EU GREEN CALL for BIPs (2025/2026)
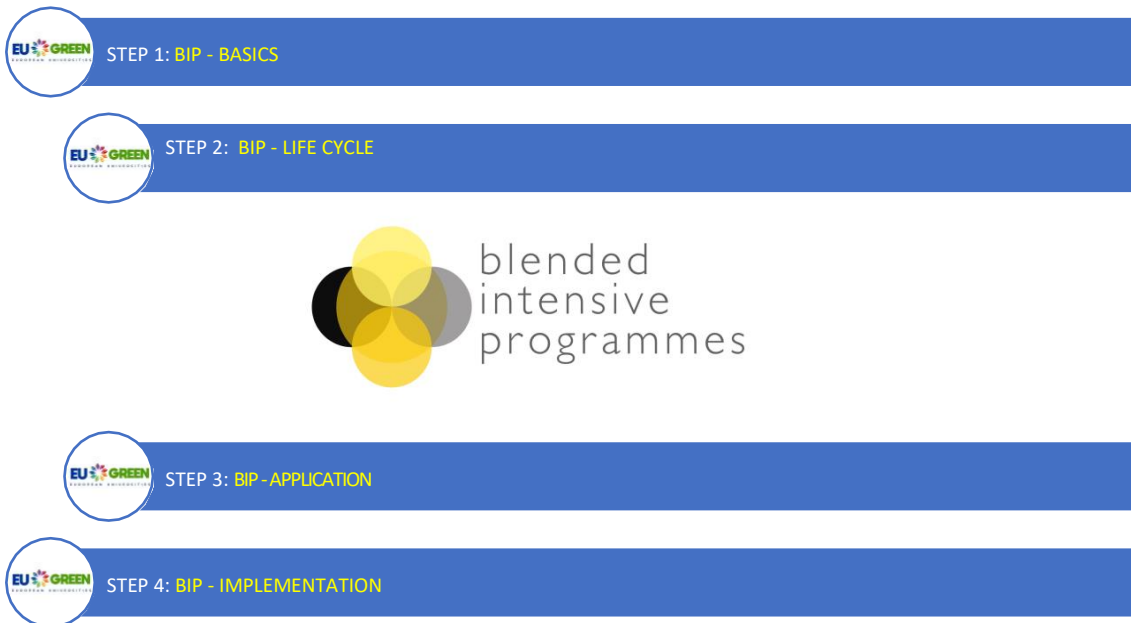
BIP GUIDELINES

for Scientific Coordinators

BIP for students

The following guidelines have been prepared to support future BIP Scientific Coordinators. They are divided into 4 steps, covering the entire process of organizing and running a Blended Intensive Programme (BIP):

STEP 1: BIP - BASICS

STEP 2: BIP - LIFE CYCLE

blended intensive programmes

STEP 3: BIP - APPLICATION

STEP 4: BIP - IMPLEMENTATION

STEP 1: BIP – BASICS

BIP definition:
- Blended Intensive Programme (BIP) is a short, physical learning, teaching, and training programme that enables groups of higher education institutions to jointly develop blended mobility curricula and activities for students, academic, and administrative staff.
- BIPs are part of the Erasmus+ Programme, under Key Action 1: Learning Mobility of Individuals. They were introduced in the 2021–2027 Erasmus+ programme cycle to foster innovation in teaching and learning across Europe.
- BIPs combine short-term physical mobility with virtual cooperation, increasing impact, accessibility, and inclusion.

BIP should foster:
- Development of transnational and transdisciplinary curricula;
- Research-based learning and challenge-based approaches that tackle societal challenges;
- All types of students from all backgrounds, study fields and cycles.

BIP foundations:
- At least 3 universities from 3 programme countries;
- One coordinating HEI, one receiving HEI, at least 2 sending HEIs;
- The funding source for students is Erasmus+ KA131 grant (category: SMS – Studies);
- Includes both a physical activity (5-30 days) and virtual part (no specified duration);
- Minimum number of ECTS: 3;
- There are 3 kinds of BIPs to apply to the National Agency: for 10, 15 and 20 participants;
- 10% margin rule – due to this rule the minimum number of participants for the above BIPs is: 9, 14 and 18;
- Non-EU students are not counted to the minimum required number of partcipants;
- Green travel option is available (car pooling, bus, train);
- BIP can be recognized as a part of the study programme or as a Diploma Supplement.

BIP ROLES:

BIP SCIENTIFIC COORDINATOR
- Is responsible for the preparation of the BIP programme, in cooperation with BIP partner institutions.
- Is responsible for the preparation of the BIP announcement, including all recruitment details, and for uploading this information on the university website.
- Is responsible for conducting the recruitment of students.
- Is responsible for the announcement of recruitment results and for maintaining further contact with the selected students.

