



XUNTA
DE GALICIA

Erasmus+

Enriqueciendo vidas, abriendo mentes



UNIÓN EUROPEA

CENTROS SEN EXPERIENCIA EN ERASMUS+

Rexistro e indicacións técnicas

4 de decembro de 2024

ASESORÍA DE INTERNACIONALIZACIÓN DA EDUCACIÓN

Servizo de innovación e programas educativos



Sonia Vázquez Gómez

981 546 545



Patricia Ares Yáñez

981 546 533

programas.europeos@edu.xunta.gal

Que significa estar rexistrado en Erasmus+?

Contidos

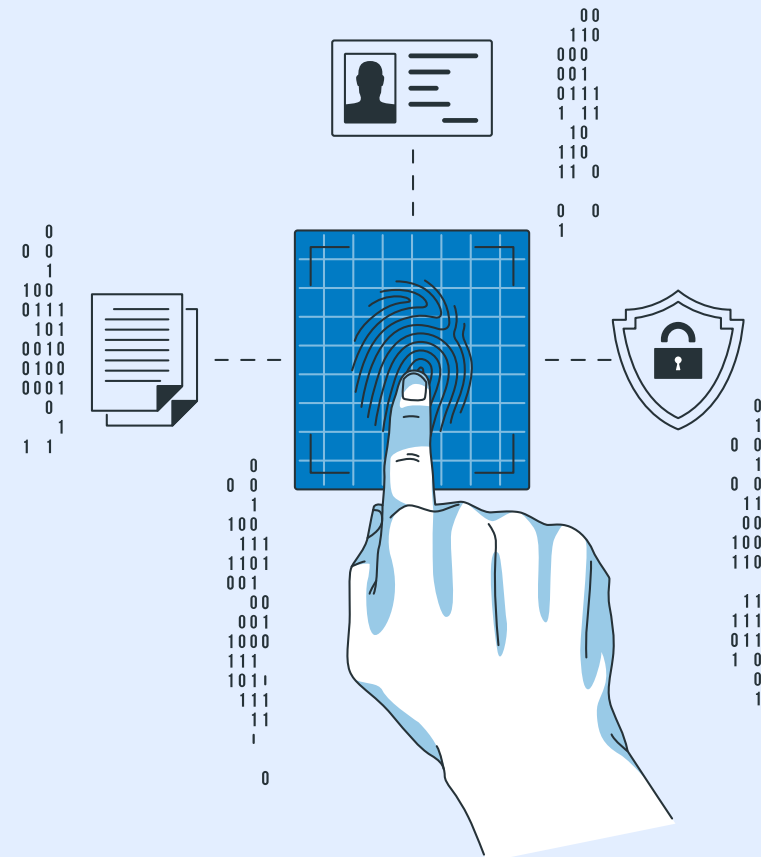
1. Por onde comezamos? Requisitos técnicos
2. A identificación con EU Login
3. O OID do centro
4. Certificado dixital da persoa representante legal
5. O centro en ESEP
6. Oportunidades de participación en Erasmus+
7. Rolda de preguntas

1 Por onde comezamos? Requisitos técnicos

Por onde comezamos? Requisitos técnicos

Imprescindibles para poder realizar
unha solicitude dun proxecto
Erasmus+:

- ✓ Crear unha **conta EU Login**
- ✓ Obter o **OID**
- ✓ Ter un **certificado dixital** para a
persoa representante legal



2 A identificación con EU Login

Como crear unha conta EU Login

- ✓ Crear unha soa conta do centro. Mellor vinculado a un correo institucional e non vinculado a unha persoa concreta.
- ✓ Acceder a EU Login: <https://webgate.ec.europa.eu/cas/eim/external/register.cgi>
- ✓ Cubrir os campos solicitados co correo institucional.
- ✓ Indicar o contrasinal da conta.
- ✓ Confirmar no correo electrónico a inscrición.



First name

Last name

E-mail

Confirm e-mail

E-mail language

español (es) ▼

☐ By checking this box, you acknowledge that you have read and understood the [privacy statement](#)

