



## Information on Erasmus Teaching Visits to Vilnius University

We appreciate your interest in Vilnius University and intention to come to teaching visit which could be covered by Erasmus+ programme.

First of all, you should agree on your teaching programme with the department where you are coming to. When the teaching programme is approved by the department, where the coming person is invited to, Vilnius University and the coming person (the Participant) sign the Financial Agreement in order to define conditions of funding and submitting reports.

The visit should take 2-5 working days. Also there might be 2 additional days for travelling. There should be at least 8 hours devoted for teaching (work with the students).

Erasmus grant for teaching partially covers **travel expenses** and **subsistence costs** related to the teaching visit to Vilnius University. The final amount of the Erasmus grant for teaching shall be calculated according to these fixed sizes:

- **Contribution for subsistence expenses** shall be **140 EUR per day**, e. i. if the duration of your visit is 5 days, the total amount for subsistence expenses shall be of 700,00 EUR.
- **Contribution for travel** shall be calculated according to the travel distance between the starting point and Vilnius (or Kaunas in case the visit is arranged at Kaunas Faculty). Travel distance is estimated according to the [Distance Calculator of European Commission](#):

Travel distance	Amount	Green travel <sup>1</sup>
Between 10 and 99 KM:	23 EUR	-
Between 100 and 499 KM:	180 EUR	210 EUR
Between 500 and 1999 KM:	275 EUR	320 EUR
Between 2000 and 2999 KM:	360 EUR	410 EUR
Between 3000 and 3999 KM:	530 EUR	610 EUR
Between 4000 and 7999 KM:	820 EUR	-
8000 KM or more:	1500 EUR	-

Before the visit 80 % of the grant shall be transferred to the personal account of the Participant. The rest 20 % of the grant shall be transferred after the visit. The Participant shall complete and submit the online EU Survey at the latest 30 days after the end of the visit. The submission of the online EU Survey shall be considered as the Participant's request for payment of the balance of the grant. No other additional documents shall be needed. The confirmation of attendance shall be provided by the faculty, where the visit took place.

<sup>1</sup> travelling to participate in Erasmus+ activities in a way that meets the requirements of green travel are considered to be travelling by environmentally friendly and low-carbon transport (e.g. by train, bus, car sharing, etc.) for their return journey.

If you have more questions about Erasmus teaching visits, please do not hesitate to contact with the Institutional Erasmus Coordinator for Mobility with Enterprises by e-mail [visit@vu.lt](mailto:visit@vu.lt).