



film_eu

European Universities Alliance
for **Film and Media Arts**



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FILMEU Mobility Workflow Manual

Final Report

WP4 – Deliverable 4.4

Introduction

This report identifies the procedures related to the mobilities identified in Report 2 of Work Package 4. In methodological terms, first mobilities were divided into two major categories/groups: Traditional Mobilities and Non-Traditional Mobilities. Each category consists further of a subgroup per type of mobility. The management modes for each type of Mobility are identified as a next step. Finally, future technical and procedural implementation needs are identified to complement this first phase of the process of managing mobilities within the Alliance.

The Harmonization Process

With the aim of harmonizing the mobility processes between the different partners in the Alliance, a technological solution was acquired - **SOP Mobility-Online** – a mobility management platform which allows a high-level common management approach and at the same time guarantees the implementation of procedural and workflows for each Alliance partner. In addition to that, SOP Mobility-Online fully integrates with the EWP (Erasmus Without Paper) implementation, allowing all partners to have an out-of-the-box solution for the digitization of the Mobility process and a connection to the EWP platform of the European Commission.

As already reported in the first WP4 report, the overview of the structures and processes existing in each of the HEI'S for implementing Mobility activities served as a work basis for identifying the responsibility in each partner for managing mobility programs. This identification corresponded to the first phase of work within the scope of WP4. In a second phase, the different existing and ongoing mobility types and corresponding flows amongst the partners of the Alliance were identified. To a large extent, the existing mobility programs at each partner corresponded to the set of mobility types financed by the Erasmus + Program which generally includes the following types of Mobility:

- **SMS** - Student mobility for studies;
- **STA** – Staff Teaching Mobility;
- **STT** - Staff Training Mobility;
- **SMP** – Student Mobility for Traineeships.

Having this set of (traditional) mobilities as a common work base, another set of mobilities were designed specifically for the Alliance, in order to implement the **SAMSARA** pedagogical model. This cluster of non-traditional mobilities was identified and described in the report for task 2 of the present Work Package. Thus, and for the sake of optimizing the work of the different teams involved in the design, implementation, monitoring and

analysis of the programs and types of mobility defined for the Alliance, the different Mobilities were divided into 2 groups: traditional Mobilities and non-traditional Mobilities.

FILMEU Traditional Mobilities

Traditional Mobilities – this category includes all Mobilities that are already known and experienced, both among the partners and also across all European Higher Education Institutions, namely:

- SMS - Student mobility for studies – Face-to-Face
- SMS - Student mobility for studies – Blended
- SMS - Student mobility for studies - Virtual
- SMP - Student mobility for traineeships - Student mobility for training - Face to-Face
- SMP - Student mobility for traineeships – Blended
- SMP - Student mobility for traineeships - Virtual
- SMP - Student mobility for traineeships - Student mobility for training (Graduates)
- SMP - Student mobility for traineeships - Blended (Graduates)
- SMP - Student mobility for traineeships - Virtual (Graduates)
- SMS - Student mobility BIP - Blended Intensive Programs
- SMS - Student mobility - Doctoral (3rd cycle) Short-term Mobility (Blended)
- STA - Staff mobility for teaching – Face-to-Face
- STA - Staff mobility for teaching – Blended
- STA - Staff mobility for teaching – Virtual
- STA - Staff mobility for teaching - Direct Exchange
- STA – Staff Mobility for Teaching Participation in BIP's - Blended Intensive Programs
- STT - Staff mobility for training – Face-to-Face
- STT - Staff mobility for training – Blended
- STT - Staff mobility for training - Virtual

FILMEU non-Traditional Mobilities

All internationalization activities and mobility initiatives that are not part of the group identified above were included in this category. This group of mobilities includes mostly virtual or mixed type mobilities^[1], namely:

- Event based mobility - Cineclub;
- Event based mobility - Summer School;
- Event based mobility - Masterclasses;
- Event based mobility – Online Workshops;
- Staff mobility for research/supervision;
- Staff/students mobility for research (Horizon/Marie Curie DN);
- Cultural integration-based mobility - mentoring "buddy system";
- Cultural integration-based mobility - induction activities.