Create an account Cancel

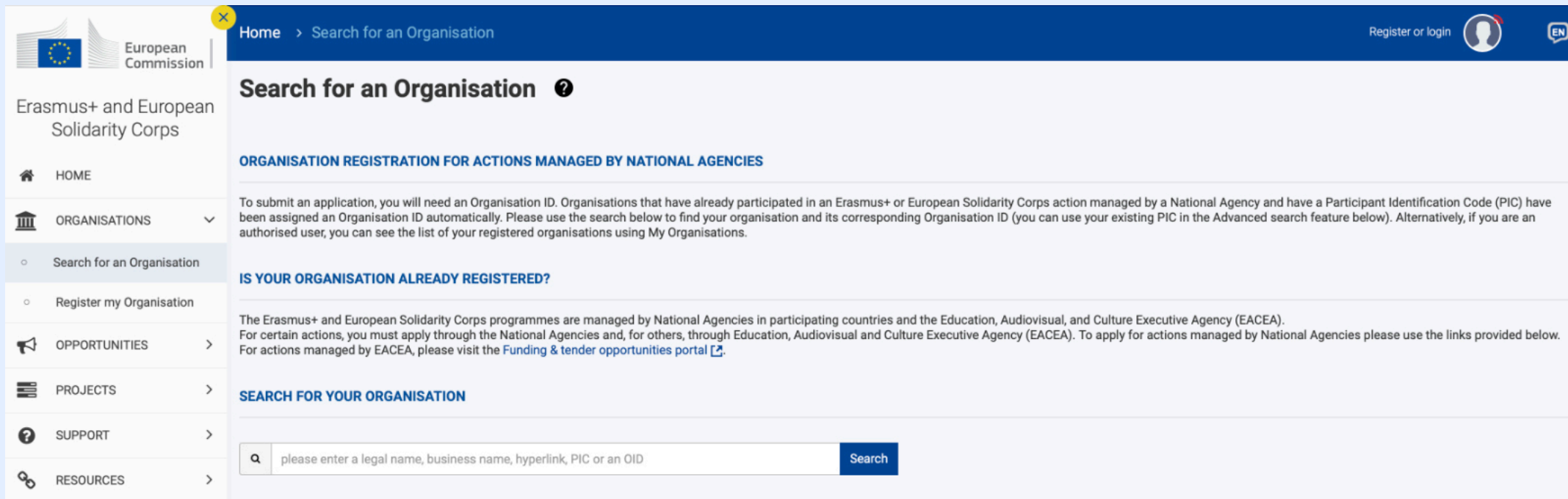


Atención ao EU Login!

- ✓ Pódese rexistrar con calquera enderezo de correo electrónico
- ✓ Se se rexistra co enderezo **edu.xunta**, lembren que para a máquina, **.gal** e **.es** son enderezos distintos

3º O ID do centro

Débese comprobar se o centro posúe un OID



European Commission

Erasmus+ and European Solidarity Corps

HOME

ORGANISATIONS

Search for an Organisation

Register my Organisation

OPPORTUNITIES

PROJECTS

SUPPORT

RESOURCES

Home > Search for an Organisation

Register or login

EN

Search for an Organisation ?

ORGANISATION REGISTRATION FOR ACTIONS MANAGED BY NATIONAL AGENCIES

To submit an application, you will need an Organisation ID. Organisations that have already participated in an Erasmus+ or European Solidarity Corps action managed by a National Agency and have a Participant Identification Code (PIC) have been assigned an Organisation ID automatically. Please use the search below to find your organisation and its corresponding Organisation ID (you can use your existing PIC in the Advanced search feature below). Alternatively, if you are an authorised user, you can see the list of your registered organisations using My Organisations.

IS YOUR ORGANISATION ALREADY REGISTERED?

The Erasmus+ and European Solidarity Corps programmes are managed by National Agencies in participating countries and the Education, Audiovisual, and Culture Executive Agency (EACEA). For certain actions, you must apply through the National Agencies and, for others, through Education, Audiovisual and Culture Executive Agency (EACEA). To apply for actions managed by National Agencies please use the links provided below. For actions managed by EACEA, please visit the [Funding & tender opportunities portal](#).

SEARCH FOR YOUR ORGANISATION

Q please enter a legal name, business name, hyperlink, PIC or an OID Search

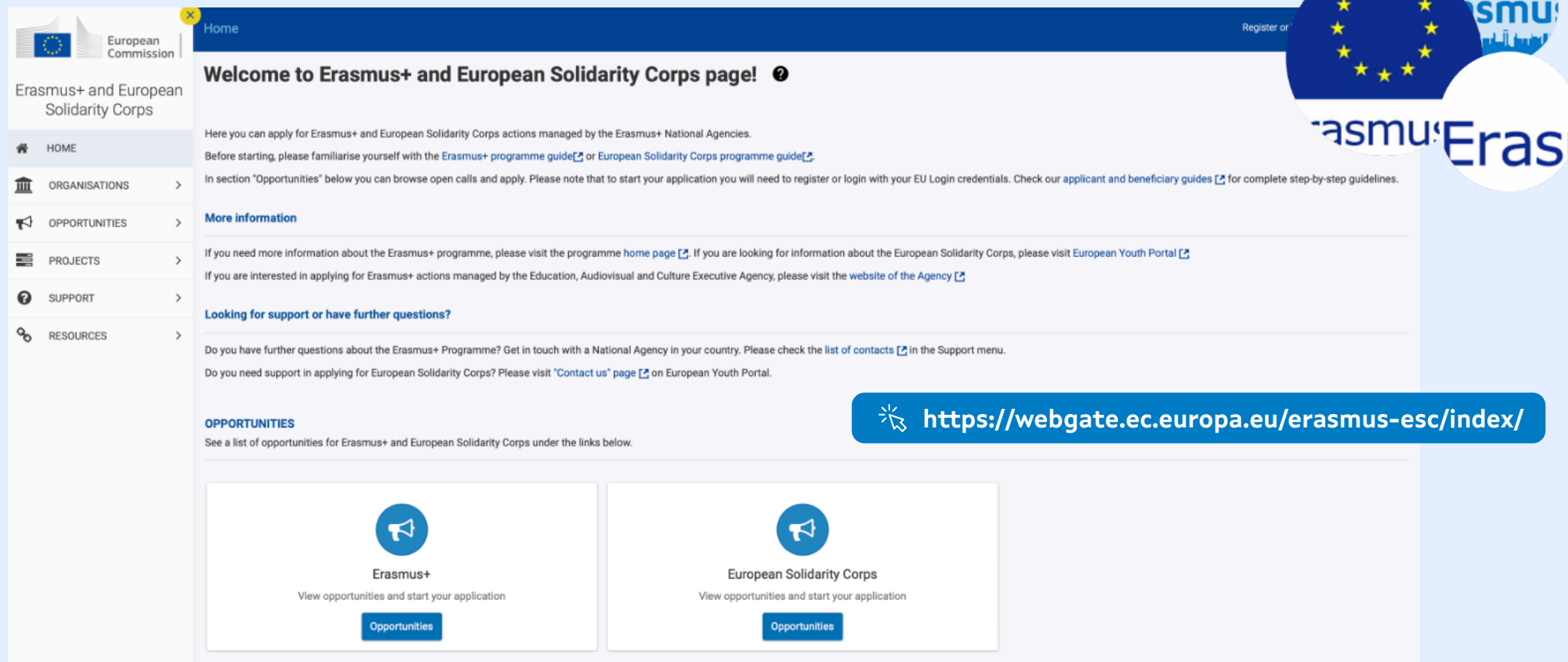


<https://webgate.ec.europa.eu/erasmus-esc/index/organisations/search-for-an-organisation>



Se o centro non ten OLD

Se o centro non ten OLD, cómpre solicitalo



The screenshot shows the official Erasmus+ and European Solidarity Corps portal. The header includes the European Commission logo and the text 'Erasmus+ and European Solidarity Corps'. A navigation menu on the left lists: HOME, ORGANISATIONS, OPPORTUNITIES, PROJECTS, SUPPORT, and RESOURCES. The main content area features a welcome message, instructions on how to apply, and links to various guides and support resources. At the bottom, there are two prominent buttons: 'Erasmus+' and 'European Solidarity Corps', both labeled 'Opportunities'.

Home

European Commission

Erasmus+ and European Solidarity Corps

HOME

ORGANISATIONS

OPPORTUNITIES

PROJECTS

SUPPORT

RESOURCES

Welcome to Erasmus+ and European Solidarity Corps page!

Here you can apply for Erasmus+ and European Solidarity Corps actions managed by the Erasmus+ National Agencies.

Before starting, please familiarise yourself with the [Erasmus+ programme guide](#) or [European Solidarity Corps programme guide](#).

In section "Opportunities" below you can browse open calls and apply. Please note that to start your application you will need to register or login with your EU Login credentials. Check our [applicant and beneficiary guides](#) for complete step-by-step guidelines.

More information

If you need more information about the Erasmus+ programme, please visit the programme [home page](#). If you are looking for information about the European Solidarity Corps, please visit [European Youth Portal](#).

If you are interested in applying for Erasmus+ actions managed by the Education, Audiovisual and Culture Executive Agency, please visit the [website of the Agency](#).

Looking for support or have further questions?

Do you have further questions about the Erasmus+ Programme? Get in touch with a National Agency in your country. Please check the [list of contacts](#) in the Support menu.

Do you need support in applying for European Solidarity Corps? Please visit ["Contact us" page](#) on European Youth Portal.

OPPORTUNITIES

See a list of opportunities for Erasmus+ and European Solidarity Corps under the links below.

Erasmus+
View opportunities and start your application
[Opportunities](#)

