



Q-HELIX ALLIANCE

NAWA Programme “Support for European Universities”

Project No. BPI/WUE/2025/1/00016

“Support for the European University Alliance Q-Helix – Inclusive European University
Based on the Quintuple Helix Model”

ANNEX NO. 11

RESEARCH MOBILITY SETTLEMENT AND VERIFICATION SHEET

Dąbrowa Górnicza, Poland

12 June 2026

This document has been prepared within the project “Support for the European University Alliance Q-Helix – Inclusive European University Based on the Quintuple Helix Model”, implemented by WSB University under the NAWA Programme “Support for European Universities”. The project is financed by the European Union under the European Funds for Social Development 2021–2027 Programme.

RESEARCH MOBILITY SETTLEMENT AND VERIFICATION SHEET
PART I – GENERAL INFORMATION

Field	Information
Full name of the Participant	
Sending Institution	
Host Institution	
Host Country	
Mobility dates	
Total number of mobility days	

PART II – VERIFICATION OF SUBMITTED DOCUMENTATION
Required settlement documentation

Verification item	YES	NO
Final Research Mobility Report submitted	<input type="checkbox"/>	<input type="checkbox"/>
Research Mobility Certificate submitted	<input type="checkbox"/>	<input type="checkbox"/>
Certificate signed by Host Institution / Host Researcher	<input type="checkbox"/>	<input type="checkbox"/>
Mobility dates consistent with approved mobility period	<input type="checkbox"/>	<input type="checkbox"/>
Required signatures/stamps provided	<input type="checkbox"/>	<input type="checkbox"/>
Competence validation completed	<input type="checkbox"/>	<input type="checkbox"/>
Outputs/results described	<input type="checkbox"/>	<input type="checkbox"/>
Future cooperation plans described	<input type="checkbox"/>	<input type="checkbox"/>
Additional supporting documents submitted (if applicable)	<input type="checkbox"/>	<input type="checkbox"/>

PART III – VERIFICATION OF MOBILITY IMPLEMENTATION

Verification item	YES	NO
Mobility implemented in accordance with the approved application	<input type="checkbox"/>	<input type="checkbox"/>
Mobility implemented in accordance with the mobility agreement	<input type="checkbox"/>	<input type="checkbox"/>

Verification item	YES	NO
Planned research activities implemented	<input type="checkbox"/>	<input type="checkbox"/>
Cooperation with Host Institution confirmed	<input type="checkbox"/>	<input type="checkbox"/>
Mobility implemented within Q-Helix thematic areas	<input type="checkbox"/>	<input type="checkbox"/>
Mobility contributed to international research cooperation	<input type="checkbox"/>	<input type="checkbox"/>
Mobility contributed to competence development	<input type="checkbox"/>	<input type="checkbox"/>
Mobility outputs/results achieved	<input type="checkbox"/>	<input type="checkbox"/>

PART IV – VERIFICATION OF COMPETENCE DEVELOPMENT

Competence validation

Verification item	YES	NO
Research competences developed/strengthened	<input type="checkbox"/>	<input type="checkbox"/>
Methodological competences developed/strengthened	<input type="checkbox"/>	<input type="checkbox"/>
International cooperation competences developed/strengthened	<input type="checkbox"/>	<input type="checkbox"/>
Scientific networking competences developed/strengthened	<input type="checkbox"/>	<input type="checkbox"/>
Project development competences developed/strengthened	<input type="checkbox"/>	<input type="checkbox"/>
Digital / AI-related competences developed/strengthened	<input type="checkbox"/>	<input type="checkbox"/>
Other competences confirmed	<input type="checkbox"/>	<input type="checkbox"/>

PART V – FINAL SETTLEMENT DECISION

Final result

- Mobility accepted and fully settled
- Mobility conditionally accepted – additional clarifications/documents required
- Mobility rejected / settlement incomplete
- Financial correction/refund procedure required

PART VI – ADDITIONAL REMARKS (OPTIONAL)

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PART VII – SIGNATURES

The present settlement and verification sheet shall be signed by at least two members of the Recruitment Committee/Evaluation Team appointed by WSB University.

Name and surname	Function	Signature

Place and date: