

ERASMUS+ TRAINEESHIPS

Introductory information

Recruitment process for Erasmus + Traineeships in 2017/2018 academic year shall take place until such time as all places have been filled. The Traineeships should be carried out between 1.06.2017 and 30.09.2018

Mobility Capital

Under the framework of Erasmus+ Programme students can apply for studies and traineeships at each of the three levels of studies (Bachelor's, Master's, PhD). Mobility capital (number of months spent abroad under Erasmus Programme) is calculated separately for each level when calculating mobility capital one has to add together months of all previously completed mobilities (both studies and traineeships) at each level of studies, including mobilities under previous editions of Erasmus Programme (Socrates-Erasmus, LLP-Erasmus).

Mobility capital per one level of studies is 12 months.

In the case of uniform Master's programmes mobility capital cannot exceed 24 months.

Erasmus grant awarded at UWr versus mobility capital

Any UWr student can receive funding at a given level of studies for:

- one semester studies at a partner university with a financial grant for the duration of one semester/trimester (for the period of 3 to 5 months)
- traineeship during studies or graduate traineeship (for the period of 2 to 5 months)

In the case of uniform Master's programmes the number of possible mobilities gets doubled. It is not possible to accumulate months with financing, e.g. one year-long mobility instead of two separate ones (with funding).

It is not possible to transfer funds, e.g. 10-month study mobility with funding when turning down traineeship mobility, or vice versa.

**Recruitment regulations for study mobility for Dziennikarstwo i Komunikacja
Społeczna, Komunikacja Wizerunkowa, Journalism and Social Communication,
Communication Management(field of study)**

§ 1 Candidates

1. Erasmus funds are available to all UWr students of first, second, third cycle or uniform Master's programmes.
2. Erasmus funds are available to students of all types of programmes: part- and full-time Bachelor's, Master's and PhD.
3. Students of first years can take part in recruitment process, first year of second-cycle programmes and PhD students.
4. Students of trans-disciplinary programmes can apply under fields of study included in their degree programme. These students are subject to the same selection criteria as students of given units.
5. Students have the right to join the recruitment process during break (leave of absence), however, during the mobility they must have the status of active student or the status of recent graduate.
6. Basic eligibility criteria for a recent graduate mobility are:
7. If the traineeship is carried out during teaching period the student must arrange individual schedule for his studies.
8. Basic eligibility criteria are: average grade, motivation, command of appropriate foreign language.
9. The minimal average grade for the period of: entire study period is 4.0.
10. Before mobility students must pass all previous courses and complete the previous year of studies (without conditional promotion*). Leaving after conditional promotion is possible only with the consent of faculty authorities, the number of permissible conditional promotions is 1.
11. Precedence shall be given to master and PhD students.

§ 2 Commission

1. Decision on selected candidates is made by the commission including: coordinator, deputy Director for didactics or teacher from Institute of Journalism and Social Communication.
2. The commission makes decide if a company/institution is appropriate place to conduct a traineeship
3. The traineeship should relate to field of studies.

§ 3 Deadlines

1. Submitting to the International Office application form signed by the faculty coordinator at least one month before start of the traineeships

2. Submitting to the International Office Learning Agreement for traineeships signed by the faculty coordinator and by the receiving institution at least two weeks before start of the traineeships.

§ 4 Documents

1. Candidate's file should contain:

- CV (in table format),
- average grade certificate for the entire study period by the Dean's Office,
- cover letter containing justification for mobility and nominating up to 5 universities in ranking order along with semester in which the mobility shall take place,
- proofs of scientific achievements, activity in student scientific associations etc. (copies),
- copy of a foreign language certificate (if the candidate did not participate in the placement interviews organised the Foreign Language Centre),
- declaration on previous mobilities (mobility capital),
- permission for individual schedule for studies.

§ 5 Rules on mobilities

1. According to the information provided by the Foundation for the Development of the Education System the amount of an individual Erasmus grant for traineeships is:

- a) 600 € – Austria, Denmark, Finland, France, Ireland, Liechtenstein, Norway, Sweden, Great Britain, Italy;
- b) 500 € – Belgium, Croatia, Cyprus, Czech Republic, Greece, Spain, Holland, Iceland, Luxembourg, Germany, Portugal, Slovenia, Turkey;
- c) 400 € – Bulgaria, Estonia, Lithuania, Latvia, Macedonia, Malta, Romania, Slovakia, Hungary.

2.The selection process for students applying to study in Switzerland is carried out according to general rules of the project Erasmus Learning Mobility, and the amount of grant and term of its payment is determined by the Swiss side.

3.Persons with disability status shall be able to apply for additional funds within a prescribed time.

4.Before leaving, students are obliged to prepare the Learning Agreement for Traineeships and sign: individual agreement (in the International Office)

Failure to comply with any of the conditions listed above will be tantamount to resigning from the mobility and Erasmus grant.

Regulations drafted by

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