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*School-to-Work Transition for Higher education students with disabilities  
in Serbia, Bosnia & Herzegovina and Montenegro*

## **School-to-Work Transition for Higher education students with disabilities in Serbia, Bosnia & Herzegovina and Montenegro (Trans2Work)**

<b>Document type:</b>	Minutes
<b>Meeting No:</b>	Meeting for the Development of activities
<b>Date of Meeting:</b>	29 <sup>th</sup> – 31 <sup>st</sup> March 2016
<b>Meeting Location:</b>	University of Macedonia
<b>Meeting called by:</b>	University of Macedonia
<b>Facilitator:</b>	Prof Lefkothea Kartasidou

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## 1. Participants

1. Lefkothea Kartasidou (UOM)
2. Maria Platsidou (UOM)
3. Jasmina Klemenović (UNS)
4. Jasna Milošević (UNS)
5. Sandra Skumpija (NES)
6. Jelena Popovic (NES)
7. Radisav Marjanovic (UNION 2000)
8. Adam Zimonjic (UNION 2000)
9. Tatijana Dlabač (UoM)
10. Nataša Kovač (UoM)
11. Vera Kapetanovic (UoM)
12. Bojana Malisic (UDG )
13. Marina Vujacic (AYDM)
14. Jelena Mrdak (AYDM)
15. Milenko Vojcic(AYDM)
16. Biljana Sladoje-Bošnjak (UES)
17. Aleksanda Mugosa (EAM)
18. David Percobic (EAM)
19. Lejla Kafedzic (UNSA)
20. Zukic Marima (UNSA)
21. Lasla Hodzic (UNSA)
22. Draženko Jorgić (UBL)
23. Brane Mikanovic (UBL)
24. Sanja Malic (HO Partner)
25. Tijana Cup (HO Partner)
26. Biljana Kokeza (PROFIL MC. D.O.O)
27. Nedima Dzafergic (PROFIL MC. D.O.O)
28. Lazar Petrovic (UNIKG)
29. Olivera Mijatovic (UNIKG)
30. Milan Jankovic (ASD)
31. Predrag Radojic (ASD)
32. Samra Mujacic (PROCOM D.O.O. & EMPIRICA)
33. Miroslava Raspopovic (BMU)
34. Katarina Kaplaski (BMU)
35. Jelena Ivic (BADEN)
36. Danijela Milosevic (BADEN)
37. Pavlidou Elsa (UOM)
38. Pagona Leonidou (UOM)
39. Georgia Diamantopoulou (UOM)
40. Tanja Neskovic (UOM)
41. Despoina Panagiotopoulou (GNOSI)



## 2. Agenda

**Day 1 - Date: 29/3/2016**

**Room: Teleconference 1<sup>st</sup> Floor**

Time	Description
9:30 – 10:00	Registrations
10:00 -10:15	Opening and welcome speeches
10:15-11:30	Project management, <i>University of Macedonia</i>
11:30-12:00	Coffee Break
12:00-13:30	Financial Management, <i>University of Macedonia</i>
13:30-14:30	Lunch Break
14:30- 15:30	Cooperation and communication arrangements of the consortium <ul style="list-style-type: none"><li>• Project Steering Committee</li><li>• Regional Steering Committee</li><li>• Project collaboration Platform</li></ul>
15:30- 16:00	Overall discussion on project and financial management, <i>University of Macedonia</i>
16:00-16:30	Coffee Break
16:30-17:00	Partnership Agreement, <i>University of Macedonia &amp; GNOSI ANAPTYXIAKI</i>
17:00-17:15	Closing the first day – Discussion



**Day 2 - Date: 30/3/2016**

**Room: Conference room 1<sup>st</sup> Floor**

<b>Time</b>	<b>Description</b>
9:30-10:30	DISS7 Dissemination: performed and planned activities, <i>Belgrade Metropolitan University</i>
10:30-11:30	EXP8 Exploitation: performed and planned activities, <i>University of Donja Gorica</i>
11:30-12:00	Coffee Break
12:00-13:00	WP1 State of the Art: performed and planned activities, <i>University of Montenegro</i>
13:00-13:30	Overall Discussion
13:30-14:30	Lunch Break
14:30-16:30	WP1 State of the Art: Methodology issues, <i>University of Macedonia</i>
16:30-17:00	Overall Discussion
17:00-17:15	Closing the second day



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*School-to-Work Transition for Higher education students with disabilities  
in Serbia, Bosnia & Herzegovina and Montenegro*

