

Application

Programme	Erasmus+
Action Type	KA122-VET - Short-term projects for mobility of learners and staff in vocational education and training (KA122-VET)
Call	2024
Round	Round 1

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Context

Welcome to the application form for Vocational Education and Training

Please verify that your organisation is eligible for the field you have chosen. If you are not certain which field you can apply for, you should contact your National Agency for advice.

Field of application	Vocational Education and Training			
Project title	Znanjem pomeramo granice			
Project title in English	We push the boundaries with knowledge			
Project start date (dd/mm/yyyy)	Project duration	Project end date (dd/mm/yyyy)	National Agency of the applicant organisation	Language used to fill in the form
01/09/2024	12	31/08/2025	RS01 - Foundation Tempus - Erasmus+ programme	Serbian

For further details about the available Erasmus+ National Agencies, please consult the following page [List of National Agencies](#).

Rules on number of participations: according to the Erasmus+ Programme Guide, within a period of any five consecutive call years, an organisation can receive a maximum of three grants for short-term projects in the same field (adult education, school education, or vocational education and training). Grants received in the 2014-2020 period do not count towards this limit.

If you would like to participate in Erasmus+ each year, please consider applying for an accreditation.

Project Summary

Please provide short answers to the following questions to summarise the information you have provided in the rest of the application form.

Please use full sentences and clear language. In case your project is accepted, the summary you provided will be made public by the European Commission and the National Agencies.

i. Background: Why did you apply for this project?

Osnovna je motivacija da učenici steknu nova znanja, veštine i stavove, da se upoznaju sa savremenim tehničkim dostignućima, radnom etikom različitom od one na koju su navikli i značajem timskog rada. Bitno je da učenici ojačaju svoje jezičke kompetencije i da razviju svest o značaju poznavanja bar jednog stranog jezika.

Cilj je da se nastavnici u većem broju aktivno uključe u međunarodne projekte i da se škola stekne reputaciju dinamične obrazovne ustanove posvećene dobrobiti svojih učenika.

Please provide a translation in English.

The basic motivation is for students to acquire new knowledge, skills, and attitudes, to familiarize themselves with contemporary technological achievements, work ethics different from what they are usually used to and the importance of teamwork. It is essential for students to strengthen their language competencies and develop an awareness of the significance of speaking at least one foreign language.

The goal is for teachers to actively engage in international projects at a greater scale and.

ii. Objectives: What do you want to achieve by implementing the project?

Želimo da učenici i nastavnici vide dobre primere stručnog obrazovanja i industrijske prakse u Nemačkoj. Da učenici pre svega shvate značaj poznavanja stranog jezika i značaj timskog rada. Bitno je da se učenici upoznaju sa nemačkom radnom etikom i da imaju bar delimičnu predstavu o perspektivi koju im vredan rad obećava. Da steknu osećaj života u stranoj, znatno drugačijoj sredini. Cilj je poboljšanje kvaliteta rada škole i njene reputacije kao ustanove posvećene kvalitetnom obrazovanju.

Please provide a translation in English.

We want students and teachers to see good examples of professional education and industrial practice in Germany. It is crucial for students to understand the importance of knowing a foreign language and the significance of teamwork. It is also important for them to become acquainted with German work ethics and to have at least a partial understanding of the possibilities that diligent work promises them. They should gain a sense of life in a foreign and significantly different environment.

iii. Results: What results do you expect your project to have?

Da se i kod učenika ali i kod nastavnika razvije želja za učenjem, usavršavanjem, dinamičnošću. Da učenici shvate da je znanje kapital i ulaznica za bolji život, resurs koji im niko ne može oduzeti, da bolji život zavisi od njihovog truda. Da izađu iz sopstvene zaštićene zone komfora i hrabro prihvate nove izazove. Vrlo nam je bitno da posle prvog perioda straha i nepoverenja i nastavnici uzmu masovno učešće u sličnim projektima što je siguran put da škola stekne još bolju reputaciju.

Please provide a translation in English.

To develop a desire for learning, improvement, and dynamism among both students and teachers is essential. Students should realize that knowledge is capital and a ticket to a better life, a resource that no one can take away from them, and that a better life depends on their efforts. Encouraging them to step out of their own comfort zones and courageously embrace new challenges is crucial. It is very important that, after the initial period of fear and mistrust, teachers actively participate in.



Applicant organisation

OID	Legal name	Country	Region	City	Website
E10318546	Mechanical engineering and transportation school	Serbia	Регион Шумадије и Западне Србије	Сасак	www.mssca.edu.rs

Participating Organisations

To complete this section you will need your organisation's identification number (OID).

If you have an OID number please introduce it in this section.

If you are not sure if you have OID number, you can check here: [Organisation Registration System](#)

If you do not have OID number, you can create one here: [Register New Organisation](#)

Applicant - Mechanical engineering and transportation school (E10318546 - RS)

Organisation ID	Legal name	Country
E10318546	Mechanical engineering and transportation school	Serbia

Applicant Organisation details : Mechanical engineering and transportation school

Legal name	Mechanical engineering and transportation school
Country	Serbia
Region	Регион Шумадије и Западне Србије
City	Cacak
Website	www.mssca.edu.rs

My organisation plans to work with other supporting organisations that are not going to host our participants, but are going to help with the implementation of activities.

No

Background

In this section you should answer the question: "Who are you as an organisation?"

If you are applying on behalf of a larger organisation with multiple departments or sections, it is important that you clearly describe the structure of the entire organisation and explain which parts of the organisation are working in the field covered by this application. The field of the application is stated in the section 'Context'. It can be adult education, vocational education and training, or school education.

The following information is completed based on the information linked to your organisation identification number (OID):

Is the organisation a public body?	Is the organisation a non-profit?
Yes	Yes

Please choose the organisation type that best describes your organisation.

Type of organisation	School/Institute/Educational centre – Vocational Training (secondary level)
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Please briefly present your organisation.

i. What are your organisation's main activities? What kind of learning programmes is your organisation offering? If your organisation is providing more than one educational programme, please specify which of those programmes belong to the field of this application.