Mobility Workflow

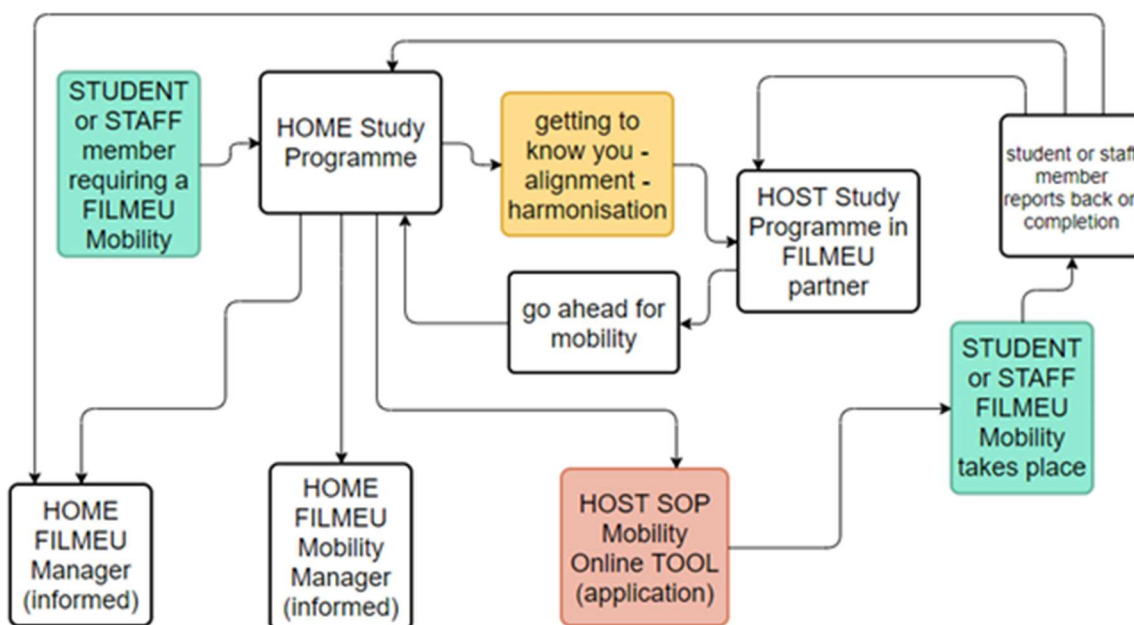
Traditional-type mobilities are fully managed through SOP's Mobility-Online system. The reasons for this approach are identified and explained in the available reports relating to this Work Package, but also in WP5 and WP8 (where the reasons for the harmonization of systems with regards to Mobility management among Alliance partners have been described).

For the management of non-traditional mobilities, the Alliance's approach followed a different path. The registration and monitoring of non-traditional mobilities will be done using a simplified system that allows the registration of students and staff in each of the available mobilities. The portfolio of mobilities available for enrollment is centrally managed by the different International Offices in each Alliance partner. The decision for a simplified system is essentially related to the very specific nature of non-traditional mobilities. Non-traditional mobilities tend to constitute a more informal approach towards mobility, its registration, follow-up and reporting purpose of activities, making it necessary to have agile systems that can respond to highly flexible mobility logics, with

variable durations and differentiated financing models. In addition to these aspects, as mobility numbers of non-traditional mobilities are supposed to increase intensively during the FILMEU project lifecycle, there also is a financial limitation with regards to the use of Mobility-Online to register non-trad mobilities. In the license package deal for the Alliance, the mobility numbers expected for non-traditional mobility will exceed the maximum mobility number in the license agreement for the Alliance in the Mobility-Online system.

Traditional Mobilities Workflow

Mobilities classified as traditional were implemented in the Mobility-Online system. For each type of mobility, the different steps that must be followed were identified, either by candidates (students or staff) or by those responsible for the management of Mobility in the different partners. The pipeline is illustrated in the image below.



FLOWCHART for a suggested streamlined general FILMEU mobility pipeline (taken from WP8 - T3 Report)

The suggested pipeline, which is still in a testing phase, is flexible enough to include organizational and procedural differences between the different partners. In this way, all

partners are complying with a mobility management *framework* that will be in use and in some cases extended in each partner. The particularities of each partner will not affect the common management of the mobility processes because they all implement a general framework allowing high-level harmonization.

The screenshot displays a web interface for mobility management. It is divided into two main sections: 'Incoming' and 'Outgoing'. The 'Incoming' section includes a sub-section for 'Erasmus (SMS)' with two rows for the academic years '2022/2023' and '2021/2022', each with a plus icon and a refresh icon. Below this are five buttons: 'Erasmus (STA)', 'Erasmus (STT)', 'FILMEU-STA', and 'FILMEU-STT'. The 'Outgoing' section follows a similar pattern with buttons for 'Erasmus (SMP)', 'Erasmus (SMS)', 'Erasmus (STA)', 'Erasmus (STT)', 'FILMEU-STA', and 'FILMEU-STT'. Each button has a small square icon with a plus sign.

The identified traditional Mobilities were implemented in different pipelines grouped by Incoming Mobilities and Outgoing Mobilities.

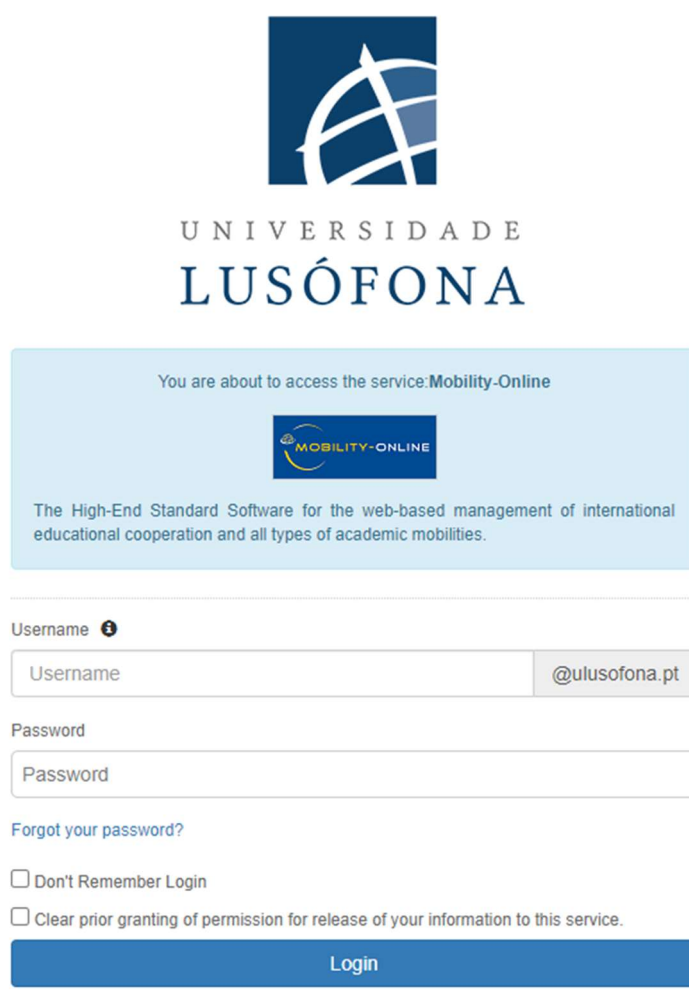
Per mobility group it is also possible to filter applications/registration per academic year, thus allowing for a better organization of applications.

Additionally, the FILMEU-STA and FILMEU-STT Mobilities were created, which will allow the Alliance to better manage the specific, Non-Traditional Mobilities for the FILMEU

Alliance. However, a specific Mobility Type for students (FILMEU-SMS) was not created because the partners understood that it would not have any concrete benefit to the mobility management in the Alliance and secondly, because - as explained in the previous paragraph – the specific nature of non-traditional mobility and the expected mobility numbers will need a more basic registration tool/flow.

For each type of Mobility, an application form was designed and implemented in Mobility-Online. For **Outgoing** applications, the integration with the authentication systems of

each partner was carried out. In this way, Students and Staff can log-in on Mobility-Online and use their original credentials from their Home Institution to register their mobility application. Likewise, access to and management of the different steps of the application is done using the candidates' original credentials. The image below shows the example of federated authentication using Shibboleth Single Sign-On.



UNIVERSIDADE
LUSÓFONA

You are about to access the service: Mobility-Online

MOBILITY-ONLINE

The High-End Standard Software for the web-based management of international educational cooperation and all types of academic mobilities.

Username ⓘ

Username @ulusofona.pt

Password

Password

[Forgot your password?](#)

☐ Don't Remember Login

☐ Clear prior granting of permission for release of your information to this service.

Login

Federated authentication for Outgoing applications in Mobility-Online

The option to use authentication through Shibboleth (Single Sign-On) is the result of the strategic choice that the Alliance made regarding access to services and resources for students and staff in each Institution during Mobility. As pointed out in the Alliance's

application and in the reports relating to WP4, WP5 and WP8, the option to federated authentication and access to services and resources is central to the FILMEU Alliance's approach to the concept of European Universities and mobility processes that are inherent to them.

Lastly, Alliance-specific Mobility application forms have Alliance-specific branding. The aim is to make it clear to candidates that this particular mobility is part of the FILMEU Alliance, thus allowing the FILMEU brand to be disseminated among the different academic communities in each partner.

Example for application forms for FILMEU-STA and FILMEU-STT

Documents

For each type of traditional mobility, all the necessary documentation was identified. Document templates were implemented in order to guarantee the maximum level of automation possible. Mobility management is usually a complex process that involves the production of many documents, often created manually using systems such as Microsoft Office or similar. The objective of the team responsible for the implementation of the common Mobility system was to automate the management of processes and the

production of associated documentation as much as possible, plus to make it in compliance with EU beneficiary/participant tools, such as the European Commission's Mobility Tool, which corresponds in most cases, to the final step of the Mobilities in the context of the Erasmus+ Funding Programme.

Thus, all documents supporting the different types of mobility are as defined by the ERASMUS+ Program and were implemented in the Mobility-Online System, namely:

- Learning Agreement for Studies
- Learning Agreement for Traineeships
- Staff Mobility Agreement for Teaching
- Staff Mobility Agreement for Training
- Acceptance Letter (STT/STA/SMS/SMP)
- Certificate of Arrival for Students (Incoming and Outgoing)
- Certificate of Attendance -- for students (SMS and SMP)
- Certificate of Attendance -- for Staff Mobility (STT and STA)
- Grant Agreement for Students (SMS and SMP)
- Grant Agreement for Staff (STT and STA)

The identified documents are applied at different phases throughout the Mobility process. The production of certain documents at various levels in every workflow is also linked to certain steps or actions during the Mobility cycle, allowing the candidate and Institutional Mobility Officer to produce documents for each phase. In each document the information is imported directly using data already available on the platform, or are added, either by the candidate or by the International Offices, at the time of its generation.

Example Pipeline for FILMEU-STA

Before the mobility

1. New applications – not yet registered
2. Applicants registered - Personal master data not yet completed

3. Personal master data completed - application documents not yet uploaded
4. Application documents uploaded - documents not yet checked
5. Internal Acceptance
6. Application documents checked - Activities for Teaching Mobility Agreement not yet filled by applicant
7. Activities for Teaching Mobility Agreement filled by applicant - Teaching Mobility Agreement not yet uploaded
8. Teaching Mobility Agreement uploaded - not yet reviewed
9. Teaching Mobility Agreement reviewed - Scholarships not yet calculated
10. Scholarships calculated - First instalment not yet generated - Generate first instalment
11. First instalment generated - Grant Agreement not yet printed for review
12. Grant Agreement printed for review - Email with Grant Agreement attached not yet sent
13. Grant Agreement sent by email - Grant Agreement signed by applicant not yet uploaded
14. Grant agreement uploaded - Grant agreement not yet reviewed

After the mobility

1. Grant Agreement reviewed - Final documents not yet uploaded
2. Final documents uploaded - Final documents not yet reviewed
3. Submission Confirmation (Final Report from the Mobility Tool)
4. Scholarship data not yet adjusted. [ATTENTION: As soon as the review is completed and the data is to be transferred, set the indicator "Nomination/Scholarship balanced"]
5. Scholarship data adjusted - Duration of stay not yet recalculated
6. Duration of stay recalculated - Scholarships (last instalment) not yet recalculated
7. Scholarships (last instalment) recalculated - Last instalment not yet generated
8. Last instalment generated - Application not yet closed

This pipeline corresponds to the different steps identified for this specific type of mobility. The different steps and the information collected in the application form were agreed between the different teams responsible for managing the Mobility processes in each Alliance partner.

