



Erasmus+



Organizāciju reģistrācija dalībai Erasmus programmā



Valsts izglītības
attīstības aģentūra

KAS JĀDARA, LAI IESNIEGTU AKREDITĀCIJAS VAI PROJEKTA PIETEIKUMA VEIDLAPU?

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

Organizācija **jāreģistrē Organizāciju reģistrācijas sistēmā** (iegūstot organizācijas ID kodu - **OID**)

Jāaizpilda un **jāiesniedz** tiešsaistes projekta **Akreditācijas** vai **pieteikuma veidlapa**



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attīstības aģentūra

ORGANIZĀCIJU REĢISTRĀCIJA

Reģistrēties Organizāciju reģistrācijas sistēmā un 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 [Organizāciju reģistrācijas sistēmā](#) pie savas organizācijas)



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ORGANIZĀCIJU REĢISTRĀCIJA

1.SOLIS

Jāizveido EU Login kods

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

2.SOLIS

Organizācija jāreģistrē Organizāciju reģistrācijas sistēmā un jāiegūst Organizācijas identifikācijas kods - **OID** (piemērs OID: E12345678)

<https://webgate.ec.europa.eu/erasmus-esc/organisation-registration/screen/home>



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attīstības aģentūra

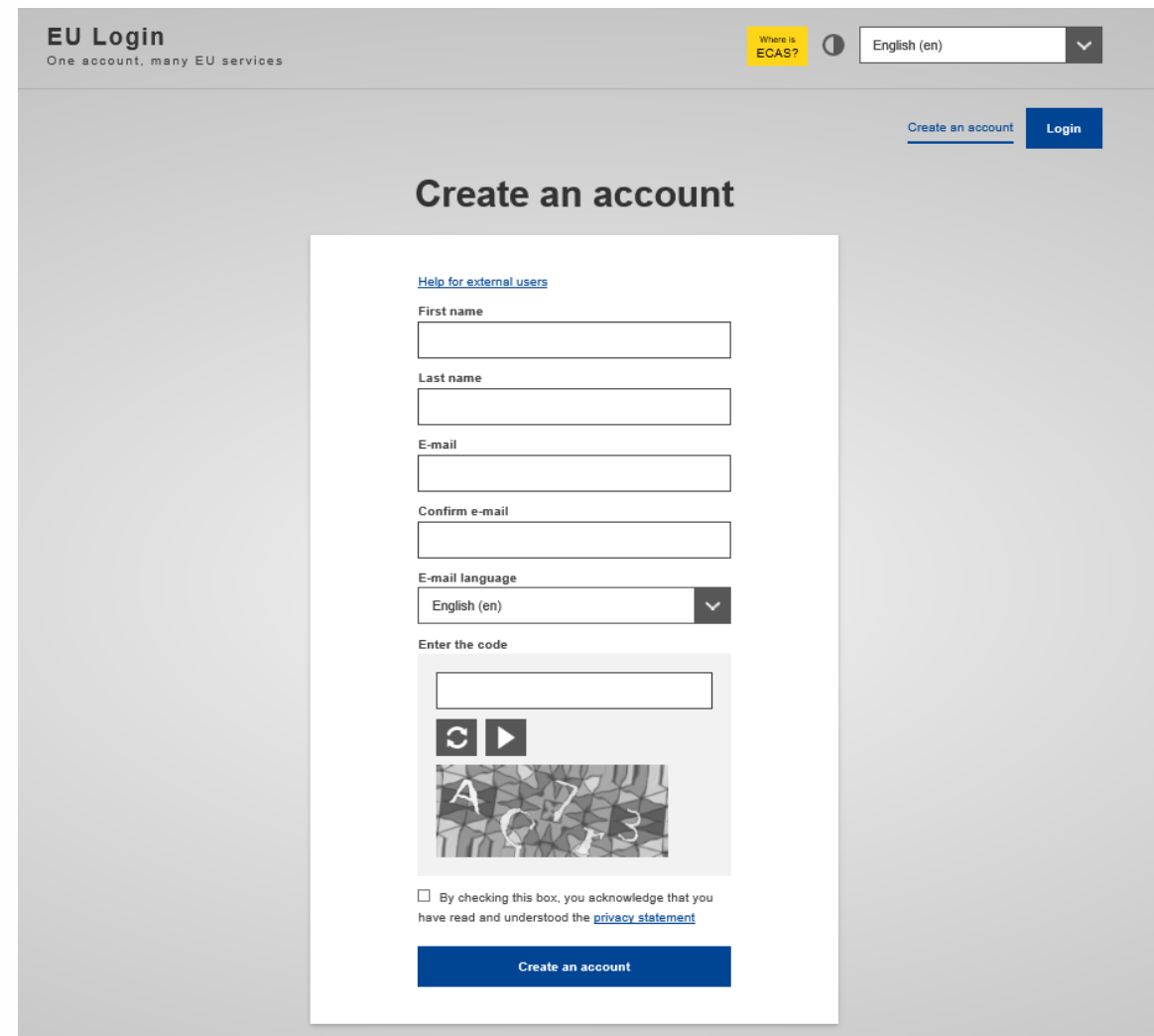
1.SOLIS – EU Login KONTA REĢISTRĀCIJA

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 organizācijai, vēlams izmantot organizācijas e-pasta adresi.

