

Accreditation in KA121 applications

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Take note

The illustrations in the Application Forms wiki pages are for consultation purpose only and may not always reflect the latest implementation.

There may be minor changes to the screen appearance and layout which are described on the updated page: [How to complete the application form](#).

The **Accreditation** section of the application form requests you to specify the Organisation ID (OID) of your organisation.

Your organisation must hold a valid [Accreditation](#) for the concerned field (SCH, VET or ADU) or already have submitted the relevant accreditation application form ([KA120](#)).

Our example below shows how to complete the accreditation section using a **Mobility for staff of accredited organisations in school education (KA121-SCH)** application form.



Take note

Questions or fields may vary depending on the **action** you apply for. Please read the onscreen information carefully to complete the relevant fields and sections.

This page is relevant for:

- **Erasmus+ Call year 2024**
 - KA121-SCH - Accredited projects for mobility of learners and staff in school education
 - KA121-VET - Accredited projects for mobility of learners and staff in vocational education and training
 - KA121-ADU - Accredited projects for mobility of learners and staff in adult education

Before you start

- Your organisation needs to be registered in **Organisation Registration system** and have a valid OID
 - The applicant organisation needs to hold a valid Accreditation for the concerned field or already have submitted the relevant accreditation application form ([KA120](#))
-

Steps

1. Open "Accreditation"

Click on **Accreditation** in the Content menu. The **Accreditation** screen opens by default when opening a new or existing application form. The budget request type for your form is prefilled as either School education, Adult education or Vocational education and training, depending on the selected field, in our example School Education (SCH).

Content menu

All

Red marks

Accreditation

Participating organisations

Applicant organisation

Erasmus Plan

Activities

Annexes

Checklist

Sharing

Submission History

Accreditation

Welcome to the budget request form for organisations with an Erasmus accreditation!

To start, please fill in your Organisation ID (OID). Your accreditation code and other information will then be retrieved automatically.

OID *

Please enter an Organisation ID...

Field of application

School Education

Accreditation code

Accreditation type

National Agency of the applicant organisation

Language used to fill in the form

Grant agreement start date *

Grant agreement duration (in months)

Grant agreement end date *

01/06/2024

31/08/2025

i

You can find contact information of your National Agency at the following page: [List of National Agencies.](#)

2. Fill in Organisation ID

Enter the Organisation ID of the accredited applicant organisation in the **Organisation ID** field.



Take note

If your organisation has multiple accreditations in the same field linked to your OID, contact your National Agency for further information and assistance.

If no valid Erasmus+ accreditation is linked to your organisations OID, check if you are applying for the correct field or contact your National Agency for further assistance.

After providing a valid accredited **Organisation ID**, the **Accreditation code**, **Accreditation type**, **National Agency** and **Language used** are automatically filled in based on information entered in the preceding accreditation request (KA120). You will also get a confirmation message that the Organisation ID has been identified successfully.



Information

The organisation details related to the Organisation ID you provided can be reviewed in the Participating Organisations section of the form, where they are automatically.

×

Accreditation

Welcome to the budget request form for organisations with an Erasmus accreditation!

To start, please fill in your Organisation ID (OID). Your accreditation code and other information will then be retrieved automatically.

OID *

Please enter an Organisation ID...

Field of application

School Education

Accreditation code

National Agency

Grant agreement start date

01/06/2024

You can

✓

Accreditation

Welcome to the budget request form for organisations with an Erasmus accreditation!

To start, please fill in your Organisation ID (OID). Your accreditation code and other information will then be retrieved automatically.

OID *

E10000191

Field of application

School Education

Accreditation code

2022-1-BG01-KA120-SCH-000017320

Accreditation type

Accreditation for a mobility consortium coordinator

✓

The Organisation ID has been identified successfully. Data about your organisation and accreditation has been pre-filled in the form (in this section and all other sections).

National Agency of the applicant organisation

BG01 - Human Resource Development Centre (HRDC)

Language used to fill in the form

English

Grant agreement start date *

01/06/2024

Grant agreement duration (in months)

Grant agreement end date *

31/08/2025

You can find contact information of your National Agency at the following page: [List of National Agencies](#).

Accreditation

3. Errors and warnings

3.1. Organisation with accreditation in multiple fields

This is a warning message that your organisation is accredited in multiple fields (SCH, ADU and or VET). You may continue completing the application.

Accreditation code	Accreditation type
2023-1-RO01-KA120-SCH-000016761	Accreditation for a mobility consortium coordinator
<div><div>⚠</div><div>Your organisation holds an Erasmus accreditation in more than one field. Please note that you need to submit a separate budget request for each field.</div></div>	
National Agency of the applicant organisation	Language used to fill in the form
RO01 - Agentia Nationala pentru Programe Comunitare in Domeniul Educatiei si Formarii Profesionale	English

3.2. No valid accreditation found

Your organisation is not accredited for the selected field in KA121. To apply for this Key Action and field, you first need to apply for the relevant accreditation using the [K A120](#) application form.

Accreditation code	Accreditation type
<div><div>×</div><div>No valid accreditation has been found for your organisation in the field of this application. Please make sure that you are applying for the correct field. You can also refresh your OID by deleting it and then typing it in again. If you are not able to resolve the issue, please contact your National Agency for help.</div></div>	
National Agency of the applicant organisation	Language used to fill in the form

3.3. Organisation has multiple accreditations in this field

Your organisation is accredited for this field in more than one Erasmus accreditation, which is not allowed. Please contact your NA.

×

More than one Erasmus accreditation for the same field is linked to your OID. This is not allowed by the Programme rules: please contact your National Agency for further information and assistance.

4. Example of a completed "Accreditation" section

Once you have correctly completed all sections and subsections, the section is marked with a green check.

Content menu

All

Red marks

✓ Accreditation

✗ Participating organisations 1

● Test-org.BG.02 (E10000191 - BG)

● Consortium 0

✗ Erasmus Plan 3

✗ Activities 1

✗ Annexes 0

✗ Checklist

Sharing 0

Submission History 0

✓ Accreditation ⓘ

Welcome to the budget request form for organisations with an Erasmus accreditation!

To start, please fill in your Organisation ID (OID). Your accreditation code and other information will then be retrieved automatically.

OID *

E10000191

Field of application

School Education

Accreditation code

2022-1-BG01-KA120-SCH-000017320

Accreditation type

Accreditation for a mobility consortium coordinator

✓

The Organisation ID has been identified successfully. Data about your organisation and accreditation has been pre-filled in the form (in this section and all other sections).

National Agency of the applicant organisation

BG01 - Human Resource Development Centre (HRDC)

Language used to fill in the form

English

Grant agreement start date *

01/06/2024

Grant agreement duration (in months)

Grant agreement end date *

31/08/2025

i

You can find contact information of your National Agency at the following page: [List of National Agencies](#).



Related Articles

- [Activities in KA121 applications](#)
- [Accreditation in KA121 applications](#)
- [KA121 Accredited projects for mobility of learners and staff application](#)
- [Context in applications](#)
- [Sharing an application form](#)
- [Export your application form as a PDF file](#)
- [Checklist in applications](#)
- [My Contacts](#)
- [Submission History in applications](#)
- [Opportunities](#)
- [Annexes in applications](#)
- [Participating Organisations in applications](#)
- [Associated Persons in applications](#)
- [Add organisations to an application](#)
- [How to complete the application form](#)