



ERASMUS+ TRAINEESHIPS

2022-2023



Co-funded by
the European Union

Apart from encouraging students to complete part of their studies at a partner university abroad, the Erasmus+: Higher Education (Educational Mobility: KA131-HED) programme offers an opportunity to undertake a mobility activity for traineeships at a selected company or other relevant institution abroad.



TRAINEESHIP PROFILE

- It must be related directly to the student's field of study
- It can be part of the regular study programme (mandatory student practice), or it can offer a chance to develop extracurricular skills (voluntary practice)
- It cannot be treated as an educational mobility (i.e. related in any way to participation in courses)
- New category of traineeships – traineeships in digital skills
- Polish cannot be the working language of the traineeship



WHERE CAN YOU GO?

Institutions providing traineeships must be located in the territory of a state that formally participates in the Erasmus+ programme (27 EU countries plus EEA countries).

The traineeship can be undertaken in the following institutions:

- business companies, museums, libraries, hospitals, etc.;
- research and development institutions;
- non-profit organizations;
- administrative units of foreign universities (e.g. libraries, finance departments, dean's offices, IROs);
- foreign schools for students of education studies/related specializations;
- Polish institutions with headquarters located abroad (working language of the traineeship cannot be Polish).

POSTGRADUATE TRAINEESHIP

Students in their **final year of study** (not planning to continue studies) are entitled to apply for a traineeship, which they may complete as graduates **within 12 months after graduation** (in this case, the students must apply till the day of graduation).



WHO CAN APPLY FOR THE GRANT?

THE CANDIDATES MUST:

- be registered students of KUL (first / second / third cycle / long-cycle Master's programmes)
- possess B1 foreign language skills (or higher required in Letter of Intent)
- have grade average from all
- the completed semesters of their current study cycle at least 3.5
- not be beneficiaries of a Dean's leave or health leave during the mobility period

MOBILITY CAPITAL



Students may undertake a mobility for studies/traineeships abroad for a period not exceeding 12 months for each cycle of studies (first, second* or third), regardless of the type of mobility (studies or traineeship) and the number of periods of mobility.

*Long-cycle Master's students may undertake a mobility for studies / traineeships abroad for a total period of 24 months during the whole cycle of studies.

HOW TO FIND A RIGHT OFFER?

Students are expected to search for the institutions in which they would like to take their traineeship on their own

In order to apply, students send a Letter of Intent and the Erasmus+ Traineeships Information document to the chosen institution. These documents explain the details of the planned student traineeship to the hosting institution.

The Letter of Intent must be written on the hosting institution's letterhead, signed and e-mailed (signed scan) or posted to the student. The links posted on the IRO website can help to find a right offer.

FOR HOW LONG?

...from 3 to 6 months,
between
15 September 2022
and 15 September 2023



HOW MUCH IS THE GRANT?

From **600** to **670** EUR
per month (depending
on the country of
destination)

PLEASE NOTE!

Candidates entitled for a social financial support at KUL (in the semester of the mobility or the semester preceding it) will be given a surplus funding of **250 EUR** per month. Disabled students may also apply for additional funds.

GREEN TRAVEL

(travel using low-carbon means of transport)



In the case of green travel, students are entitled to travel reimbursement in the amount of **50 EUR** and may receive individual support for living expenses for **1 or 2 additional days**

WHAT DOCUMENTS ARE REQUIRED?

- 1 Application form available at www.kul.pl/Erasmus_outgoing_students
- 2 CV in the language of traineeship
- 3 Foreign Language Certificate or a certificate issued by the KUL Language Centre (SJO) with the level of language advancement and the final examination mark
- 4 The covering letter in the language of the traineeship (addressed to the hosting institution)
- 5 Letter of Intent signed and stamped by the hosting institution on their letterhead paper

* This regulation does not apply to the students of English Philology, Applied Linguistics, second cycle neophilology studies. In case of degree programmes offered in English, the certificate is required if the language of the traineeship is other than English

ENROLMENT PERIODS:

- 1 January - February 2022
- 2 June 2022
- 3 October 2022
- 4 April - May 2023
additional calls for applications
- if the funds are available

Documents to be submitted in
the Academic Mobility Section,
room KONWIKT 79.



More information:
www.kul.pl/Erasmus_outgoing_students

Many thanks to former
Erasmus+ scholarship holders
from KUL for sharing their
photos

