



Tehniskie nosacījumi dalībai Erasmus+ 2021-2027

EU Login, Organizāciju reģistrācija, Erasmus+ un ESC platforma



EIROPAS SAVIENĪBA



Valsts izglītības
attīstības aģentūra

Erasmus+

Bagātini pieredzi, domā plašāk

Erasmus+ un Eiropas Solidaritātes korpusa platforma

The screenshot shows the homepage of the Erasmus+ and European Solidarity Corps platform. At the top left is the European Commission logo. The main header is dark blue with 'Home' on the left and 'Register or login' with a user icon on the right. A yellow close button is visible in the top left corner of the header area.

Welcome to Erasmus+ and European Solidarity Corps page! ⓘ

Here you can apply for one or more of the actions supported by the Erasmus+ Programme or European Solidarity Corps and managed by the Erasmus+ National Agencies.

In section "Opportunities" below, you can browse open calls by the programme 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 Erasmus+ Programme, please visit the programme home page [🔗](#). In case you're looking for information about 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

Two main action cards are displayed:

- 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/>

Erasmus+ un Eiropas Solidaritātes korpusa platformā iespējams:

- ✓ reģistrēt organizāciju dalībai Erasmus+ (OID koda iegūšana)
- ✓ rediģēt savas organizācijas datus
- ✓ aizpildīt projektu pieteikuma veidlapas
- ✓ piekļūt projektu vadības un atskaišu sistēmai (projektu īstenotājiem)
- ✓ piekļūt projektu rezultātu izplatīšanas platformai
- ✓ piekļūt aktuālajiem programmas dokumentiem un EK saitēm

Kas jādara, lai iesniegtu projekta pieteikumu?

Organizācijai jāpārbauda **atbilstība programmas noteikumiem** un finanšu noteikumiem (juridiska persona, nav bankrotējusi, nav nodokļu parādu u.c.)

Organizācijai jāiegūst organizācijas ID kods (OID)

Jāaizpilda un jāiesniedz tiešsaistes projekta **pieteikuma veidlapa**

1.solis – EU Login konta reģistrācija

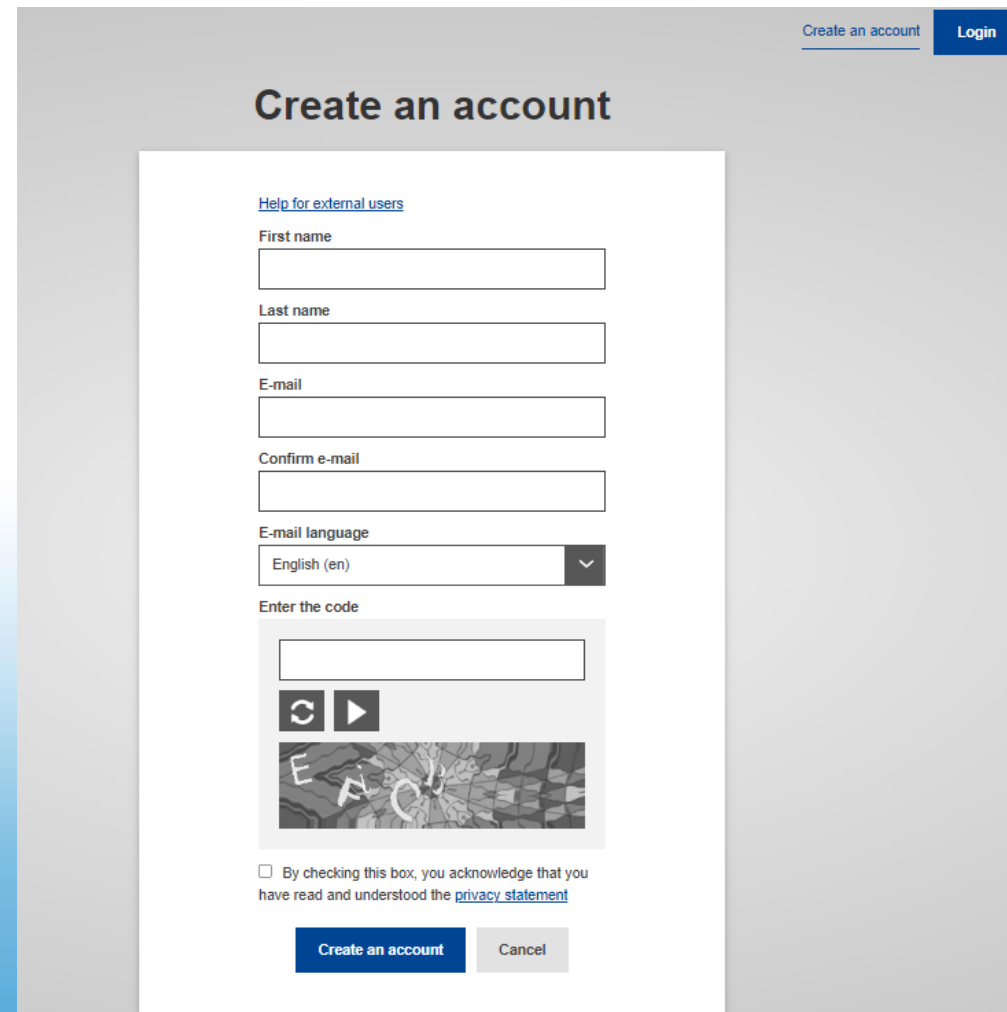
EU Login ir Eiropas Komisijas izveidots autentifikācijas pakalpojums, kas ļauj autorizētiem lietotājiem piekļūt dažādām Eiropas Komisijas informācijas sistēmām.

