

**EU-METALIC II**

EU | Morocco | Egypt | Tunisia | Algeria | Libya  
International Cooperation



# EU-Morocco-Egypt-Tunisia- Algeria-Libya International Cooperation (EU-METALIC II) Erasmus Mundus – Action 2 – Strand 1 Programme

## Guide to Applying for an EU-METALIC Scholarship



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# What is EU-METALIC II?

- EU-METALIC II is an EU funded project under the Erasmus Mundus Action 2 Strand 1 scheme.
- In accordance with the overall Erasmus Mundus Action 2 Strand 1 objectives, the EU-Morocco-Egypt-Tunisia-Algeria-Libya International Cooperation (EU-METALIC II) aims to promote European higher education, to help improve and enhance the career prospects of students and to promote intercultural understanding through cooperation with Morocco, Egypt, Tunisia, Algeria and Libya, in accordance with EU external policy objectives in order to contribute to the sustainable development of these countries in the field of higher education.
- The EU-METALIC II programme facilitates student and staff mobilities between Morocco, Egypt, Tunisia, Algeria and Libya and the EU



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# Partners

## EU PARTNERS (10)

Cardiff Metropolitan University – UK

Ecole Centrale de Nantes - France

Freie Universitat Berlin - Germany

La Sapienza University of Rome – Italy

University of Bologna - Italy

University of Bordeaux 1 - France

University of Graz - Austria

Universite Montpellier 1 - France

University of Santiago de Compostela - Spain

University of Zagreb - Croatia

## LOT COUNTRY PARTNERS (10)

Superior Institutions of Science and Technology - Morocco

University Hassan II, Casablanca - Morocco

Ain Sham University - Egypt

Alexandria University - Egypt

Arab Academy for Science & Technology - Egypt

University of Tunis - Tunisia

University of Algiers 1 - Algeria

University AbouBekr Belkaid of Tlemcem - Algeria

Libyan Open University - Libya

University of Sirte - Libya



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# Project Objectives

The EU-METALIC II project has set objectives which are in line with EMA2-Strand1 objectives which contribute to the mutual enrichment of third-countries and the EU, not only in academic matters, but also in political, educational, cultural and economic matters. These objectives are:

- To better adapt the Moroccan, Egyptian, Tunisian, Algerian and Libyan institutions to contribute to national development needs and to respond to globalisation challenges.
- To better integrate the Third-Country universities within the Euro-Mediterranean area.
- To contribute to the mutual enrichment of societies by developing the qualifications of the three target groups at all levels.
- To promote mobility both for students, researchers, academics and administrative staff from third countries especially from vulnerable groups, selected on the basis of academic excellence, to obtain qualifications and/or experience in the European Union;
- To raise the academic level and international visibility of the third-countries partners' Higher Education through joint degrees, co-tutorship of thesis, new programmes and exchange of academic staff. This will develop and strengthen the HE learning and teaching capacity of the Third-Country institutions.



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# Target Groups

## **TARGET GROUP 1 – all 5 mobility levels, both mobility directions**

Students, and staff registered in one of the Higher Education Institutions that is a member of the partnership.

## **TARGET GROUP 2 – Masters, Doctorate Post-Doctorate and Staff only, both mobility directions**

Nationals of the lot countries concerned by the geographical lot, who are registered in a higher education institution of these countries that is not included in the partnership (students and staff), or who have obtained a university degree or equivalent by an institution of these countries (students only). This includes the possibility of providing mobility opportunities to lot-country nationals working in public administration, public and private enterprises and non profit organisations.

Or

Nationals of European countries who are registered in a higher education institution (not included in the partnership) of any European country (students and staff), or who have obtained a university degree or equivalent by any European HEI (students only).

## **TARGET GROUP 3 – UG, Masters, Doctorate and Post-Doctorate only; South-North mobility only**

Nationals of the lot countries concerned by the geographical lot who are in particularly vulnerable situations, for social and political reasons. For example:

- ✓ having a refugee status or asylum beneficiaries (international or according to the national legislation of one of the European recipient countries) or;
- ✓ it can be proved that they have been the object of unjustified expulsion from university on racial, ethnic, religious, political, gender or sexual inclination or;
- ✓ they belong to an indigenous population targeted by a specific national policy or IDPs (Internally Displaced Persons)



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# European Students

To be eligible, European students (undergraduate and master students as well as doctoral and post doctoral candidates):