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

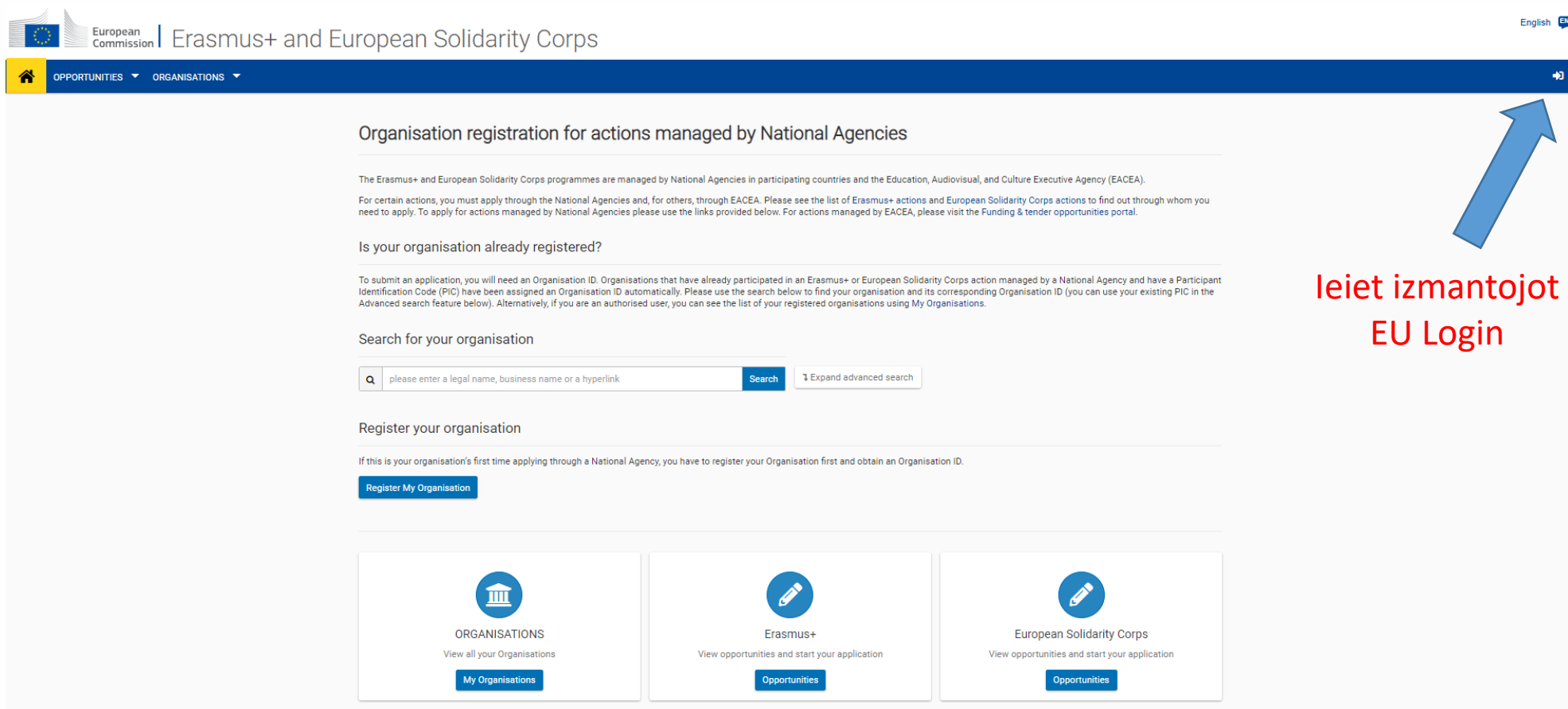


The screenshot shows the 'EU Login' website interface. At the top, there is a header with the 'EU Login' logo and the tagline 'One account, many EU services'. To the right of the header, there is a language selector set to 'English (en)' and a 'Where is ECAS?' link. Below the header, there are two buttons: 'Create an account' and 'Login'. The main content area is titled 'Create an account' and contains a registration form. The form includes fields for 'First name', 'Last name', 'E-mail', and 'Confirm e-mail'. There is also a dropdown menu for 'E-mail language' set to 'English (en)'. Below these fields is a section for 'Enter the code' with a text input box and a CAPTCHA image showing the numbers '4, 6, 7, 3'. At the bottom of the form, there is a checkbox with the text 'By checking this box, you acknowledge that you have read and understood the [privacy statement](#)'. A 'Create an account' button is located at the very bottom of the form.

2.SOLIS – ORGANIZĀCIJAS REĢISTRĀCIJA

Organizāciju reģistrācijas sistēma

<https://webgate.ec.europa.eu/erasmus-esc/organisation-registration/screen/home>



European Commission | Erasmus+ and European Solidarity Corps

English EN

HOME OPPORTUNITIES ORGANISATIONS

Organisation registration for actions managed by National Agencies