Izveidot *EU Login* kontu iespējams šeit -

<https://webgate.ec.europa.eu/cas/eim/external/register.cgi>

- ✓ Veidojot *EU Login* kontu organizācijas reģistrēšanai, vēlams izmantot organizācijas e-pasta adresi.
- ✓ Veidojot *EU Login* kontu pieteikuma aizpildīšanai (vēlāk – projektu īstenošanai) - privāto/darba e-pasta adresi.

EU Login lietotāja vadlīnijas – [šeit](#).



The screenshot shows the 'Create an account' registration page. At the top right, there are links for 'Create an account' and a 'Login' button. The main heading is 'Create an account'. Below it, there is a link for 'Help for external users'. The form fields include: 'First name', 'Last name', 'E-mail', 'Confirm e-mail', 'E-mail language' (set to 'English (en)'), and 'Enter the code'. There is a CAPTCHA image below the code field. At the bottom, there is a checkbox for acknowledging the 'privacy statement' and two buttons: 'Create an account' and 'Cancel'.

2.solis – organizācijas reģistrācija (1)

Atceries!

- ✓ **Organizācija jāreģistrē** un OID kods jāiegūst **tikai vienreiz**.
- ✓ Pirms reģistrēšanas, **pārlicinies** vai organizācija jau nav iepriekš reģistrēta.
- ✓ Iegūt OID kodu nepieciešams **visām organizācijām**, kas vēlas piedalīties Erasmus+ programmā – gan projektu pieteicējiem, gan partneriem.
- ✓ Ja organizācija iepriekš ir iesniegusi/īstenojusi Erasmus+ projektus un ir ieguvusi **PIC kodu**, tad OID kods ir piešķirts automātiski un **nav jāizveido jauns** (OID kodu atradīsiet Erasmus+ platformas sadaļā «Organisations»).

Ievadot OID kodu tiešsaistes projekta pieteikuma veidlapā, tajā automātiski tiks ielasīti dati par organizāciju.

Vadlīnijas organizāciju reģistrācijai – [šeit](#).

Organizācijas reģistrācija (2)

Erasmus+ un Eiropas Solidaritātes korpusa platformā

Home

Register or login

European Commission

Erasmus+ and European Solidarity Corps

HOME

ORGANISATIONS

OPPORTUNITIES

PROJECTS

SUPPORT

RESOURCES

Welcome to Erasmus+ and European Solidarity Corps page!

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

OPPORTUNITIES

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

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

Pieslēšanās izmantojot EU Login

Sadaļa «Organisations»

Organizācijas reģistrācija (3)

