



ELTE
EÖTVÖS LORÁND
UNIVERSITY

ERASMUS+ SECOND CALL FOR APPLICATION

Eötvös Loránd University now accepts applications from students who would like to participate in the Erasmus+ Student Mobility Programme in the spring semester of the 2023/2024 Academic Year.

The aim of the call:

Within the framework of the Erasmus+ mobility programme, accepted students will receive the opportunity until 30 September 2024 to:

- participate in a **study abroad programme** at one of our Erasmus+ partner universities (**scholarship for studies**),
- complete a **traineeship** (either **during studies** or **after graduation**) at a university, professional institution, or non-profit organization abroad in an Erasmus+ programme country¹.

The aims of the **study abroad programme** might include spending one academic semester abroad, or thesis preparation.

The purposes of the **traineeship** are to gain professional experience and carry out research related to the student's studies. Traineeships can be applied for at any company, organization, institution located in an Erasmus+ programme country, with the exception of European Union institutions and bodies.

Combined mobility is a combination of study abroad and traineeship mobilities. The combination of activities creates synergies between higher education and professional experiences gained abroad. Depending on the context, it can be organized in different ways: directly one after the other or simultaneously. The traineeship must take place under the supervision of the same hosting higher education institution where the outgoing student is completing/has completed their study abroad programme. The combination of activities is subject to the funding rules and minimum duration of the study abroad mobility type.

The mobility can only be realized, if **the home university (ELTE) accepts the credits of the exchange study/traineeship or includes the grades and results in the diploma supplement** (except in the case of traineeships after graduation). **You can read about the credit recognition procedure [here](#).**

¹ Austria, Belgium, Bulgaria, Croatia, Cyprus, the Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Iceland, Ireland, Italy, Latvia, Liechtenstein, Lithuania, Luxembourg, Malta, the Netherlands, Northern Macedonia, Norway, Poland, Portugal, Romania, Spain, Serbia, Slovakia, Slovenia, Sweden, Turkey.

Erasmus+ scholarship winners:

- spend 2-5 (6) months abroad (1 semester according to the duration of the semester at the host institution)² in the case of a study abroad mobility or combined mobility, or 2-5 months in the case of a traineeship;
- do not pay tuition fee at the host university;
- have an active student status³ at the home university (ELTE) with receiving associated grants from and paying necessary costs to the home university;
- fulfil one part of their studies at the partner university and these subjects/credits are accepted by the home university upon arrival (before departure, the Learning Agreement for studies is planned together with the academic representative of the student at the home university.)
20 ECTS must be fulfilled on average in a semester. The minimum credits that must be completed at the courses is specified by the academic representative of the home university and defined by the Institute/Department's published calls. There is no minimum credit expectation for PhD students if they fulfil research activity at the partner university. Subjects and courses directly related to the student's major at the home university are accepted, while other subjects and courses will be evaluated by a separate procedure.
- complete their professional traineeship abroad in a full-time position in accordance with the labour laws of the host country, but at least 30 hours/week⁴. The traineeship is partially or as a whole accepted by the home university upon arrival (the programme is adjusted, planned, and signed in the Learning Agreement for Traineeship together with the academic representative of the student at the home university). If the recognition is not possible, the traineeship programme will appear in the diploma supplement.
- might receive an Erasmus+ mobility grant for the period physically spent abroad (completing the minimum duration of the mobility – 2 months –, as well as adapting to the length of the semester abroad in the case of a study abroad mobility).

Who can apply?

Students

- who have student status at Eötvös Loránd University at the time of the application;⁵
- with Hungarian nationality *or* registration of permanent residence permit *or* residence permit
- in case of studying in bachelor (BA) or undivided one-tier studies: already have at least 1 completed semester;
- with active student status at Eötvös Loránd University in the semester of the planned mobility (except in the case of traineeship after graduation);
- who meet the criteria of the department's or institute's published call

can apply for Erasmus+ studies and traineeships.