**Day 3 - Date: 31/3/2016**

**Room: Conference Room 1<sup>st</sup> Floor**

<b>Time</b>	<b>Description</b>
9:30-10:30	Special Mobility Strand, <i>University of Macedonia</i>
10:30-11:30	WP2 Connecting HE with Work for students with disabilities: planned activities, <i>University of Kragujevac</i>
11:30-12:00	Coffee break
12:00-13:00	Project management: Planned activities for the next 6 months, <i>University of Macedonia</i>
13:00-14:00	<b>Lunch break</b>
14:00-15:00	WP3 Higher Education and Work based learning: planned activities, <i>University of Sarajevo</i>
15:00-15:30	Project management: Distribution of work, <i>University of Macedonia</i>
15:30-16:30	Closing the meeting-Overall discussion

### 3. Venue

Name University of Macedonia

Address: Egnatia 156, 54006 Thessaloniki, GR

Tel: +30 2310 891350

WEB: <http://www.uom.gr/index.php?newlang=eng>



## 4. Introduction

The purpose of the meeting was to:

- To inform participants about contractual and financial regulations
- Introduce the project management and other tools for internal communication.
- To create sense of ownership and start positive team building process
- Become familiar with the project objectives.
- Establish a detailed plan and revise the work plan and agree on allocation of tasks and responsibilities
- Discuss the procedures, deliverables, steps, and actions to be taken.

## 5. Workpackage

During the first day the coordinator discussed with partners contractual and financial regulations as far as concerned the reimbursement both in terms of the purchase of equipment and unit costs (staff, travel, costs of stay). More precisely she referred to the necessary supporting documents which the partners must complete and deposit to the University of Macedonia such as timesheets, staff conventions. Ms Kartasidou during the whole meeting pointed out that all WPs are linked with each other. Thus the data from WP1 will be the basis for the implementation of WP2, WP3, and WP4. The coordinator has asked all leading partners to monitor the implementation of activities in order to help the consortium full fill their obligations.

The conversation also focused on the procedure of payment as far concerned the travel costs, the cost of stay. Partners agreed to use the drop box in order to share the supporting documents. The coordinator focused also on the design of the website of the program and stressed that the change of the central photo of the website is necessary. The photo was decided to focus on the subject of disability and for this reason; the participants discussed the manner in which they should seek such photos. They reported the possible authorization that may be required from participants in the photo and resulted in searching a photo during the next period to directly change the image of the program site. In order to organize better the project the coordinator with the help the partners established a detailed plan and revised the work plan and agrees on allocation of tasks and responsibilities. Before the end of the first day of the meeting the coordinator discussed the tender procedure for purchase equipment from the universities that participate in the project. They discussed the duration of the procedure which is different among the countries and the institutions and finally as the specific matter is complicated the participants agreed to select the necessary information from their institutions and in the next period decide who will organize the tender that the equipment should be associated exclusively with the objectives and needs of the project and not to the needs of the what institutions. She set specific equipment selection criteria and stressed the need to speed up the tender as it is necessary for the completion of many deliverables.



*School-to-Work Transition for Higher education students with disabilities  
in Serbia, Bosnia & Herzegovina and Montenegro*

One crucial point also was the Special Mobility Strand (SMS). During the 3<sup>rd</sup> day of the meeting UOM presented all rules that apply for SMS under KA2 CBHE as well as the content and relation to the project activities. The coordinator has asked partners to clarify any kind of internal national issues that the coordinator needs to know in order to implement the SMS without any difficulties. UOM will send an Inter Institutional Agreement (IIA) as a guide for the Agreements the Universities need to have as well as a training agreement that needs to be signed among universities and companies.

The following sections provide a brief summary of the discussed issues concerning the planning and distribution of activities for WPs.

## 5.1 Work Package 1

University of Montenegro introduced the already accomplished activities under WP1 and the next steps.

