



## STUDENT MOBILITY TRAINEESHIPS

Guidance notes for 2015

“Traineeships are periods of work and training undertaken in an enterprise or any other workplace relevant to the student’s higher education. A wide variety of organisations may act as host, provided that the traineeship contributes to the student’s course of study if the student is still enrolled at an HEI.”

- Grants can be paid to students registered at an HEI, or who have been registered in the year after they graduate.
- Students can be in any year of study.
- Students may complete up to 12 months of mobility for each programme in which they are registered (under-graduate and post-graduate). This period can be a combination of study mobility and training mobility.
- If the placement is to take place in the student’s country of origin, a special case must be made as to the added benefits of the placement.
- The placement can be with an enterprise, company or organisation. HEIs in partner countries can host a traineeship as long as this is for work experience.
- Traineeships must last for a minimum of two months (and a maximum of 12 months).
- Documentary evidence must be provided to support the duration of the traineeship.
- Graduate traineeships must be arranged while the student is still registered at the HEI.

- The HEI must fully recognise a traineeship that is undertaken during a degree course. If the traineeship is part of the programme of study, the HEI must award appropriate credits.
- Students must submit an online report when they have returned from their traineeship.
- Grants are awarded at a flat-rate on a monthly basis.
- The amount of the grant is defined by the country visited: e.g. Group 1 countries €500 per month, Group 2 and 3 countries €450 per month.
- Students will be required to complete a Mobility Grant Agreement before starting their traineeship.
- The host organisation must supply a statement confirming that they agree to accept the trainee for the period stated.

Useful links:

Erasmus + website: <https://erasmusplus.org.uk/>

British Council: <http://www.britishcouncil.org/study-work-create/opportunity/work-volunteer/erasmus-traineeship>

P.F.  
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The logo for the Erasmus+ programme, featuring the word "ERASMUS" in large, multi-colored capital letters (E: green, R: yellow, A: red, S: blue, M: purple, U: teal, S: blue) followed by a black plus sign.

2014 - 2020 programme for Education,  
Training, Youth, and Sport