

Frederick University

ERASMUS+ KEY ACTION 1

Erasmus+ Outgoing Students and Recent Graduates, for Traineeship

Their participation is subject to the following criteria:

- The student should be enrolled in a formal program of study at Frederick University leading to a Bachelor or Master or Doctorate Degree.
- The student should have successfully completed the first year of his/her Bachelor degree or the first semester of their Master degree.
- The student or the recent graduate can receive grants for being trained abroad totaling up to 12 months maximum per each cycle of study.
- A minimum mobility duration of 2 months and a maximum of 12 months is allowed.
- The duration of a traineeship by recent graduates counts towards the total 12 months maximum of the cycle during which they apply for the traineeship.
- In case of a graduate applicant, he/she must have his/her internship within 12 months after the graduation date.
- Priority is given to candidates applying for mobility to a country other than their country of origin.
- Priority will be given to the students or recent graduates with the highest GPA.
- The receiving organizations for traineeships could be in a public or a private sector and must be related to the student's major;
- The application must be made within the application deadlines.
- The student or the recent graduate must have a balanced tuition account at Frederick University

Step 1

The Mobility Office of Frederick University provides informative presentations regarding the Erasmus+ Program, throughout the academic year, both in Nicosia and Limassol Campus.

Step 2

Students interested in participating in the Erasmus+ program for traineeship either for the fall semester or spring semester or for a full academic year, should submit the "Participation Form" to the Mobility Office by the deadlines.

Step 3

For graduate traineeships the applicants should also submit the Graduation Letter from the Admission Office of Frederick University and the written approval from the Host Organization consenting to the traineeship. The approval could be written in an e-mail, as well.

Step 4

The Erasmus+ Committee will evaluate each "Participation Form" and rank the nominees according to the academic and eligibility criteria. The funding for each mobility is calculated based on the Frederick University Grant Allocation Method according to the grant available that the University receives each academic year.

In the case of graduate traineeships for the academic years 2015/2016 the maximum period that can be granted is 6 months.

If a participant would like to extend the length of the traineeship to more than 4 months, the extended period would be considered as zero-grant mobility.

Step 5

The Mobility Office informs all applicants in writing of the decision of the Committee. The approved nominees are informed in writing by the Mobility Office in detail about the procedure they should follow before, during and after mobility.

Step 6

The students and graduates must send their Learning Agreement for Traineeship to the employer for completion and for signing it.

As soon as the Learning Agreement is signed by the employer and submitted to the Mobility Office the Grant Agreement is signed by the applicant and Frederick University.

Step 7

When the students and graduates arrive at the Host organization/office/enterprise, must send the "Arrival Form" to the Mobility Office.

Step 8

Before the completion of the traineeship period, all the students and graduates are requested to send the "Confirmation Letter" and the After mobility section of the Learning Agreement for traineeship, signed, to the Mobility Office.