1. Must be a national of one of the eligible European countries;
2. For Target Group 1 (TGI): students need to be registered at one of the European countries HEIs within the partnership at the time of submitting their application to the partnership. Undergraduate students must have successfully completed at least one year of studies in their home institution;
3. For Target Group 2 (TGII): students need either to be registered in a HEI (not included in the partnership) of any European country or to have obtained a university degree or equivalent from a HEI of any European country;
4. Must have sufficient knowledge of the language of the courses or of one of the languages currently spoken in the hosting countries.
5. Undergraduate students must have successfully completed at least one year of studies at first higher education level



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# Staff (Academic & Administrative)

In order to be eligible, academic and administrative staff hereafter referred as "staff":

1. Must be a national of one of the eligible European countries;
2. For Target Group 1 (TGI): EU staff must work in or be associated to one of the EU HEIs participating in the partnership;
3. For Target Group 2 (TGII): EU staff must work in or be associated to a HEI (not included in the partnership) of any European country.
4. The mobility assignments must be based on partnership agreements between the members of the partnership;
5. The home and host universities and the individual staff must agree on the programme of lectures to be delivered by the visiting staff, on the research activities or on the type of training to be followed.



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# Scholarship Duration

| <u>Type of mobility</u> | <u>Mobility Duration</u>   |
|-------------------------|--|
| Undergraduate           | 1 academic semester – 10 months (TG1)<br>1 academic semester – 36 months (TG3)       |
| Master                  | 1 academic semester – 24 months (TG1)<br>1 academic semester – 24 months (TG2 & TG3) |
| Doctorate               | 6 – 36 months (TG1, TG2 & TG3)   |
| Post-doctorate          | 6 – 10 months (TG1, TG2 & TG3)   |
| Staff                   | 1 – 3 months (TG1 & TG2 only)  |



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# The Scholarship

1. Subsistence Allowance transferred to beneficiary on a monthly basis:
  - Undergraduate & Master: 1.000 euro
  - Doctorate: 1.500 euro
  - Post-Doctorate: 1.800 euro
  - Staff: 2.500 euro
2. Travel Costs: from 500 euro up to 1.500 euro
3. Participation Costs : 3.000 euro for student mobilities of at least 10 months
4. Insurance: 75 euro per month



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# Scholarship Details

Compliance with the mobility requirements:

% of mobility per Target Group

- Target Group 1 must represent at least 50% of the individual mobility covered by the project;

% of mobility per country

- Lot-country students and staff need to represent at least 70% of the individual mobility covered by the project
- European students and staff cannot exceed 30% of the individual mobility flows covered by the project.

% distribution per type of mobility

|                            |                     |
|----------------------------|---------------------|
| Undergraduates             | 30-40% of the total |
| Masters                    | 15-25% of the total |
| Doctorates                 | 5-15% of the total  |
| Post-Doctorate fellowships | 5-15% of the total  |
| Staff                      | 15-25% of the total |



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# Selection Documents

- A comprehensive list of documents that must be uploaded with your application in order for it to be considered eligible are detailed on the EU-METALIC II website according to the mobility level.
- **IMPORTANT INFORMATION:**
  - ❖ All documents attached in electronic format to the application will also have to be submitted as original signed documents at the host institution once if you are successfully selected.
  - ❖ You must upload scanned versions of all your original documents (transcripts of record, diploma, degree certificates, language certificates etc.) in the following formats only: PDF, JPEG, JPG, BMP, PNG, GIF. In addition, scanned versions of certified translations/official translations of all these documents into English or the language of your host country are obligatory!
- **\*\*PLEASE NOTE\*\*:** The documents listed on the website is general guidance on the documents you need to gather to upload with your application. Some Host Universities may require additional documents. For this reason we ask that you read the information, detailed in the programme information under Pre-requisites, and also on the Partner Information Sheets available on the project website. If you have any doubts, please ensure you email your respective Host University.



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# How to Apply

**Register as an Applicant**  
Please select 'Register'

Start the application process by registering an account on this page.

The screenshot shows the top of the EU-METALIC II website. The header features the project title "EU-METALIC II" and the Erasmus Mundus logo. Below the header, there is a "Helpdesk" section with an "Announcements" tab. The main content area contains text about the project's funding and application process, along with social media links for Facebook and a Helpdesk. On the right side, there is a "Login" section with input fields for "Username /Email Address" and "Password", a "Remember me?" checkbox, and a "Log in" button. Below the login fields are links for "Forget your password?" and "Register".

**User Registration**

Select Title\*

Full Name\*

Family Name\*

User Name\*

Email Address\*

Confirm Email Address\*

Where did you hear about us?\*

**EYT5AY** Please note: CAPTCHA is case sensitive.

Enter Captcha\*

It is very important that you provide a **valid email address.**

Once you have successfully created an account, you will be prompted to log in to the online database using the username and password you have just registered with.



