

Mobilities for traineeships within the Erasmus+ Programme

- **Duration:** 5-30 days (short-term traineeship with a mandatory online component) 2-12 months (long-term traineeship)
- **Directions:** universities with which the MUB has signed an inter-institutional agreement or other institutions related to the student's field of study
- **Form:** compulsory or voluntary traineeship
- **Requirements:** you must be a student of at least the second year of studies, have a grade point average of at least 3.5 and know the language of the receiving institution.
- **Deadlines:** submission of documents by March 1, announcement of results by March 31

STEP 1. OBTAINING THE INVITATION

To participate in the recruitment process, you must obtain an invitation letter from the receiving institution by yourself. The template of the invitation can be found in the "Documents to download" tab. You can go to institutions from countries belonging to the category "EU Member States and third countries associated with the program".

STEP 2. SUBMISSION OF DOCUMENTS

To take part in the recruitment process, submit the following documents to the International Cooperation Department: Application form for a mobility for traineeship, certificate of average grade, certificate of foreign language proficiency, certificates of activity in scientific clubs, student organizations, list of publications (if applicable), etc.

STEP 3. COMMISSION'S DECISION

Waiting for the meeting of the Erasmus+ Commission and its decision. In case of a positive decision, the remaining required documents shall be submitted, i.e. bank account details, a copy of third party liability and accident insurance for the mobility, a copy of the EHIC card (or other certificate) and a completed Mobility Agreement for Traineeship.

STEP 4. SCHOLARSHIP PAYMENT

Once you provide all the documents, fill the scholarship agreement with your personal details. Send it back electronically and we'll fill in the rest, after which you'll be invited to sign it. When the contract is signed by both parties, you will receive the first installment of the scholarship (70% of the amount). Complete the OLS test.

AFTER THE RETURN FROM THE MOBILITY:

Provide the original statement on arrival / departure to and from the receiving institution, as well as the signed certificate from the receiving institution confirming the period of stay on the traineeship. Complete a survey in the EU Survey system. You will then receive the remaining 30% of the scholarship.