The screenshot displays the 'Search for an Organisation' page on the European Commission website. The left sidebar contains navigation options: HOME, ORGANISATIONS (with a sub-menu for 'Search for an Organisation'), Register my Organisation, My Organisations, OPPORTUNITIES, APPLICATIONS, PROJECTS, SUPPORT, RESOURCES, and CONFIGURATION. A blue arrow points to the 'Search for an Organisation' link in the sidebar. The main content area features a search bar with the placeholder text 'please enter a legal name, business name, hyperlink, PIC or an OID' and a 'Search' button. A blue arrow points to the search bar. Below the search bar, the 'Search results' section shows a message: 'No organisation searched' with 'Active filters: Reset all'. A blue arrow points to the 'REGISTER YOUR ORGANISATION' section, which includes a '+ Register a new Organisation' button. A blue arrow points to this button. Below the registration button, there are three cards: 'ORGANISATIONS' with a 'My Organisations' button, 'Erasmus+' with an 'Opportunities' button, and 'European Solidarity Corps' with an 'Opportunities' button. A red text overlay on the right side of the page reads: '1. Pārlicinies vai organizācija jau nav reģistrēta' (1. Contact or the organization is not registered) and '2. Sāc reģistrāciju' (2. Start registration).

1. Pārlicinies vai organizācija jau nav reģistrēta

2. Sāc reģistrāciju

Organizācijas reģistrācija (4)

Home

Welcome
Vīneta Straume

Register My Organisation

✖ Your form is not complete, please check the red marks on the content menu.

Content Menu

- ✖ Organisation data
- ✖ Legal address
- ✖ Organisation Contact Person
- ✖ Users

Organisation data

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 [Private and Confidential](#).

PIC ⓘ #####

Legal name * ⓘ Legal name

Business name ⓘ Business name

Legal status ⓘ International organisation

* ⓘ a natural person a legal person

ⓘ sme

Official language * ⓘ Select an option

Establishment/registration country * ⓘ Select an option

Region ⓘ Select an option

Legal form * ⓘ Select an option

VAT number * ⓘ VAT number

VAT number not applicable

Submit

Jāizpilda visas sadaļas

Kad visa nepieciešamā informācija ir ievadīta, poga «Submit» kļūs aktīva.

Nospiežot «Submit» reģistrācija tiks pabeigta - parādīsies reģistrācijas apstiprinājums un organizācijai iegūtais OID kods.

Organizācijas reģistrācija (5)

Legal name – organizācijas nosaukums latīņu alfabēta burtiem.

Business name – organizācijas oficiālais reģistrētais nosaukums (ja attiecas, ar garumzīmēm un mīkstinājuma zīmēm)

Erasmus+ and European Solidarity Corps

Register My Organisation

✖ Your form is not complete, please check the red marks on the content menu.

Content Menu

- ✖ Organisation data
- ✖ Legal address
- ✖ Organisation Contact Person
- ✖ Users

Organisation data

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+ platform](#). You can find more information here [Privacy Statement](#).