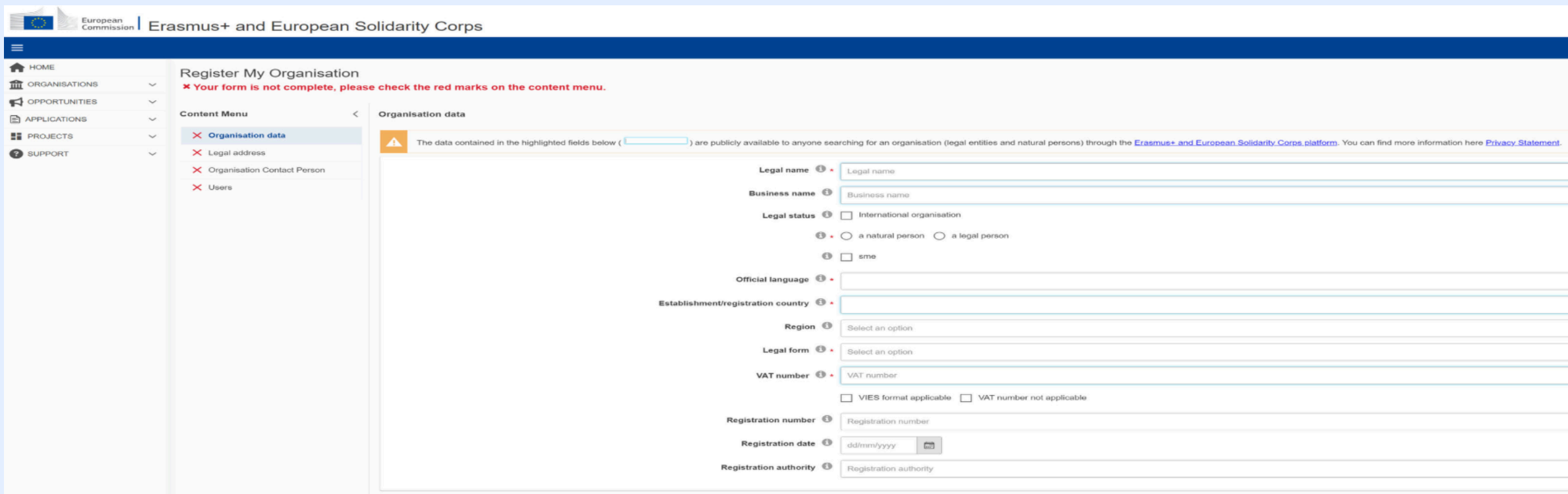
European Solidarity Corps
View opportunities and start your application
[Opportunities](#)

<https://webgate.ec.europa.eu/erasmus-esc/index/>

Deben identificarse
co EU Login creado
para o centro

Read more'. Below this paragraph are three sign-in options, each with a small icon and a link: 'Sign in with your eID' (globe icon), 'Sign in with Facebook' (Facebook 'f' icon), and 'Sign in with Google' (Google 'G' icon)." data-bbox="453 219 856 870"/>

Premer en “Register my organisation” e cubrir os campos correspondentes



The screenshot shows the 'Register My Organisation' page on the Erasmus+ and European Solidarity Corps platform. The page has a dark blue header with the European Commission logo and the text 'Erasmus+ and European Solidarity Corps'. A left sidebar contains a menu with 'HOME', 'ORGANISATIONS', 'OPPORTUNITIES', 'APPLICATIONS', 'PROJECTS', and 'SUPPORT'. The main content area is titled 'Register My Organisation' and includes a red warning message: 'Your form is not complete, please check the red marks on the content menu.' Below this, a 'Content Menu' on the left lists 'Organisation data' (highlighted with a red 'X'), 'Legal address' (red 'X'), 'Organisation Contact Person' (red 'X'), and 'Users' (red 'X'). The 'Organisation data' section on the right contains a warning icon and text: 'The data contained in the highlighted fields below () are publicly available to anyone searching for an organisation (legal entities and natural persons) through the Erasmus+ and European Solidarity Corps platform. You can find more information here Privacy Statement.' The form fields include: 'Legal name', 'Business name', 'Legal status' (with checkboxes for 'International organisation', 'a natural person', 'a legal person', and 'sme'), 'Official language', 'Establishment/registration country', 'Region', 'Legal form', 'VAT number' (with checkboxes for 'VIES format applicable' and 'VAT number not applicable'), 'Registration number', 'Registration date' (with a date picker), and 'Registration authority'.

Indicacións para cubrir os campos correspondentes

ALTA EN ORS: COMO CUBRIR A PESTANA "ORGANISATION DATA"	
CAMPO	INDICACIÓNS
PIC	(deixar en branco se non se ten PIC)
Legal name*	Nome do centro (por exemplo, IES Boasvistas)
Business name	Repetir o nome legal (por exemplo, IES Boasvistas)
Legal status*	Marcar: • a legal person (>persoa xurídica) • public body (>centro público) • non profit (>sen ánimo de lucro)
Official language*	Spanish
Establishment / registration country*	Spain
Region	Galicia
Legal form*	Ao non haber ningunha opción que se axuste ao dun centro educativo, escolleremos UNKNOWN
VAT number*	NIF do centro
Registration number	Código do centro segundo figura no rexistro estatal, por exemplo 15852487
Registration date	Data aproximada de creación do centro
Registration authority	Ministerio de Educación

»» **Obteremos o noso OLD do centro formado por 8 díxitos precedidos da letra E**

»» **O proceso non finalizou**

Documentos a achegar

- ✓ **Ficha de entidade legal** asinada electronicamente polo/a representante legal. No número de rexistro: código centro. No número de IVA: o CIF
- ✓ Copia do documento de identificación fiscal **(NIF) do centro.**
- ✓ **Copia en PDF da información do centro** disponible no Rexistro Estatal de Centros Docentes Non Universitarios del Ministerio de Educación; o certificado indica a existencia e oficialidade da institución e indica as ensinanzas que imparte.
- ✓ **Ficha de identificación financeira.** Accesible aquí. Deberá estar asinada electrónicamente mediante certificado electrónico de representante de persoa xurídica. Ademais, acompañarase dunha copia dun extracto bancario recente (Titular da conta, IBAN e nome do banco).



