Call for Applications for ERASMUS+ STUDENT INTERNSHIP MOBILITY grants

Information about conditions and requirements

Academic Year 2015 / 2016:

for internships/placements in spring and summer ending no later than 30 September 2016

1. Call is open for all full-time RGSL students enrolled in either Bachelor or Masters programme in 2015/2016.

2. The deadline for Erasmus student internship applications: 20 January 2016 (inclusive).

3. General Requirements for Internship:
   - Students are responsible for finding ERASMUS host institution (internship /work placement). The internship must involve work in the field of student`s respective study programme. For advice and consultations please contact your study programme coordinator or ERASMUS institutional coordinator (contact info below).
   - The minimum duration for ERASMUS internship is 2 months. Longer internships are also accepted depending on student`s needs and available ERASMUS funding.
   - If the student has participated in ERASMUS before: the same student may participate in mobility periods totalling up to 12 months maximum within each study cycle (Bachelor or Masters), independently from the number and type of mobility activities.

4. Internship Host Institutions:
   - The placement host institution must be located in a country participating in ERASMUS (see below a table of financial grants per countries where all programme countries are listed).
   - The receiving organisation can be any public or private institution active in the labour market or in the fields of education, training and youth (e.g. public or private, small, medium or large enterprise, including social enterprises, a public body at
local, regional or national level, a social partner, a research institute, a foundation etc.) Embassies are also eligible to host Erasmus trainees.

- The following types of organisations are **not eligible** as host institutions for ERASMUS placements:
  
  1. *EU institutions and other EU bodies including specialised agencies (their exhaustive list is available on the website ec.europa.eu/institutions/index_en.htm)*;
  
  2. *Organisations managing EU programmes (in order to avoid a possible conflict of interests and/or double funding)*;

5. **Student Eligibility and Selection Criteria:**

- Application is open to students with good academic performance, average grade at the time of selection 7 and higher, without academic or financial debts.
- No disciplinary sanctions within the past 6 months.
- The student must present a motivation statement and, if known, indicate chosen internship host institution (one or more), in this case attach supporting e-mail correspondence regarding internship application process, preliminary acceptance.
- If the student has previously participated in ERASMUS mobility for either internship or studies, she/he is still eligible to apply for ERASMUS internship, but the total ERASMUS period in the same study cycle (bachelor, masters) cannot exceed 12 months.
- Knowledge of host institution’s working language (if different from English).
- In case of competing applications, priority will be given to students in IEL 2-year programme where internship is a mandatory component of the curriculum; to students with higher average grade and identified host institution.

6. **Deadline for applications and results:**

- Completed application form (please see separate Application form) with necessary attachments such as letters from host institution must be submitted by e-mail to ulla@rgsl.edu.lv no later than **20 January, 2016** (inclusive).
- RGSL Erasmus Selection Committee for student mobility will review applications and make a decision within 2 weeks after the applications’ deadline. Students will be informed about the results individually by e-mail.
Approved students will afterwards sign a standard Learning Agreement for placement and ERASMUS+ financial grant agreement (maximum country rate applied for the duration of approved internship period). Detailed information about pre-mobility preparation will be given separately.

7. Inquiries:

| General ERASMUS-related inquiries | Ulla Zumente-Steele, ERASMUS Institutional Coordinator ([ulla@rgsl.edu.lv](mailto:ulla@rgsl.edu.lv)). Please contact to set up a meeting for individual consultation. |

8. Application form – please see the attachment.

**FINANCIAL GRANT SUPPORT FOR THE MOBILITY OF STUDENTS**

Students will receive an EU grant as a contribution to their costs for travel and subsistence during the period of study or traineeship abroad.

<table>
<thead>
<tr>
<th>Group 1 Programme Countries</th>
<th>Denmark, Ireland, France, Italy, Austria, Finland, Sweden, United Kingdom, Liechtenstein, Norway</th>
<th>500 EUR/month (EU funds) + 100 EUR/month ‘top-up’ (EU funds) + Latvian state co-funding (in 2015/16: 200 EUR/month)</th>
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<tr>
<td>Group 2 Programme Countries</td>
<td>Belgium, Czech Republic, Germany, Greece, Spain, Croatia, Cyprus, Luxembourg, Netherlands, Portugal, Slovenia, Iceland, Turkey</td>
<td>450 EUR/month (EU funds) + 100 EUR/month ‘top-up’ (EU funds) + Latvian state co-funding (in 2015/16: 200 EUR/month)</td>
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<tr>
<td>Group 3 Programme Countries</td>
<td>Bulgaria, Estonia, Lithuania, Hungary, Malta, Poland, Romania, Slovakia, former Yugoslav Republic of Macedonia</td>
<td>400 EUR/month (EU funds) + 100 EUR/month ‘top-up’ (EU funds) + Latvian state co-funding (in 2015/16: 200 EUR/month)</td>
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