PIC ⓘ

Legal name * ⓘ

Business name ⓘ

Legal status ⓘ International organisation

* ⓘ a natural person a legal person

ⓘ sme

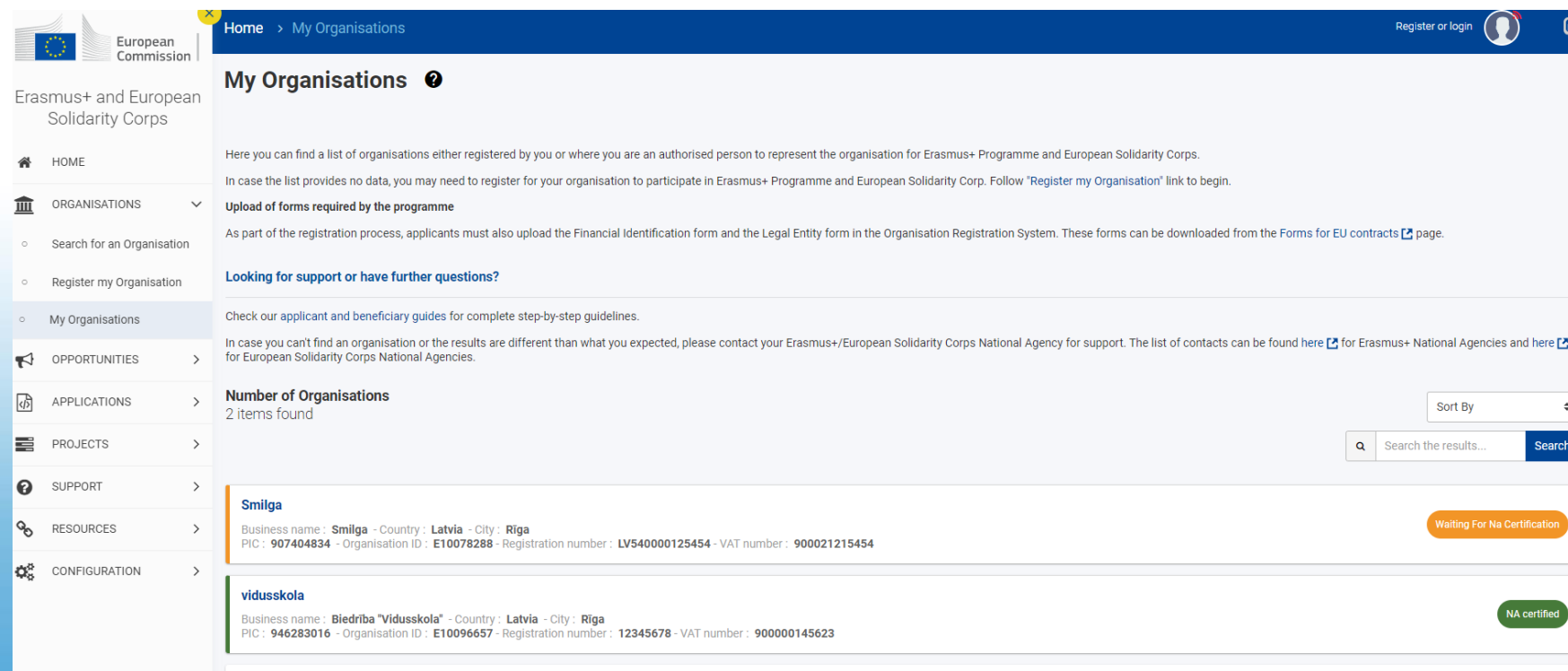
Official language * ⓘ

Establishment/registration country * ⓘ

Organizācijas reģistrācija (6)

Pēc reģistrācijas organizāciju atradīsiet sadaļā «*My Organisations*», kur iespējams:

- ✓ atjaunināt informāciju par reģistrēto organizāciju,
- ✓ pievienot papildu kontaktpersonas,
- ✓ pievienot dokumentus.



The screenshot displays the 'My Organisations' page on the European Commission website. The left sidebar contains a navigation menu with the following items: HOME, ORGANISATIONS (expanded), Search for an Organisation, Register my Organisation, My Organisations (highlighted with a blue arrow), OPPORTUNITIES, APPLICATIONS, PROJECTS, SUPPORT, RESOURCES, and CONFIGURATION. The main content area is titled 'My Organisations' and includes a help icon. It provides instructions on finding organizations and links to registration forms. Below this, there is a section for 'Number of Organisations' showing '2 items found'. The list includes two organizations:

- Smilga**
Business name: Smilga - Country: Latvia - City: Riga
PIC: 907404834 - Organisation ID: E10078288 - Registration number: LV540000125454 - VAT number: 900021215454
Status: Waiting For Na Certification
- vidusskola**
Business name: Biedrība "Vidusskola" - Country: Latvia - City: Riga
PIC: 946283016 - Organisation ID: E10096657 - Registration number: 12345678 - VAT number: 900000145623
Status: NA certified

Dokumentu pievienošana

Pēc organizācijas reģistrācijas un OID koda iegūšanas, nepieciešams aizpildīt un pievienot sekojošus dokumentus:

- **Organizācijas juridiskā statusa veidlapa** (Legal Entity form) - lejuplādējama [šeit](#);
- **Finanšu identifikācijas veidlapa** (Financial Identification form) - lejuplādējama [šeit](#).
- Projektiem virs 60 000 EUR - **finanšu kapacitāti apliecinājoši dokumenti** – pēdējā noslēgtā gada peļņas zaudējumu aprēķins un bilance.

Edit My Organisation

Organisation ID : E10078288
Legal name : Smilga

Business name : Smilga
PIC : 907404834
VAT number : 900021215454

Legal form : BIEDRIBA
Establishment/registration country : Latvia

Last modification date : 10/11/2022 12:27:46 (Brussels time)
Last modified by : Jakobi Linda

Content Menu

- ✓ Organisation data
- ✓ Legal address
- ✓ Organisation Contact Person
- ✓ Users (12)
- ✓ Accreditations (0)
- ✓ Documents (1)

Organisation data

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 platform](#). You can find more information here [Privacy Statement](#).