Mi smo srednja stručna škola. Vodimo poreklo od Zanatsko trgovačke škole osnovane 1903. godine. Vremenom smo širili delokrug naših aktivnosti a pod imenom Mašinska škola postojimo od 1967. Sadašnje ime smo dobili 2003. kada smo počeli i sa područjem rada saobraćaj. Posle smo aktivnosti proširili obrazovanjem tehničara mehatronike, zatim umetničkim profilima i na kraju tekstilstvom. Škola trenutno ukupno ima 965 učenika, 111 nastavnika i 33 pomoćna radnika. U području mašinstva imamo po godini dva odeljenja NOKS 4 i to tehničar za kompjutersko upravljanje mašinama, tehničar za konstruisanje i dva odeljenja trogodišnjih profila - mehaničar motornih vozila/ bravar zavarivač i operater mašinske obrade rezanjem. Imamo jedno odeljenje tehničara mehatronike. U oblasti saobraćaja dva odeljenja tehničara drumskog saobraćaja i jedno odeljenje vozača. Tu je i jedno odeljenje umetničkih smerova i jedno modelara odeće. Na ovu mobilnost želimo da pošaljemo učenike iz mašinstva i mehatronike.

ii. Please describe the learners attending learning programmes at your organisation. What are their profiles and age groups? In particular, please mention if you are regularly working with participants with fewer opportunities, and how?

Kao srednja škola radimo sa decom starosti od 15 do 19 godina. U našoj školi ima više dečaka nego devojčica što je na mašinstvu posebno izraženo. Kod tehničara drumskog saobraćaja odnos dečaka i devojčica je približno jednak a kod vozača je znatno više dečaka. U mehatronici je više dečaka dok su u tekstilstvu samo devojčice. Po tradiciji, najbolji učenici osmog razreda uglavom ne upisuju našu školu i protiv toga se konstantno borimo. Našu školu upisuje veći broj učenika slabijeg materijalnog stanja a svake godine se upiše do 10 učenika koji su osnovnu školu završili po IOP (Individualni obrazovni progrm). Radu sa tim učenicima posvećujemo posebno pažnju. Takođe smo aktivno uključeni u projekat dualnog obrazovanja. Prvo su sa dualom počeli tekstilci, pa trogodišnji profili u mašinstvu, mehatroničari prošle godine a od ove godine po dualu idu i učenici četvorogodišnjih smerova iz oblasti mašinstva. Očekujemo da se i saobraćajni smerovi uključe u dual. Na mobilnost u ovom konkursu smo kandidovali učenike iz mašinstva i mehatronike a u kasnijim projektima planiramo da uključimo i učenike iz ostalih područja rada.

iii. How many years of experience does your organisation have implementing these learning programmes?

50

What is the size of your organisation in terms of number of learners and staff? If your organisation is working in more than one field of education and training, please only include learners and staff in the field of this application.

Number of learners	537
Number of teaching staff	111
Number of non-teaching staff	33

Past Participation

Action Type	As Applicant		As Partner or Consortium Member	
	Number of project applications	Number of granted projects	Number of project applications	Number of granted projects
Short-term projects for mobility of learners and staff in vocational education and training (KA122-VET)	1	0	0	0
Newcomer organisation	Yes			
Less experienced organisation	Yes			
First time applicant	Yes			

Would you like to make any comments or add any information to the summary of your organisation's past participation?

U vezi odgovora na pitanje koliko dugo naša škola ima obrazovne profile iz kojih smo kandidovali učenike nije moguće dati jednoznačan odgovor. Trogodišnje profile - Mehaničar motornih vozila (prethodno se zvao automehaničar), bravar-zavarivač imamo preko 50 godina. Operatere mašinske obrade obrazujemo već 28 godina. Tehničare za kompjutersko konstruisanje 27 godina, Tehničare za kompjutersko upravljanje mašinama 19 godina a Tehničare mehatronike 15 godina.

Project objectives

What are the most important needs and challenges your organisation is currently facing? How can an Erasmus+ mobility project help improve your organisation for the benefit of all of its learners? Please illustrate your answers with concrete examples.

Mašinsko-saobraćajna škola ima dugo iskustvo u obrazovanju kadrova iz područja mašinstva i obrade metala a u poslednjih dvadeset godina iz oblasti saobraćaja a nešto skorije iz mehatronike, umetnosti i tekstilstva. Škola deli sudbinu zemlje u kojoj se nalazi što znači da je prošla kroz puno turbulencija, velikih kriza, reformi, temeljnih promena društvenog sistema. Ovde ćemo se fokusirati samo na mašinstvo i mehatroniku jer za početak učenike iz tih profila šaljemo na mobilnost.

Najviše izazova imamo u području rada mašinstvo i obrada metala jer tu imamo najviše učenika-423, kao i obrazovnih profila. Poznato je da su mašinske škole skupe za državu jer su za izvođenje nastave potrebne opremljene radionice za praktičnu nastavu i odgovarajući kabineti. Upravo je opremljenost tih radionica i kabineta najveći problem. Dok gimnazijama karikirano rečeno trebaju kreda i tabla u mašinstvu je sasvim drugačije. Oprema nam je zastarela, nedovoljno je ima i uvek smo teško držali korak sa savremenim trendovima ali potresi iz devedesetih godina su imali poguban uticaj na našu školu kao i društvo u celini. Jasno nam je da je najgori pristup biti pasivan i čekati pomoć od države koja pomaže u okviru svojih mogućnosti ali to nije dovoljno. Zato aktivno učestvujemo na raznim konkursima, apliciramo za razne projekte u cilju obezbeđivanja sredstava za nabavku savremene opreme. Trudimo se da učenici provode što više vremena u tehnološki naprednim kompanijama u okruženju. Aktivno smo uzeli učešće u implementaciji dualnog obrazovanja.

Stalno usavršavanje nastavnog kadra, njihovo upoznavanje sa savremenim trendovima je stalni zadatak svih zaposlenih u školi. Usvajanje koncepta celoživotnog učenja je cilj kom smo posvećeni kako kod profesora tako i kod učenika.

Unapređenje jezičkih kompetencija učenika nam je takođe vrlo bitno, posebno razvijanje svesti o značaju učenja stranog jezika kao jednog od preduslova za valorizovanje svojih sposobnosti. Uz jezičke, od ključnog značaja je i jačanje digitalnih kompetencija kao i svesti o značaju timskog rada.

Otvaranje naše škole prema okruženju, Evropi može samo doneti koristi i učenicima i nastavnicima. Sticanje novih znanja, stupanje u vezu sa drugim kulturama, vrednosnim sistemima proširivaće vidike učenicima, moći će da sagledaju širu sliku i da budu znatno realniji u vezi sveta koji ih okružuje.

Škola će i dalje insistirati na projektima mobilnosti, ovo je samo početak, jer smo sigurni da je ovo put ka boljem obrazovanju i zauzimanju mnogo boljeg mesta u tržišnoj utakmici koja naše učenike očekuje kao i nastavnike. Lakše uključivanje u realne proizvodne tokove biće najveći benefit koji će učenici imati.