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 EACEA. Please see the list of Erasmus+ actions and European Solidarity Corps actions to find out through whom you need to apply. 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.

Is your organisation already registered?

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.


Search for your organisation

Q please enter a legal name, business name or a hyperlink Search 1 Expand advanced search

Register your organisation

If this is your organisation's first time applying through a National Agency, you have to register your Organisation first and obtain an Organisation ID.


Register My Organisation



ORGANISATIONS

View all your Organisations


My Organisations



Erasmus+

View opportunities and start your application

Opportunities



European Solidarity Corps

View opportunities and start your application

Opportunities

Ieiet izmantojot
EU Login



Valsts izglītības
attīstības aģentūra

2.SOLIS – ORGANIZĀCIJAS REĢISTRĀCIJA

Atceries!

- **Organizācija jāreģistrē** un OID kods jāiegūst **tikai vienreiz**.
- Pirms reģistrēšanas, **pārliedzinies** vai organizācija jau nav iepriekš reģistrēta.
- 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 [Organizāciju reģistrācijas sistēmā](#) pie savas organizācijas).

Ievadot OID kodu tiešsaistes projekta pieteikuma veidlapā, tajā automātiski tiks ielasīti visi organizācijas dati.

Vadlīnijas organizāciju reģistrācijai – [šeit](#).