BIP ADMINISTRATIVE COORDINATOR (in most of the cases is a scientific coordinator at the same time)
- Is responsible for the registration of the BIP in the Erasmus+ Beneficiary Module (as the owner of the "E+ BIP Slot" and of the Organisational Support allocation).
- Is responsible for controlling the minimum number of BIP applicants registered in the Beneficiary Module.
- Is responsible for sharing the Organisational Support (OS) funds with the Scientific Coordinator/host university.
- Is responsible for reporting on the BIP in both the interim and final reports.

BIP CORE GROUP
- The Core Group is composed of EU GREEN universities acting as active partners, including the Scientific Coordinator, in the development of the programme.
- According to Erasmus+ guidelines, the core group must include a minimum of 3 higher education institutions (HEIs) from 3 different countries.
- Within EU GREEN, the recommendation is to have at least 4 universities in the core group.
- The Core Group, in cooperation with the Scientific Coordinator, defines the contents and details of the BIP.

BIP PARTCIPATING PARTNER
- The BIP Partner Universities are EU GREEN institutions not involved in the Core Group, but participating in the programme by sending students and staff as BIP participants, as well as by providing teaching staff.

BIP SLOTS:
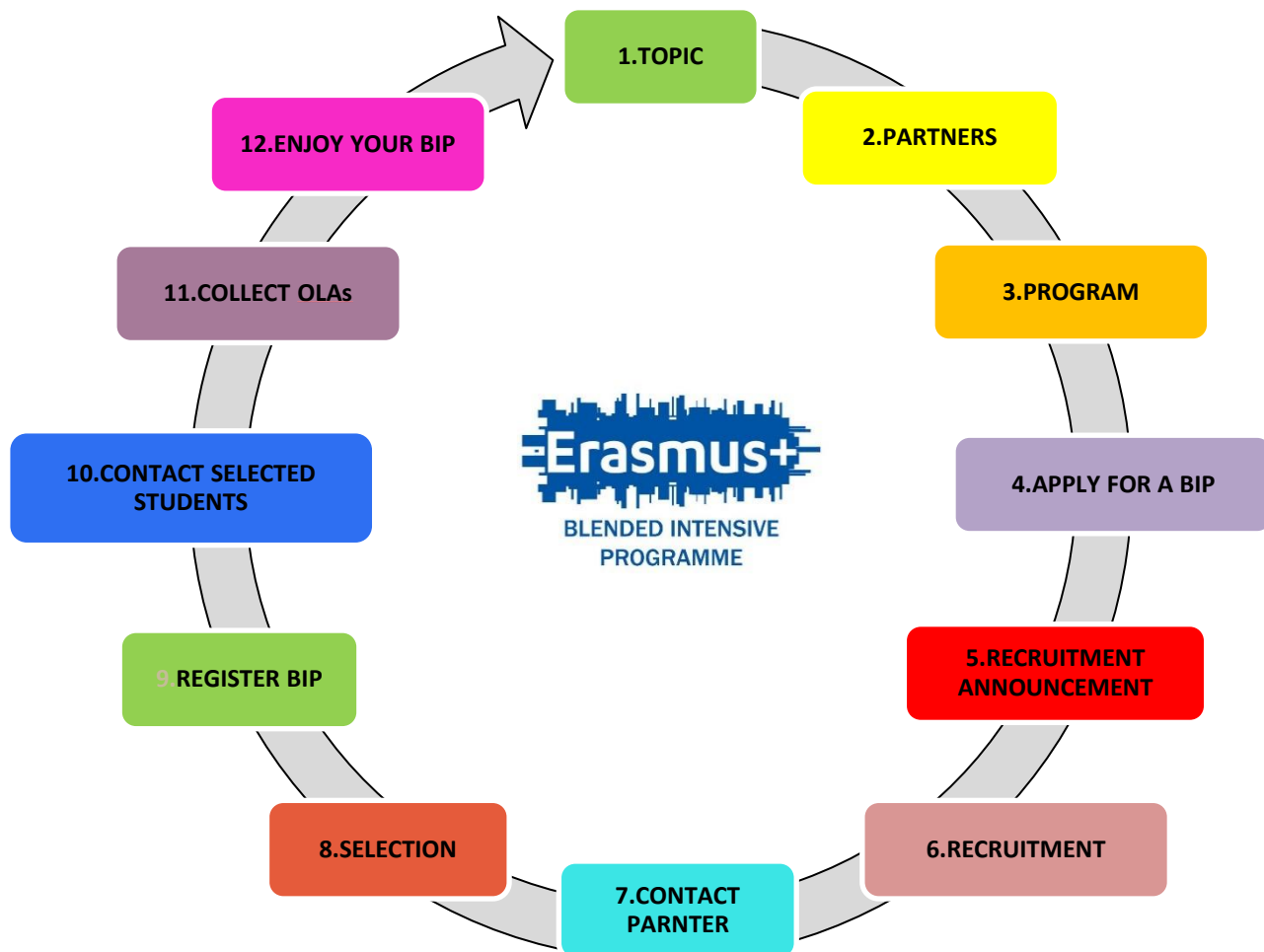
ORGANISATIONAL SUPPORT (OS)
- Organisational Support (OS) in the amount of EUR 400 per participant is granted to each university that has been awarded a BIP slot.
- The OS funding is intended to cover the development and organisation of the programme.
- Starting from the KA131-2024 project, three fixed OS categories apply:
  10 participants → OS amount: EUR 4,000
  15 participants → OS amount: EUR 6,000
  20 participants → OS amount: EUR 8,000

