses, etc.)



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International Office

- Difference between Erasmus (KA131/ KA171) and visiting students.
- Passport issues:
 - Copy of the Passport as an identification document.
- Visa and Migration issues:
 - Visa for studies
 - Visa for less than 180 days – NO mandatory NIE/TIE.
But it is possible during the first month of the stay.
- Travel to another countries:
 - Contact with the Embassy/Consulate of the country in Spain.
- Grant Agreement:
 - Mandatory
 - Amendments



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Different programs

- Erasmus+ KA171 UCA
- Erasmus+ KA171 TransFrontEU
- Erasmus+ KA171 Líder África



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Registration sessions

- Mandatory General session
- Mandatory Special session



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Grant calculation example:

- A student arrives and registers on the 18 of September 2026.
- A student's departure is on the 12 of February 2027.
- Period of stay: 18/09/2026 – 12/02/2027.
Total: 145 days.
- 1 month– 30 days. Therefore $145/30=4$ months and 25 days.
- 4 months: $850*4$ months + $850/30*25$ days = **4108 euro.**
- + Travel Grant **(211, 309, 395, 580, 1188, 1735)**
- ***Specific additional grant for inclusión: 250 euros/month**



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Grant calculation example:

- The student might arrive after the 18/09/2026 and leave the UCA before 12/02/2027:
 - If he/she has taken his/her final exams.
 - If he/she informed the International Office and his/her academic coordinator.
- The amount of the grant will be proportionally reduced:
For example, date of arrival: 01/10/2026; date of departure: 10/02/2027. Total granted days: 4 months and 10 days.
 $850 \text{ euros} * 4 + 850 \text{ euros} / 30 \text{ days} * 10 \text{ days} = 3\,683 \text{ euros}.$



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Distance slot

TRAVEL DISTANCE	AMOUNT PER PARTICIPANT
Between 10 and 99 Km	28 €
Between 100 and 499 Km	211 €
Between 500 and 1999 Km	309€
Between 2000 and 2999 Km	395€
Between 3000 and 3999 Km	580€
Between 4000 and 7999 Km	1188€
8000 Km or more	1735€

Distance Calculator: <https://erasmus-plus.ec.europa.eu/resources-and-tools/distance-calculator>



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Travel support

- You don't have to present any Bill or report to receive the travel support
- The travel support is not paid apart. It is included in the payment of the Total grant
- On 18/09/2026 you will receive 80% of the total grant:
80% of the individual support + 80% of the Travel support + 80% of the additional fewer opportunities support (if the student has this kind of support)

Fewer opportunities

- More information:

<https://internacional.uca.es/erasmus-inclusion/?lang=en>

Possibility of Erasmus+ inclusion:

1. Additional grant for fewer opportunities (unit costs 250 euros/month)
2. Support for inclusion (real costs): medicines, specific treatment, etc. Based on bills

Funding information in ORIUCA

<https://gestionmovilidad.uca.es/>

Fuentes de Financiación

- **SEPIE** (*Todos*) días a pagar: mín: 60, máx: 150. A pagar desde día 1 hasta día 150. Según estancia : **139 días** (4 meses y 19 días).

Línea de pago	Cantidad	Tipo	Periodicidad	Total
BAND_50 (3000-3998 km)	530,0 €	Pago por banda de distancia	Pago único	530.0€
SEPIE ALUMNOS ENTRANTES ESPAÑA KA171	850,0 €	Pago simple	Pago mensual	3938€
				4468.0€

- **SEPIE** (*Inclusión*) días a pagar: mín: 60, máx: 150. A pagar desde día 1 hasta día 150. Según estancia : **139 días** (4 meses y 19 días).

