

# **Call for applications for Erasmus+ traineeships open category 2021/2022**

International Relations Service  
Updated February 2021

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## 1. Introduction

In this call for applications, students enrolled in official UIC Barcelona degree programmes can apply to take part in an exchange as part of the following programmes:

**Erasmus+ traineeships (“open” category):** Mobility programme run by the Spanish Service for Internationalisation ([SEPIE](#)) and funded by the European Union (EU), which adheres to the principles of the ECHE Charter. Students can undertake a traineeship [in any country participating](#) in the Erasmus+ programme outside Spain. Companies may be public or private, except for EU offices and Spanish diplomatic delegations in Europe. Available to all **bachelor’s, master’s and doctoral** students. These placements can be [curricular, extracurricular or for recent graduates](#). \*

\*Any student can look for traineeships outside the EU and the Erasmus+ programme and apply for available grants. They will need to talk to their Faculty about academic recognition of such placements.

## 2. Objective

As part of this call, students may request to undertake placements during the 2021/2022 academic year, with the exception of recent graduates, who may carry out their placement up to 18 months after graduating.

The main objective of academic exchange programmes is to offer students the chance to improve their educational, linguistic and cultural skills by learning in other countries. These international experiences help students develop such key skills as commitment, adaptability, flexibility and cultural immersion, all of which improve employability and provide students with a more global, inclusive outlook.

## 3. Requirements

Students must be enrolled at UIC Barcelona for the academic year in which he or she applies for mobility. He or she must also be enrolled at UIC Barcelona for the length of the mobility programme (except in the case of recent graduates in the Erasmus+ programme).

Students are responsible for following the instructions and meeting the deadlines established for their degree programme by the International Relations Service and the host university/institution at all times during the process.

In the case of curricular placements, students must meet the criteria and requirements set by their Faculty. For more information, students should contact their Faculty’s traineeship coordinator.

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## 4. Duration of the mobility programme

The maximum duration of the Erasmus+ placement is 12 months (Architecture, Medicine and Dentistry: 24 months).

## 5. Destinations

The student is responsible for finding their own destination. Students may wish to use the following tools: [online platforms](#), Alumni, or check with your traineeship coordinator.

## 6. Funding

### Erasmus+ traineeship grant:

1. If the student is assigned an Erasmus+ place, they will automatically receive this grant as long as:
  - a. They have a valid Spanish national ID or NIE
  - b. They submit their mobility application, and any other documents and information requested by International Relations throughout the stay, within the established deadlines
  - c. UIC Barcelona receives the Erasmus funds requested from SEPIE: the final decision is usually taken in the summer period
  - d. The minimum duration of the placement is two months
  - e. The total duration of the stay, when added to any previous placements as part of Erasmus mobility programmes, should not exceed 12 months during the same educational cycle (Architecture, Medicine and Dentistry: 24 months)
2. The maximum financial support available for placements is three months, although stays may last longer than that.
3. Please check the table of grant amounts available [here](#).
4. Special grants are available for students with disabilities or socio-economic difficulties. The Erasmus+ programme aims to promote equity and social inclusion by helping participants access the programme. Individuals with special needs include any potential participants whose physical, psychological, social or financial situation would normally prevent them from participating in the project or mobility programme without additional financial support. Such participants may be entitled to additional funding to help cover the supplementary costs of participating in the mobility programme. (The request for financial support will be made by UIC Barcelona to the National Erasmus+ Agency in a specific application once the participants have been selected).
5. UIC Barcelona makes the payments of the grant according to the terms set forth in the Grant Agreement:

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- a. On arrival, the student will receive 70% of the amount, and upon their return, they will receive the remaining 30%, once the certificate of incorporation has been sent.
6. Preference will be given to students who have not yet taken part in an Erasmus+ mobility programme. For students who wish to carry out a second placement, the grant will depend on availability of funds.
7. If a student requests two different Erasmus destinations for the same academic year, they will receive this grant for one destination, and the grant for the second destination will depend on availability of funds.
8. “Zero grant”: All Erasmus+ placements that for budgetary reasons cannot be financed with the Erasmus+ SEPIE grant will be considered Erasmus+-zero-grant placements. However, participants must comply with all the requirements and obligations outlined in the terms of the call for applications.
9. Compatible with the Mobint grant, the Santander Erasmus grant, and any other private grants.
10. If students are from a different country, they are able to carry out their placement in their country of origin.
11. Compatible with remuneration from companies
12. Where there is a limit on the number of grants, priority will be given to:
  - a. Applications from students who have not yet taken part in any Erasmus+ mobility programmes during their studies at UIC Barcelona
  - b. Applications with confirmed destination (in case of traineeships)