FILMEU-STA		
2021/2022	Open all sub groups	Close all sub groups
Before the mobility		
▶ New applications – not yet registered	1	Display applications
▶ Applicants registered - Personal master data not yet completed	0	
▶ Personal master data completed - application documents not yet uploaded	0	
▶ Application documents uploaded - documents not yet checked	0	
▶ Internal Acceptance	1	Head of the Department/Head of the Unit
▶ Application documents checked - Activities for Teaching Mobility Agreement not yet filled by applicant	1	Display applications
▶ Activities for Teaching Mobility Agreement filled by applicant - Teaching Mobility Agreement not yet uploaded	0	
▶ Teaching Mobility Agreement uploaded - not yet reviewed	0	
▶ Teaching Mobility Agreement reviewed - Scholarships not yet calculated	0	
▶ Scholarships calculated - First instalment not yet generated	1 +1	Generate first instalment
▶ First instalment generated - Grant Agreement not yet printed for review	0	
▶ Grant Agreement printed for review - Email with Grant Agreement attached not yet sent	0	
▶ Grant Agreement sent by email - Grant Agreement signed by applicant not yet uploaded	0	
▶ Grant agreement uploaded - Grant agreement not yet reviewed	1 +1	Review Grant Agreement

Pipeline for FILMEU-STA

Non-Traditional Mobilities Workflow

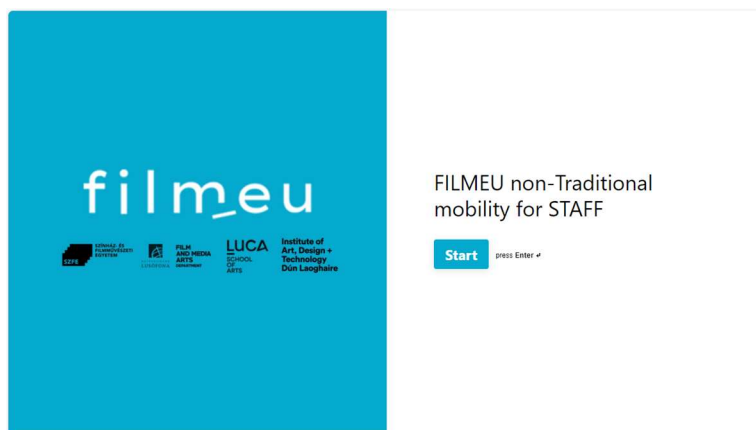
Non-traditional mobilities are mobilities that do not follow the procedures identified for traditional mobilities. As mentioned above, for mobilities with particular professional and pedagogical formats and objectives, as well as in case of different (sometimes non-existent) funding models, the Alliance decided in a first phase, to implement a simplified registration model for them. In this way a registration system common to the entire Alliance was created. In this first phase, the implemented system does not yet have integration with the authentication systems of each partner (SSO), and its integration is expected by the end of 2021.

In addition to this integration, the development of a back-office system for the integrated management of non-traditional mobility opportunities is planned, allowing for subsequent integration with each partner's academic management systems. The implementation is expected to be done using web services and shared API's.

For non-traditional mobilities, specific requirements were also identified that will be implemented in the current mobility management system during the year 2022, namely:

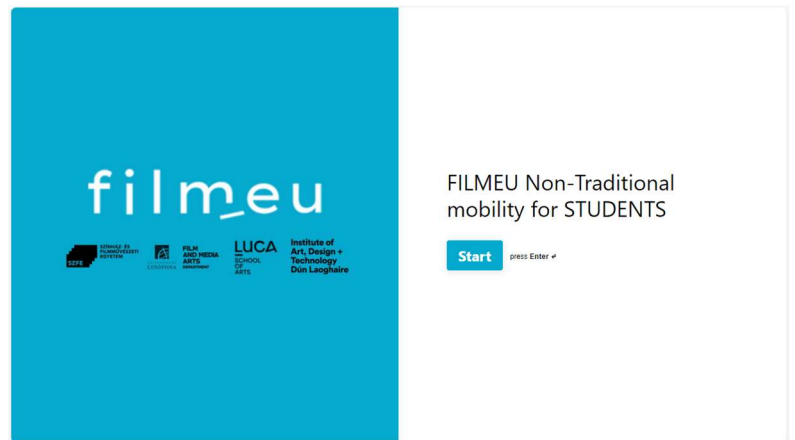
- Integration with partners' academic systems
 - Issuance of micro-credentials if applicable;
 - Registration of specific mobility data as required by the standard defined for micro-credentials, if applicable;
 - Registration in supplement to the diploma;
 - Registration in Student Wallet;
 - Verification of veracity of the awarding higher education institution as an issuing entity;
- Student Wallet
 - Credential portability;

The simplified management system allows the registration of non-traditional mobility of Students and Staff in order to facilitate their correct management and reporting.



Application form for non-Traditional Mobilities - STAFF

The system was developed in such a way that the requested data are shown sequentially in order to alleviate the difficulty of filling out each non-traditional mobility.



Application form for non-Traditional Mobilities - STUDENT

5 → Institution *

☐ A IADT

☐ B LUCA

☐ C SZFE

☐ D ULHT

OK ✓

6→ Mobility Type *

☐ A Masterclass

☐ B FILMEU Talks

☐ C FILMEU With Science

☐ D Pairs to Pairs

Submit

Example of non-Traditional Application fields

Documents

Considering the variability of non-traditional mobilities, in this first phase the documents required for each of the identified mobilities have not yet been defined.

