

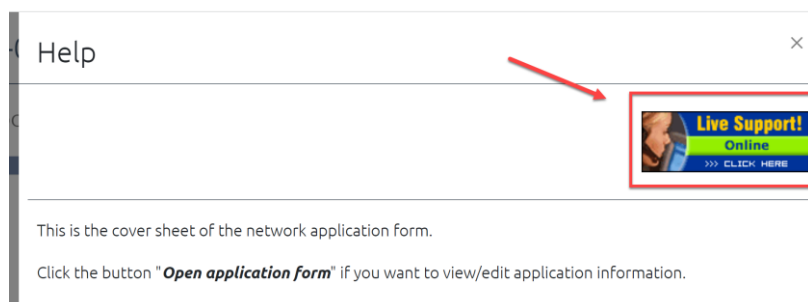
Submitting a CEEPUS Network Mobility Application

General information:

Please do not use the browser back button for back navigation in the mobility application. There is an internal back button on every page. Please only use this button for back navigation:



During your online application you will have access to our help section and the technical live support by clicking the question mark.

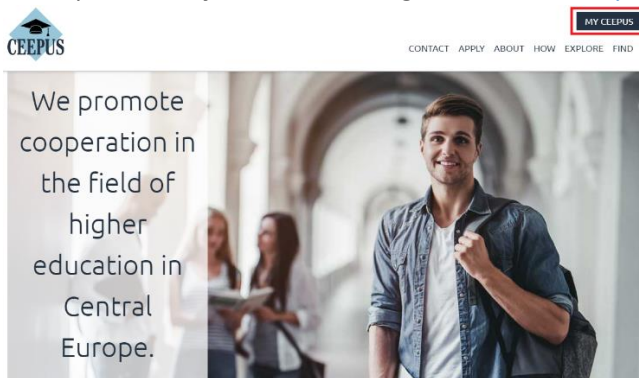


Registration:

ATTENTION! You have to register only once! In case you submit further applications, please use the same login.

www.ceepus.info / Sign in / Click here to register / fill in the 2-page registration form (personal and institutional data) / click on the link received via email

1st step: Press **My CEEPUS** then sign in on www.ceepus.info



Log in

Email address

Password

Don't have an account?

If you are new to MY CEEPUS, you have to register first and create a new MY CEEPUS account.

If you have already a MY CEEPUS account, log in with your already existing account.

Have any questions? Check our [How To](#)

Forgot your password ?

You did not receive the **activation email**?

2nd step: Use your **Mobility Desktop**, choose **your mobility applications**

Create a new application or open an already started and saved unsubmitted application:

CEEPUS **Mobility Desktop**

Welcome

HOW CEEPUS WORKS DOWNLOADS

Obligations of Scholarshipholder Find & NCO Informations

- Obligations Student
- Obligations Teacher

- Find networks
- NCO Information

Create new application

Unsubmitted Applications

M-0042-2122-149283
AT-0042-17-2122 - Image Processing, Information Engineering & Interdisciplinary Knowledge Exchange
unsubmitted

M-0037-2122-155213
AT-0037-17-2122 - Slavic Philology and Its Cultural Contexts
unsubmitted

3rd step: Press „yes” to apply for a network mobility:

< CEEPUS Mobility Wizard ?

CEEPUS Mobility Wizard - Step 1

To make applying as easy as possible for you, the CEEPUS Mobility Wizard will guide you through the first steps. You can find further information on clicking the question sign on the upper right corner in the menu bar..

To get started, please choose one of the following answers and then click on the button "next step".

YES,
I will apply for a mobility in an existing network (I know my home and host institution) I also know the number of my CEEPUS Network (= CEEPUS Network Number, "CPNR").
If the CPNR is unknown, you can find it [here](#).

NO,
I am planning to apply as a freemover. To my knowledge neither my home institute nor my host institute participate in a CEEPUS network.

Note: the software might suggest possible CEEPUS partner institutions of your home institution for you to select, if applicable.

cancel next step

4th step: Choose the correct entries: academic year is 2021/22! E.g. CEEPUS Network Number is PL-0815

CEEPUS Mobility Wizard - Step 2

I hereby confirm that this is my own account and that I am creating a mobility application for myself.

Please note that it is strictly forbidden to create mobility applications for other persons from this account.

Academic Year: Academic Year 2021/2022

CEEPUS Network Number: PL-0815-09-2122

Home Country: Czech Republic

Home Institution: Masaryk University, Faculty of Social Studies
Masaryk University
Faculty of Social Studies
Ing. Dagmar Habova

Host Country: Hungary

Host Institution: University of Pécs, Faculty of Humanities and Social Sciences, Department of
University of Pécs
Faculty of Humanities and Social Sciences, Department of Political Science and International Studies
Dr Andrea Gal Zoltanne Schmidt

Mobility type: Short Term Students

cancel next step

5th step Finalize „Basedata” and press „Save”:

< M-0815-2122-158914 ?

< Basedata Save

Network

PL-0815-09-2122
Europe from the Visegrad and Balkan Perspective

Home Institution
Masaryk University, Faculty of Social Studies

Exchange Information

Host Institution
University of Pécs, Faculty of Humanities and Social Sciences, Department of Political Science and International Studies

Mobility Type - Exchange Type
Short Term Students physical

Possible mobility: 1 month(s).

Short Term Type summer school From 21.06.2022 To 30.04.2022

Important Notice:

Please make sure to choose the correct category:

- **Student:** select this if you are a student and you want to stay for **AT LEAST** 3 months
- **Short Term Student:** select this if you are a student and you want to stay for **LESS** than 3 months, e.g. for a regular excursion (min. 10 days) or if you are a thesis student
- **Teacher:** if you are a teacher, please always choose **ONLY THIS** category, no matter for how long you want to stay
- **Short Term Excursion** (min. 3 days): select this if you are a student and you want to participate in this special activity

Cancel Save

6th step Fill in all remaining sections of the Mobility Application Form (marked red)

< M-0815-2122-158914 ?

1. Basedata >

Basedata

1x entries of 1 complete ✓

2. Personal Data >

Personal Data

1x entries of 1 complete ✓

3. Address >

Address

1x entries of 1 - 3 complete ✓

4. Field of Study >

What exactly are you studying? What is your field of interest?

0x entries of 0 - 1 complete ✓

5. Motivation >

Students: Line out why you should be awarded a grant.

Teacher: This is the place to enter your planned teaching/supervising assignment of 6 hrs per work week.

0x entries of 1 incomplete ⚠

6. Education >

Education

0x entries of 1 - 9 incomplete ⚠

7. Knowledge of Languages >

Knowledge of Languages

0x entries of 1 - 9 incomplete ⚠