ACTIVITIES (WP/ DEV)		Distribution of Tasks	WHEN
DEV1.1 & 1.2	Identify and analyse the needs of employers and of SwD	Running the survey and collecting the data (all partners from RS, MNE, BiH)	end of March
DEV1.1 & 1.2	Identify and analyse the needs of employers and of SwD	Each partner will enter the data in the data base (excel file) and send them to the email lefka@uom.edu.gr. The name of each file will be the name of the partner i.e. UES.xls	10th April
DEV1.1 & 1.2	Identify and analyse the needs of employers and of SwD	UOM will prepare the methodology and the data analysis for each country (DEV1.1, DEV1.2) and send it to UoM	30th April
DEV1.1 & 1.2	Identify and analyse the needs of employers and of SwD	UoM will prepare the discussion about the results according to the analysis and provide draft version for DEV1.1, DEV1.2	15 <sup>th</sup> May
DEV1.1 & 1.2	Identify and analyse the needs of employers and of SwD	Partner countries will provide feedback and UoM will finalize DEV1.1 and DEV1.2	mid April
DEV1.3	Benchmarking transition and employment policy	EU partners fill in the ANNEX I and send it to UoM	15 <sup>th</sup> April
DEV1.3	Benchmarking transition and employment policy	Preparing the first draft report: literature review (benchmarking), methodology (UoM and feedback from partners)	End of April
DEV1.3	Benchmarking transition and employment policy	UoM, UNS and UNSA will include into the discussion of the draft the analysis of the data (DEV1.1, DEV1.2) and make suggestions/ remarks related to the project and the next steps in order to finalize DEV1.3	20 <sup>th</sup> June
<b>Comments/ Discussion</b>			
UoM gave feedback about all implemented activities. With the support from UOM team there was an extensive discussion about the methodology that needs to be included in all DEVs as well as the collection and analysis of the data. All partners will send a file e.g. UOM.xls to Ms			



Kartasidou so that she collects all data and UOM team proceeds with the analysis. For DEV1.1 and 1.2 only descriptive statistics per country will be included. T test analysis or other statistical analysis for the benchmarking will be included in DEV1.3. Some of the analysis will be the basis for WP2 and WP3 as well. The draft version for DEV1.1 and 1.2 has been already delivered and partners will include only the data as it has been performed during the meeting. UoM needs to prepare a draft version of DEV1.3 till end of April.

## 5.2 Work package 2

UNIKG presented the plan for WP2 as well as the technical issues related to the development of the web tools.

ACTIVITIES (WP/ DEV)		Distribution of Tasks	WHEN
DEV2.1 & 2.2	Web based tools for IwDs and employers	Web based tools for IwDs and employers: technical issues (already UNIKG has prepared suggestion)	30th April 2016
DEV2.1	Web based tool for employers	Web based tool for employers: all partners need to give feedback about the content of the web tool	30th April 2016
DEV2.1	Web based tool for employers	Web based tool for employers: first draft	end of May 2016
DEV2.1	Web based tool for employers	Web based tool for employers: final	14th October 2016
DEV2.2	Web based tool for IwDs	Web based tool for IwDs: all partners need to give feedback about the content of the web tool	30th April 2016
DEV2.2	Web based tool for IwDs	Web based tool for IwDs: first draft (so that it can be discussed during the meeting in Sarajevo)	end of May 2016
DEV2.2	Web based tool for IwDs	Web based tool for IwDs: final	14th October 2016
DEV2.1 & 2.2	Web based tools for IwDs and employers	Visit to Maribor (Slovenia)	till end of September 2016
Comments/ Discussion			
<p>Mr Petrovic presented the planned activities and discussed some issues related to the content of the web tools. He presented the technical part and made suggestions. All partners discussed internally in their language the technical suggestions and after a feedback Ms Kartasidou gave concerning the transition issues that this WP as well WP3 needs to take into account all partners agreed to give feedback concerning the content till end of April. The planned activities and distribution of tasks are described on the table above.</p>			





### 5.3 Work package 3

UNSA has presented the planned content for WP3 and raised some questions that needed to be clarified.

ACTIVITIES (WP/ DEV)		Distribution of Tasks	WHEN
DEV3.1	Transition support services at HEIs	Transition support services at HEIs: establishing the working groups and policy actions according to WP1 (DEV1.3)	end of May 2016
DEV3.1	Transition support services at HEIs	Transition support services at HEIs: draft plan of the policy actions	end of June 2016
DEV3.1	Transition support services at HEIs	Transition support services at HEIs: final plan of the policy actions	14/8/2016
DEV3.2	Development of internship program for SwD	Development of internship program for SwD: entries and suggestions from HEIs PC and PgC	end of May 2016
DEV3.2	Development of internship program for SwD	Development of internship program for SwD: draft	end of June 2016
DEV3.2	Development of internship program for SwD	Development of internship program for SwD: final	14/10/2016
DEV3.3	Design recruitment guidelines for employers opening positions for SwD/graduate wD	Design recruitment guidelines for employers opening positions for SwD/graduate wD	to be discussed during the meeting in UNSA (June 2016)
DEV3.3	Design recruitment guidelines for employers opening positions for SwD/graduate wD	Visit to Warsaw	to be discussed during the meeting in UNSA (June 2016)

#### Comments/ Discussion

UNSA gave an overview of the planned activities as within the proposal. Then Ms Kartasidou focusing once more on the transition issues set up a draft of the proposed work plan. She pointed out that all WPs are linked with each other. Thus the data from WP1 will be the basis for the implementation of WP2, WP3, and WP4. She also urged partners to involve in the project career centres as well as the offices/ centres for students with disability especially during WP3. The planned activities and distribution of tasks are described on the table above.