Annexes

Mobility documents overview

Activities	Mobility group	Description	(including evaluation and qualifications awarded)	Target	"Degree/curriculum level".	Official Documents	Funding Model
Staff mobility for teaching	Traditional	Staff mobility is core in FILMEU Regular as we do within the ERASMUS Program (2 days -> 2 months)	Peer-based learning. Qualitative experiential evaluation	Teachers	BA/MA/PHD	STA Agreement/Certificate of Attendance/Grant Agreement	ERASMUS+
Staff mobility for teaching – Blended	Traditional	Regular as we do within the ERASMUS Program (2 days -> 2 months) With a Virtual Component	Peer-based learning.	Teachers	BA/MA/PHD	STA Agreement/Certificate of Attendance/Grant Agreement	ERASMUS+
Staff mobility for teaching – Virtual	Traditional	Regular as we do within the ERASMUS Program (2 days -> 2 months)	Peer-based learning.	Teachers	BA/MA/PHD	STA Agreement/Certificate of Attendance/Grant Agreement	ERASMUS+
Staff mobility for teaching – DIRECT EXCHANGE	Traditional	Teacher mobility – at the same time – where one replaces the other in the same period	Peer-based learning.	Teachers	BA/MA/PHD	STA Agreement/Certificate of Attendance/Grant Agreement	ERASMUS+
Staff mobility BIP – Blende Intensive Programs	Traditional	Short intensive programs for staff and teachers including inlative tgerling the sharing of pedagogical models and experiences.	Peer-based learning.	Teachers/Technical Staff/Administrative Staff		STT Agreement/Certificate of Attendance/Grant Agreement	
Staff mobility for training	Traditional	Regular as we do within the ERASMUS Program (2 days -> 2 months)	Peer-based learning.	Teachers/Technical Staff/Administrative Staff	BA/MA/PHD	STT Agreement/Certificate of Attendance/Grant Agreement	ERASMUS+
Staff mobility for training – Blended	Traditional	Regular as we do within the ERASMUS Program (2 days -> 2 months) With a Virtual Component	Peer-based learning.	Teachers/Technical Staff/Administrative Staff	BA/MA/PHD	STT Agreement/Certificate of Attendance/Grant Agreement	ERASMUS+
Staff mobility for training – Virtual	Traditional	Regular as we do within the ERASMUS Program (2 days -> 2 months)	Peer-based learning.	Teachers/Technical Staff/Administrative Staff	BA/MA/PHD	STT Agreement/Certificate of Attendance/Grant Agreement	ERASMUS+
Staff mobility for research/supervision	Traditional	Research cluster and joint PhD activities based short term mobility (2 days to 6 months)	Training through projects in development. Peer-based	Teachers/Technical Staff/	PhD	STT Agreement/Certificate of Attendance/Grant Agreement	ERASMUS+
Staff/students mobility for research (Horizon/Marie curie DN)	Traditional	Secondements of researchers in specific Horizon initiatives (i.e. Marie Curie doctoral network)	Training through projects in development. Peer-based Samsara pedagogical model- challenge and project based. ECTS awarded.	Teachers/Technical Staff/	PHD		Horizon/Marie curie DN
Student mobility for studies and professional development	Traditional	Regular as we do within the ERASMUS Program (2 months -> 12 months)	Samsara pedagogical model. ECTS awarded. Evaluation per subject	Students	BA/MA/PHD	Learning Agreement for Studies /Learning Agreement for Training/arrival Certificate/Certificate of Attendance/Transcript of Records/Grant Agreement	ERASMUS+
Student mobility for studies – Blended	Traditional	Regular as we do within the ERASMUS Program (2 days -> 2 months) With a Virtual Component	Samsara pedagogical model. ECTS awarded. Evaluation per subject	Students	BA/MA/PHD	Learning Agreement for Studies /Learning Agreement for Training/arrival Certificate/Certificate of Attendance/Transcript of Records/Grant Agreement	ERASMUS+
Student mobility for studies – Virtual	Traditional	Regular as we do within the ERASMUS Program (2 months -> 12 months)	Samsara pedagogical model. ECTS awarded. Evaluation per subject	Students	BA/MA/PHD	Learning Agreement for Studies /Learning Agreement for Training/arrival Certificate/Certificate of Attendance/Transcript of Records/Grant Agreement	ERASMUS+
Student mobility for traineeships	Traditional	Regular as we do within the ERASMUS Program (2 months -> 12 months)	Samsara pedagogical model. ECTS awarded. Evaluation per subject	Students	BA/MA/PHD	Learning Agreement for Studies /Learning Agreement for Training/arrival Certificate/Certificate of Attendance/Transcript of Records/Grant Agreement	ERASMUS+
Student mobility for traineeships – Blended	Traditional	Regular as we do within the ERASMUS Program (2 days -> 2 months) With a Virtual Component	Samsara pedagogical model. ECTS awarded. Evaluation per subject	Students	BA/MA/PHD	Learning Agreement for Studies /Learning Agreement for Training/arrival Certificate/Certificate of Attendance/Transcript of Records/Grant Agreement	ERASMUS+
Student mobility for traineeships – Virtual	Traditional	Regular as we do within the ERASMUS Program (2 months -> 12 months)	Samsara pedagogical model. ECTS awarded. Evaluation per subject	Students	BA/MA/PHD	Learning Agreement for Studies /Learning Agreement for Training/arrival Certificate/Certificate of Attendance/Transcript of Records/Grant Agreement	ERASMUS+