² Please note that only 1 semester per mobility for study abroad mobilities can be financially supported, the extension of awarded Erasmus+ mobilities is not possible. If you would like to stay longer than the mobility period stated in your grant agreement at your own expense, you can extend your Erasmus+ status, but you will not receive a grant for the duration of the extension (zero grant status).

³ Except students on traineeships after graduation/absolutorium.

⁴ working less than 30 hours per week may be requested in exceptional cases by attaching a certificate issued by the host organization in English, in which they explain why they are unable to employ the student for at least 30 hours (eg legal obstacles, lack of capacity)

⁵ For applicant for traineeship after graduation/absolutorium: the student status is terminated on the last day of the examination period of the last semester, so make sure you submit your application before that.

Further instructions in connection with the call:

- The language proficiency of the student is assessed by European Union's expectations (on-line test before and after mobility).
- Post-graduate students have the opportunity to take part in professional traineeship in the year following graduation. In this case, they must apply in the last semester before the absolutorium, that is, when they still have student status at ELTE.
- In order to be informed of the application decision in time and to receive your scholarship before the start of the mobility, you must submit your application no later than the first of the third month before the planned date of departure. If the student submits their application at a later date, they are responsible for the consequences of the delay. Applications for internships that have already started cannot be submitted retrospectively.
- Students doing Erasmus+ studies/traineeships during their last semester: Mobility may last until the [last day of the examination period](#) in the last semester, but must be recognized by the university before graduation. For doctoral studies, the semester is from 1 September to 31 January and from 1 February to 31 August each year. It is the student's responsibility to initiate the recognition process.
- Students who have just graduated/absolved can also take part in a traineeship in the year after graduation. In this case, they can apply in the year of graduation, until the [last day of the last semester examination period](#), i.e. as long as they have an active student status. For doctoral studies, the semester is from 1 September to 31 January and from 1 February to 31 August each year.
- The teacher training assistant mobility is qualified as a professional traineeship (specified by the sending department).
- It is possible to apply for a professional traineeship in the first year of studies (the specifications of the sending departments may vary).

About the amount of scholarship and terms:

The study exchange/combined period must be minimum 2 months (60 days) long and the traineeship minimum 2 months (60 days). The amount of scholarship depends on the number of mobility days and the host country of the mobility.

Determined grants for the academic year of 2023/2024:

- Austria, Belgium, Cyprus, Denmark, Finland, France, Germany, Greece, the Netherlands, Iceland, Ireland, Italy, Liechtenstein, Luxemburg, Malta, Norway, Portugal, Spain and Sweden: **600 EUR/month for study abroad mobility** (even in case of combined mobility) **and 750 EUR/month for traineeship mobility**;
- Bulgaria, the Czech Republic, Estonia, Croatia, Poland, Latvia, Lithuania, North-Macedonia, Romania, Slovakia, Slovenia, and Turkey: **540 EUR/month for study abroad mobility** (even in case of combined mobility) **and 690 EUR/month for traineeship mobility**.

The amount of the scholarship is the same for the 'combined period'.

Awarded students are exempt from paying tuition fees to the host institution, or from any fees (such as registration fees, exam fees, laboratory use fees, or library visit fees) that students at the host university do not have to pay separately. They have the same rights and obligations as the students of the host university.

We would like to call the students' attention that the *financial support does not cover all the costs that arise during their stay abroad; some costs must be covered - sometimes with pre-financing- from other sources.*

Students in need can apply for additional supports:

- Erasmus+ top-up support for students with fewer opportunities: Eligible applicants will receive an additional €250/month, regardless of the type of mobility.
- Erasmus+ inclusion support (based on real costs): Students with disabilities (studies and traineeships as well) can apply for additional support for their special needs. Provided that the eligible student does not need additional support exceeding €250 per month for the mobility and has not applied for the additional financial support for students with fewer opportunities, the additional support for students will be a flat-rate amount of €250 per month.