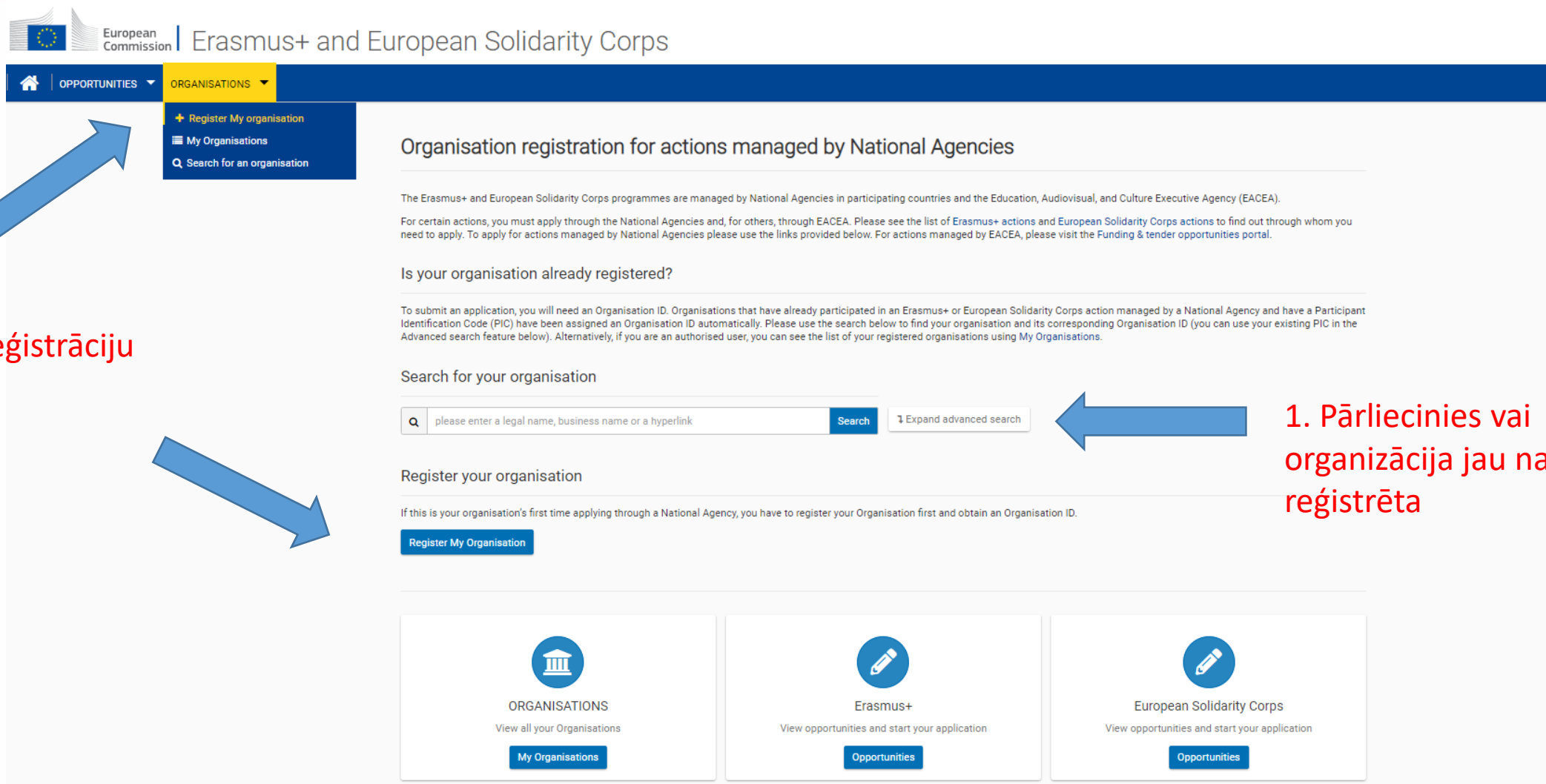


Erasmus+



Valsts izglītības
attīstības aģentūra

2.SOLIS – ORGANIZĀCIJAS REĢISTRĀCIJA



The screenshot displays the 'Erasmus+ and European Solidarity Corps' portal. The top navigation bar includes 'OPPORTUNITIES' and 'ORGANISATIONS'. The 'ORGANISATIONS' dropdown menu is open, showing options: '+ Register My organisation', 'My Organisations', and 'Search for an organisation'. A blue arrow points from the red text '2. Sāc reģistrāciju' to the 'Register My organisation' option. The main content area is titled 'Organisation registration for actions managed by National Agencies'. It contains a search bar with the placeholder 'please enter a legal name, business name or a hyperlink' and a 'Search' button. A blue arrow points from the red text '1. Pārlicinies vai organizācija jau nav reģistrēta' to the search bar. Below the search bar, there is a 'Register your organisation' section with a 'Register My Organisation' button. At the bottom, there are three cards: 'ORGANISATIONS' with a 'My Organisations' button, 'Erasmus+' with an 'Opportunities' button, and 'European Solidarity Corps' with an 'Opportunities' button.

European Commission | Erasmus+ and European Solidarity Corps

OPPORTUNITIES ORGANISATIONS

- + Register My organisation
- My Organisations
- Search for an organisation

Organisation registration for actions managed by National Agencies

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Search for your organisation