SHARING THE BIP SLOT
- When an EU GREEN university transfers its BIP slot to another university, it retains project administration and overall coordination, while appointing the receiving university as the Scientific Coordinator.
- The slot-offering university must remain a member of the BIP Core Group.
- Appointing another university as Scientific Coordinator entails sharing the OS (Organisational Support) funds with that university to support BIP implementation and organisation.
- It is advised to share 100% of the OS money with the appointed Scientific Coordinator.

STEP 2: BIP – LIFE CYCLE

BIP Life Cycle:
1. TOPIC
2. PARTNERS
3. PROGRAM
4. APPLY FOR A BIP
5. RECRUITMENT ANNOUNCEMENT
6. RECRUITMENT
7. CONTACT PARNTER
8. SELECTION
9. REGISTER BIP
10. CONTACT SELECTED STUDENTS
11. COLLECT OLAs
12. ENJOY YOUR BIP

Erasmus+
BLENDED INTENSIVE PROGRAMME

STEP 7 is always before STEP 10

CONTACT THE SENDING UNIVERSITY FIRST AND THEN THE APPROVED STUDENTS

STEP 3: BIP – APPLICATION

Step-by-Step Procedure for a Successful BIP Application:

1) INVENT A TOPIC FOR THE BIP
- The topic must be chosen carefully and be attractive to most EU GREEN students. A topic that is not engaging may result in low applications and jeopardize the success of the BIP.
- The topic should address one or more thematic areas identified in the six clusters of excellence described in the EU GREEN Research Strategy.
- The topic should also align with the range of topics selected by WP2 and WP3.

2) INVITE PARTNERS TO THE CORE GROUP
- The Core Group is responsible for creating the BIP programme.
- It is advised to seek support from the person responsible for BIP administration and dissemination at each EU GREEN university.
- Each EU GREEN university has one designated administrative contact to assist with BIP-related tasks.
- Ensure that all invited partners are actively involved in defining the programme contents and structure.

STRONG RECOMMENDATION

- AT LEAST 4 UNIVERSITIES IN THE CORE GROUP

- MANADATORY PARTCIPATION OF AT LEAST ONE TEACHING TEACHER FROM THE CORE UNIVERSITY

3) CREATE THE BIP PROGRAM
- The Scientific Coordinator, together with partners from the Core Group, is responsible for creating the full BIP programme, including both online and onsite components.
- Modules should be selected in this step, along with the teachers who will be involved in teaching.
- Ensure that the programme structure is coherent, engaging, and aligned with the chosen BIP topic and thematic areas.

BIP programme requirements - the BIP programme should:

- Add value compared to existing programmes or courses.
- Promote flexible mobility offers for students with diverse backgrounds, fields of study, and study cycles.
- Provide new learning opportunities for both students and teachers, including skills development, access to information, state-of-the-art research results, and other knowledge.
- Enable students and staff to gain new perspectives on the topic being studied.
- Guarantee active classroom participation by maintaining an appropriate ratio between teaching/training staff and students/learners.
- Include challenge-based learning, where transnational and transdisciplinary teams work together to tackle challenges, e.g., those linked to EU GREEN Alliance sustainable development goals or societal challenges identified by regions, cities, or companies.

➢ Encourage transdisciplinary and multinational teaching and training.
➢ Support the development of transversal competencies, in addition to key competencies in sustainability and subject-related learning outcomes.
➢ Enable teaching staff to exchange views on content, curricula, and innovative teaching methods that could become part of a newly devised joint course or curriculum in an international classroom environment.

