

Application Notice and Guide

The 2020/2021 Annual **Erasmus+ Student Mobility Placement** (6th year rotation) Scholarship

Semmelweis University is pleased to announce its Erasmus+ scholarship for the 2020/2021 academic year regarding traineeships. The application form will be available online on our website from **02/03/2020** at following link: <http://semmelweis.hu/erasmus/english/outgoing/>

1. What is Erasmus+?

Erasmus+ is the new EU programme for Education, Training, Youth and Sport for 2014-2020, starting in January 2014. Erasmus+ aims at boosting skills and employability, and modernising Education, Training and Youthwork. The seven year programme will have a budget of **€14.7 billion**. This represents a **40% increase** compared to current spending levels and shows the EU's commitment to investing in these areas. Erasmus+ will provide **opportunities for over 4 million Europeans** to study, train, gain work experience and volunteer abroad. In addition to providing grants for individuals, Erasmus+ will support **transnational partnerships** among Education, Training and Youth institutions and organisations to foster cooperation and bridge the worlds of Education and work in order to tackle the skills gaps we are facing in Europe. It will also support national efforts to modernise Education, Training and Youth systems.

If you would like to know more about Erasmus+, please click here:

<http://ec.europa.eu/programmes/erasmus-plus/>

2. Overview

Student mobility for traineeship, the centrepiece of the Erasmus+ programme, enables students at higher education institutions to spend an integrated period of traineeship of between 2 months and 6 months in another participating country. The University's application to the TEMPUS Public Foundation (hereinafter referred to as the "Institutional Application") is for financial support for traineeship purposes carried out **from 1 July 2020 to 30 September 2021**.

The rotation can only take place in case Semmelweis University accepts the traineeship and recognizes the student's progress abroad.

In case of positive evaluation of application -according to this application notice and guide- the student gets the opportunity to travel abroad provided his/her **traineeship is accepted** by both sending and host institutions.

The ERASMUS + program provides scholarship grants for the duration of a traineeship abroad, as defined in this application notice, which contributes **in part** to the costs incurred by students (travel, accommodation, board, insurance).

3. What are the objectives of student mobility?

- To enable students to benefit educationally, linguistically and culturally from the experience of learning in other European countries;
- To promote co-operation between institutions and to enrich the educational environment of host institutions;
- To contribute to the development of a pool of well-qualified, open-minded and internationally experienced young people as future professionals.

4. Who may benefit?

Students registered at a higher education institution holding an [ERASMUS University Charter](#).

5. For how long can students go abroad?

Your traineeship abroad can last from a minimum of **2 months up to 6 months**. If you would like to spend more than 6 months, you need to inform us, because it depends on the budget.

What are the preconditions?

Student Mobility Placement - SMP

- The traineeship must be relevant for the degree-related learning and personal development needs and, wherever possible, be integrated in the study programme of the student.
- The traineeship should be carried out at any organisation (hospital, health institute) in an Erasmus+ Programme Country (with the exception of EU institutions, bodies and agencies).
- The traineeship **must be organized on her/his own**.

6. What arrangements are made for the Erasmus+ students?

Prior to their departure, Erasmus+ students are provided with:

- A study agreement (grant agreement) covering the mobility period and signed between the student and his or her home higher education institution.
- A "Learning Agreement" setting out the programme of studies or traineeship to be followed, as approved by the student, the home and the host institution; <http://semmelweis-egyetem.hu/erasmus/erasmus/hallgatoi-mobilitas/szukseges-nyomtatvanyok/>
- The "[ERASMUS Student Charter](#)" setting out their rights and obligations with respect to his/her period of study abroad.

7. The Scholarship support

The scholarship is covered by a European Union grant. Although the scholarship amount varies according to the length of the exchange programme and the chosen host country, it tends to average approximately

between **520-620.-€/month**. The exact amount is decided a few months prior to the programme's commencement, and depends on the European Union scholarship amount granted for that year.

8. Who may apply?

Students may apply for the Erasmus+ **traineeship** (6th year rotation) **programme** if they:

- are registered for full-time studies at Semmelweis University's Faculty of Medicine, Faculty of Pharmaceutical Sciences, Faculty of Dentistry
- are already registered for the 2019/2020/2 academic year
- possess active student status at Semmelweis University during the period of application, therefore will not interrupt their student status
- are Hungarian citizens, permanent residents of Hungary, students with refugee status, possess (or at least have issued) a resident's permit for at least 6 months or own a **registration card in case of EU citizens**
- speak English or the language of the host country on at least an intermediate level
- possess exceptional academic and scientific abilities, participate in extracurricular activities

Students may NOT apply for the Erasmus+ programme if they are in their final year, unless they do their final year in two years

9. The Application Process

SMP- Student Mobility Placement/6th year rotation

The online application system is available for Erasmus+ traineeship programme from 02. 03. 2020.

