

## Funding information

The grant amount received by staff within the framework of mobility for teaching or training is considered as a contribution towards travel and subsistence expenses incurred during their stay abroad.

Payment of **80% of the total grant** is made prior to the mobility, provided that all the required documents have been submitted to the Erasmus+ Office at least one month before departure.

The remaining **20%** will be paid upon return, provided that the mobility programme has been fully implemented as agreed and that the participant has followed all the required procedures.

The grant amount is transferred from the Special Account for Research Funds (ELKE) of the University to the staff's bank account (preferably with the staff as the primary account holder).

**Important Note:** The grant amount is transferred from the Alpha Bank account (UTH cooperating bank) directly to your bank account. Please be aware that any costs associated with the transaction—such as transfer fees, currency conversion charges, remittance costs, or processing fees—will be borne by the recipient. Alpha Bank charges 29EUR per installment but we kindly ask you to be informed about your bank's transaction fees.