Línea de pago	Cantidad	Tipo	Periodicidad	Total
SEPIE INCLUSIÓN ALUMNOS ENTRANTES ESPAÑA KA171	250,0 €	Pago simple	Pago mensual	1158€
				1158€

Ayuda Total

5626,0€



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Frequently asked questions

1. **Extention of stay:**

- Detailed instructions on the webpage of the Call
- Extension funded or without an additional funding
- Required documents:
 - Learning agreement for the 2nd semester signed by the UCA's and home University coordinators
 - Application for extension signed by the UCA's and home University coordinators
- Deadline: 31/11/2026

2. **You can't** choose anual courses if you only came for one semester.



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Travel Insurance

ERGO

Seguros de Viaje

<https://internacional.uca.es/seguro-de-viaje-ergo/>

How to use it: <https://internacional.uca.es/24-25-erasmus-ka171-sms-in-lider-a>



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Grant payments

- First payment: 80% of the grant by bank cheque at the arrival of the student at the information meeting on 18/09/2026. More information will be sent by email. **Original Passport needed.**
- Second Payment: 20% of the grant by bank cheque or transfer of money to your Spanish bank account 20 days after BM survey. At the very end of your stay. End of January.



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How to open a Spanish Bank account

- Recommendation: Banco Santander, c. Churuca, 4
- Requirements:
 - Valid Passport
 - Document of Matricula
 - Invitation Letter (the same as for the visa issue)
 - Leasing contract of accommodation in Spain.
- Your name and surname have to match with the personal data in your passport



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Period of stay

- Minimum period – 60 days.
- Maximum financed period – 150 days.
- The total amount of the grant corresponds to the actual number of days spent at the University of Cadiz.
- You're compromised to stay at the University of Cadiz during the whole period indicated in your grant agreement.



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Modules

- Undergraduate students can only follow modules in our degree programmes.
- Master students can follow modules in Master and degree programmes.
- Doctorate students can follow Doctorate modules (“matrícula” online). Master and degree modules.



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PhD students

- Institutional Coordinator: Natalia García Carbonell
- Academic tutor: Professor you are going to work with during your period of stay, specific for each student depending on his/her field of studies.



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Modification of Learning Agreement

First, you have to do the Automatricula

Then, you can do the modification of the matricula and LA.

- First step: Make changes in the learning agreement with your coordinator at the UCA and then sign it (section “During the mobility”).
- Second step: Get it signed by your coordinator at your Home University (LA “During the Mobility”).
- Upload the document to your ORIUCA’s profile and modify the Matricula at the Secretary’s Office of your UCA’s.



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Follow-up meetings

- Online or in person (more information will be send by email):
 - End-November.
 - By the Follow up meetings you will have to upload the LA during the mobility (if you have done any changes in the LA) to your ORIUCA's profile.
 - Communicate the exact day of your departure.



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Ammendment

- You will have to sign an amendment to you grant agreement if your period of stay is different to 18/09/2026 – 12/02/2027.
- You will be informed about the procedure by email.
- *Not valid for students from the Intensive Spanish course



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At the end of your stay

- You will have to fill out the Beneficiary Module survey one month before your departure.
- You will receive your certificate of departure (**only the day of the departure**).
- Send us back your Learning Agreement with “After the mobility” section filled in and signed by your home University to confirm that the modules have been recognized, **by the 15 of March 2027**.



