

Mobility-Online Application manual for outgoing BIP students

Step-by-step instructions to ensure successful completion of the Mobility-Online application process for your BIP studies.

!In case you have any questions about submitting your application, please read this manual first.



VYTAUTAS
MAGNUS
UNIVERSITY
MCMXXII



[Click here to open the application form](#)

Step 1 – Application

[Application details](#) [Open all sub groups](#) [Close all sub groups](#)

Type of applicant	<input type="radio"/> Incomings <input checked="" type="radio"/> Outgoings *
Type of person	<input checked="" type="radio"/> Student <input type="radio"/> Teacher *
Exchange Programme	<input type="text" value="BIP"/> *
Sending institution	<input type="text" value="KAUNAS01 - Vytautas Magnus University"/>
Academic year	<input type="text" value="2024/2025"/> *

- This information will be filled in automatically.



Personal details

First name *

Please indicate as in your passport.

Last name *

Please indicate as in your passport.

Gender ☐ Male ☐ Female ☐ Other *

Citizenship *

Date of birth *

E-mail address *

Same e-mail address for verification *

Phone number *

Please use this format: +370 612 3456

Faculty/Academy at Vytautas Magnus University *

Department at Vytautas Magnus University

Coordinator at home institution *

Study cycle ☐ Bachelor ☐ Master ☐ Doctoral ☐ Integrated *

Study Programme

Field of Education (please indicate code and description) according to ISCED *

ISCED codes can be found [here](#)

Current year of study ☐ First ☐ Second ☐ Third ☐ Fourth ☐ Fifth ☐ Beyond fifth *

Do you have academic debts? ☐ Yes ☐ No

I am a student with disability / special needs (i. e. with mental (intellectual, cognitive, learning), physical, sensory, or other (students with disabilities may get extra Erasmus+ funding for their mobility period. For more information please contact programme coordinator)) ☐ Yes ☐ No

I am student with fewer opportunities ☐ Yes ☐ No

Please see [here](#) for further information.

Will it be your first Blended Intensive Programme (from 5 to 30 days) Erasmus mobility? ☐ Yes ☐ No

Have you participated in Erasmus+ programme (studies, traineeship) before in your current study cycle? ☐ Yes ☐ No

- Please ensure that your first name, last name, and other personal information are entered correctly, exactly as they appear in your passport or ID etc.



Planned Mobility

Host Country

<-- Please select --> *

Please mark "Other" if your host country/institution is not on the list

Host institution

<-- Please select --> *

Title of Blended Intensive Program (BIP)

 *

Link to information about BIP Programme (If applicable)

Language of instruction

<-- No choice -->

Start date of BIP

 *

First day when a student must be at the host institution

End date of BIP

 *

Last day when a student must be at the host institution

Start date of virtual component

 * ?

End date of virtual component

 * ?

• Please note that if you cannot find your host institution in the list, select the "Other" option and enter the name of your host institution in English in the field below.

• Please indicate the start and end dates of the physical mobility period of the BIP, excluding travel days, as specified in the BIP programme.

Language knowledge	
Mother tongue	<input type="text" value=" <-- Please select --> "/> *
First foreign language	<input type="text" value=" <-- Please select --> "/> *
First foreign language knowledge	<div>Proficiency according to European language levels. Please follow the link.</div> <div><input type="radio"/> A1 <input type="radio"/> A2 <input type="radio"/> B1 <input type="radio"/> B2 <input type="radio"/> C1 <input type="radio"/> C2 *</div>
Second foreign language	<input type="text" value=" <-- No choice --> "/> *
Second foreign language knowledge	<div><input type="radio"/> A1 <input type="radio"/> A2 <input type="radio"/> B1 <input type="radio"/> B2 <input type="radio"/> C1 <input type="radio"/> C2</div>
Third foreign language	<input type="text" value=" <-- No choice --> "/> *
Third foreign language knowledge	<div><input type="radio"/> A1 <input type="radio"/> A2 <input type="radio"/> B1 <input type="radio"/> B2 <input type="radio"/> C1 <input type="radio"/> C2</div>
Fourth foreign language	<input type="text" value=" <-- No choice --> "/> *
Fourth foreign language knowledge	<div><input type="radio"/> A1 <input type="radio"/> A2 <input type="radio"/> B1 <input type="radio"/> B2 <input type="radio"/> C1 <input type="radio"/> C2</div>
Fifth foreign language	<input *<="" td="" type="text" value=" <-- No choice --> "/>
Fifth foreign language knowledge	<div><input type="radio"/> A1 <input type="radio"/> A2 <input type="radio"/> B1 <input type="radio"/> B2 <input type="radio"/> C1 <input type="radio"/> C2</div>

- Please fill in information regarding your language knowledge.

