

## Erasmus+ - Obligations after returning

According to the undertakings made in the Financial Agreement, after returning students must complete the final evaluation report and submit the following documents to the [European office](#):

- **Copy of a record of the study results achieved** (e.g. Transcript of Records, Datenabschrift, Relevé de notes), issued and signed by the receiving institution.
- **Confirmation of the Erasmus study period** (or a similar document issued and signed by the receiving institution confirming the purpose and length of the study period). A form containing the essential elements for this document can be found in Appendix D of the Financial Agreement.

Deadline for submitting the document: within 10 days of the date it was issued by the receiving institution, but in any case by 30.9. of the relevant academic year at the latest.

### Final report:

Students fill in their final report on the website of the National Agency.

<http://erasmus-database.naep.cz/modules/erasmus/>

Students log in using their email address (the one they gave in the Erasmus online system). The password for access to the National Agency website to fill in their final report will be sent to them at the same email address about 1 month before the end of their study period abroad. Deadline for submitting the report: within 15 days of completing the study period.

The [European office](#) keeps a record of all the printed documents required after the end of the study period and the final reports. Students can check whether they have been received in the on-line system.

### Details of financial arrangements if the study period is terminated early

If the "Confirmation of study period" document shows that the study period has been terminated early, students are obliged to return the part of the grant that they have received but were not entitled to. According to the Erasmus Eligibility Rules, the amount of the grant students are entitled to is calculated in the same way as the financial support awarded for the study period that was originally planned. You can use [calculator](#) to be sure.