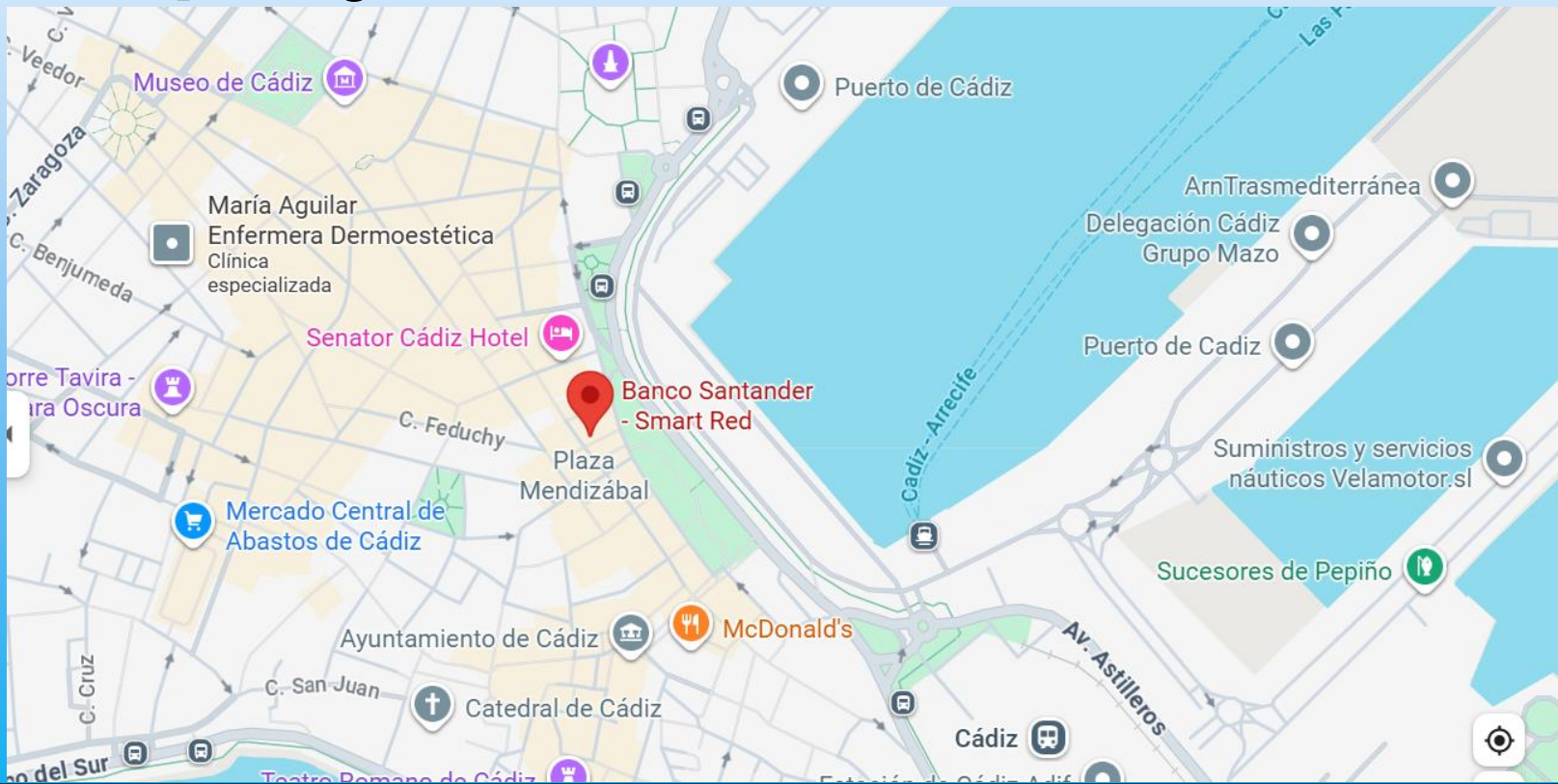
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Grant Agreement

- Signature
- Cádiz, 18/09/2026
- Order of the grant Agreement and payments:
- Intensive course
- Zero grant
- Other students

Bank cheque

- Revise your Name and Surname
- Passport needed
- Address: C. Churruca, 4, 11006 Cádiz
- Opening hours: 9:00 – 14:00



Visiting hours
of the International Relations Office:

Monday-Friday
from 9:00 to 14:00



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Further information

Oficina de Internacionalización

Universidad de Cádiz

Plaza Falla 8

Planta baja

E-11003 Cádiz

erasmus.ka107.incoming@uca.es

<https://internacional.uca.es/26-27-erasmus-ka171-sms-in/>



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Thank you!