EU GREEN CALL for BIPs 2026/2027

BIP GUIDELINES

A practical guide for Scientific Coordinators

This guide follows the four stages of the BIP process and highlights the tasks, responsibilities, sequence and deadlines that coordinators need to track.

THE PROCESS AT A GLANCE

1 BIP BASICS Understand the framework, roles, participant thresholds and Organisational Support.	**2 BIP LIFE CYCLE** Follow the complete 12-step route from topic selection to delivery.
3 BIP APPLICATION Build the Core Group, design the programme and submit the application.	**4 BIP IMPLEMENTATION** Publish the call, recruit, confirm eligibility, register participants and deliver the BIP.

THREE DATES / SEQUENCING RULES TO KEEP IN VIEW

WHEN	COORDINATOR ACTION
BIP application deadline: 23 November 2026	Submit the official application form available **HERE** on the EU GREEN website.
At least 10 weeks before the BIP starts (strong recommendation)	Inform students of the selection results. Some **students may need time to apply for a visa**.
One month before the onsite component (strong recommendation)	Ask students for **scans of flight/bus tickets** or other travel documents confirming their travel arrangements to **prevent drop-outs**.

CRITICAL SEQUENCE

Contact the sending university first. Only after the sending university has been informed and student eligibility has been checked should you contact the selected students directly. In the process map, Step 7 must always come before Step 10.

STEP 1 | BIP BASICS

A Blended Intensive Programme (BIP) is a short physical learning, teaching and training programme developed jointly by higher education institutions (HEIs). It combines short-term physical mobility with a virtual component and is part of Erasmus+ Key Action 1: Learning Mobility of Individuals. BIPs were introduced in the 2021–2027 Erasmus+ programme cycle to foster innovation in teaching and learning across Europe.

1.1 Core BIP framework

ELEMENT	REQUIREMENT / GUIDANCE
Partnership	At least 3 universities from 3 different Programme Countries.
Institutional roles	One coordinating HEI, one receiving HEI and at least 2 sending HEIs.
Physical component	5–30 days.
Virtual component	Mandatory; no specified duration.
Credits	Minimum 3 ECTS for student BIPs.
Student funding	Erasmus+ KA131 grant, mobility category SMS – Studies.
BIP slot categories	Applications to the National Agency are based on 10, 15 or 20 participants.
Minimum participant numbers	Under the 10% margin rule: 9, 14 or 18 participants, respectively.
Non-EU students	Non-EU students are not counted towards the minimum required number of participants.
Green travel	Options include car pooling, bus and train.
Recognition	A BIP may be recognised as part of the study programme or recorded in the Diploma Supplement.

PARTICIPATION THRESHOLD

The minimum numbers shown above correspond to the three BIP slot categories: 10 → 9; 15 → 14; 20 → 18. Non-EU students do not count towards the minimum required number.

1.2 What should a BIP foster?

- Transnational and transdisciplinary curricula.
- Research-based learning and challenge-based approaches addressing societal challenges.
- Participation of students from all backgrounds, study fields and study cycles.

1.3 Roles and responsibilities

ROLE	MAIN RESPONSIBILITIES
Scientific Coordinator	Prepares the BIP programme with partner institutions; prepares the recruitment announcement and uploads it to the university website; conducts student recruitment; announces results and maintains contact with selected students.
Administrative Coordinator (often also the Scientific Coordinator)	Registers the BIP in the Erasmus+ Beneficiary Module as the holder of the E+ BIP Slot and OS allocation; monitors the minimum number of applicants registered in the Beneficiary Module; shares OS funds with the Scientific Coordinator/host university; reports in interim and final reports.
BIP Core Group	EU GREEN universities actively involved in developing the programme, including the Scientific Coordinator. Defines the programme content and details together with the Scientific Coordinator.
BIP Participating Partner	An EU GREEN institution outside the Core Group that participates by sending students and staff and/or providing teaching staff.

STEP 1 | BIP BASICS

1.4 Core Group: composition

MINIMUM FRAMEWORK	EU GREEN RECOMMENDATION
At least 3 HEIs from 3 different countries, in line with Erasmus+ guidelines.	Aim for at least 4 universities in the Core Group.
The Core Group actively develops the programme with the Scientific Coordinator.	Ensure that all invited partners are genuinely involved in defining the programme content and structure.

STRONG RECOMMENDATION FOR THE APPLICATION

Build a Core Group of at least 4 universities and ensure the participation of at least one teaching staff member from the Core Group.