- ✓ Debemos achegar catro documentos para que se proceda á validación da nosa solicitude

- ✓ **Páxina 12**

http://sepie.es/doc/convocatoria/2024/indicaciones_tecnicas_2024.pdf





Se o centro xa ten OLD

Estados do voso OID

✓ Se o centro ten OID poderedes ver o seu estado:

Waiting for NA Certification



A Axencia Nacional (en España, o SEPIE), xa recibiu a documentación, pero aínda está en proceso de validación.

Waiting for Confirmation



O centro educativo xa estaba rexistrado e certificado en ORS, pero fixo unha actualización da súa documentación. Neste estado, esa nova documentación esta en proceso de validación pola Axencia Nacional.

NA Certified



O centro e a súa documentación está validado no sistema de xestión da Axencia Nacional.

Invalidated

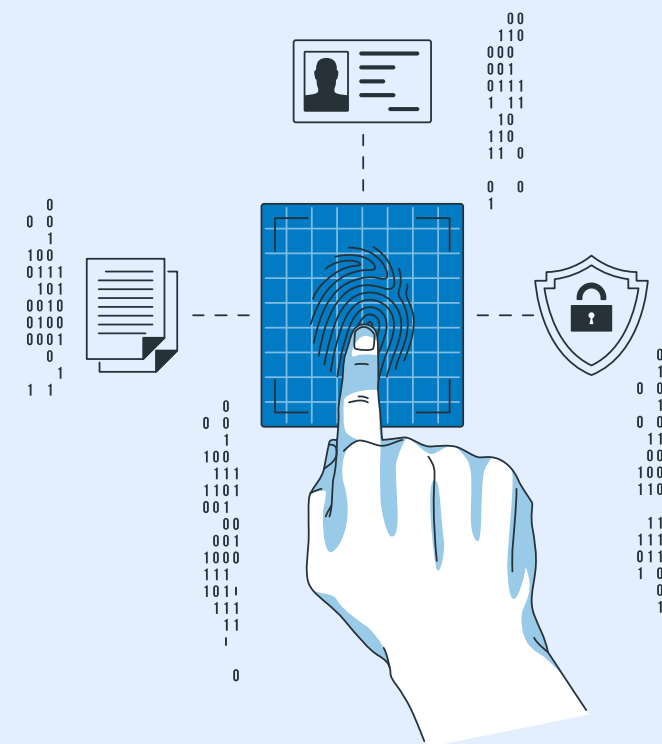


O centro foi invalidado pola Axencia Nacional. Os seus datos non poden sequera ser editados en ORS.

4 Certificado dixital da persoa representante legal

Certificado dixital de representante de persoa xurídica recoñecido por unha entidade oficial de certificación nacional (FNMT)

- »» NIF da persoa directora
- »» Nome e apelidos
- »» (R: NIF do centro)