Učešće na Erasmus+ projektima vidimo kao naš prozor u svet i mogućnost da učenici dožive dragocena iskustva ne samo na profesionalnom planu. Upravo smatramo da će kontinuirano učešće na Erasmus+ projektima dovesti do znatno dinamičnijeg rada škole koja će biti sve atraktivnija kompanijama za saradnju a samim tim i učenicima za upis.

Saradnja sa tehnološki naprednim kompanijama će dovesti i do bolje opremljenosti škole i stalnog inoviranja nastavnog programa aktuelnim, tržišno potrebnim sadržajima.

Najvažniji rezultat učešća na ovom projektu će biti poboljšanje stručnih kompetencija učenika kao što je rad na savremenim CNC mašinama, rad sa savremenom autodijagnostikom, sa mehatronskim sistemima najnovije generacije. Sve će to doprineti lakšem nalaženju posla po završetku školovanja.

Potrebe koje škola ima su utvrđene u postupku samoevaluacije škole, na osnovu ankete sprovedene među lokalnim kompanijama kao i na osnovu ankete sprovedene među učenicima i nastavnicima. Detaljnom analizom izazova sa kojima se naša škola susreće, zaključeno je da je učešće na Erasmus+ projektima efikasan način za poboljšanje stručnih kompetencija učenika i nastavnika.

Please define the objectives your organisation wants to achieve by implementing this Key Action 1 mobility project. Your objectives should be concrete, realistic, and should represent a real benefit for your organisation and its learners.

Objective 1

Title

What do you want to achieve?

Želimo poboljšanje stručnih kompetencija naših učenika na polju rada sa CNC mašinama, autodijagnostičkim procedurama, 3D štampom kao i mehatronskim sistemima bravarsko zavarivačkim radovima.

Explanation

Which needs and challenges described in the previous question are addressed by this objective, and how?

Učenje od najboljih će doprineti da naši učenici steknu znanja u vezi rada na CNC mašinama, rada u savremenim autoservisima opremljenim savremenim autodijagnostičkim uređajima, novim sistemima u mehatronici, obradi metala rezanjem kao i o različitim vrstama zavarivanja. Smatramo da će nam programi koje je Vitalis ponudio to omogućiti. Učenici će sa mobilnosti doneti nova znanja i nove ideje u vezi pristupa poslu, radnoj etici kao i svest o značaju timskog rada.

Nivo pristupa novim tehnologijama u školi je ograničen tako da će im boravak u Vitalisu pružiti dragocena iskustva, otvoriti nove vidike, podići im samopouzdanje i učiniti ih kompetitivnijim na tržištu rada.

Measuring success

How are you going to evaluate if the objective has been reached?

Pratićemo rad učenika koji su se vratili sa mobilnosti, analizirati promene u njihovom uspehu, odnosu prema radu i drugim učenicima. Adekvatna testiranja će biti izvršena i pre mobilnosti pa ćemo ih porediti sa testovima po povratku sa mobilnosti.

Pratićemo učenike i po završetku školovanja, analizirati njihove karijere i porediti učenike koji su bili na mobilnosti sa učenicima koji nisu imali to iskustvo. To je posao kojim ćemo se dugoročno baviti.

Očekujemo da će bar 80% učenika koji su bili na mobilnosti lakše naći zaposlenje.

Zaključke o efektu mobilnosti ćemo donositi na osnovu testova iz stručnih predmeta i praktične nastave, odnosa prema obavezama, samoevaluacije učenika, poređenja rezultatima učenika koji nisu bili na mobilnosti. Jedan od načina evaluacije će biti dnevnik sa mobilnosti, video materijal koji su učenici samostalno pripremili na mobilnosti i prezentovali u što većem krugu, kako direktno tako i preko društvenih mreža, lokalnih medija.

Objective 2**Title**

What do you want to achieve?

Želimo poboljšanje jezičkih kompetencija učenika kao i da učenici steknu svest o značaju timskog rada, da se upoznaju sa drugačijim vrednosnim sistemima i radnom etikom.

Explanation

Which needs and challenges described in the previous question are addressed by this objective, and how?

Cilj nam je da na mobilnosti nauče što više iz engleskog ali i nemačkog jezika, da steknu svest o značaju znanja stranog jezika pa da po povratku samostalno pohađaju kurseve nemačkog i engleskog jezika.

Na mobilnosti će učenici deliti životni prostor sa oko 100 učenika različitih nacionalnosti. Komuniciraće na engleskom i imati sa njima puno zajedničkih aktivnosti. Jedan od ključnih ciljeva je da se učenici upoznaju sa nemačkom radnom etikom koja je znatno različita od one na koju su navikli. Upravo je stvaranje svesti o zapadnoj radnoj etici vrlo bitno našim učenicima da bi se uključili u radne procese po završetku školovanja što je neminovno jer je broj zapadnih firmi u Srbiji sve veći.

Boravak u kolektivu od stotinak učenika različitih uzrasta i nacija će ih učiniti svesnim značaja timskog rada i mogućnosti koje on pruže. Boravkom u novoj sredini učenici će steći objektivniju sliku o nivou svog znanja i veština.

Measuring success

How are you going to evaluate if the objective has been reached?

Učenci će biti testirani, usmeno i pismeno, pre i posle mobilnosti. Po povratku sa mobilnosti će praviti objave gde će upoznati ostale učenike sa terminima koje su usvojili, praviće uporedni pregled stručnih izraza na engleskom, nemačkom i srpskom. Insistiraćemo da na mobilnosti usvoje što više reči iz nemačkog. podstićaćemo ih da upišu kurseve nemačkog. Na mobilnosti će praviti video objave na engleskom, koliko su u mogućnost i postavljati ih na društvene mreže. Cilj je da shvate značaj znanja jezika za svoj rad u budućnosti. Trudićemo se da što više sadržaja u procesu diseminacije bude u digitalnoj formi.

What topics are you going to work on in your project?

Digital skills and competences

Work-based learning

Employability

Activities

Please choose the types of activities you would like to implement in your project and complete the details for the activities you have chosen, please open each type of activities from the table below by clicking on their name.

In this table and in the specific summary tables below you can see the overview of the information you have provided.

Before completing this table, make absolutely sure that you are familiar with descriptions and rules of each activity type as presented in the Erasmus+ Programme Guide. It is best to complete the table with the Programme Guide open.

Activity type	Number of participants	Average duration for participants (in days)	Number of accompanying persons	Average duration for accompanying persons (in days)	Total Grant (EUR)
Short-term learning mobility of VET learners	15	12	2	12	42 521,00
Total	15		2		42 521,00

Short-term learning mobility of VET learners

In this part of the application form, you need to create a list of participants and groups of participants that you plan to involve in Short-term learning mobility of VET learners . These details will serve to assess your proposal and to calculate the needed budget.

The proposed planning should give a realistic representation of what you intend to implement. Of course, all plans must evolve. During implementation you will be allowed to change details such as destinations, the number of participants and duration of activities, as long as you continue working towards the same objectives.

The purpose of this section is to calculate the budget needed to implement your planned activities. You can use the button below to read the detailed funding rules and better understand the calculations below. The section introduces an important new concept: 'Mobility flow'. A mobility flow is a participant or a group of participants going to the same destination for the same duration of time and with same arrangements. If some participants going to the same destination need to have different arrangements (for example, different travel distance or mode of travel, different duration, Blended mobility activities, etc.) then you should split that mobility flow into two or more separate ones to be able to specify the differences. It is allowed to have more than one flow going to the same destination.

The information that you provide in this table will be automatically copied in the budget details. You can come back to this table at any point in case you want to change the data or separate a mobility flow into two.

Mobility flow ID	Destination country	Number of participants	Duration (in days)	Number of accompanying persons	Duration for accompanying persons (in days)
SHORT-01	Germany	15	12	2	12
Total		15	12	2	12

Mobility flow ID	Destination country	Number of participants	Participants with fewer opportunities	Hosting environment	Blended mobility	Sustainable means of transport (green travel)	Apprentices	Recent graduates
SHORT-01	Germany	15	0	Company	<input type="checkbox"/>	<input type="checkbox"/>	0	0
Total		15	0				0	0

Description (Short-term learning mobility of VET learners)

Please describe your plans for Short-term learning mobility of VET learners. If you plan to organise more than one activity of this type, your answers should cover all of the planned activities.

Please describe the planned content and profiles of participants in Short-term learning mobility of VET learners.

Organizacija Vitalis je ponudila četiri programa koji odgovaraju našim obrazovnim profilima. U programu E Buggy će biti angažovani bravari i operateri mašinske obrade gde će učestvovati u proizvodnji malog vozila na električni pogon. Steći će nove profesionalne veštine i postati svesni ekoloških aspekata električnog pogona. Do sada nisu imali iskustva u pogledu električnog pogona i nova iskustva će biti dragocena u vremenima koja dolaze. U programu AutoCAD/3D printing učestvovalaće 4 učenika NOKS 4 koji će se baviti izradom 3D štampača, sticati nove kompetencije, usavršavati 2D i 3D modeliranje mašinskih elemenata i konstrukcija.. radiće na opremi koju nemamo u školi i biti uključeni u kompletan tok izrade 3D štampača i njegove praktične primene. U programu Car mechanics 3 automehaničara NOKS 3 će u savremeno opremljenim automehaničarskim radionicama sticati nova znanja iz svoje struke koja im u matičnoj školi nisu dostupna. Upoznaće se sa savremenim trendovima autodijagnostici, sa organizacijom rada i za njih novim pristupima poslu. U programu Mechanics/Mechatronics-Traffic light naša 4 učenika, NOKS 4 će steći znanja o zavarivanju, obradi metala različitim postupcima, 3D štampi, programiranju PLC, sklapanju uređaja i testiranju istih. Svi ovi programi korespondiraju u velikoj meri sa našim školskim programima što učenicima olakšava rad i daje priliku za sticanje novih znanja i iskustava.

Please briefly describe the expected learning outcomes: what are the participants going to learn as a result of Short-term learning mobility of VET learners.

Learning outcomes of mobility activities must be recognised after the activity, as defined in the [Erasmus quality standards](#). You can use [Europass Mobility](#) as a standardised recognition document, or you can apply a different instrument for the same purpose.

U svakom programu koji nam je ponudio Vitalis tačno su navedeni ishodi i programi će biti pridruženi u Aneksu. Očekujemo da učenici prošire svoja znanja u radu na CNC mašinama, da ovladaju tehnikama zavarivanja, radu sa savremenim autodijagnostičkim uređajima, , programiranju PLC kontrolera, projektovanju, sklapanju i testiranju mehatronskih sistema, upoznavanju sa elektro pogonom kod vozila, Očekujemo poboljšanje znanja tehničkog engleskog jezika kao i usvajanje što većeg broja pojmova iz nemačkog jezika na osnovnom nivou.. Pre svega želimo da učenici razviju svest o poznavanju stranog jezika za svoju profesionalnu karijeru. Da shvate koliko će novih mogućnosti imati ako jezik ne bude barijera, što bi trebalo da ih podstakne da samostalno usavršavaju jezik nezavisno od škole. Bitno je i da steknu svest o značaju timskog rada, da osećaju atmosferu rada u sredini koja se bitno razlikuje od one na koju su navikli i da usvoje što više od nemačke radne etike, da vide njene prednosti.

After the activities have taken place, how are you going to evaluate the learning outcomes of Short-term learning mobility of VET learners.

Nastavnici i psihološko-redagoška služba će vršiti usmeno i pismeno testiranje učenika koje će porediti sa testovima urađenim pre odlaska na mobilnost. Testovi će biti iz oblasti rada na CNC mašinama, 2D grafike, 3D modeliranja, programiranja PLC, mehatronskih sistema, automehaničarske prakse, postupaka zavarivanja i bravarskih radova. Za evaluaciju znanja će biti vrlo bitan dnevnik sa mobilnosti kao i utisci nastavnika iz pratnje. Pre odlaska učenici će biti upozoreni da mobilnost nije odlazak na odmor već vrlo ozbiljan posao. Takođe će faktor ocenjivanja biti i učešće učenika na diseminaciji, kao u digitalni materijal koji su tokom mobilnosti pripremili. Očekujemo da učenici uzmu učešće na školskim tribinama, nastupima na lokalnim medijima, školskim panoima, što većem broju društvenih mreža, da naprave viber grupu posvećenu mobilnosti, da svoja iskustva prezentuju u drugim školama.

To which project objectives will Short-term learning mobility of VET learners contribute?

Objective 1 : Želimo poboljšanje stručnih kompetencija naših učenika na polju rada sa CNC mašinama, autodijagnostičkim procedurama, 3D štampom kao i mehatronskim sistemima bravarsko zavarivačkim radovima. , Objective 2 : Želimo poboljšanje jezičkih kompetencija učenika kao i da učenici steknu svest o značaju timskog rada, da se upoznaju sa drugačijim vrednosnim sistemima i radnom etikom.

How did you find or how are you going to find hosting organisations for Short-term learning mobility of VET learners?

What kind of organisations are you consider as hosting organisations for these activities?