Student mobility for traineeships (Graduates)	Traditional	Regular as we do within the ERASMUS Program (2 months -> 12 months)	Samsara pedagogical model. ECTS awarded. Evaluation per subject	Graduates	BA/MA/PHD	Learning Agreement for Studies /Learning Agreement for Training/arrival Certificate/Certificate of Attendance/Transcript of Records/Grant Agreement	ERASMUS+
Student mobility for traineeships – Blended (Graduates)	Traditional	Regular as we do within the ERASMUS Program (2 days -> 2 months) With a Virtual Component	Samsara pedagogical model. ECTS awarded. Evaluation per subject	Graduates	BA/MA/PHD	Learning Agreement for Studies /Learning Agreement for Training/arrival Certificate/Certificate of Attendance/Transcript of Records/Grant Agreement	ERASMUS+
Student mobility for traineeships – Virtual (Graduates)	Traditional	Regular as we do within the ERASMUS Program (2 months -> 12 months)	Samsara pedagogical model. ECTS awarded. Evaluation per subject	Graduates	BA/MA/PHD	Learning Agreement for Studies /Learning Agreement for Training/arrival Certificate/Certificate of Attendance/Transcript of Records/Grant Agreement	ERASMUS+
Student mobility BIP – Blende Intensive Programs	Traditional	Short, intensive programmes that use innovative ways of learning and teaching, including the use of online cooperation. transdisciplinary teams work together to tackle challenges for example those linked to the United Nations' sustainable development goals or other societal challenges identified by regions, cities or companies. During these blended intensive programmes, groups of students or staff will undertake a short-term physical mobility abroad combined with a compulsory virtual component facilitating collaborative online learning exchange and teamwork. to be developed and implemented by at least 3 higher education institutions (HEIs) awarded with an ECHE coming from at least 3 Programme Countries. Physical mobility from 5 days to 30 days of programme duration. No eligibility criteria is set for the duration of the virtual component but the combined virtual and physical mobility must award a minimum of 3 ECTS credits for students.	Samsara pedagogical model. ECTS awarded. Evaluation per subject	Students/Teachers/Technical Staff/Administrative Staff	BA/MA/PHD	Learning Agreement for Studies /Learning Agreement for Training/arrival Certificate/Certificate of Attendance/Transcript of Records/Grant Agreement	ERASMUS+
Student mobility - Doctoral (3rd cycle) Short-term Mobility (also blended)	Traditional	Mobility for studies and/or traineeships => from 5 to 30 days	Samsara pedagogical model. ECTS awarded. Evaluation per subject	PHD Students	BA/MA/PHD	Learning Agreement for Studies /Learning Agreement for Training/arrival Certificate/Certificate of Attendance/Transcript of Records/Grant Agreement	ERASMUS+
Event based mobility	Non-Traditional	Online /Live Events targeting FILMEU internal stakeholders	Critical discussion. Peer-discussion. Knowledge sharing. ECTS awarded	Students/Teachers/Technical Staff/Administrative Staff	BA/MA/PHD	Registration/Certificate for Diploma Suplment	Own funding/external funding
Event based mobility - Cine Club	Non-Traditional	Online /Live Events targeting FILMEU internal stakeholders - regular shwocase of national films with comments	Critical discussion. Peer-discussion. Knowledge sharing. ECTS awarded	Students/Teachers/Technical Staff/Administrative Staff	BA/MA/PHD	Registration/Certificate for Diploma Suplment	Own funding/external funding
Event based mobility - Summer school	Non-Traditional	Online /Live Events targeting FILMEU internal stakeholders - yearly summer school	Critical discussion. Peer-discussion. Knowledge sharing. ECTS awarded	Students/Teachers/Technical Staff/Administrative Staff	BA/MA/PHD		Own funding/external funding
Event based mobility - Masterclasses	Non-Traditional	Online/live masterclasses/conferences – SScientific Events targeting FILMEU internal stakeholders	Critical discussion. Peer-discussion. Knowledge sharing. ECTS awarded	Students/Teachers/Technical Staff/Administrative Staff	BA/MA/PHD	Registration/Certificate for Diploma Suplment	Own funding/external funding
Cultural integration based mobility	Non-Traditional	Mobility activities targeting both the inclusion of new students and the integration among existing students and staff	Critical discussion. Peer-discussion. Knowledge sharing. ECTS awarded	Students/Teachers/Technical Staff/Administrative Staff	BA/MA/PHD	Registration/Certificate for Diploma Suplment	Own funding/external funding
Cultural integration based mobility - mentoring "buddy system"	Non-Traditional	Mobility activities targeting the inclusion of new students	Critical discussion. Peer-discussion. Knowledge sharing. ECTS awarded	Students/Teachers/Technical Staff/Administrative Staff	BA/MA/PHD	Registration/Certificate for Diploma Suplment	Own funding/external funding
Cultural integration based mobility - induction activities	Non-Traditional	Mobility activities targeting the inclusion of new students - includes tailored activities in Erasmus Mundus programs.	Critical discussion. Peer-discussion. Knowledge sharing. ECTS awarded	Students/Teachers/Technical Staff/Administrative Staff	BA/MA/PHD	Registration/Certificate for Diploma Suplment	Own funding/external funding