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## Personal Information

### General Information

Below you must complete all cells marked with a red (\*) asterisk. Please provide complete and accurate data. Once you have completed this section, please read the terms and conditions and tick the approval box to demonstrate that you agree to the terms and conditions. Please Save this data by selecting the Save button at the bottom of the page, before proceeding to the next stage: Available Programmes.

|                                  |  |
|----------------------------------|--|
| Title*                           | Mr.  |
| Full Name*                       | John   |
| Family Name*                     | Smith  |
| Gender*                          | Male   |
| Date of Birth*                   | 16/10/2013   |
| Home Country*                    | Andorra  |
| Marital Status*                  | Married  |
| Nationality                      | Libya  |
| Do you have some special needs ? | <input type="checkbox"/> : Yes <input checked="" type="checkbox"/> :No |

## 1. Basic Information

Please first select which Target Group you belong to by reading the group description. Once you have selected the Target Group, please select "Save".

You will then proceed to enter you basic information. Please complete all required fields in this section. Please be careful when entering the data as this information is vital for future correspondence and evaluation purposes!

- Please also indicate in this section if you have any special needs.
- Once completed please ensure you read and agree to the eligibility clauses and the Terms & Conditions and click "Save" button and proceed to "Available Programmes" section.





## 2. Available Programmes

Select “Available Programmes” and use this section to find the suitable programme(s) for your criteria. You have the choice of applying for 2 host universities in this section.

Please use the filters to minimise your search of programmes according to your preference.

**Please note:** You may not get any relevant programmes list in case that there is no programme(s) offered by the Partner Universities complying with the condition(s) you applied to the filter(s). This can be double checked by viewing Fields of Study on the EU-METALIC II website.

Once you have selected up to a maximum of 2 choices, please proceed by clicking “Apply Now”.

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Erasmus Mundus

Monday, 21 October 2013, 6:10:51 PM

Welcome: Anna  
User ID: 187 Log-out

Helpdesk

1 Target Group 2 Basic Information 3 Available Programmes 4 Apply for Programmes 5 Review Application 6 Submit Application

Search and apply for courses Collapse [-]

Below you can search for the available applications for scholarship. Please note that each applicant has a maximum of 2 choices. You can apply a filter on the types of programme you wish to review by using the filter options at the top of this page. You can review the programme details by selecting the Programme Title. Once you have decided upon your preferred programmes, please select “Apply Now” and proceed with uploading the required supporting documents.

Important: If you choose to add a programme to your favourites, this will not constitute an application, therefore please ensure that you click “Apply Now” once you have made your decision.

Keyword  Clear

Mobility Level -- Select -- Clear

Mobility Type -- Select -- Clear

Language of Instruction -- Select -- Clear

Host University -- Select -- Clear

Classification -- Select -- Clear

Apply Filter Clear Filter

Total number of programme : 3110 Showing 1 to 50 of 3110 programme

| Program title                                    | Mobility type     | Mobility level | Course classification | Start date    | Duration (months) | Host university                | Language of instruction | Apply                     | Bookmark                 |
|--|-------------------|----------------|-----------------------|---------------|-------------------|--------------------------------|-------------------------|---------------------------|--------------------------|
| <a href="#">Accelerator Physics</a>              | Exchange Mobility | Doctorate      |                       | By 31/12/2014 | 10                | La Sapienza University of Rome | Italian                 | <a href="#">Apply now</a> | <a href="#">Bookmark</a> |
| <a href="#">Advanced Technologies In Surgery</a> | Exchange          | Doctorate      | Medicine              | By            | 10                | La Sapienza University of      | Italian                 | <a href="#">Apply now</a> | <a href="#">Bookmark</a> |



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## 2.1 Search and Apply for Course(s)

Once your filters are applied you can review the available programmes. By selecting the Programme title you can view further details on the programme.

If you are just browsing you can “**Bookmark**” this course and it will be stored in your “**Bookmarks**” located at the top right-hand side of the web browser. This function allows you to gather several programmes of interest and compare and contrast them to suit your academic strengths prior to applying.