Register your organisation

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ORGANISATIONS

View all your Organisations



Erasmus+

View opportunities and start your application



European Solidarity Corps

View opportunities and start your application

2. Sāc reģistrāciju

1. Pārlicinies vai organizācija jau nav reģistrēta

2.SOLIS – ORGANIZĀCIJAS REĢISTRĀCIJA

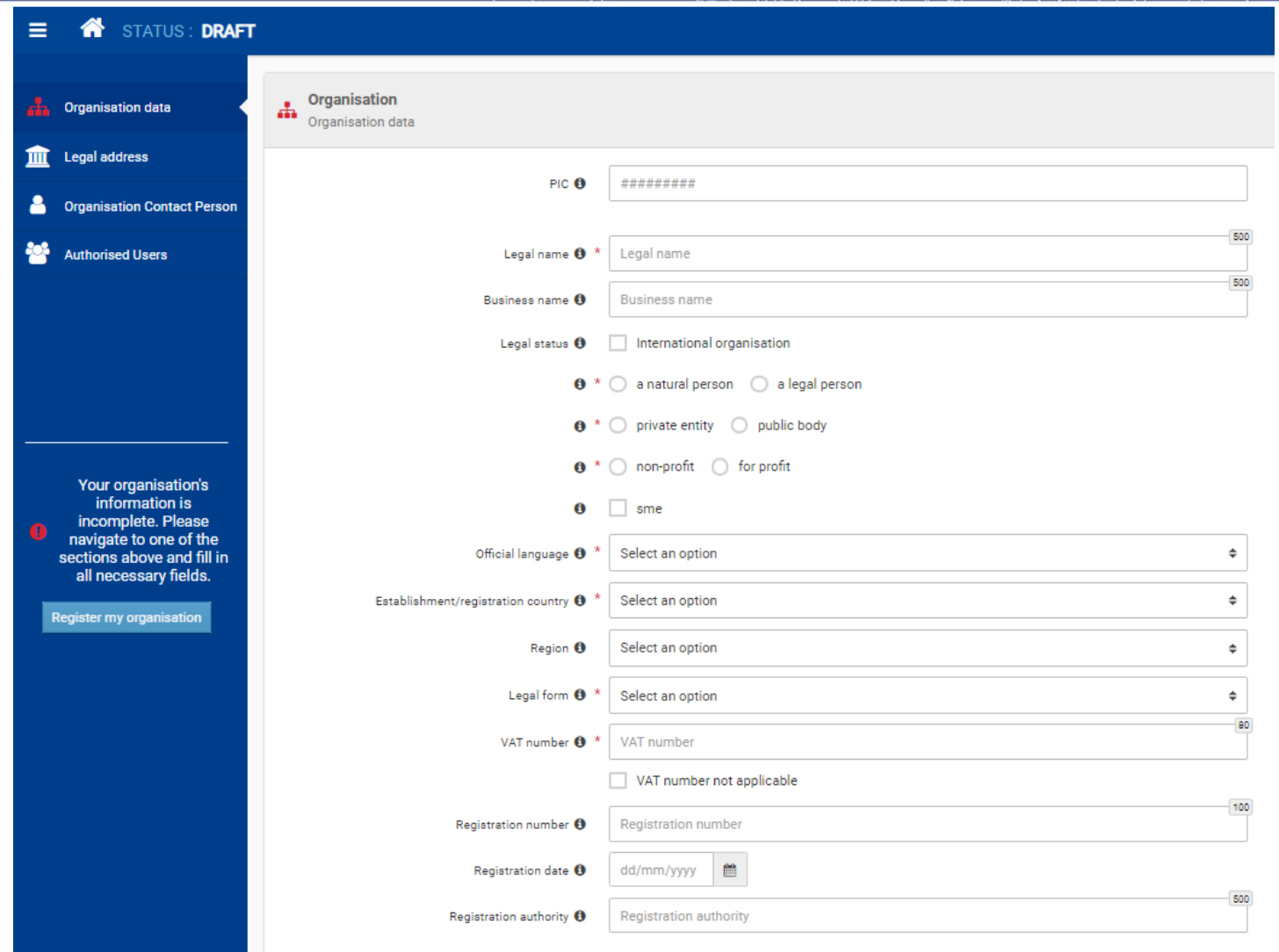
Jāievada visa nepieciešamā informācija


Kad visa nepieciešamā informācija ir ievadīta, būs iespējams pabeigt reģistrācija (poga «*Register my organisation*» būs aktīva)


Nospiežot «*Register my organisation*» reģistrācija tiks pabeigta - parādīsies reģistrācijas apstiprinājums un organizācijai iegūtais OID kods.


Nospiežot  iespējams iegūt papildus informāciju par katru aizpildāmo lauku.


Organisation data


PIC  #####


Legal name  * Legal name 500


Business name  Business name 500


Legal status  ☐ International organisation


 * ☐ a natural person ☐ a legal person


 * ☐ private entity ☐ public body


 * ☐ non-profit ☐ for profit


 ☐ 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 90

☐ VAT number not applicable