Proposta de documento para recoller os datos de Erasmus

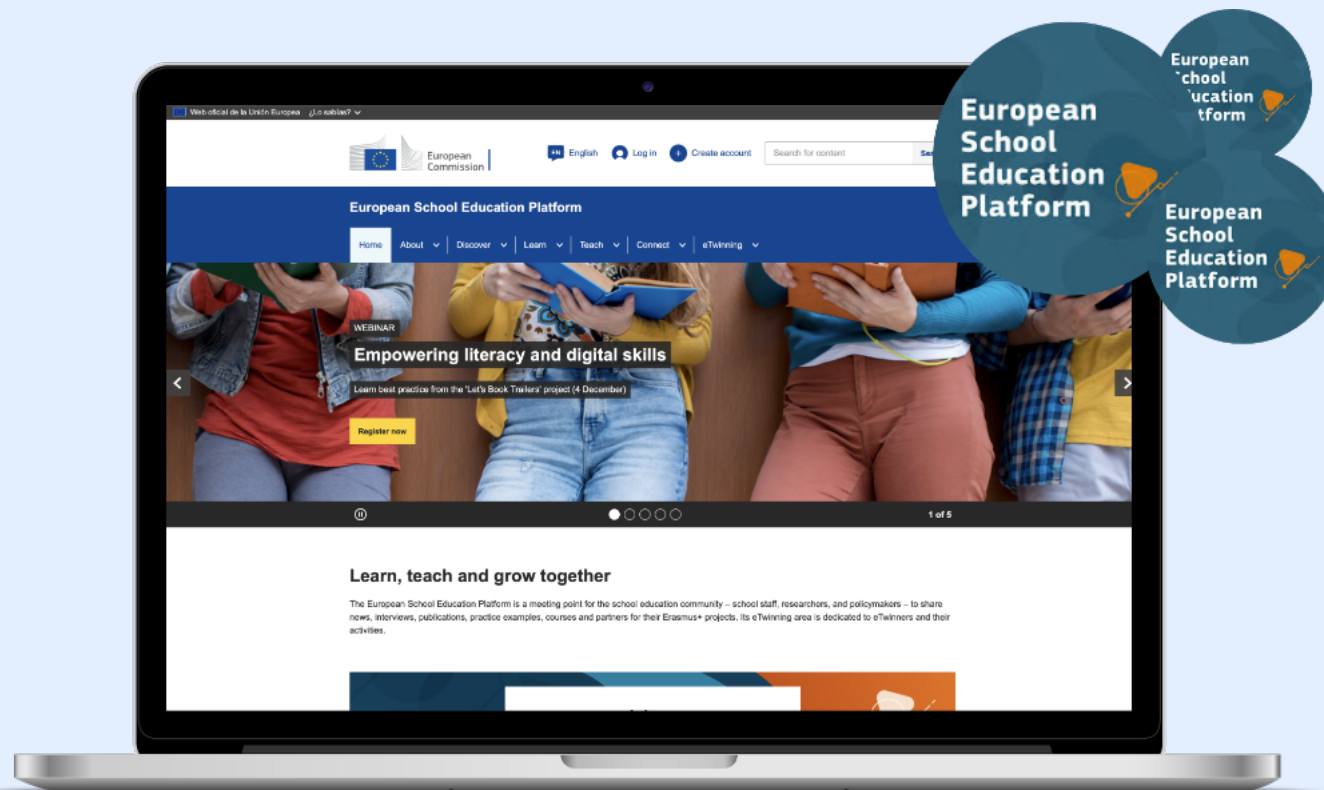
- ✓ Esta información debe estar nun servidor seguro e compartido entre a persoa coordinadora Erasmus e o equipo directivo

Datos do centro en Erasmus+	
Nome da organización en Erasmus+	
EU Login do centro (endereço de correo)	
Contrasinal do EU Login do centro	
OID	
Nome completo da persoa responsable	
EU Login da persoa responsable (endereço de correo)	
Nome completo da persoa coordnadora Erasmus	
EU Login da persoa coordinadora Erasmus+ (endereço de correo)	
Datos do centro en Erasmus+	
Código do proxecto	
Data de comezo e data de fin	