## Santander Erasmus grant:

1. Funds from [Banco Santander](#)
2. In order to apply for this grant, students must have a confirmed, academically recognised traineeship placement in Europe.
3. The International Relations Service assigns the available grants to applicants, and they are responsible for accepting or rejecting them on the Banco Santander platform within the established deadlines.

## Mobint grant:

1. Funds from the Catalan Government, through [AGAUR](#).
2. To apply for this grant, students must have a confirmed, academically recognised traineeship placement, in any country in the world, except Spain.
3. AGAUR sets the requirements for assigning the grant.
4. AGAUR assigns the available grants to applicants and is responsible for the call for applications published each year.
5. Students must process the application and all documents directly with AGAUR.
6. UIC Barcelona can provide any supporting documentation required, upon request.

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7. Compatible with the Erasmus+ studies, Santander Erasmus, and Santander Ibero-America grants, as well as other private grants.

## 7. Academic recognition

Credits and/or activities carried out during mobility may be recognised as part of the students' UIC Barcelona study programme, provided that they have reached an agreement with their Faculty prior to the mobility, through the Training Agreement.

## 8. Enrolment fees and other expenses

In the case of curricular placements, students must pay tuition fees to UIC Barcelona, and will be exempt from paying such fees to the host university/institution.

All UIC Barcelona students who receive special discounts or grants (for a large family, disability, scholarship excellence or other) will also keep these throughout the mobility period.

Students will have to bear the costs of accommodation, food, travel, visa, insurance and other personal expenses, as well as, in some cases, the cost of academic materials and administrative fees charged by the host university/institution/company.

## 9. Insurance

Before leaving for their placement, students must prove that they have taken out an insurance policy\* for the duration of their stay covering at least the following:

- Accidents
- Travel assistance
- Medical care
- Civil liability

\*UIC Barcelona recommends **ERGO Seguros**, with whom it collaborates regularly and which provides all of the above coverage. Interested students can contact the International Relations Service for more information about taking out this policy.

## 10. Application process

Students may apply for a grant for the Erasmus+ "open" category traineeship at any time during the year. Applications may be submitted even if the student does not yet have a confirmed destination, by contacting the International Relations Service.

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If students wish to apply for two different destinations for the same academic year (e.g. one destination in semester 1 and a different destination in semester 2), they must make two separate applications. Students should contact the International Relations Service beforehand so they can be registered on the platform.

Once students have confirmation of their traineeship, they register their mobility using the Relint 3.0 programme following the [instructions](#) made available by the International Relations Service.

## 11. Allocation of grants

In July, the National Erasmus Agency (SEPIE) informs the university how many grants have been awarded to UIC Barcelona. Once the university has received this information, we will be able to let all applicants know whether or not they will be receiving an Erasmus+ traineeship grant.

## 12. Acceptance/rejection of grants

If at any point in the process, the student decides they no longer wish to be awarded the grant they have applied for, they should inform the International Relations Service as soon as possible.

## 13. Final acceptance of placement

If, for any reason, a student is not admitted to their chosen host university/institution/company and they are interested in choosing an alternative destination, UIC Barcelona may propose one from the destinations available. However, UIC Barcelona is under no obligation to guarantee an alternative destination for the student.

It is recommended not to book any travel, pay for accommodation etc. before receiving a letter of acceptance from the destination university/institution. If students wish to organise their trip in advance, they are recommended to take out cancellation insurance.

## 14. Contact

International Relations, Barcelona campus: [exchange.bcn@uic.es](mailto:exchange.bcn@uic.es)  
International Relations, Sant Cugat campus: [exchange.scu@uic.es](mailto:exchange.scu@uic.es)