

Application Erasmus+ funding for a traineeship in Europe

In general, both **voluntary** and **compulsory** internships can be funded abroad; either during your studies (**as a student**) or after your studies (**as a graduate**). Please note that the International Office cannot arrange internships abroad for you.

✓ Check the requirements:	
<input type="checkbox"/>	You are enrolled at Frankfurt UAS at the time of application.
<input type="checkbox"/>	The internship is carried out as part of the degree program, i.e. it is related to the degree program .
<input type="checkbox"/>	The internship is a full-time job (min. 35h/week).
<input type="checkbox"/>	The internship lasts at least 2 months (= 60 days) and a maximum of 12 months .
<input type="checkbox"/>	The traineeship takes place in an Erasmus+ participating country.

✓ Deadlines for submission of documents:	
With internship place	For graduate internship
1 month before the planned start of the internship. You can submit your documents in person or by email.	1-2 months before the planned start of the internship. <u>Important: You must apply while you are enrolled.</u>

✓ More questions?
Contact
Celine Brandt Gebäude 1, Raum 9 +49 (0)69 1533 3121 europa@io.fra-uas.de Office hours: Tues 10-12 h and Thurs 13-15 h

✓ Erasmus+ Funding		
County group 1	County group 2	County group 3
(DK, (GB), FI, IRL, IS, LI, LU, NO, SE)	(BE, DE, FR, EL, IT, MT, NL, AT, PT, ES, CY)	(BG; EE, HR, LV, LT, PL, RO, RS, SK, SI, MK, CZ, TR, HU)
750,00 EUR per month	690,00 EUR per month	640,00 EUR per month
Erasmus+ Social Top Up of <u>250 euros per month</u> possible for students with disabilities, chronic illness, working students (up to 850 euros), first-time graduates and students with child(ren).		
The duration of the financial support per internship is max. 4 months in all country groups. The duration of stay and the duration of funding may differ.		

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Application forms

The forms to be filled in can be found at:

www.frankfurt-university.de/de/studium/international-office/outgoings/praktikum-im-ausland-europa

<u>With internship place</u>	For graduate internships (after graduation)
Completed and signed application form (please download the document from our website)	Completed and signed application form (please download the document from our website)
Curriculum vitae (CV) with signature in German (including home address and cell phone number)	Curriculum vitae (CV) with signature in German (including home address and cell phone number)
Enrollment certificate from current semester	Enrollment certificate from current semester
Current bank details (please download and use the form on the website)	Current bank details (please download and use the form on the website)
Copy of identity card or passport	Copy of identity card or passport
Copy of health insurance card	Copy of health insurance card
Internship commitment or contract with company address and precise indication of the time period	Internship commitment or contract with company address and precise indication of the time period
Completed and signed insurance declaration (please download the document from our website)	Completed and signed insurance declaration (please download the document from our website)
Learning Agreement completed in full and signed by your department and the internship institution. The template, as well as a completion guide, can be found on our website	Learning Agreement completed in full and signed by your department and the internship institution. The template, as well as a completion guide, can be found on our website
(If it is <u>not a mandatory internship</u> : " Certificate of Subject Relevance "(Fachbezug Formular))	Exmatriculation certificate