BIP Programme Content Checklist

When creating the BIP programme, ensure the following information is clearly defined:
- BIP Title – the official name of the programme.
- Study Cycle and Field of Study – specify which students are eligible.
- Language Requirements – indicate the language(s) of instruction and any proficiency requirements.
- Maximum Number of Admitted Students – recommended not to exceed 60 students; a common approach is 3 students per EU GREEN university, resulting in 27 students in total.
- Teaching Hours in Presence Mode – include dates; as a soft recommendation, at least 30% of total BIP hours should be direct interaction with teaching/training staff (face-to-face or online), with the remainder as student-led individual work.
- Teaching Hours in Virtual Mode – include dates and the online platform; online lectures should be recorded for later access.
- Number of ECTS Awarded – link ECTS to the total student workload (1 ECTS = 25–30 hours of student workload).
- Language of Instruction – specify the primary teaching language.
- Modules Description – provide details of each module, including topics and structure.
- Learning Outcomes – clearly define what participants are expected to achieve.
- Assessment Criteria – specify how student performance will be evaluated.

4) APPLY FOR BIP WITHIN THE CALL FOR BIPs
- Submit the BIP application by completing the official application form available on the EU GREEN website. The deadline for submission is 21st November 2025.
- The Joint BIP Commission (composed of representatives from WP2, WP3, and WP6) will assess all received applications.
- The results of the evaluation will be announced at the end of November 2025.

STEP 4: BIP – IMPLEMENTATION

5) PREPARE THE RECRUITMENT ANNOUNCEMENT

The Recruitment Announcement should be made available:
- On the EU GREEN website (within the Call for BIPs).
- On the Scientific Coordinator's university website.

The announcement must include detailed conditions regarding:
- Mandatory level and field of study (Bachelor, Master, or PhD).
- Language proficiency requirements.
- Previously attended courses relevant to the BIP.
- Transcripts of Records required for evaluation.

6) CONDUCT THE RECRUITMENT
- The Scientific Coordinator is responsible for managing the selection of students.
- Ensure that the selection process is transparent, follows the eligibility criteria, and aligns with the recruitment conditions outlined in the announcement.

7) CONTACT EACH SENDING PARTNER
Always contact the sending university first before reaching out to any approved students to confirm students eligibility:
- Send the list of students who applied for the BIP to the respective sending universities.
- Ask the sending universities to confirm which students are eligible to attend the BIP.
- In this context, a student is considered eligible if:
  - They will participate using an Erasmus+ short mobility scholarship.
  - There are no other reasons raised by the sending university preventing their participation.

8) MAKE THE SELECTION OF STUDENTS
- The selection committee must include at least one academic from each EU GREEN university that is part of the BIP Core Group.
- It is advised to create a "waiting list" of students who meet all the required conditions but did not score enough recruitment points to participate in the BIP.
- The waiting list can be useful to replace students if any selected participants resign or become unavailable.

9) REGISTER BIP IN THE BENEFICIARY MODULE:
- The Administrative Coordinator, who holds the BIP slot, is responsible for registering the BIP in the Erasmus+ Beneficiary Module.
- All participating students must be registered in the Beneficiary Module to ensure proper documentation and funding eligibility.

10) CONTACT THE SELECTED STUDENTS and the sending partners:
After the sending university has been informed, communicate directly with the selected students regarding programme details, logistics, and next steps.

INFORM STUDENTS ABOUT THE SELECTION RESULTS AT LEAST
10 WEEKS PRIOR THE START OF THE BIP
(many of them need time to apply for visa)

- The Scientific Coordinator contacts all selected students with:
  - The selection results.
  - Logistic details of the BIP, including: the online platform, accommodation, travel options, meeting place, and food arrangements (providing free lunches is recommended).
- If the Scientific Coordinator is not the host university, the host university is responsible for providing students with the logistic details.
- Dissemination and Reporting: Prior to the onsite part, the Scientific Coordinator should select a group of 3–4 students to take photos and prepare input for the BIP report, including both strong and weak points of the programme.
- Students must be informed that both the online and onsite parts of the BIP are obligatory. They should also verify that participation does not overlap with other BIPs they may be attending.

11) COLLECT OLAs:

- The Scientific Coordinator provides students with all necessary information to complete the OLA, including:
  - BIP/course code
  - Description of the virtual part
  - Name and email of the responsible person
- The Scientific Coordinator is responsible for signing the OLAs of all accepted students to formalise their participation.

12) ENJOY YOUR BIP 😃

- Support students during both the online and onsite parts – they may need assistance with transport, accommodation, payments, etc.
- Don't forget to provide students and staff with Certificates of Attendance once the onsite part of the BIP is completed.
- The final Certificates, together with the Transcripts of Records, should be issued after the entire BIP (both online and onsite parts) is completed.

BIP for staff

The same rules apply as for BIP for students, with the following differences:

- Participants are staff members (academic or administrative) instead of students.
- The funding source is the Erasmus+ KA131 grant, category STT – Staff Mobility for Training.
- No ECTS credits are awarded.
- Instead of an Online Learning Agreement (OLA), a Staff Mobility Agreement is used.

CONTACT

For more information about the application process please contact your local BIP responsible person:

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