Registration number  Registration number 100

Registration date  dd/mm/yyyy 


Registration authority  Registration authority 500


Your organisation's information is incomplete. Please navigate to one of the sections above and fill in all necessary fields.

Register my organisation

2.SOLIS – ORGANIZĀCIJAS REĢISTRĀCIJA

Pēc reģistrācijas organizāciju atradīsiet sadaļā «*My organisations*»:

 European Commission | Erasmus+ and European Solidarity Corps



 OPPORTUNITIES ▼ ORGANISATIONS ▼

[+ Register My organisation](#)
[My Organisations](#)
[Search for an organisation](#)

[Register My Organisation](#)

Number of Organisations found: 2

[Search](#)

Legal name ↕	Business name ↕	Country ↕	City ↕	Website	PIC ↕	Organisation ID ↕	Registration number ↕	VAT number ↕	Erasmus Charter for Higher Education Code ↕	Details
Smilga	Smilga	Latvia	Rīga		907404834	E10078288	LV540000125454	900021215454		
vidusskola	Biedrība "Vidusskola"	Latvia	Rīga		946283016	E10096657	12345678	900000145623		

2.SOLIS – ORGANIZĀCIJAS REĢISTRĀCIJA

Sadaļā «*My Organisations*» iespējams:

- atjaunināt informāciju par reģistrēto organizāciju,
- pievienot papildus kontaktpersonas,
- pievienot dokumentus.