## 5.4 Work package 7

Professor Raspopović from BMU presented the planned dissemination activities.

ACTIVITIES (WP/ DEV)		Distribution of Tasks	WHEN
DISS7.2	Website of the project	Updating content: BMU, UBL, UDG, UOM	till end of the project
		Translation of the website: UoM, UNIKG, UNSA	new task
		Photo for the website (AYDM) or otherwise during meeting in Sarajevo (end of June)	new task
		Social media: LinkedIn (UOM), facebook and twitter (AYDM, ASD, HO Partner)	new task
DISS7.3	Raising awareness and motivation to employers and families	Public debates or media promotion: ASD, AYDM & HO will coordinate those activities (AYDM planned 4 Workshops in April, all partners plan media campaigning till end of June)	till 15th April 2016 partners will give their plan and till end of October 2016 all planned activities will take place
DISS7.4	Raising awareness and motivation to HE students with disabilities	Workshop on the conference in BMU (to be discussed)	September 2016
DISS7.4	Raising awareness and motivation to HE students with disabilities	Public debates or media promotion: each partner country need to decide about some dissemination activities (ASD, AYDM & HO will coordinate those activities)	till 15th April 2016 partners will give their plan and till end of October 2016 all planned activities will take place
DISS7.5	Dissemination products and materials	Logo of the project: BMU, ASD, AYDM, HO	end of November 2015
		Flyers (content, form etc): UOM (leading partner) GNOSI, UNIKG, UNSA, UM, UW, BADEN	end of January 2016
		Flyers final: UOM (leading partner) GNOSI, UOM, UNIKG, UNSA, UM, UW, BADEN (english version)	end of January 2016
		Translation of the flyers in all languages: UNS, UoM, UES	end of May 2016
		Design of Posters (content etc): AYDM (Leading), UNIKG, UoM, UNSA, UNION2000, BADEN, PROCOM, eMPIRICA	end of February 2016
		Newsletter (content, form etc): BMU, UOM, UoM, UES, UDG, ASD, AYDM, HO, EAM, NES, PROFIL (Leading), Baden	end of February 2016
		1st Newsletter: prepared by UBL	15th April 2016
		Translation of the 1st newsletter in all languages: BMU, UDG, UNSA	15th April 2016

### Comments/ Discussion

Partners have discussed the importance of dissemination activities and the involvement of all partners. Ms Raspopovic presented and discussed some issues concerning the collaboration platform. A discussion took place about photo of the website, collaboration platform, and translation of the web site, social networks, and dissemination material (flyers, poster, newsletter). The planned activities and distribution of tasks are described on the table above.



## 5.5 Work package 8

Partners have discussed about the content of the Electronic Index and its use.

ACTIVITIES (WP/ DEV)		Distribution of Tasks	WHEN
EXP8.3	Electronic Index of all Stakeholders	Decision about the form of the electronic index and about the way to collect data: UDG, UOM, UM, UNS, UNSA, UES, AYDM, ASD, HO, NES, EAM, PROFIL, PROCOM, EMPIRICA, BADEN, GNOSI	was finalized during the meeting in March
		Collecting data: UDG (Leading partner) will collect from UNS (collecting for RS), UDG (collecting for MNE), UNSA (collecting for BiH), ASD, AYDM, HO, NES, EAM, UNION2000, Profil, Procom, eMPIRICA, BADEN	15th April-30th April
		Creating the electronic index: UDG, UBL, BMU, UOM	15th May
<b>Comments/ Discussion</b>			
The electronic index will be used for dissemination and exploitation purposes. Its main goal will be to reach as many stakeholders as possible within the country and as many associations as possible from EU that will be interested on the outcomes/ outputs of this project. The electronic index will include the following data: name and type of organization, country, contact details (address, email) and website. The planned activities are described on the table above.			

## 5.6 Work package 9

Ms Kartasidou has discussed with partners managerial and financial issues related to unit and actual costs.