5 O centro na European School Education Platform (ESEP)

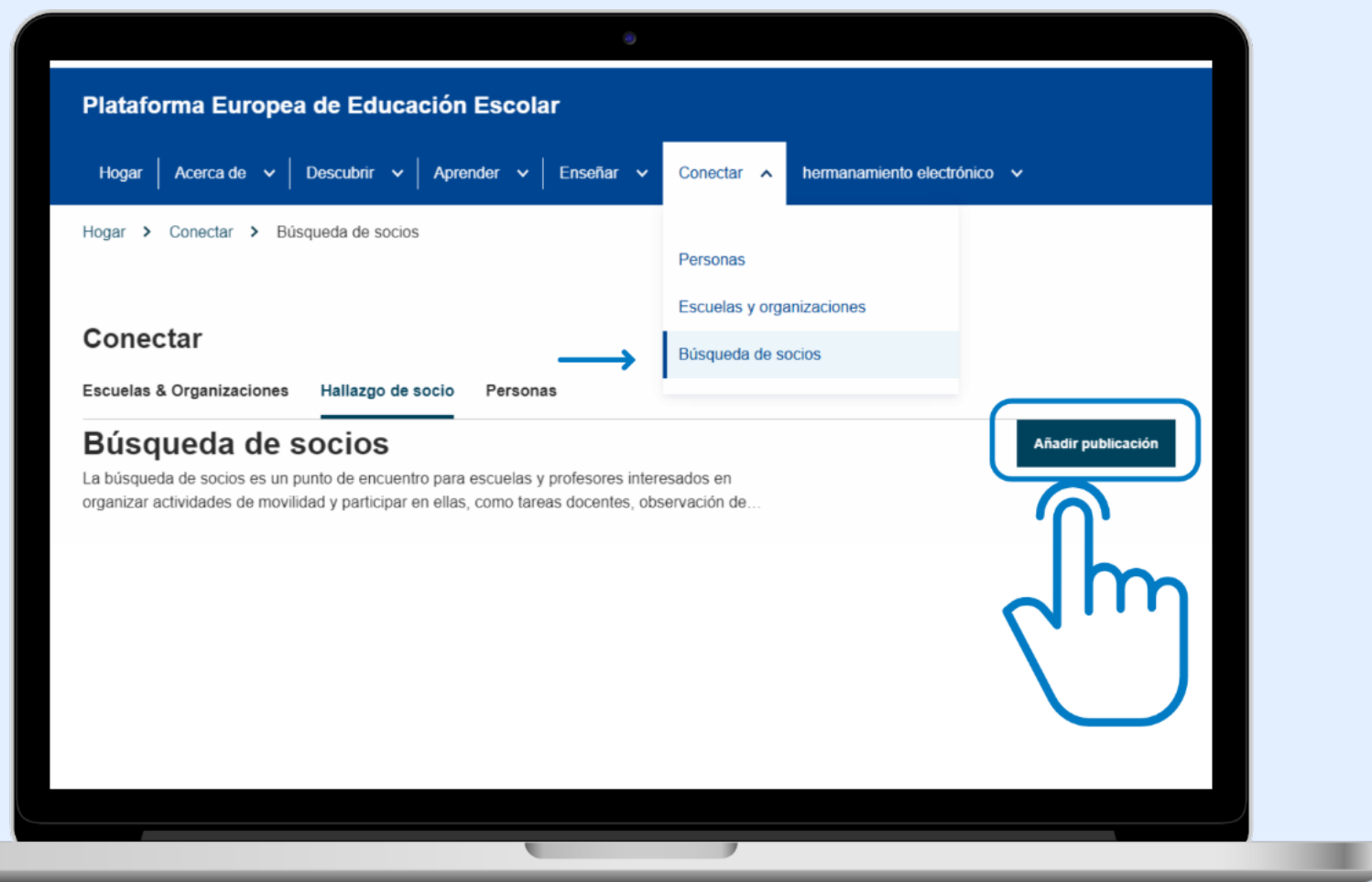
European School Education Platform

- » Partner finding
- » Rexistrarse coa conta EU Login
- » Unirse a eTwinning

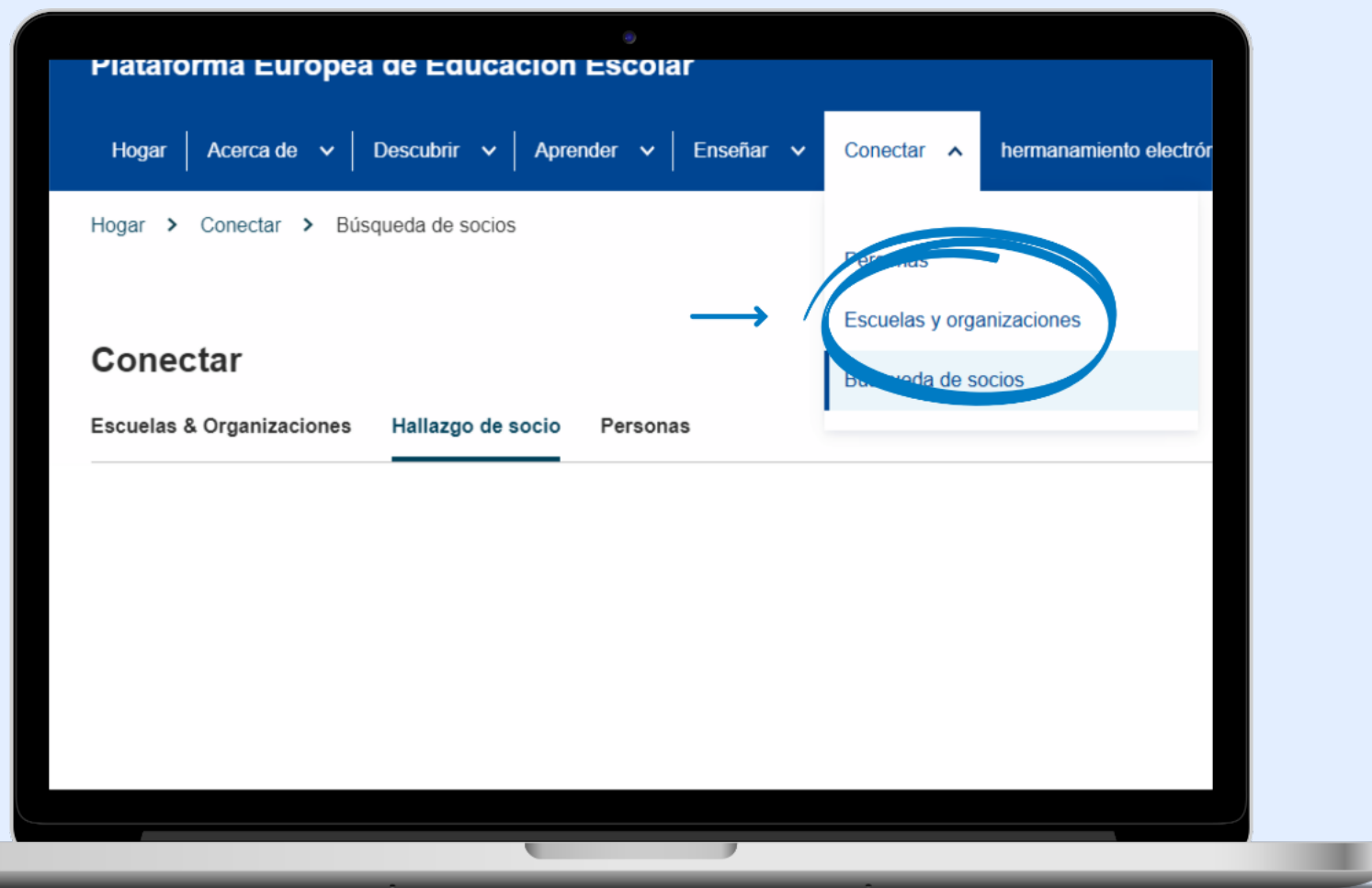


 <https://school-education.ec.europa.eu/en?prefLang=es&etrans=es>

European School Education Platform



European School Education Platform



6 Oportunidades de participación en Erasmus+

Niveis de participación en Erasmus+

- »» Cun proxecto acreditado
- »» Cun proxecto de mobilidade de curta duración
- »» Sen presentar un proxecto
 - ✓ Como centro de acollida
 - ✓ Como socio dun consorcio de mobilidade



Convocatoria aberta