Other information


Motivation letter. Please provide, why you want to participate in this Blended Intensive Program. (what good it will bring to you as a student/person, etc.). The motivation letter should be written in English (max. 3000 characters with spaces).

There are still **3000** characters available

☐ *

Hereby I confirm that all the information given above is correct and I do not object it would be used for the institutional (VMU) needs.

Cancel application

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MOBILITY-ONLINE

Send application

- Please explain why you want to take part in the chosen BIP. Highlight how it will benefit you academically and personally.
- Confirm the statement on the accuracy of the provided information and use of information for institutional purposes, then click “Send application”.

Step 2 – Receive an Email with a Link

After completing the application, you will receive an email at the address you provided with further instructions. This email will include a link to continue the application process.

Step 3 – Log in to Mobility-Online

By following the link you will be directed to the VMU website, where you will need to log in using your VMU username and password.



Enter your username and password

A service has requested you to authenticate yourself. Please enter your username and password in the form below.

Username

Password

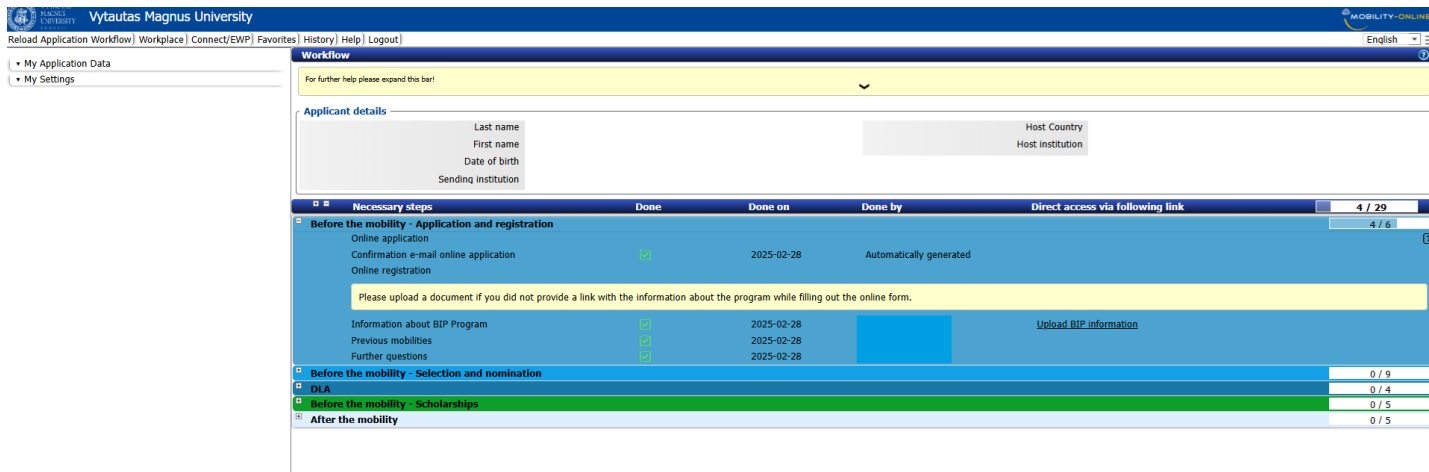
Login

Help! I don't remember my password.

Without your username and password you cannot authenticate yourself for access to the service. There may be someone that can help you. Consult the help desk at your organization!

Step 4- Answer additional questions

- After logging in you will be directed to Mobility-Online homepage where you need to provide the following information:
Information about BIP Program
Previous mobilities
Further questions



Necessary steps	Done	Done on	Done by	Direct access via following link	
Before the mobility - Application and registration					
Online application					4 / 6
Confirmation e-mail online application	Yes	2025-02-28	Automatically generated		
Online registration					
Please upload a document if you did not provide a link with the information about the program while filling out the online form.					
Information about BIP Program	Yes	2025-02-28		Upload BIP information	
Previous mobilities	Yes	2025-02-28			
Further questions	Yes	2025-02-28			
Before the mobility - Selection and nomination					
DLA					0 / 9
Before the mobility - Scholarships					
DLA					0 / 4
Before the mobility - Scholarships					
DLA					0 / 5
After the mobility					
DLA					0 / 5

- Please note that after answering all questions in each section and uploading the required documents, you must click "Create" and then the "Back" button

You have completed your application!

- Thank you for providing all the necessary information and uploading the required documents.
- Your application is now being processed.
- You can track any status updates in your Mobility-Online workflow. Additionally, you will receive an email notification as soon as a decision is made regarding your application.



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