Checkliste ERASMUS+ Praktikum

Application requirements

- Matriculation at Bielefeld University
- The traineeship must relate to the subject of study
- Duration of traineeship: min. 60 days (1 month = 30 days) to max. 360 days per study cycle (BA/MA/PhD); for state examination courses: min. 60 days to max. 720 days
- Working time per week: at least 35 hours
- Location: one of the 34 participating Programme Countries (27 EU countries, Iceland, Liechtenstein, North Macedonia, Norway, Serbia, Turkey, United Kingdom)

Applications

Please submit the following application documents to the International Office (you can download the application documents from https://uni-bielefeld.de/studium/studierende/international/go-out/praktikum-im-ausland)

- Application Form
- Letter of motivation (max. 1 page)
- Curriculum vitae
- Learning Agreement for Traineeships (agreement on the content of the traineeship with the traineeship company/organisation)
- Enrolment certificate (Studienbescheinigung) for the traineeship period (can be submitted later if necessary)
- Proof of language skills (e.g. high school certificate, language certificate); proof of English is not required
- In addition, when applying for a graduate traineeship: certificate of ex-matriculation at the beginning of the traineeship

Applications can be made for an ERASMUS+ scholarship throughout the academic year. In order to guarantee that all runs smoothly, the application must be submitted to the International Office at least 6 weeks before the start of the traineeship.

As soon as a positive decision has been reached on your application, you will receive a letter about the grant with further grant documents.

Important: The Erasmus+ Programme does not include insurance cover. Participants must ensure that they have sufficient insurance cover (health, liability and accident insurance).

Advice/Contact

International Office | Sina Loos, ERASMUS+ Traineeship
erasmus-praktikum@uni-bielefeld.de | 0521 106 67818
Consultation hours:
Tuesday, 11.00-12.00 hrs