LEAD Partner	ACTIVITIES (WP/ DEV)		Distribution of Tasks	WHEN
<b>University of Macedonia</b>	MNGT9.1	Managerial issues	Signing the PA by all partners	end of April
	MNGT9.3	Project meeting	1st project meeting will take place in Sarajevo (host: UNSA)	2nd of 3rd Week of June
	MNGT9.1	Managerial issues	Purchase of Equipment: HEIs from PC will send suggestions for already planned equipment	till 15th April
<b>Comments/ Discussion</b>				



Prof Kartasidou focused on general aspects of the project and issues in collaboration. Some issues were discussed based on the guidelines. The partners have already proceeded with the partnership agreement and some partners gave already the printed format. The discussion has gone in detail on financial issues such as timesheets and staff conventions. Also during this meeting the partners decided to start organizing the purchase of equipment. HEIs will give feedback about any changes on equipment taking into account the proposed equipment till 15<sup>th</sup> April. The tendering procedure is planned per country due to different national rules. UNS, UDG and UES will be coordinating the tendering procedure for each country. Furthermore the reporting has been discussed as well as the content of project management reports. Feedback was also given concerning the field monitoring visit that took place in Montenegro.

## 6. Next meetings

In general a draft plan for the meetings according to the proposal is the following:

Proposed period	Work Package	Partner	Partner acronym	City of departure	City of destination
	Ref.nr	nr			
March 2016	WP1	6	UNIKG	Kragujevac	Thessaloniki
	WP1	7	UNS	Novi Sad	Thessaloniki
	WP1	8	BMU	Belgrade	Thessaloniki
	WP1	9	ASD	Belgrade	Thessaloniki
	WP1	10	NES	Kragujevac	Thessaloniki
	WP1	11	UNION2000	Cacak	Thessaloniki
	WP1	12	UoM	Podgorica	Thessaloniki
	WP1	13	UDG	Podgorica	Thessaloniki
	WP1	14	AYMD	Podgorica	Thessaloniki
	WP1	15	EAM	Podgorica	Thessaloniki
	WP1	16	UNSA	Sarajevo	Thessaloniki
	WP1	17	UES	Sarajevo	Thessaloniki



*School-to-Work Transition for Higher education students with disabilities  
in Serbia, Bosnia & Herzegovina and Montenegro*

	WP1	18	UBL	Banja Luka	Thessaloniki
	WP1	19	HO	Banja Luka	Thessaloniki
	WP1	20	Profil MC	Sarajevo	Thessaloniki
	WP1	21	Procom d.o.o. Gracanica	Gracanica	Thessaloniki
	WP1	22	BADEN	Cacak	Thessaloniki
September 2016	WP2	6	UNIKG	Kragujevac	Maribor
	WP2	7	UNS	Novi Sad	Maribor
	WP2	8	BMU	Belgrade	Maribor
	WP2	9	ASD	Belgrade	Maribor
	WP2	10	NES	Kragujevac	Maribor
	WP2	11	UNION2000	Cacak	Maribor
	WP2	12	UoM	Podgorica	Maribor
	WP2	13	UDG	Podgorica	Maribor
	WP2	14	AYMD	Podgorica	Maribor
	WP2	15	EAM	Podgorica	Maribor
	WP2	16	UNSA	Sarajevo	Maribor
	WP2	17	UES	Sarajevo	Maribor
	WP2	18	UBL	Banja Luka	Maribor
	WP2	19	HO	Banja Luka	Maribor
	WP2	20	Profil MC	Sarajevo	Maribor
January/ February 2017	WP3	6	UNIKG	Kragujevac	Warsaw
	WP3	7	UNS	Novi Sad	Warsaw



*School-to-Work Transition for Higher education students with disabilities  
in Serbia, Bosnia & Herzegovina and Montenegro*

	WP3	8	BMU	Belgrade	Warsaw
	WP3	9	ASD	Belgrade	Warsaw
	WP3	10	NES	Kragujevac	Warsaw
	WP3	11	UNION2000	Cacak	Warsaw
	WP3	12	UoM	Podgorica	Warsaw
	WP3	13	UDG	Podgorica	Warsaw
	WP3	14	AYMD	Podgorica	Warsaw
	WP3	15	EAM	Podgorica	Warsaw
	WP3	16	UNSA	Sarajevo	Warsaw
	WP3	17	UES	Sarajevo	Warsaw
	WP3	18	UBL	Banja Luka	Warsaw
	WP3	19	HO	Banja Luka	Warsaw
	WP3	20	Profil MC	Sarajevo	Warsaw
	WP3	21	Procom d.o.o. Gracanica	Gracanica	Warsaw
WP3	22	BADEN	Cacak	Warsaw	
March 2017	WP4	6	UNIKG	Kragujevac	Maribor
	WP4	7	UNS	Novi Sad	Maribor
	WP4	8	BMU	Belgrade	Maribor
	WP4	9	ASD	Belgrade	Maribor
	WP4	10	NES	Kragujevac	Maribor
	WP4	11	UNION2000	Cacak	Maribor
	WP4	12	UoM	Podgorica	Maribor



*School-to-Work Transition for Higher education students with disabilities  
in Serbia, Bosnia & Herzegovina and Montenegro*

	WP4	13	UDG	Podgorica	Maribor
	WP4	14	AYMD	Podgorica	Maribor
	WP4	15	EAM	Podgorica	Maribor
	WP4	16	UNSA	Sarajevo	Maribor
	WP4	17	UES	Sarajevo	Maribor
	WP4	18	UBL	Banja Luka	Maribor
	WP4	19	HO	Banja Luka	Maribor
	WP4	20	Profil MC	Sarajevo	Maribor
	WP4	21	Procom d.o.o. Gracanica	Gracanica	Maribor
	WP4	22	BADEN	Cacak	Maribor
	June 2017	WP4	6	UNIKG	Kragujevac
WP4		7	UNS	Novi Sad	Thessaloniki
WP4		8	BMU	Belgrade	Thessaloniki
WP4		9	ASD	Belgrade	Thessaloniki
WP4		10	NES	Kragujevac	Thessaloniki
WP4		11	UNION2000	Cacak	Thessaloniki
WP4		12	UoM	Podgorica	Thessaloniki
WP4		13	UDG	Podgorica	Thessaloniki
WP4		14	AYMD	Podgorica	Thessaloniki
WP4		15	EAM	Podgorica	Thessaloniki
WP4		16	UNSA	Sarajevo	Thessaloniki
WP4	17	UES	Sarajevo	Thessaloniki	



*School-to-Work Transition for Higher education students with disabilities  
in Serbia, Bosnia & Herzegovina and Montenegro*

	WP4	18	UBL	Banja Luka	Thessaloniki
	WP4	19	HO	Banja Luka	Thessaloniki
	WP4	20	Profil MC	Sarajevo	Thessaloniki
	WP4	21	Procom d.o.o. Gracanica	Gracanica	Thessaloniki
	WP4	22	BADEN	Cacak	Thessaloniki
May 2017	WP4	6	UNIKG	Kragujevac	Warsaw
	WP4	7	UNS	Novi Sad	Warsaw
	WP4	8	BMU	Belgrade	Warsaw
	WP4	12	UoM	Podgorica	Warsaw
	WP4	13	UDG	Podgorica	Warsaw
	WP4	16	UNSA	Sarajevo	Warsaw
	WP4	17	UES	Sarajevo	Warsaw
	WP4	18	UBL	Banja Luka	Warsaw
September 2017	WP4	1	UOM	Thessaloniki	Belgrade
	WP4	2	GNOSI	Thessaloniki	Belgrade
	WP4	3	UM	Maribor	Belgrade
	WP4	4	UW	Warsaw	Belgrade
	WP4	5	DEKRA	Stuttgart	Belgrade
	WP4	6	UNIKG	Kragujevac	Belgrade
	WP4	7	UNS	Novi Sad	Belgrade
	WP4	10	NES	Kragujevac	Belgrade
	WP4	11	UNION2000	Cacak	Belgrade





*School-to-Work Transition for Higher education students with disabilities  
in Serbia, Bosnia & Herzegovina and Montenegro*

	WP4	12	UoM	Podgorica	Belgrade
	WP4	13	UDG	Podgorica	Belgrade
	WP4	14	AYMD	Podgorica	Belgrade
	WP4	15	EAM	Podgorica	Belgrade
	WP4	16	UNSA	Sarajevo	Belgrade
	WP4	17	UES	Sarajevo	Belgrade
	WP4	18	UBL	Banja Luka	Belgrade
	WP4	19	HO	Banja Luka	Belgrade
	WP4	20	Profil MC	Sarajevo	Belgrade
	WP4	21	Procom d.o.o. Gracanica	Gracanica	Belgrade
	WP4	22	BADEN	Cacak	Belgrade
	December 2017	QPLN6	6	UNIKG	Kragujevac
QPLN6		7	UNS	Novi Sad	Stuttgart
QPLN6		8	BMU	Belgrade	Stuttgart
QPLN6		12	UoM	Podgorica	Stuttgart
QPLN6		13	UDG	Podgorica	Stuttgart
QPLN6		16	UNSA	Sarajevo	Stuttgart
QPLN6		17	UES	Sarajevo	Stuttgart
QPLN6		18	UBL	Banja Luka	Stuttgart
October 2015	MNGT9	1	UOM	Thessaloniki	Belgrade
	MNGT9	2	GNOSI	Thessaloniki	Belgrade
	MNGT9	3	UM	Maribor	Belgrade



