

# How to apply?

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All applications should be submitted electronically through the joint Application and Report System (ARS).

The annual application deadline is 1 March in 2012.

[ARS](#) is available for applicants from the middle of January. Please read the [User Guide](#) and the [Higher Education-appendix](#) thoroughly before you log on.

Applications may be submitted in Danish, Norwegian, Swedish or English. Applications involving one or more Baltic participants should be written in English.

## What is a good application?

All eligible applications will be subject to at least two independent assessments. The applications will be assessed according to the following main criteria:

### Relevance

Is the application within the scope of the Nordplus Higher Education Programme? Do the goals and expected results of the projects correspond to the objectives of the Programme?

### Project objectives and results

- The motivation and objectives of the project are clear and realistic
- The planned activities are relevant for the project in question
- The expected results are clear and well defined
- The project has defined an approach to evaluate whether the objectives and the expected results of the project will be achieved

### Organisation and implementation

- There is a clear and realistic overall plan for implementing the project including e.g. tasks/work packages, timetables, programme etc. as well as a clear and realistic budget
- There is an appropriate balance between the roles and tasks of the different participants in terms of their involvement in the activities to be carried out
- Measures have been planned to ensure effective communication between the participating institutions

### Dissemination

Dissemination of results is crucial in Nordplus. All project applications should include a clear plan for how to disseminate the results. The dissemination efforts should not be limited to the participation institutions and participants but be aimed at a wider target group. When it concerns individual mobility, the students' final reports and the use of them in dissemination is important.

## Past performance

**For old networks**, the use of previous Nordplus mobility grants is the basis for the new mobility grant amount. For projects and network activities, past performance will have an impact on the assessment of the new application.

If a network has not used the allocated grants during two contract periods in a row, the new application will be rejected unless well-founded reasons are presented. After a rejected application, the network can submit a new application in future application rounds as a new applicant.

**For new networks**, mobility applications are assessed on the basis of how the network communicates its objectives and expected outcome of the mobility programme, how the network quality assures practical mobility arrangements, whether a Learning/Training Agreement is used, how the studies/placements abroad are recognised as part of the students' degree (ECTS) and how the final report is distributed and used within the individual institutions.

