

Call for TSU Undergraduate Students to Apply for Erasmus+ Program Scholarships at the University of Burgos

A call is announced for TSU undergraduate students in their third, fourth, fifth, or sixth semester to apply for a scholarship from the Erasmus+ program funded by the European Commission at the [University of Burgos \(Spain\)](#).

Students enrolled in the following majors during the third, fourth, fifth, and sixth semesters of the bachelor's degree program at Tbilisi State University are eligible to participate in the competition.

Field of study: Business Administration

Mobility period: Fall semester 2025

SUBMISSION OF APPLICATIONS:

Applications will be submitted through the UBU platform following the steps below:

<https://sigma.ubu.es/regis/controlreg/%5bmtoAlta%5dRegistroPublico?entradaPublica=true&destino=MOV&idioma=en&pais=GB>

- Fill in the registration form.
- You will be provided a user's name (e.mail account).
- Create a password.
- Finalize
- Sign in (with your user's name and password) and log in
- Click on "Solicitud de intercambio de entrada"
- "Select the Exchange Programme"
 - Erasmus KA 171
- Click on "Add"
- Complete your personal details.
- Complete the information of the exchange. Please, upload all the documents required.

They are necessary for the evaluation of your application.

- Photograph
 - Passport
 - Official academic records (transcript of records): document including courses done and grades obtained with evidence of having completed your first year of university studies.
 - learning agreement: course choice to be studied at UBU.
 - Certificate of Spanish command, except for students whose mother tongue is Spanish. A certificate issued by the home institution will be valid.
 - Official proof or certificate of disability, if applicable.
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- Save
 - Print

NOTE: All the documents must be provided in Spanish or English.

APPLICATION DEADLINE: 6th March 2025

SELECTION CRITERIA

The following criteria will be assessed:

- **Academic records: up to 5 points.**
- **Academic proposal/learning agreement: up to 3 points**
It should be taken into account that the candidate has one semester's worth of subjects left to take in September 2025 in order to ensure that they have enough subjects from their degree course to study at UBU and be recognized at home institution.
- **Spanish command: up to 2 points**
- Students are required a minimum level of B1 in Spanish.
- **Students who can prove a disability equal to or greater than 33%: 0,5 points.**

SELECTION OF CANDIDATES:

Grants will be awarded on a competitive basis, respecting the principles of non-discrimination, merit and transparency.

- **Assessment and validation of applications:** Applications and documents uploaded will be sent to the Partner Institution for their evaluation.
- **The Selection Committee of each Institution will evaluate** and verify the applications and documents submitted by the candidates and will propose a list of candidates who meet the requirements established as indicated in point 7 of this call.
- **Each Institution will send their proposals to UBU**, to be evaluated by its Selection Committee.
- The selection Committee at UBU will be formed by:
 - Ms. Ileana M. Greca Dufranc, Vice-Rector for Internationalization, Cooperation and Strategic Alliances
 - Coordinator of International Programmes of the Faculty of Science.
 - Coordinator of International Programmes of the Faculty of Economics and Business Administration.
 - Coordinator of International Programmes of the Polytechnical School.
 - Coordinator of International Programmes of the Faculty of Humanities and Communication.
 - Ms. Cristina Zaldívar, Head of the International Office.
 - Ms. Asunción Albuín, Responsible for Incoming Students.
- The selection Committee of UBU will ratify, if appropriate, the proposals of the respective selection committees of the participant universities including the observations or modifications it deems appropriate.
- The International Relations Service, following the evaluation report issued by the Selection Committee, will draw up a list with the places awarded and a reserve list for each of the places offered.
- Grants will be awarded by the Vice-Rector for Internationalization, Cooperation and Strategic Alliances by Delegation of the Rector. The resolution done by the Vice- Rectorate for Internationalization, Cooperation and Strategic Alliances will be published on the electronic official notice board of the University of Burgos as well as on those of the Institutions

participating in this call, within two months after the deadline for submission of applications. Outside this period, administrative silence will be negative.

- No candidate will be discriminated against on the basis of sex, race or any other circumstance other than their academic merits or motivation

GRANTEE'S COMMITMENTS:

- Accept the grant.
- Issue their Passport and arrange their visa as soon as they receive their acceptance letter from University of Burgos.
- Fill in a learning agreement including the courses that they will take at UBU and those that will be recognized in their home institution (as long as they have passed them at UBU)
- Comply with the Erasmus+ regulations and fill in all the required documents in terms of admission and grants payment

If you have any additional questions, please contact the Department of External Relations at outgoingmobility@tsu.ge.