1.5 Organisational Support (OS)

OS is intended to cover the development and organisation of the programme. EUR 400 per participant is allocated to each university awarded a BIP slot. From the KA131-2024 project onwards, three fixed OS categories apply:

BIP SLOT CATEGORY	OS AMOUNT
10 participants	EUR 4,000
15 participants	EUR 6,000
20 participants	EUR 8,000

1.6 Sharing a BIP slot

BIP SLOT-OFFERING UNIVERSITY	RECEIVING UNIVERSITY / SCIENTIFIC COORDINATOR
Retains BIP administration and reporting.	Is appointed as the Scientific Coordinator and is responsible for preparation and implementation of the BIP.
Should remain a member of the BIP Core Group.	Receives a share of the OS funds to support BIP implementation and organization.
Shares OS funds with the appointed Scientific Coordinator.	Transferring 100% of the OS funds to the appointed Scientific Coordinator/Host is highly recommended.

IMPORTANT DISTINCTION

Transferring the BIP slot does not transfer project administration and overall coordination: these remain with the university offering the slot. The receiving university is appointed as Scientific Coordinator.

STEP 2 | BIP LIFE CYCLE

Use this overview to track the full process. The detailed instructions for Steps 1–4 are provided under BIP Application; Steps 5–12 are covered under BIP Implementation.

A DESIGN & APPLY			
01 Choose the topic	02 Invite Core Group partners	03 Create the BIP programme	04 Apply within the Call for BIPs

B ANNOUNCE & SELECT			
05 Prepare recruitment announcement	06 Conduct recruitment	07 Contact each sending partner	08 Select students

C FORMALISE PARTICIPATION		
09 Register BIP in Beneficiary Module	10 Contact selected students	11 Collect / sign OLAs

D DELIVER
12 Run the BIP and issue documents

Mandatory sequence: sending partner before selected students

NO.	ACTION	OUTPUT / CHECK
1	Send the list of applicants to the relevant sending universities.	Each sending university receives the list of its applicants.
2	Ask each sending university to confirm which applicants are eligible.	Eligibility is confirmed by the sending university.
3	Complete the selection process, involving the required selection committee.	Selected students and, where applicable, a waiting list are identified.
4	Inform sending universities of the outcome; only then contact selected students directly.	Students receive the results and practical information.

DO NOT REVERSE THIS ORDER

Step 7 (contact each sending partner) must always take place before Step 10 (contact selected students). Do not contact approved students directly before the sending university has been informed.

Timeline checkpoints

TIMING	ACTION
At least 10 weeks before the BIP starts (strong recommendation)	Inform students about the selection results.
One month before the onsite component (strong recommendation)	Request scans of flight/bus tickets or other travel documents to confirm travel arrangements to prevent drop-outs.
Before the onsite component (strong recommendation)	Select 3–4 students to take photos and contribute input for the BIP report.

STEP 3 | BIP APPLICATION

The application stage has four steps. The Scientific Coordinator works with the Core Group to develop a strong, coherent programme before submitting the official application.

01

Choose a topic for the BIP

LEAD: Scientific Coordinator | PURPOSE: Select a topic that is relevant and attractive to EU GREEN students.

- Choose the topic carefully: a topic that does not engage students may lead to a low number of applications and jeopardise the BIP.
- Address one or more thematic areas from the six clusters of excellence in the EU GREEN Research Strategy.

02

Invite partners to the Core Group

LEAD: Scientific Coordinator | PURPOSE: Build the group that will jointly design the BIP.

- The Core Group is responsible for creating the BIP programme.
- 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 for BIP-related tasks.
- Make sure invited partners are actively involved in defining the programme content and structure.

STRONG RECOMMENDATION

Include at least 4 universities in the Core Group and ensure the participation of at least one teaching staff member from the Core Group.

03

Create the full BIP programme

LEAD: Scientific Coordinator + Core Group | PURPOSE: Design the virtual and onsite components as one coherent learning experience.

- Select the modules and the teachers who will deliver them.
- Make sure the programme is coherent, engaging and aligned with the BIP topic and relevant thematic areas.

Programme quality checklist

- ☐ Adds value compared with existing programmes or courses.
- ☐ Offers flexible mobility opportunities for students from diverse backgrounds, study fields and study cycles.
- ☐ Creates learning opportunities for students and teachers, including skills development, access to information and state-of-the-art research results.
- ☐ Enables students and staff to gain new perspectives on the topic.
- ☐ Supports active classroom participation through an appropriate ratio of teaching/training staff to learners.
- ☐ Includes challenge-based learning: transnational and transdisciplinary teams work together on challenges, for example those linked to EU GREEN sustainability goals or societal challenges identified by regions, cities or companies.
- ☐ Encourages transdisciplinary and multinational teaching and training.
- ☐ Develops transversal competencies as well as sustainability-related and subject-specific competencies.
- ☐ Enables teaching staff to exchange views on content, curricula and innovative teaching methods that could inform a joint course or curriculum.