Erasmus+



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2.SOLIS – ORGANIZĀCIJAS REĢISTRĀCIJA

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](#).

Augšuplādēt šeit

European Commission | EAC Organisation Registration system

Organisation ID : E10096657 STATUS : REGISTERED vidusskola

Documents 2 document(s) found

Please upload any relevant documents here.

File Name ↕	Document type ↕	Date/time (dd-mm-yyyy hh:mm:ss) ↕
Attiecin_m_s_likmes_EN.docx	Registration Document	06-11-2018 13:47:21
948181888.png	Other	06-11-2018 13:57:37


Navigation icons: ⏪ ⏩ 1 ⏪ ⏩

Your form is complete

Update my organisation

2.SOLIS – ORGANIZĀCIJAS REĢISTRĀCIJA


Organizāciju juridiskā statusa un finanšu identifikācijas veidlapas:



LEGAL ENTITY	
<small>PRIVACY STATEMENT https://ec.europa.eu/info/sites/info/files/about_the_european_commission/eu_budget/privacy_statement_en.pdf By submitting this form, you acknowledge that you have been informed about the processing of your personal data by the European Commission for accounting and contractual purposes.</small>	
<small>Please use CAPITAL LETTERS and LATIN CHARACTERS when filling in the form.</small>	
PUBLIC LAW BODY ①	
OFFICIAL NAME ②	
ABBREVIATION	
MAIN REGISTRATION NUMBER ③	
SECONDARY REGISTRATION NUMBER (if applicable)	
PLACE OF MAIN REGISTRATION	CITY COUNTRY
DATE OF MAIN REGISTRATION	DD MM YYYY
VAT NUMBER	
OFFICIAL ADDRESS	
POSTCODE	P.O. BOX CITY COUNTRY PHONE
E-MAIL	
DATE	SIGNATURE OF AUTHORISED REPRESENTATIVE
STAMP	

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

- ① 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.).
- ② National denomination and its translation in EN or FR if existing.
- ③ Registration number in the national register of the entity.



FINANCIAL IDENTIFICATION	
<small>PRIVACY STATEMENT https://ec.europa.eu/info/sites/info/files/about_the_european_commission/eu_budget/privacy_statement_en.pdf By submitting this form, you acknowledge that you have been informed about the processing of your personal data by the European Commission for accounting and contractual purposes.</small>	
<small>Please use CAPITAL LETTERS and LATIN CHARACTERS when filling in the form.</small>	
BANKING DETAILS ④	
ACCOUNT NAME ①	
IBAN/ACCOUNT NUMBER ③	
CURRENCY	
BIC/SWIFT CODE	BRANCH CODE ⑤
BANK NAME	
ADDRESS OF BANK BRANCH	
STREET & NUMBER	
TOWN/CITY	POSTCODE
COUNTRY	
ACCOUNT HOLDER'S DATA AS DECLARED TO THE BANK	
ACCOUNT HOLDER	
STREET & NUMBER	
TOWN/CITY	POSTCODE
COUNTRY	
REMARK	
BANK STAMP + SIGNATURE OF BANK REPRESENTATIVE ⑥	DATE (Obligatory)
SIGNATURE OF ACCOUNT HOLDER (Obligatory)	

- ① Enter the final bank data and not the data of the intermediary bank.
- ② 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.
- ③ Fill in the IBAN Code (International Bank Account Number) if it exists in the country where your bank is established.
- ④ Only applicable for US (ABA code), for AU/NZ (BSB code) and for CA (Transit code). Does not apply for other countries.
- ⑤ 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 «validēs» Jūsu
organizācijas OID kodu,
pamatojoties uz veidlapās sniegto
informāciju.



Erasmus+



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PAPILDU INFORMĀCIJA

Erasmus+ programmas vadlīnijas - [VIAA mājas lapā](#)

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

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

Organizāciju reģistrācijas sistēma - [šeit](#).

Vadlīnijas organizāciju reģistrācijai – [šeit](#).



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