

Call for Applications for ERASMUS+

STUDENT INTERNSHIP / TRAINEESHIP MOBILITY grants in 2018/2019

1. Call is open for **all full-time RGSL students** enrolled in either Bachelor or Masters programme who wish to undertake traineeship / internship abroad during the studies in academic year 2018/2019 or the summer period.
2. RGSL Erasmus Selection Committee will review submitted applications **within 4 weeks** of submission **on a rolling basis** until **June 1st 2019** while Erasmus funds are **available**. *Please note! If you are interested in Erasmus internship after graduation, follow separate ALUMNI internship Call info, there are specific deadlines for applications.*
3. **ERASMUS funding** is available to support traineeship placements of duration 2-5 months.

GENERAL REQUIREMENTS:

- 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 please contact Study Department (Masters students: Anda Lesiņa; Bachelor students: Laura Ratniece).
- The **minimum duration** for ERASMUS internship is **2 months (=8 full weeks)**. Longer internships are also accepted depending on student`s needs and available ERASMUS funding.
- If the student has already previously participated in ERASMUS studies or internships: 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.

ELIGIBLE INTERNSHIP **HOST INSTITUTIONS:**

- The placement host institution must be located in a "Programme Country" participating in ERASMUS (refer to a table of countries and respective financial grants in separate document "Erasmus Financial Grants").
- 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 - http://europa.eu/european-union/about-eu/institutions-bodies_en);*
2. *Organisations managing EU programmes such as Erasmus+ National Agencies (in order to avoid a possible conflict of interests and/or double funding).*

STUDENT SELECTION CRITERIA AT RGSL:

- 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, indicate chosen (or intended) internship host institution, and attach supporting correspondence, if available, regarding preliminary acceptance.
- Knowledge of host institution's working language, **if different** from English.
- In case of competing applications, priority will be given to students with higher average grade and identified host institution. If the student has previously participated in ERASMUS mobility for either internship or studies during the same study cycle, she/he will be given lower priority in case of competing applications.

APPLICATION AND RESULTS:

- Completed and signed application form (please see separate Application form) with necessary attachments such as letters from the host institution must be submitted by e-mail to ulla@rgsl.edu.lv.
- RGSL Erasmus Selection Committee for student mobility will review applications **within 4 weeks** of submission **on a rolling basis until June 1st 2019 while Erasmus funds are available**. Please note! If you are interested in Erasmus internship after graduation, follow separate ALUMNI internship Call info, there are specific deadlines for applications.
- Students will be informed about the results individually by e-mail.
- Approved students will afterwards sign a standard Learning Agreement for Traineeship 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.

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