PIC 907404834

Legal name * Smilga

Business name Smilga

Legal status International organisation

* a natural person a legal person

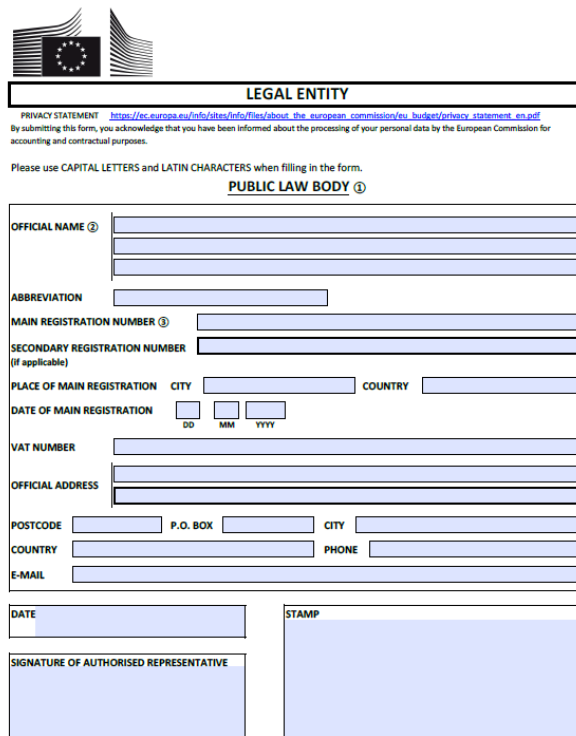
* private entity public body

Organisation Registration Service | version 1.2.8 - 12/05/2022 | Privacy statement

Augšuplādēt šeit

Dokumentu pievienošana

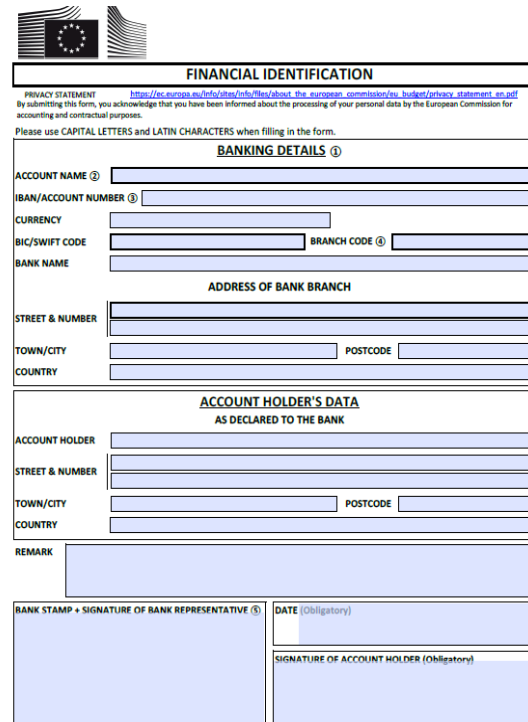
Organizāciju juridiskā statusa un finanšu identifikācijas veidlapas:



The form is titled 'LEGAL ENTITY' and includes a privacy statement. It contains several sections for data entry: 'PUBLIC LAW BODY', 'OFFICIAL NAME', 'ABBREVIATION', 'MAIN REGISTRATION NUMBER', 'SECONDARY REGISTRATION NUMBER', 'PLACE OF MAIN REGISTRATION' (with fields for CITY and COUNTRY), 'DATE OF MAIN REGISTRATION' (with DD, MM, YYYY fields), 'VAT NUMBER', 'OFFICIAL ADDRESS', 'POSTCODE', 'P.O. BOX', 'CITY', 'COUNTRY', 'PHONE', and 'E-MAIL'. There are also fields for 'DATE' and 'SIGNATURE OF AUTHORISED REPRESENTATIVE', and a 'STAMP' area.

PLEASE COMPLETE AND SIGN THIS FORM AND ATTACH COPIES OF OFFICIAL SUPPORTING DOCUMENTS (RESOLUTION, LAW, REGISTER(S) OF COMPANIES, OFFICIAL GAZETTE, VAT REGISTRATION, ETC.)

- Public law body WITH LEGAL PERSONALITY, meaning a public entity being able to represent itself and act in its own name, i.e. being capable of suing or being sued, acquiring and disposing of property, entering into contracts. This legal status is confirmed by the official legal act establishing the entity (a law, a decree, etc.).
- National denomination and its translation in EN or FR if existing.
- Registration number in the national register of the entity.



