

ERASMUS STUDENT TRAINEESHIP (Work Placement)

What is an Erasmus Traineeship (Work Placement)?

The Erasmus Traineeship (Work Placement) enables Higher Education students to go on a work placement for typically **2 to 12 months** in an enterprise in another European country. The traineeships can be part of the student`s study program.

- Erasmus work placements are supported by the European Commission and include an **ERASMUS GRAND**.
- Traineeships abroad are supported during Bachelor Master and Doctorate programs of study and also after graduation.
- Traineeships can be recognized by the University of Nicosia and will contribute to your qualifications either in **ECTS credits** (usually recognition of internship course) or in the **Diploma Supplement**

Why? What will I gain from a traineeship?

- Traineeships provide an excellent opportunity to gain work experience in an international environment and to practice all the knowledge gained during your studies.
- It is a great opportunity for personal, academic, cultural and linguistic development through living and working in another country.
- It will considerably enhance your CV by providing international employment experience.
- It can improve your employability potential and may lead directly to future employment.
- Traineeships are funded, so you will receive an Erasmus grand and possibly additional payment from an employer.

How?

Erasmus students can find traineeship opportunities in a various ways, by:

- Contacting the **Erasmus Office** of the University of Nicosia as they have a database of traineeship offers.
- Directly contacting employers or companies in other countries (via email or telephone).
- Responding to calls for traineeship applications posted by employers on websites or other forms of media.
- Communicating with a recognized work placement agency which will help you find and negotiate a suitable traineeship – these agencies usually charge for their services.

When?

- The traineeship must have a minimum duration of **2 months** and a maximum duration of **12 months**.
- The duration and timing must be agreed and approved by the University of Nicosia, which is responsible for providing recognition of the learning outcomes of the traineeship.

Where?

- Erasmus traineeships can take place in all European member states and in any type of enterprise/organization (with limited exceptions).
- Students should feel free to pursue their traineeship in any kind of company or organization they wish.

Exceptions

The following types of organizations are **not** eligible:

- European institutions (such as the European Commission)
- Organizations managing EU programmes (such as National Agencies) in order to avoid Possible conflict of interest and/or dual funding
- National diplomatic representation (embassy/consulate)

Funding

- The grand amount (calculated on a monthly basis) is proportional to the cost of living in the country of destination, based on estimates of the European Commission.
- It is your personal responsibility to arrange for your accommodation and living expenses with the amount of funding granted to you.

Prior to departure:

Prior to the departure the students are provided with:

- A **Grant Agreement** covering the mobility period and signed between the student and the University of Nicosia.
- A **Learning Agreement** regarding the specific traineeship programme, approved by the student, the University of Nicosia and the enterprise.

At the end of the traineeship period:

- For a traineeship which is part of the curriculum, the University of Nicosia will offer *full academic recognition* for the period spent abroad, by recognizing **ECTS credits** to the students' academic path.
- In case the traineeship is not part of the curriculum of the student, the University of Nicosia will provide the student with a **Diploma Supplement** or, in the case of recent graduates, by providing a traineeship certificate.

The sooner the better!

The earlier you start your preparation for a traineeship, the more likely it is that you will find a suitable one for you.

There is a lot of competition for traineeship positions so you should start the process as early as possible.

For more information on Erasmus Traineeship (Work Placements) please visit our website:
<http://www.unic.ac.cy/study-with-us/erasmus>

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