STEP 3 | BIP APPLICATION

3.1 BIP programme content checklist

PROGRAMME ELEMENT	WHAT MUST BE SPECIFIED
BIP title	Official name of the programme.
Study cycle and field of study	Which students are eligible to participate.
Language requirements	Language(s) of instruction and required proficiency level(s).
Maximum number of students	Recommended maximum: 60. A common approach is 3 students per EU GREEN university, giving 27 students in total.
Onsite teaching hours	Include dates. Soft recommendation: at least 30% of total BIP hours should involve direct interaction with teaching/training staff, face-to-face or online; the remainder may be student-led individual work.
Virtual teaching hours	Include dates and online platform. Record online lectures for later access. Recommendation: avoid splitting the online component into many parts; organise it either before or after the onsite component.
ECTS	Link credits to total student workload: 1 ECTS = 25–30 hours of student workload.
Language of instruction	Specify the primary teaching language.
Module descriptions	Describe the topics and structure of each module.
Learning outcomes	Define what participants are expected to achieve.
Assessment criteria	Explain how student performance will be evaluated.

DESIGN TIP: THE VIRTUAL COMPONENT

The recommendation is to organise the online component in one block, either before or after the onsite part, rather than dividing it into multiple separate parts. Online lectures should be recorded for later access.

04

Submit the BIP application within the Call

LEAD: Scientific Coordinator | PURPOSE: Submit the completed official application form available on the EU GREEN website.

ITEM	INFORMATION IN THE 2026/2027 GUIDELINES
Application form	Official form available HERE on the EU GREEN website.
Submission deadline	23 November 2026.
Assessment body	Joint BIP Commission composed of representatives from WP2, WP3 and WP6.
Expected announcement of results	At the end of November 2026.

STEP 4 | BIP IMPLEMENTATION

After the BIP has been selected for implementation, the Scientific Coordinator manages recruitment and works with the sending and receiving partners to confirm participants.

05

Prepare the recruitment announcement

LEAD: Scientific Coordinator | PURPOSE: Publish clear eligibility and selection conditions.

The announcement must be available in both places:

- On the EU GREEN website, within the Call for BIPs.
- On the Scientific Coordinator's university website.

Include the following information in the announcement:

- ☐ Mandatory study level and field (Bachelor, Master or PhD).
- ☐ Language proficiency requirements.
- ☐ Previously attended courses relevant to the BIP.
- ☐ Transcripts of Records required for the evaluation.

06

Conduct the recruitment

LEAD: Scientific Coordinator | PURPOSE: Manage the student application and assessment process.

- Manage the selection of students.
- Ensure that the process is transparent, follows the eligibility criteria and is consistent with the conditions published in the recruitment announcement.

07

Contact each sending partner

LEAD: Scientific Coordinator | PURPOSE: Verify applicants' eligibility with their home/sending universities before contacting approved students.

- Send each sending university the list of students who applied for the BIP.
- Ask the sending university to confirm which applicants are eligible to attend.

Eligibility check by the sending university

A STUDENT IS CONSIDERED ELIGIBLE WHEN…
They will participate using an Erasmus+ short mobility scholarship (incl. so called "zero grant").
The sending university raises no other reason preventing their participation.

SEQUENCE CONTROL

Complete Step 7 before Step 10. The sending university must be contacted and informed before you communicate the selection results directly to approved students.

08

Make the selection of students

LEAD: Selection Committee | PURPOSE: Select participants in line with the published criteria and partner eligibility checks.

- The selection committee must include at least one academic from each EU GREEN university in the BIP Core Group.
- It is advisable to create a waiting list of students who meet all conditions but did not obtain enough recruitment points to be selected.
- Use the waiting list to replace selected students who resign or become unavailable, where necessary.

STEP 4 | BIP IMPLEMENTATION

09	**Register the BIP in the Beneficiary Module** LEAD: Administrative Coordinator / BIP slot holder | PURPOSE: Register the BIP and all participating students in the Erasmus+ system.

- The Administrative Coordinator who holds the BIP slot is responsible for registering the BIP in the Erasmus+ Beneficiary Module.
- The university receiving the BIP funding should provide the Administrative Coordinator with all the relevant information required for BIP registration and, once the BIP has been completed, for the preparation of the Final Report..
- Register all participating students in the Beneficiary Module to ensure proper documentation and funding eligibility.

10	**Contact selected students and sending partners** LEAD: Scientific Coordinator | PURPOSE: Communicate results and practical information after the sending universities have been informed.

TIMING REQUIREMENT

Inform students about the selection results at least 10 weeks before the start of the BIP. Many students need time to apply for a visa.

