

# KA131 Mobility of higher education students and staff supported by internal policy funds application

## KA131 - Mobility of higher education students and staff supported by internal policy funds

This action supports physical and blended mobility of higher education students and staff from EU Member States and third countries associated to Erasmus+ to any country in the world.

Students in all study fields and cycles can take part in a study period or traineeship abroad.

Higher education teaching and administrative staff can take part in professional development activities abroad, as well as staff from the field of work in order to teach and train students or staff at higher education institutions.

### Applicable Fields

- KA131-HED - Mobility of higher education students and staff supported by internal policy funds

## The KA131 Application form

For general information on how to fill in an application form see the page [How to complete the application form](#).

The following sections are available in a **KA131** application form and must be completed before submission:

- **Context** - This section asks for general information about your project proposal and about the National Agency that will receive, assess and decide on selection of your proposal.
- **Participating organisations** - This section asks for information about the applicant organisation and about other organisations involved, if any. All organisations included in the application, whether they act as applicant or consortium members, need to be registered in order to receive an Organisation ID.
- **Activities** - This section asks for information about the mobility activities and other activities you intend to implement in the project.
- **EU Values** (as of call 2024) - In this section, you should read and agree to adhere to a set of EU Values for the implementation and evaluation of your project activities.
- **Annexes** - In this section, you will need to attach relevant documents needed for the completion of your application.
- **Checklist** - This section will help you double-check if your application is ready for submission.

Once all sections of your application form are marked as complete, you may [submit](#) it to your National Agency for assessment.

The following sections are used to manage your application:

- **Sharing** - In this section, you have the possibility to share an application with your colleagues or partners as long as the deadline for submission has not expired.
- **Submission History** - In this section, you will be able to see all submissions of this application form.

## How to do this in the tools?

### Basics

- [Add organisations to an application](#)
- [Annexes in applications](#)
- [Apply for grant or accreditation](#)
- [Associated Persons in applications](#)
- [Checklist in applications](#)
- [Context in applications](#)

### Specifics

- [Activities in KA131 applications](#)
- [Higher Education Mobility Handbook](#)
- [Higher Education Mobility Handbook > Higher Education Mobility Handbook for Beneficiaries.pdf](#)



- [Export your application form as a PDF file](#)
- [How to complete the application form](#)
- [My Applications](#)
- [My Contacts](#)
- [Opportunities](#)
- [Participating Organisations in applications](#)
- [Sharing an application form](#)
- [Submission History in applications](#)
- [Submitting an application form](#)