

## **Possible hints for financial grants with respect to work placements abroad**

Students going abroad for a work placement may obtain European mobility funds to cover (part of) their expenses, such as travelling, accommodation and subsistence.

In order for a student to obtain such funds, his/her institution will have to make an application to their national Erasmus + agency.

Key Action 1 of Erasmus + offers the opportunity for students to do their work placement abroad. Applications by educational institutions have to be filed online. For further information regarding eligibility, opportunities and deadlines, institutions should consult their respective national agencies. The application should contain an extensive motivation of why the institute should send students abroad next to quality and dissemination criteria. Also, a budget calculation is compulsory.

Apart from support for travelling, accommodation and subsistence, schools may decide to spend (part of) the grant on insurance, linguistic preparation (in case of lesser-known languages) and also the use of intermediaries in finding a work place, accommodation and other practical things.

Contracts with students should be drawn up to make them aware of their responsibilities. A Europass Mobility document has to be issued to the student, which should be filled in, signed and stamped at the workplace. Moreover, the student has to fill in an evaluation form online.

More information can be found at the European Commission website for Erasmus +:

[http://ec.europa.eu/programmes/erasmus-plus/node\\_en](http://ec.europa.eu/programmes/erasmus-plus/node_en)

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