Once you are ready to apply to a programme, please select “**Apply Now**”.

| Total number of programme : 886  |                   |                |                       |            |                   |                                |                         |                           | Showing 1 to 50 of 886 programme |  |
|--|-------------------|----------------|-----------------------|------------|-------------------|--------------------------------|-------------------------|---------------------------|----------------------------------|--|
| Program title  | Mobility type     | Mobility level | Course classification | Start date | Duration (months) | Host university                | Language of instruction | Apply                     | Bookmark                         |  |
| <a href="#">Advanced Economics</a>   | Exchange Mobility | Master         | Economics             |            | 10                | La Sapienza University of Rome | English                 | <a href="#">Apply now</a> | <a href="#">Bookmark</a>         |  |
| <a href="#">Advanced Economics</a>   | Exchange Mobility | Master         | Economics             |            | 6                 | La Sapienza University of Rome | English                 | <a href="#">Apply now</a> | <a href="#">Bookmark</a>         |  |
| <a href="#">Analisi e gestione delle attività turistiche e delle risorse</a> | Exchange Mobility | Master         | Economics             |            | 10                | La Sapienza University of Rome | Italian                 | <a href="#">Apply now</a> | <a href="#">Bookmark</a>         |  |
| <a href="#">Analisi e gestione delle attività turistiche e delle risorse</a> | Exchange Mobility | Master         | Economics             |            | 6                 | La Sapienza University of Rome | Italian                 | <a href="#">Apply now</a> | <a href="#">Bookmark</a>         |  |
| <a href="#">Analisi Economica delle Istituzioni Internazionali</a>           | Exchange Mobility | Master         | Public Administration |            | 10                | La Sapienza University of Rome | Italian                 | <a href="#">Apply now</a> | <a href="#">Bookmark</a>         |  |
| <a href="#">Analisi Economica delle Istituzioni Internazionali</a>           | Exchange Mobility | Master         | Public Administration |            | 6                 | La Sapienza University of Rome | Italian                 | <a href="#">Apply now</a> | <a href="#">Bookmark</a>         |  |
| <a href="#">Archeologia</a>  | Exchange Mobility | Master         | Others Humanities     |            | 10                | La Sapienza University of Rome | Italian                 | <a href="#">Apply now</a> | <a href="#">Bookmark</a>         |  |
| <a href="#">Archeologia</a>  | Exchange Mobility | Master         | Others Humanities     |            | 6                 | La Sapienza University of Rome | Italian                 | <a href="#">Apply now</a> | <a href="#">Bookmark</a>         |  |



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## 4. Submitting your application

When you are ready to submit a course for scholarship application, please press the “Submit” button.#

Log Out

1 Target Group 2 Basic Information 3 Available Programmes 4 Apply for Programmes 5 Review Application 6 Submit Application

### Applied programmes

| Programme title  | Host university                | Mobility type     | Mobility level | Start date    | Duration | Priority | Status            | Upload              | Document(s)           |
|--|--------------------------------|-------------------|----------------|---------------|----------|----------|-------------------|---------------------|-----------------------|
| Asia and Africa s Civilizations Cultures and Societies | La Sapienza University of Rome | Exchange Mobility | Doctorate      | By 31/12/2014 | 10       | 1        | Missing Documents | Mandatory Documents | Specific to Programme |

Back

Review Application

### Caution

- When you are happy with your application click on the ‘**Submit**’ Button, but once the application is submitted, **you cannot amend your application or change any of the uploaded documents.** Notice the buttons are greyed out once an application has been submitted and your application status will automatically update.
- You will also receive an email to confirm your submission.



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# For General Enquiries

To Contact the EU-METALIC II Project Team for any general queries or to report technical errors, please select HELPDESK on the 'Contact Us' page of the website, or on the application homepage. You will then be able to complete your query ticket. If your query is course or university specific please contact the assigned contact person, details of which are found in the Partner University Information Sheets under the 'Partners' section.



The screenshot shows the EU-METALIC II Helpdesk page. At the top, there is a banner with the text "EU-METALIC II" and "EU | Morocco | Egypt | Tunisia | Algeria | Libya International Cooperation" next to the Erasmus Mundus logo. Below the banner, the word "Helpdesk" is visible. The main content area is divided into two columns. The left column is titled "Announcements" and contains the text "No announcement." The right column contains several paragraphs of text: "The EU-METALIC II Project offers scholarships at Undergraduate, Master, Doctorate, Post Doctorate and Staff Levels. This scholarship is funded by the European Commission under the [Erasmus Mundus Programme](#) and covers travel, insurance (health, travel and accident), participation costs and a monthly subsistence allowance for the entire duration of the project." "Before you register with us to apply for an EU-METALIC II Scholarship, please check the [Eligibility Criteria](#), types of [scholarships](#) available, the [Fields of Study](#) offered by Partner Universities and the [Selection Documents](#) required for the programme you are applying for by partner universities as listed on the [project website](#)." "We would like to take this opportunity to wish you all the very best with your applications. Should you have any questions of queries, please do not hesitate to submit a ticket on our dedicated Help Desk or email [eumetalic2@cardiffmet.ac.uk](mailto:eumetalic2@cardiffmet.ac.uk)." "Good luck!" "The EU-METALIC II Project Team". At the bottom of the right column, there are two buttons: "Find us on Facebook" and "Contact Helpdesk".



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