Sa organizacijom Vitalis smo uspostavili kontakt na jednom susretu koji je Fondacija Tempus organizovala u Beogradu. Već smo imali želju da se uključimo u Erasmus+ i pošto smo početnici u ovom poslu tražili smo organizaciju koja nam može pružiti adekvatne stručne sadržaje saglasne planu i programu naših obrazovnih profila ali takođe i organizaciju smeštaja. U kontaktu sa predstavnicima Vitalisa zaključili smo da ima osnova za uspešnu saradnju u šta su nas kasniji kontakti i uverili. Od Vitalisa smo dobili planove aktivnosti na mobilnosti koji su se poklopili sa našim očekivanjima. Bilo nam je vrlo bitno da je obezbeđen smeštaj učenika, ishrana, društveni život ali i potpuna bezbednost. Predstavnicima Vitalisa su nas uverili da će



biti organizovani izleti u visoko tehnološke firme u okolini kao i razne kulturološke posete. Cilj je da učenici bar malo oste atmosferu života u Nemačkoj van radnog mesta.

Budget

Budget summary

Activity type	Organisational support (EUR)	Individual support (EUR)	Travel (EUR)	Course fees (EUR)	Linguistic support (EUR)	Preparatory visits (EUR)	Inclusion support (EUR)	Total (EUR)
Short-term learning mobility of VET learners	5 250,00	32 018,00	5 253,00	Not applicable	0,00	0,00	0,00	42 521,00
Total	5 250,00	32 018,00	5 253,00		0,00	0,00	0,00	42 521,00

Details

Activity type	Individual support for participants (EUR)	Individual support for accompanying persons (EUR)	Standard travel (EUR)	Inclusion support for participants (EUR)	Inclusion support for organisations (EUR)
Short-term learning mobility of VET learners	26 670,00	5 348,00	5 253,00	0,00	0,00
Total	26 670,00	5 348,00	5 253,00	0,00	0,00

Organisational Support

Organisational support covers various costs directly linked to the implementation of mobility activities and not covered by other cost categories..

This includes preparation (pedagogical, intercultural and other), mentoring, monitoring and support of participants during mobility, services, tools and equipment needed for virtual components in blended activities, recognition of learning outcomes, sharing results and making the European Union funding visible to the public.

Please keep in mind that organisational support covers costs incurred by both sending and hosting organisations (except in the case of staff mobility for courses and training). The grant should be shared between the two organisations according to their tasks and expenses.

Mobility flow ID	Activity type	Destination country	Number of participants	Number of accompanying persons	Organisational support unit cost (EUR)	Organisational support grant (EUR)
SHORT-01	Short-term learning mobility of VET learners	Germany	15	2	350,00	5 250,00
Total			15	2	350,00	5 250,00

Travel

Travel grant covers the return travel costs of participants and accompanying persons from their place of origin to the venue of the activity.

Mobility flow ID	Activity type	Exceptional costs for expensive travel	Destination country	Number of participants	Number of accompanying persons	Sustainable means of transport (green travel)	Travel Distance	Travel unit cost (EUR)	Travel grant (EUR)
SHORT-01	Short-term learning mobility of VET learners	<input type="checkbox"/>	Germany	15	2	<input type="checkbox"/>	500 - 1999 km	309,00	5 253,00
Total				15	2				5 253,00

Individual Support

Individual support covers costs of subsistence for participants and accompanying persons during the activity. Please note that in order for calculations to be completed, you need to specify your National Agency in section Context and you need to choose the destination country in section Activities.

Individual support can also cover subsistence costs for travel time before and after the activity. For more details, please refer to the Programme Guide.

Mobility flow ID	Activity type	Destination country	Number of participants	Duration (in days)	Number of accompanying persons	Duration for accompanying persons (in days)	Travel days	Individual support base rate for participants (EUR)	Individual support base rate for accompanying persons (EUR)	Individual support grant for participants (EUR)	Individual support grant for accompanying persons (EUR)	Total individual support grant (EUR)
SHORT-01	Short-term learning mobility of VET learners	Germany	15	12	2	12	2	127,00	191,00	26 670,00	5 348,00	32 018,00
Total			15	12	2	12	2			26 670,00	5 348,00	32 018,00

Linguistic Support

Linguistic support covers the costs of providing language learning materials and training to participants who need to improve the knowledge of the language they will use to study or receive training during their activity.

Linguistic support grants are mainly available in place of Online Language Support (OLS) when the appropriate language or level is not available. To better estimate the needs for your project, you can check the availability of courses for specific languages and levels:

Mobility flow ID	Activity type	Destination country	Number of participants	Language	Number of participants for whom OLS is available	Linguistic support unit cost (EUR)	Linguistic support grant (EUR)
SHORT-01	Short-term learning mobility of VET learners	Germany	0	German	0	150,00	0,00
Total			0		0		0,00

Preparatory Visits

You can set up a preparatory visit to your hosting partner before the mobility takes place.

However, please keep in mind the relevant provisions of the Programme Guide: preparatory visits must have a clear reasoning and must serve to improve inclusiveness, scope and quality of mobility activities. For example, preparatory visits can be organised to better prepare mobility of participants with fewer opportunities, to start working with a new partner organisation, or to prepare longer mobility activities.

You can receive funding for a maximum of three persons per preparatory visit.

Mobility flow ID	Activity type	Destination country	Number of participants in preparatory visits	Preparatory visit unit cost (EUR)	Preparatory visits grant (EUR)
SHORT-01	Short-term learning mobility of VET learners	Germany	0	680,00	0,00
Total			0		0,00

Inclusion Support

Inclusion support covers various costs related to the organisation of mobility activities for participants with fewer opportunities.

Support is provided in two forms: inclusion support for organisations and inclusion support for participants. Inclusion support for organisation is a fixed sum per participant intended to cover administrative and other minor costs. Inclusion support for participants covers 100% of any actual cost linked to the participants with fewer opportunities and their accompanying persons. For example, this can include hiring assistants or translators, as well as costs related to travel and subsistence if the standard grants for these categories are not sufficient to cover the costs. In the latter case, the full amount of travel and subsistence costs should be requested through Inclusion Support.

Mobility Flow ID	Activity type	Destination country	Number of participants in the mobility flow	Number of participants with fewer opportunities	Inclusion support for organisations (EUR)	Inclusion support for participants (EUR)
SHORT-01	Short-term learning mobility of VET learners	Germany	15	0	0,00	0,00
Total			15	0	0,00	0,00

Exceptional costs

Exceptional costs may be claimed for costs linked to entry requirements for specific countries (including visas, residence permits, vaccinations, and medical certificates) and financial guarantee (if such a guarantee is requested by the National Agency).