- »» Data límite educación escolar e de persoas adultas
- »» KA122
- »» Proxecto de mobilidade de curta duración

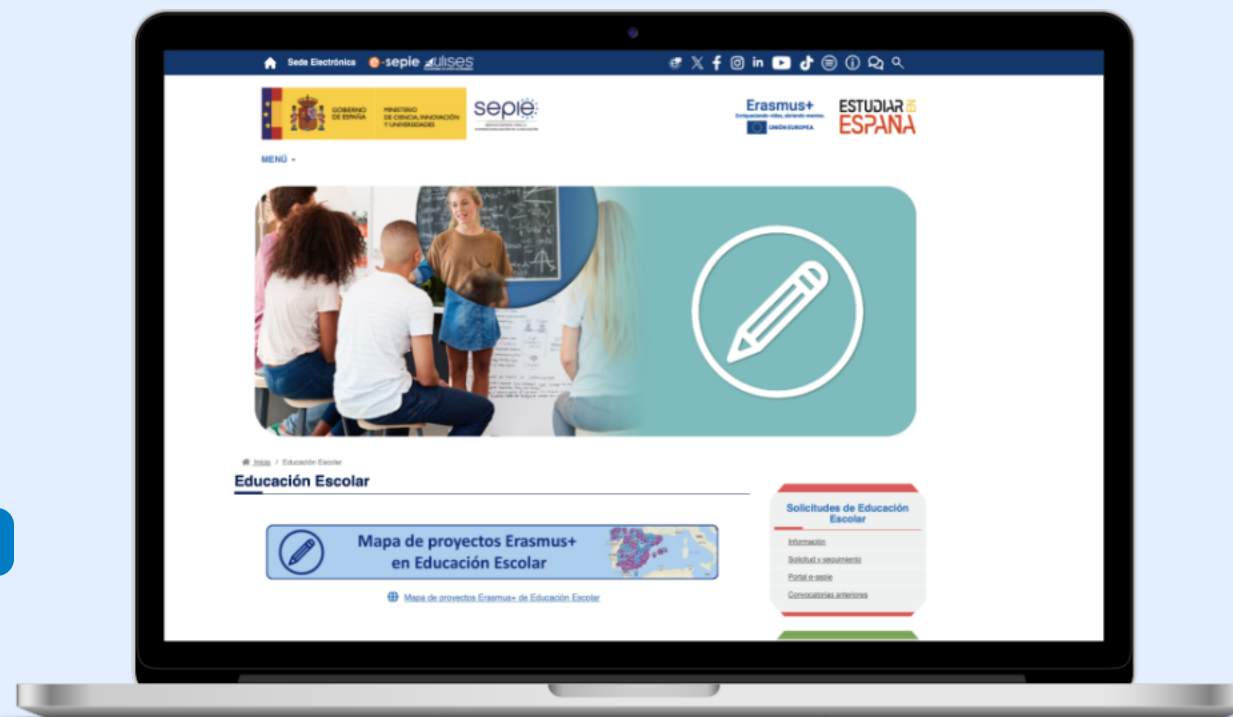


Que é o SEPIE?



O Servizo Español para a Internacionalización da Educación (SEPIE) é a Axencia Nacional española para o desenvolvemento e xestión do programa Erasmus+ da Unión Europea en materia de Educación e Formación

 <http://sepie.es/educacion-escolar/index.html>



ASESORÍA DE INTERNACIONALIZACIÓN DA EDUCACIÓN

Servizo de innovación e programas educativos



Sonia Vázquez Gómez

981 546 545



Patricia Ares Yáñez

981 546 533

programas.europeos@edu.xunta.gal

Grazas pola vosa atención



**XUNTA
DE GALICIA**