*School-to-Work Transition for Higher education students with disabilities  
in Serbia, Bosnia & Herzegovina and Montenegro*

	MNGT9	4	UW	Warsaw	Belgrade
	MNGT9	5	DEKRA	Stuttgart	Belgrade
	MNGT9	6	UNIKG	Kragujevac	Belgrade
	MNGT9	7	UNS	Novi Sad	Belgrade
	MNGT9	11	UNION2000	Cacak	Belgrade
	MNGT9	12	UoM	Podgorica	Belgrade
	MNGT9	13	UDG	Podgorica	Belgrade
	MNGT9	14	AYMD	Podgorica	Belgrade
	MNGT9	15	EAM	Podgorica	Belgrade
	MNGT9	16	UNSA	Sarajevo	Belgrade
	MNGT9	17	UES	Sarajevo	Belgrade
	MNGT9	18	UBL	Banja Luka	Belgrade
	MNGT9	19	HO	Banja Luka	Belgrade
	MNGT9	20	Profil MC	Sarajevo	Belgrade
	MNGT9	21	Procom d.o.o. Gracanica	Gracanica	Belgrade
	MNGT9	22	BADEN	Cacak	Belgrade
June 2016	MNGT9	1	UOM	Thessaloniki	Sarajevo
	MNGT9	2	GNOSI	Thessaloniki	Sarajevo
	MNGT9	3	UM	Maribor	Sarajevo
	MNGT9	4	UW	Warsaw	Sarajevo
	MNGT9	5	DEKRA	Stuttgart	Sarajevo
	MNGT9	6	UNIKG	Kragujevac	Sarajevo



*School-to-Work Transition for Higher education students with disabilities  
in Serbia, Bosnia & Herzegovina and Montenegro*

	MNGT9	7	UNS	Novi Sad	Sarajevo
	MNGT9	8	BMU	Belgrade	Sarajevo
	MNGT9	9	ASD	Belgrade	Sarajevo
	MNGT9	10	NES	Kragujevac	Sarajevo
	MNGT9	11	UNION2000	Cacak	Sarajevo
	MNGT9	12	UoM	Podgorica	Sarajevo
	MNGT9	13	UDG	Podgorica	Sarajevo
	MNGT9	14	AYMD	Podgorica	Sarajevo
	MNGT9	15	EAM	Podgorica	Sarajevo
	MNGT9	18	UBL	Banja Luka	Sarajevo
	MNGT9	19	HO	Banja Luka	Sarajevo
	MNGT9	21	Procom d.o.o. Gracanica	Gracanica	Sarajevo
	MNGT9	22	BADEN	Cacak	Sarajevo
January/ February 2017	MNGT9	1	UOM	Thessaloniki	Podgorica
	MNGT9	2	GNOSI	Thessaloniki	Podgorica
	MNGT9	3	UM	Maribor	Podgorica
	MNGT9	4	UW	Warsaw	Podgorica
	MNGT9	5	DEKRA	Stuttgart	Podgorica
	MNGT9	6	UNIKG	Kragujevac	Podgorica
	MNGT9	7	UNS	Novi Sad	Podgorica
	MNGT9	8	BMU	Belgrade	Podgorica
	MNGT9	9	ASD	Belgrade	Podgorica



*School-to-Work Transition for Higher education students with disabilities  
in Serbia, Bosnia & Herzegovina and Montenegro*

	MNGT9	10	NES	Kragujevac	Podgorica
	MNGT9	11	UNION2000	Cacak	Podgorica
	MNGT9	16	UNSA	Sarajevo	Podgorica
	MNGT9	17	UES	Sarajevo	Podgorica
	MNGT9	18	UBL	Banja Luka	Podgorica
	MNGT9	19	ASSS	Banja Luka	Podgorica
	MNGT9	20	Profil MC	Sarajevo	Podgorica
	MNGT9	21	Procom d.o.o. Gracanica	Gracanica	Podgorica
	MNGT9	22	BADEN	Cacak	Podgorica
September 2017	MNGT9	1	UOM	Thessaloniki	Novi Sad
	MNGT9	2	GNOSI	Thessaloniki	Novi Sad
	MNGT9	3	UM	Maribor	Novi Sad
	MNGT9	4	UW	Warsaw	Novi Sad
	MNGT9	5	DEKRA	Stuttgart	Novi Sad
	MNGT9	6	UNIKG	Kragujevac	Novi Sad
	MNGT9	8	BMU	Belgrade	Novi Sad
	MNGT9	9	ASD	Belgrade	Novi Sad
	MNGT9	10	NES	Kragujevac	Novi Sad
	MNGT9	11	UNION2000	Cacak	Novi Sad
	MNGT9	12	UoM	Podgorica	Novi Sad
	MNGT9	13	UDG	Podgorica	Novi Sad
	MNGT9	14	AYMD	Podgorica	Novi Sad
	MNGT9	15	EAM	Podgorica	Novi Sad