Cost type	Activity Type	Mobility Flow ID	Number of participants in the mobility flow	Number of persons supported with this cost item	Description and justification of expenses (EUR)	Eligible costs (EUR)	Support Rate (%)	Eligible amount
Total								

The National Agency has requested a financial guarantee.

Quality Standards

Organisations implementing mobility activities must adhere to a common set of Erasmus quality standards. The standards exist to ensure good mobility experience and learning outcomes for all participants, and to make sure that all organisations receiving the Programme's funding are contributing to its objectives. In a mobility consortium, Erasmus quality standards apply to activities implemented by all beneficiary organisations: the coordinator and the consortium members.

The Erasmus quality standards are part of the Erasmus+ call for Key Action 1 projects. They are also presented below so you can read and easily access them again while writing your application. Where needed, appropriate application of Erasmus quality standards in the national context will be further interpreted by the relevant National Agency.

Please carefully read the Erasmus quality standards presented below and confirm your agreement.

I. Basic principles

- **Inclusion and diversity:** the beneficiary organisations must respect the principles of inclusion and diversity in all aspects of their activities. The beneficiary organisations must ensure fair and equal conditions for all participants.

Whenever possible, the beneficiary organisations should actively engage and involve participants with fewer opportunities in their activities. The beneficiary organisations should make maximum use of the tools and funding provided by the Programme for this purpose.

- **Environmental sustainability and responsibility:** the beneficiary organisations must promote environmentally sustainable and responsible behaviour among their participants. The beneficiary organisations should make maximum use of the funding provided by the Programme to support sustainable means of travel.
- **Digital education – including virtual cooperation, virtual mobility and blended mobility:** the beneficiary organisations should use digital tools and learning methods to complement their physical mobility activities, and to improve the cooperation with partner organisations. The beneficiary organisations should make maximum use of the digital tools, online platforms, and other opportunities provided by the Programme for this purpose.
- **Active participation in the network of Erasmus organisations:** one of the objectives of the Programme is to support the development of the European Education Area. Beneficiary organisations should seek to become active members of the Erasmus network, for example by hosting participants from other countries, or by taking part in exchanges of good practices and other contact activities organised by the National Agencies or other organisations. Experienced organisations should share their knowledge with other organisations that have less experience in the Programme by providing advice, mentorship or other support. Where relevant, beneficiary organisations should encourage their participants to take part in alumni activities and networks.

II. Good management of mobility activities

- **Core tasks - keeping ownership of the activities:** the beneficiary organisations must keep ownership of core implementation tasks and may not outsource these tasks to other organisations.

The core tasks include financial management of the programme funds, contact with the National Agency, reporting on implemented activities, as well as all decisions that directly affect the content, quality and results of the implemented activities (such as the choice of activity type, duration, and the hosting organisation, definition and evaluation of learning outcomes, etc.)

- **Supporting organisations, transparency and responsibility:** in practical aspects of project implementation, the beneficiary organisations may receive advice, assistance or services from other organisations, as long as the beneficiary organisations keep control of the content, quality and results of the implemented activities, as described under 'core tasks'.

If beneficiary organisations use programme funds to pay other organisations for specific implementation tasks, then the obligations of such organisations must be formally defined to ensure compliance with the Erasmus quality standards and protection of the Union funds. The following elements must be included in the formal agreement between the beneficiary and the service provider: tasks to be carried out, quality control mechanisms, consequences in case of poor or failed delivery, and flexibility mechanisms in case of cancellation or rescheduling of agreed services that guarantee fair and balanced sharing of risk in case of unforeseen events. Documentation defining these obligations must be available for review by the National Agency.

Organisations that assist the beneficiary with specific implementation tasks (on paid or voluntary basis) will be considered supporting organisations and must be registered in the official reporting tools. The involvement of supporting organisations must bring clear benefits for organisational development of the beneficiary organisation and for the quality of mobility activities.

In all cases, the beneficiary organisation will stay responsible for the results and quality of implemented activities, regardless of the involvement of other organisations.

- **Contributions paid by participants:** as a form of co-funding, the beneficiary organisation may ask participants in mobility activities for contributions to pay for goods and services necessary for the implementation of those activities. The size of the participants' contributions must remain proportional to the grant awarded for the implementation of the activity, must be clearly justified, collected on a non-profit basis, and may not create unfair barriers to participation (especially concerning participants with fewer opportunities). Additional fees or other participant contributions cannot be collected by supporting organisations or other service providers chosen by the beneficiary organisation.
- **Integrating results of mobility activities in the organisation:** beneficiary organisations must integrate the results of the implemented mobility activities (e.g. knowledge gained by staff in professional development) in their regular work, in order to benefit the organisation as a whole, its staff, and learners.
- **Developing capacity:** beneficiary organisations should use the programme funds (and organisational support in particular) in a way that gradually increases their capacity to work internationally on a sustainable, long-term basis. In a mobility consortium, all organisations should benefit in this way.
- **Regular updates:** beneficiary organisations must regularly encode the information about planned and completed mobility activities in the tools provided for this purpose by the European Commission.
- **Gathering and using participants' feedback:** beneficiary organisations must ensure that participants complete the standard report about their activities, as provided by the European Commission. The beneficiary organisations should make use of the feedback provided by the participants to improve their future activities.

III. Providing quality and support to the participants

- **Practical arrangements:** the beneficiary organisations must ensure the quality of practical and logistic arrangements (travel, accommodation, visa applications, social security, etc.). If these tasks are delegated to the participant or a service provider, the beneficiary organisation will remain ultimately responsible for verifying their provision and quality.
- **Health, safety and respect of applicable regulation:** all activities must be organised with a high standard of safety and protection for involved participants and must respect all applicable regulation (for example regarding parental consent, minimum age of participants, etc.). The beneficiary organisations must ensure that their participants have appropriate insurance coverage, as defined by the general rules of the Programme and the applicable regulation.
- **Selection of participants:** participants must be selected through a transparent, fair and inclusive selection procedure.
- **Preparation:** participants must receive appropriate preparation in terms of practical, professional and cultural aspects of their stay in the host country. The preparation should be organised in collaboration with the hosting organisation (and the hosting families, where relevant).
- **Monitoring and mentoring:** where relevant based on the format of the activity, the sending and hosting organisations must identify a mentor or a similar key person who will be following the participant during their stay at the hosting organisation and who will help them achieve the desired learning outcomes. Particular attention should be given to the introduction and integration of the participants at the hosting organisation, and to the monitoring of the learning process.
- **Support during the activity:** participants must be able to request and receive support from their hosting and sending organisations at any time during their mobility. Contact persons in both organisations, means of contact, and protocols in case of exceptional circumstances must be defined before the mobility takes place. All participants must be informed about these arrangements.
- **Linguistic support:** the beneficiary organisation must ensure appropriate language training, adapted to the personal and occupational needs of the participants. Where appropriate, the beneficiary organisation should make maximum use of the specific tools and funding provided by the Programme for this purpose.
- **Definition of learning outcomes:** the expected learning outcomes of the mobility period must be agreed for each participant or group of participants. The learning outcomes must be agreed between the sending and hosting organisations, as well as the participant (in case of individual activities). The form of the agreement will depend on the type of the activity.
- **Evaluation of learning outcomes:** learning outcomes and other benefits for the participants should be

systematically evaluated. Results of the evaluation should be analysed and used to improve future activities.