If the student needs additional support exceeding €250 per month for the mobility or has applied for the additional financial support for students with fewer opportunities, further additional support may be requested.

Additional support for green travel: For confirmed green travel, students may receive additional support for confirmed green travel between the sending and host countries. The amount of the grant: a single contribution of €50 (only for green travel in both directions) and an additional grant for max. 1-1 or 2-2 travel days before and after the mobility, based on the distance between the sending and host institutions.

According to the regulations of the Erasmus+ programme, every student have the opportunity to get 12 months of Erasmus+ status (studies and traineeship), even if it is 'zero grant' mobility. For students participating in an undivided one-tier programme, this period is 24 months.

It is possible to apply with previous Erasmus+ mobility as well in the same study cycle if the 12- month-time frame (24 months in case of students of an undivided one-tier programme) has not been used.

It is possible to apply for those PhD students who had Erasmus+ mobility on previous study cycles.

How to apply?

The application must be submitted online in the Neptun system by 26 September 2023 at 20.00 (8pm) for study abroad programmes. Traineeships can be applied for continuously in the specified application period (28 August – 26 September 2023, until 20:00) in the Neptun system; outside of the application period, it must be submitted to the international coordinator of the institute/department or faculty (evaluation takes place within two months of submission). In case it is not possible to apply via Neptun (due to technical or other problems), the downloadable application form must be submitted, preferably electronically, to the international coordinator of the institute/department or faculty **by the specified deadline**.

If the faculty or institute/department call for applications contains other regulations as well, please take them into consideration.

The exact documents and annexes to be attached to the application are included in the faculty or institute/department call for application.

Participation in a joint degree programme and the name of the programme must be indicated separately in the application.

False, incomplete, ineligible, illegible, or late applications will not be accepted.

Students must obtain all the relevant information on the partner university's webpage about the offered courses on specific study levels and languages.

More information about the application and the opportunities offered by partner institutions is provided by the academic (institute/department) and/or faculty coordinators.

Evaluation

Submitted applications are evaluated by a professional board comprising of coordinators from the institute/department or faculty.

The evaluation criteria are published in the faculty call for application. The student might be required to participate in a personal interview after receiving the written evaluation.

General criteria of the evaluation (the list is not in a priority order, there might be other aspects as well according to differing faculty regulations):

- language proficiency at the study field;
- academic achievement;
- professional awareness;
- academic excellence or other significant professional achievement;
- participation in Student Union activities or others at related organizations;
- participation in a student mentor/buddy System, supporting students.

Based on the aforementioned points, the institutes/departments nominate students to the Erasmus Board (for study tours, traineeships, and financial grants).

Those students who have never participated in the Erasmus+ programme have priority during the evaluation process.

Those students who were nominated by the host university but were not granted financial support by the Erasmus Board might also travel to participate in the Erasmus programme, but they need to fully cover their costs. These students are named “zero grant students”. Thanks to this status, students are free from any payment at the host university, i.e. zero grant students do not need to pay tuition fee and any costs of registration, exams, laboratory, and library.

Attention! If you have simultaneously submitted any other applications in the framework of the following calls: Erasmus+ [study abroad program within the framework of agreements for all subject fields](#) or [outside Europe](#), and one of them will be awarded, your mobility application for the same mobility period will be considered cancelled.

The final list of accepted students who applied during the application period (28 August – 26 September 2023) will be decided by the Students and Staff Mobility Committee, expected at the end of October 2023. Students will be officially notified of the result through the Neptun system and by email no later than 1 weeks after the decision.

The traineeship applications submitted later are approved by the Students and Staff Mobility Committee within two months of submission (the evaluation time might be extended during the summer and winter holidays), so it is possible to apply for a traineeship after the deadline of 26 September 2023. Students will be officially notified of the result by email no later than 1 weeks after the decision.

Should you have any questions regarding your application, please feel free to contact your faculty/institute or department coordinator.

21 July 2023

Department of Erasmus+ and International Programmes