[Application platform](#)

Students who secure an Erasmus+ placement must be enrolled at Semmelweis University for the period they are to spend at the partner institution. Students continue to pay their regular tuition fee to Semmelweis University; there is no tuition fee at the receiving institution.

Students receiving an Erasmus+ scholarship must have a bank account.

Registration Deadline: 05/04/2020!

Application Deadline: 30/04/2020., 12.00!

For more information, please contact the International Mobility Office at:

Address: 1089 Budapest, Nagyvárad square 4., StudentCentre, 1st floor
e-mail address: erasmus@semmelweis-univ.hu

Office Hours:

Monday/Wednesday: 9-12

Tuesday/Thursday: 13-15

Friday: closed

10. Evaluation criteria, process, notification of applicants, plea and distribution meeting

The University's goal to ensure that its most knowledgeable, talented, and driven students be given the opportunity to participate in this programme. As such, academic, scientific and professional achievements and participation in extracurricular activities are the most important criteria for selecting the winners. It is considered a benefit if someone acquires the Letter of Acceptance of host institution.

The [ranking system](#) used is available on the "Scientific educational activities" form.

Erasmus status will be granted to students who achieve just over 100 points. Please note that your mother tongue does not count as language competence, therefore you cannot receive points for it!

The final decisions will be made by an ad hoc committee made up of faculty leaders no later than 29/05/2020. Applicants will receive written notice of the results.

11. Entering into contract, report and other obligations

A/ Student Mobility Placement/6th year rotation

Semmelweis University concludes **Learning Agreement for Traineeships (Training Agreement)** with Student and host institution in order to ensure a transparent and efficient preparation of the exchange abroad. Later the University enters into contract, the so called **Grant Agreement** with Student, prior the departure of Student, which contains the whole grant of the mobility.

In Training agreement:

- a) the host country undertakes to provide the student with the opportunity to complete the traineeship plan contained in it
- b) the student undertakes to comply with the agreement
- c) the University commits itself, in case of completion of the plan, to fully recognize the traineeship abroad in accordance with relevant regulations of the University, either by credit points or by issuing a Diploma Supplement or other document. The training agreement includes a Quality Management Statement detailing the roles and responsibilities of those involved in the organization of the traineeship.

The training agreement may only be modified with the consent of all three parties.

B/ Joint provisions

Following the satisfactory completion of the traineeship abroad, the host institution will provide the student with the Certificate of Attendance in accordance with the training agreement. Following successful application, the student -who does not receive a grant- will be eligible to participate in the ERASMUS + program as long as he / she has sufficient financial resources to cover his / her costs in the host country.

The student shall declare the availability of adequate cover **in writing**. The agreements detailed above must be concluded this case as well.

C/ Online Linguistic Support (OLS)

Prior to commencing and completing the mobility period, the student must complete an OLS online language competence test if the main language of traineeship abroad is English, French, German, Italian, Spanish, Swedish, Danish, Czech, Polish, Dutch, Greek, Portuguese, Bulgarian, Estonian, Croatian, Latvian, Lithuanian, Romanian, Slovak, Slovenian, Finnish - **except for native speakers of the former languages**. The participant shall immediately notify the institution if he / she is unable to complete the online survey.

D/ Scholarship payment (Grant)

The student enters into a Grant agreement with the University prior to commencement of the traineeship and **receives a pre-financing of 80% of the scholarship**. Upon completion of the traineeship, the submission of an online **EU Survey, OLS and a Certificate** proving his/her completed traineeship shall be treated as a request for payment of the balance of the financial contribution and **a transfer of the remaining 20% shall be initiated**.

E/ Insurance

The liability insurance is obligatory in Erasmus+ Traineeships. If your host organisation does not provide it, please make one. (<https://www.dr-walter.com/en/products/products-a-z/protrip-world-h.html>)

After completion of the traineeship, the student must submit a final report in the form and by the deadline specified in the grant agreement. The final report submitted by the student is also a request to settle the balance of the grant, as mentioned earlier. In case the student does not submit his / her report by due date, or if he / she does not use the amount of the grant in accordance with the contract, he / she shall reimburse the University.

Provided that the scholarship-winning student travels in the **first half of the academic year**, they have the opportunity to extend their ERASMUS+ status once during the academic year, **subject to availability**. The student must inform the Faculty Coordinator and the International Mobility Office of his/ her intention to extend **in writing at least 15 workdays prior the end of the scholarship period. The extended mobility period must end by 30 September 2021**.

Budapest, February 2020.

Katalin F. Tóth
ERASMUS Institutional Coordinator

Dr. Béla Merkely
Rector