

CHECKLIST Erasmus+ KA 131 Traineeship

- Incoming Students

Your application should include the following information in English:

Name	<input type="checkbox"/>
Field of study	<input type="checkbox"/>
Study focus (please name two)	<input type="checkbox"/>
Start of internship (latest/earliest)	<input type="checkbox"/>
Planned duration of the internship	<input type="checkbox"/>
Voluntary or compulsory internship	<input type="checkbox"/>
Do you have an application deadline? • When?	<input type="checkbox"/>

Enclosed documents:

Letter of motivation with the following content: • Internship period (possible start dates and desired duration) • Main areas of interest, if possible, naming specific research projects and scientists at the university	<input type="checkbox"/>
Resume	<input type="checkbox"/>
Certificate of enrollment	<input type="checkbox"/>
Overview of your previous academic achievements	<input type="checkbox"/>

Further information:

- Applications are not made for advertised internships. It is up to the receiving institution (faculty, institute, working group) to decide whether an internship in the relevant area is possible.
- Plan sufficient time. Requests at short notice usually have little chance of success.
- There is no enrollment.
- No support can be provided in finding accommodation.