- **Recognition of learning outcomes:** formal, informal and non-formal learning outcomes and other results achieved by the participants in mobility activities must be appropriately recognised at their sending organisation. Available European and national instruments should be used for recognition whenever possible.

IV. Sharing results and knowledge about the programme

- **Sharing results within the organisation:** beneficiary organisations should make their participation in the Programme widely known within the organisation and create opportunities for participants to share their mobility experience with their peers. In case of mobility consortia, the sharing should take place in the whole consortium.
- **Sharing results with other organisations and the public:** beneficiary organisations should share the results of their activities with other organisations and the public.
- **Publicly acknowledging European Union funding:** beneficiary organisations should make their participation in the Programme known in their community and in the wider public. Beneficiary organisation also must inform all participants about the source of their grant.

Subscribing to Erasmus Quality Standards

To apply for a Key Action 1 mobility project, your organisation must subscribe to the quality standards described above and accept to be evaluated based on those standards. Please read the following statements carefully and confirm your agreement:

- I have read and understood the above quality standards
- I understand and agree that these quality standards will be used as part of the criteria for evaluation of my project at final report stage

Follow-up

What will your organisation do to contribute to the basic principles defined by the [quality standards](#) : inclusion and diversity, environmental sustainability and responsibility, digital education, and active participation in the network of Erasmus+ organisations?

Naša škola aktivno učestvuje u projektima inkluzije. Godišnje upisujemo oko 10 učenika po IOP (Individualni obrazovni program) i sa njima radimo po predviđenim programima. Pedagoško psihološka služba daje svoj puni doprinos. Ti učenici su potpuno prihvaćeni od ostalih učenika i do sada nije bilo incidenata. Školu redovno upisuju i manjinske grupe, pre svega Romi, i proces njihovog obrazovanja se odvija bez ikakvih problema.

Trudimo se da što više učenika ovlada digitalnim veštinama. Imamo najviše računara u odnosu na sve škole u Čačku. Sedam kabineta je u potpunosti opremljeno računarima. Već osam godina imamo elektronski dnevnik, znatno pre većine škola.

Aktivno učešće u Erasmus projektima je dugoročna orijentacija škole.

Svi učenici pohađaju predmet Ekologija gde se trudimo da steknu svest o značaju očuvanja životne sredine, smanjenju zagađenja i zelenim tehnologijama za proizvodnju energije.

Please describe your project team and the division of tasks in it. Who will participate in the project team – please mention the persons' roles, positions and expertise, not their names. How will the key project tasks be divided among the project team: selection of participants, preparation of participants, supporting participants during the activity, defining the learning programmes, recognition of learning outcomes, overall supervision and ensuring the respect of quality standards.

Školski projektni tim će imati 8 članova. Na čelu tima će biti koordinator koji će biti nastavnik stručnih predmeta iz oblasti mašinstva, tri nastavnika iz oblasti mašinstva, jedan iz mehatronike, nastavnik engleskog, školski psiholog kao i pedagog. Direktor će biti uključen u rad tima a povremeno ćemo angažovati i spoljne saradnike, kao npr nastavnika nemačkog, istorije, umetnosti.

Nastavnici stručnih predmeta će organizovati kurseve iz predmeta relevantnih za programe na mobilnosti, dok će se poseban naglasak staviti na kurseve iz engleskog. Sa obzirom da učenici u našoj školi ne uče nemački organizovaćemo elementarni kurs nemačkog za šta ćemo angažovati spoljnog saradnika. Nastavnici istorije i umetnosti će upoznati učenike sa osnovnim pojmovima o nemačkoj istoriji i kulturi.

U septembru ćemo predstaviti projekat školskom odboru i nastavničkom veću. Zatim raspisujemo konkurs i primamo prijave učenika. Rad na pravilniku o kriterijumima za izbor učenika će početi odmah po pozitivnom rešenju naše aplikacije i biće završen do 10. septembra. Pravilnik će raditi članovi tima uz konsultacije sa kolegama koji imaju iskustva sa mobilnosti. Za dodatne savete ćemo se obratiti Fondaciji Tempus.

Izbor učenika će biti transparentan, rezultati javno objavljeni a postojaće i pravo na žalbu. Cilj je da sve faze izbora i pripreme budu vidljive i da se u njih uključi što veći deo kolektiva.

Jedan član tima će biti zadužen za kupovinu avionskih karata pošto bude određen tačan datum mobilnosti. Kolege nastavnici koji će biti u pratnji će takođe imati adekvatnu pripremu u pogledu organizacije putovanja, raznih pedagoških aspekata, osiguranja.

Dnevnik mobilnosti će biti od najvećeg značaja za ocenjivanje učenika kao i radovi u digitalnoj formi koje će napraviti. Testovi posle mobilnosti će takođe biti deo materijala za evaluaciju učešća na mobilnosti. Učenici će od organizacije domaćina dobiti Europass mobility a u okviru škole će dobiti sertifikate o učešću na mobilnosti.

What will you do to integrate the results of implemented mobility activities in your organisation's regular work?

Po povratku sa mobilnosti biće urađena detaljna analiza projekta što će uraditi članovi tima ali i dodatna komisija od nastavnika škole koja će radi objektivnosti biti naknadno formirana. Izveštaj će biti prezentovan Nastavničkom veću, Savetu roditelja i Školskom odboru. Nastavnici stručnih predmeta i engleskog jezika će na osnovu analize procesa mobilnosti, detaljnog razgovora sa učenicima modifikovati sadržaj stručnih predmeta koliko je to zakonski moguće.