The Scientific Coordinator should provide selected students with:

- The selection results.
- Logistical information: online platform, accommodation, travel options, meeting place and food arrangements. Providing free lunches is recommended.
- A clear reminder that both the virtual and onsite components are obligatory.
- A reminder to check that the BIP does not overlap with other BIPs they may attend.

If the Scientific Coordinator is not based at the host university, the host university is responsible for providing students with the logistical details.

Dissemination and reporting preparation: before the onsite component, select 3–4 students to take photos and prepare input for the BIP report, including both strengths and weaknesses of the programme.

11	**Collect and sign Online Learning Agreements (OLAs)** LEAD: Scientific Coordinator | PURPOSE: Provide students with the information required to complete their OLAs and formalise participation.

Scientific Coordinator should provide students with the following information:

INFORMATION REQUIRED FOR THE OLA
Official BIP title and course code/ID.
Full name and Erasmus code of the receiving institution.
Dates of the virtual and physical components.
Number of ECTS credits awarded.
Description of the virtual component.
Name and email of the academic coordinator responsible for the BIP at the receiving institution.

The Scientific Coordinator/Host is responsible for signing the OLAs of all accepted students.

STEP 4 | BIP IMPLEMENTATION

12	**Deliver the BIP and issue the documentation** LEAD: Scientific Coordinator + host university | PURPOSE: Support participants through both components and close the programme documentation.

During the virtual and onsite components

- ☐ Support students throughout both parts of the BIP.
- ☐ Be prepared to assist with transport, accommodation, payments and other practical matters.
- ☐ Keep communication with participants active and respond to questions.

Certificates and final documents

WHEN	DOCUMENT / ACTION
After the onsite part has been completed	Provide students and staff with Certificates of Attendance.
After the entire BIP has been completed (both virtual and onsite parts)	Issue the final Certificates together with the Transcripts of Records.

How to reduce participant drop-outs

WHEN	ACTION
Throughout the period before the BIP	Keep in close contact with selected students. Send BIP-related information regularly by email.
One month before the onsite part	Ask students to send scans of flight or bus tickets, or other travel documents confirming their travel arrangements.

> **PRACTICAL REMINDER**
> Do not assume that selected students will remain available without further contact. Regular communication and a travel-document check one month before the onsite component are the two drop-out prevention measures.

BIP FOR STAFF | What is different?

The same rules apply as for student BIPs, except for the following differences:

ASPECT	BIP FOR STUDENTS	BIP FOR STAFF
Participants	Students.	Academic or administrative staff.
Erasmus+ funding category	KA131 – SMS (Studies).	KA131 – STT (Staff Mobility for Training).
Credits	Minimum 3 ECTS.	No ECTS credits are awarded.
Mobility agreement	Online Learning Agreement (OLA).	Staff Mobility Agreement.

CONTACTS | LOCAL BIP RESPONSIBLE PERSONS

For more information about the application process, contact the BIP responsible person at your university:

UNIVERSITY	RESPONSIBLE PERSON	EMAIL
UEX	David Castor Plasencia Fragoso	bips@unex.es
UA	Sonja Civardi	erasmusbip@univ-angers.fr
UNIPR	Maria Cristina Mazzei	bip@unipr.it
UE	Marina Cordeiro	mscm@uevora.pt
UO	Ana-Maria Vandici	avandici@uoradea.ro
OVGU	Reena Schliephake	reena.schliephake@ovgu.de
ATU	Lorraine Cunningham	lorraine.cunningham@atu.ie
HIG	Malin Hillman	malin.hillman@hig.se
UPWR	Anna Posadowska-Malarz	anna.posadowska-malarz@upwr.edu.pl

FINAL COORDINATOR CHECKLIST

- ☐ The topic is relevant to EU GREEN students and aligned with the six clusters.
- ☐ The Core Group meets the minimum composition requirement; at least 4 universities are included as recommended.
- ☐ The full programme includes virtual and onsite components, learning outcomes, assessment and ECTS/workload information.
- ☐ The application is submitted by 23 November 2026.
- ☐ The recruitment announcement contains clear eligibility and selection criteria and is published in both required places.
- ☐ Sending universities are contacted before selected students are contacted directly.
- ☐ The selection committee includes an academic from every Core Group university; a waiting list is considered.
- ☐ The BIP and all participating students are registered in the Beneficiary Module by the Administrative Coordinator.
- ☐ Selection results are communicated at least 10 weeks before the BIP starts.
- ☐ Students receive logistical information and understand that both components are obligatory.
- ☐ OLAs are completed and signed (or Staff Mobility Agreements are used for staff BIPs).
- ☐ Certificates of Attendance are issued after the onsite component; final Certificates and Transcripts of Records follow completion of the full BIP.
- ☐ Regular contact is maintained and travel documents are requested one month before the onsite component.

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