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in Serbia, Bosnia & Herzegovina and Montenegro*

	MNGT9	16	UNSA	Sarajevo	Novi Sad
	MNGT9	17	UES	Sarajevo	Novi Sad
	MNGT9	18	UBL	Banja Luka	Novi Sad
	MNGT9	19	HO	Banja Luka	Novi Sad
	MNGT9	20	Profil MC	Sarajevo	Novi Sad
	MNGT9	21	Procom d.o.o. Gracanica	Gracanica	Novi Sad
	MNGT9	22	BADEN	Cacak	Novi Sad
February 2018	MNGT9	1	UOM	Thessaloniki	Banja Luka
	MNGT9	2	GNOSI	Thessaloniki	Banja Luka
	MNGT9	3	UM	Maribor	Banja Luka
	MNGT9	4	UW	Warsaw	Banja Luka
	MNGT9	5	DEKRA	Stuttgart	Banja Luka
	MNGT9	6	UNIKG	Kragujevac	Banja Luka
	MNGT9	7	UNS	Novi Sad	Banja Luka
	MNGT9	8	BMU	Belgrade	Banja Luka
	MNGT9	9	ASD	Belgrade	Banja Luka
	MNGT9	10	NES	Kragujevac	Banja Luka
	MNGT9	11	UNION2000	Cacak	Banja Luka
	MNGT9	12	UoM	Podgorica	Banja Luka
	MNGT9	13	UDG	Podgorica	Banja Luka
	MNGT9	14	AYMD	Podgorica	Banja Luka
	MNGT9	15	EAM	Podgorica	Banja Luka



*School-to-Work Transition for Higher education students with disabilities  
in Serbia, Bosnia & Herzegovina and Montenegro*

	MNGT9	16	UNSA	Sarajevo	Banja Luka
	MNGT9	17	UES	Sarajevo	Banja Luka
	MNGT9	20	Profil MC	Sarajevo	Banja Luka
	MNGT9	21	Procom d.o.o. Gracanica	Gracanica	Banja Luka
	MNGT9	22	BADEN	Cacak	Banja Luka
September 2018	MNGT9	1	UOM	Thessaloniki	Kragujevac
	MNGT9	2	GNOSI	Thessaloniki	Kragujevac
	MNGT9	3	UM	Maribor	Kragujevac
	MNGT9	4	UW	Warsaw	Kragujevac
	MNGT9	5	DEKRA	Stuttgart	Kragujevac
	MNGT9	7	UNS	Novi Sad	Kragujevac
	MNGT9	8	BMU	Belgrade	Kragujevac
	MNGT9	9	ASD	Belgrade	Kragujevac
	MNGT9	11	UNION2000	Cacak	Kragujevac
	MNGT9	12	UoM	Podgorica	Kragujevac
	MNGT9	13	UDG	Podgorica	Kragujevac
	MNGT9	14	AYMD	Podgorica	Kragujevac
	MNGT9	15	EAM	Podgorica	Kragujevac
	MNGT9	16	UNSA	Sarajevo	Kragujevac
	MNGT9	17	UES	Sarajevo	Kragujevac
MNGT9	18	UBL	Banja Luka	Kragujevac	
MNGT9	19	HO	Banja Luka	Kragujevac	



*School-to-Work Transition for Higher education students with disabilities  
in Serbia, Bosnia & Herzegovina and Montenegro*

	MNGT9	20	Profil MC	Sarajevo	Kragujevac
	MNGT9	21	Procom d.o.o. Gracanica	Gracanica	Kragujevac
	MNGT9	22	BADEN	Cacak	Kragujevac

Final dates will be discussed during the project management meetings. Next meeting will be in Bosnia and Herzegovina (Sarajevo) hosted by University of Sarajevo under the activities of MNGT9. In this meeting all partners of the project will participate and the meeting will focus on project management issues i.e. 1<sup>st</sup> project management report, financial issues i.e. collection of supporting documents, quality assurance i.e. 1<sup>st</sup> internal quality assurance report and the implementation of project activities. There is also a meeting planned under WP2 that will take place in September and it will be hosted from University of Maribor.



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Erasmus+ Programme  
of the European Union



*School-to-Work Transition for Higher education students with disabilities  
in Serbia, Bosnia & Herzegovina and Montenegro*

## 7. Attachments/ Photos