The form is titled 'FINANCIAL IDENTIFICATION' and includes a privacy statement. It contains several sections for data entry: 'BANKING DETAILS' (with fields for ACCOUNT NAME, IBAN/ACCOUNT NUMBER, CURRENCY, BIC/SWIFT CODE, BRANCH CODE, and BANK NAME), 'ADDRESS OF BANK BRANCH' (with fields for STREET & NUMBER, TOWN/CITY, and POSTCODE), 'ACCOUNT HOLDER'S DATA AS DECLARED TO THE BANK' (with fields for ACCOUNT HOLDER, STREET & NUMBER, TOWN/CITY, POSTCODE, and COUNTRY), and 'REMARK'. There are also fields for 'BANK STAMP + SIGNATURE OF BANK REPRESENTATIVE', 'DATE', and 'SIGNATURE OF ACCOUNT HOLDER'.

- Enter the final bank data and not the data of the intermediary bank.
- This does not refer to the type of account. The account name is usually the one of the account holder. However, the account holder may have chosen to give a different name to its bank account.
- Fill in the IBAN Code (International Bank Account Number) if it exists in the country where your bank is established.
- Only applicable for US (ABA code), for AU/NZ (BSB code) and for CA (Transit code). Does not apply for other countries.
- It is preferable to attach a copy of RECENT bank statement. Please note that the bank statement has to confirm all the information listed above under 'ACCOUNT NAME', 'ACCOUNT NUMBER/IBAN' and 'BANK NAME'. With an attached statement, the stamp of the bank and the signature of the bank's representative are not required. The signature of the account-holder and the date are ALWAYS mandatory.

- ✓ Iesniedzot projekta pieteikumu, Nacionālā aģentūra «sertificēs» Jūsu organizācijas OID kodu, pamatojoties uz sniegto informāciju veidlapās un reģistrējot organizāciju.
- ✓ Ja mainījušies organizācijas dati – veidlapas jāatjauno!

Biežāk uzdotie jautājumi	Atbilde
<p>Organizācija nav atrodama sadaļā «My organisations»</p>	<ul style="list-style-type: none"> ○ Jāpārlicinās, ka Erasmus+ platformai pieslēdzāties ar to EU login kontu (e-pasta adresi) ar kuru organizācija tika reģistrēta. vai ○ Jāpārlicinās, ka esat pievienots kā organizācijas «user» (kontaktpersona pie OID koda).
<p>Organizācija jau ir reģistrēta, bet nezinu kā tai piekļūt (kurš no kolēģiem to ir reģistrējis)</p>	<p>Jāsazinās ar Erasmus+ programmas departamentu.</p>
<p>Organizācija ir reģistrēta, bet nav iespējams atjaunot paroli (nav piekļuve e-pastam ar kuru organizācija tika reģistrēta)</p>	<p>Jāsazinās ar Erasmus+ programmas departamentu.</p>
<p>Organizācijai reģistrēti vairāki OID kodi</p>	<p>Jāsazinās ar Erasmus+ programmas departamentu. Organizācijas ietvaros jāvienojas, kurš OID kods turpmāk tiks izmantos. Izveidotos OID kodus nav iespējams izdzēst.</p>

PIC kods	OID kods
<p>907404834 (9 cipari)</p>	<p>E10078288 (E un 8 cipari)</p>
<p>Tiek izmantots iesniedzot tiešās administrēšanas projektus</p>	<p>Tiek izmantots iesniedzot netiešās administrēšanas projektus</p>
<p>Projektus iesniedz Eiropas Komisijas izpildaģentūrā (EACEA)</p>	<p>Projektus iesniedz savas valsts Nacionālajā aģentūrā</p>
<p>https://www.eacea.ec.europa.eu/grants/how-get-grant_en</p>	<p>https://webgate.ec.europa.eu/erasmus-esc/index/</p>
<p>Organizācijai var būt gan PIC kods, gan OID kods</p>	

Papildu informācija

Erasmus+ programmas vadlīnijas - [šeit](#)


PART C - Informācija pieteicējiem (reģistrēšanās, pieteikuma aizpildīšana u.c.)

EU Login konta izveidošanas saite – [šeit](#).

Vadlīnijas EU Login izveidošanai - [šeit](#).

Organizācijas reģistrēšana (OID koda iegūšana) - [šeit](#).

Vadlīnijas organizāciju reģistrācijai (OID koda iegūšanai) – [šeit](#).



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Erasmus+

Bagātini pieredzi, domā plašāk