Učenici koji su se vratili sa mobilnosti će redovno svoja iskustva prenositi ostalim učenicima formalno ali mnogo više neformalno što će imati dobar efekat. To će biti vrsta neformalne vršnjačke edukacije

Jako ćemo se truditi da što više nastavnika uključimo u ove projekte. U početku su svi vrlo rezervisani, nemaju odbojan stav ali se vidi strah od nepoznatog. Nadamo se da će iskustva učenika i nastavnika po povratku sa mobilnosti, zajedno sa materijalima koje su tamo pripremili srušiti tu barijeru. Planiramo da u doglednoj budućnosti većina mladih članova kolektiva prođe kroz projekte mobilnosti.

Program iz engleskog jezika će biti modifikovan sadržajima za kojima je potreba uočena na mobilnosti. Škola će u narednom vremenu organizovati kurseve iz nemačkog jezika u formi izbornog predmeta jer je iskustvo pokazalo da daci mašinsko-saobraćajne škole i tehničkih škola uopšte moraju imati osnovna znanja nemačkog jezika, i zbog sve većeg broja nemačkih firmi u Srbiji kao i lakšeg rada u Nemačkoj za čim postoji veliki interes.

Modifikovaćemo nastavni plan iz predmeta Motori i motorna vozila, Automehaničarska praksa, Projektovanje proizvodnih sistema, Programiranje CNC mašina, Mehatronski sistemi, Tehnologija rada na CNC mašinama, Tehnologija bravarskih radova, Bravarska praksa kada po povratku sa mobilnosti detaljno analiziramo čitav proces.

What will your organisation do to share the results of its activities and knowledge about the Programme?

i. To share results within your organisation

Detaljan izveštaj sa mobilnosti će biti podnet nastavničkom veću na društvenim mrežama, viber grupama veću, školskom odboru, formiraće se posebne platforme posvećene mobilnosti. Svi učenici će biti upoznati sa utiscima sa mobilnosti na društvenim mrežama, viber grupama gde će učenici prezentovati svoje utiske ali i video materijale koje su uradili na mobilnosti. Planirane su i klasične prezentacije u formi predavanja i tribina. Forsiraće se komunikacija između učenika, vršnjaka jer smatramo da je to efikasan način. U okviru proslave Dana škole poseban segment biće posvećen mobilnosti.

ii. To share results with other organisations and the public

Učestvovaćemo u emisijama na lokalnim medijima gde ćemo prezentovati svoja iskustva, organizovati gostovanja naših učenika u drugim školama. Sadržaj će biti postavljen na školskoj FB grupi ali i na Tik Toku i ostalim društvenim mrežama koje koriste mladi. U sklopu promocije naše škole u drugim školama iskustva sa mobilnosti će biti neizbežan sadržaj. Organizovaćemo tribine u Domu kulture, Gradskoj biblioteci. Sa drugim školama koje su učestvovala na mobilnosti možemo napraviti zajedničke prezentacije.

iii. To publicly acknowledge European Union funding

U prosecu diseminacije ćemo ukazivati na značaj Evropske unije za ovaj projekat, definitivno objašnjavati koje sve benefite donosi učenicima, lokalnoj ali i široj zajednici. Sigurni smo da će ovaj projekat puno doprineti reputaciji naše škole. Trudićemo se da javnost shvati da je ovo evropski projekat od koga će najviše koristi imati naša deca. Utiske ćemo naravno podeliti i eTwining stranici kao i na Erasmus platformi za rezultate projekta. Kao što je već rečeno, utisci i rezultati će biti podeljeni na što više društvenih mreža - školska FB grupa, Tik Tok, Instagram, na većem broju Viber grup

EU Values

The Erasmus+ programme's implementation, and therefore, the programme beneficiaries and the activities implemented under the programme, have to respect the EU values of respect for human dignity, freedom, democracy, equality, the rule of law and respect for human rights, including the rights of persons belonging to minorities, in full compliance with the values and rights enshrined in the EU Treaties and in the EU Charter of Fundamental Rights.

Article 2 of the TEU: The Union is founded on the values of respect for human dignity, freedom, democracy, equality, the rule of law and respect for human rights, including the rights of persons belonging to minorities. These values are common to the Member States in a society in which pluralism, non-discrimination, tolerance, justice, solidarity and equality between women and men prevail.

Article 21 of the EU Charter of Fundamental Rights: 1. Any discrimination based on any ground such as sex, race, colour, ethnic or social origin, genetic features, language, religion or belief, political or any other opinion, membership of a national minority, property, birth, disability, age or sexual orientation shall be prohibited. 2. Within the scope of application of the Treaties and without prejudice to any of their specific provisions, any discrimination on grounds of nationality shall be prohibited.

Subscribing to EU Values

- I confirm that I, my organisation and the co-beneficiaries (where applicable) adhere to the EU values mentioned in Article 2 of the TEU and Article 21 of the EU Charter of Fundamental Rights
- I understand and agree that EU Values will be used as part of the criteria for evaluation of the activities implemented under this project

Annexes

The maximum size of a file is 15 MB and the maximum total size is 100 MB.

Declaration on Honour

Please download the Declaration on Honour, print it, have it signed by the legal representative and attach.

File Name	File Size (kB)
DOH -dec1_deklaracija 2_merged.pdf	635
Total Size (kB)	635

Other Documents

If needed, please attach any other relevant documents (a maximum of 9 documents). Please use clear file names.

If you have any additional questions, please contact your National Agency. You can find their contact details here: [List of National Agencies](#).

File Name	File Size (kB)
OTH -AutoCad_3D printing 2 weeks (2024) (1).pdf	197
OTH -Program Car mechanics 2 weeks (2024) (1).pdf	196
OTH -Program E-Buggy 2 weeks (2024) .pdf	243
OTH -Program Mechatronics_Traffic lights 2 weeks (2024).pdf	192
Total Size (kB)	830
Total Size (kB)	1 466

Checklist

Before submitting your application form to the National Agency, please make sure that:

- It fulfills the eligibility criteria listed in the [Programme Guide](#).
- All relevant fields in the application form have been completed.
- You have chosen the correct National Agency of the country in which your organisation is established. Currently selected NA is: RS01 - Foundation Tempus - Erasmus+ programme

The documents proving the legal status of the applicant must be uploaded in the Organisation Registration System, here: [Organisation Registration System](#) (for more details, see the Programme Guide - "Information for applicants").

Original content and authorship

- I confirm that this application contains original content authored by the applicant organisation.
- I confirm that no other organisations or individuals external to the applicant organisation have been paid or otherwise compensated for drafting the application.

Protection of Personal Data

Please read our privacy statement to understand how we process and protect [your personal data](#)

Submission History

Version	Submission time (Brussels time)	Submission ID	Submission status
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