



## Call for *Institutions to be part of the Pilot Project* of a European Online Application System (EASY) for mobility among higher music education institutions

The AEC is looking for institutions willing to join the EASY Pilot Project!

### Context

The International Relations Coordinators of AEC member institutions have been suggesting for some years that AEC could develop a common European online applications system for ERASMUS and other mobility schemes applications, in order to overcome various obstacles such as the amount of paper work.

In the framework of the European Funded project "[FULL SCORE](#)", a working group of international relations experts (a subgroup of the [AEC IRCs working group](#)), supported by the IT company [ASIMUT](#), carried out a feasibility study in order to describe the functional and technical requirements of such a system. The working group issued a Call for Information Papers in April 2016 in order to select a company able to provide an IT solution which could meet the needs of such a system at European level. The Estonian company [Dreamapply](#) has been selected.

With the input of the working group, the company has been shaping a first version of the European Online Application System (EASY).

The AEC is now looking for 50 institutions willing to join the EASY Pilot Project and test the system.

### Join the EASY Pilot Project by 2<sup>nd</sup> September!

The institutions joining the pilot will first take part in the testing and fine tuning of the first version of the system from September to December 2016. Then, **EASY will be fully operational from December 2016**, and the participating institutions will be able to use it for the students' applications for Erasmus and Nordplus<sup>1</sup> mobility for the academic year 2017-2018.

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<sup>1</sup> The EASY system is meant to substitute the NOAS system used by institutions in the Nordplus network

### What are the benefits of using EASY?

The new European Online Application System EASY will be able to support students exchange application procedures in higher music education institution by:

- Reducing paper work
- Reducing the administrative burden for international offices by letting students and teachers managing autonomously a big part of the applications procedure through a user friendly and easy accessible system
- Adapting to the various technical and structural requirements of AEC members institutions

Indeed, the SYSTEM USERS are students, teachers and administrative staff of higher music education institutions and there are FUNCTIONAL FEATURES for each of these groups:

- Students: will be able submit online applications (audio/video) for more than one receiving institution and (if accepted) choose and confirm their final mobility destination.
- International office staff: will be able to produce and handle interinstitutional agreements; verify, approve, return, forward applications; monitor the applications' status; finalize procedures.
- Teachers/faculty management: will be able to receive applications, submit evaluations, send feedback to international office.

### Costs

The institutions joining by the indicated deadline will be asked to pay a **500 euro fee to join the system for this first pilot year.**

This fee includes an information and training session taking place in Krakow on 15th September 2016 and the right to use the systems from its launch in December 2016 for students' applications for the academic year 2017-2018.

The training session will address the following matters: how the candidates can apply, how to check the applications and view the video/audio files, how to accept the candidate, how to respond to the candidates, how to add new administrators, what teachers need to do, etc.

### How to reply to this Call

Interested applicants are invited to send an email by **2<sup>nd</sup> September 2016** to the AEC Office (Sara Primiterra, [events@aec-music.eu](mailto:events@aec-music.eu)) **indicating their interest** together with the following information:

- List of exchange programmes the institutions is taking part to (Erasmus, Nordplus, etc)
- Approximate number of sent/received student applications per year and per exchange programme
- Number of partners per programme