

Call for Applications for RGSL Alumni ERASMUS+ INTERNSHIP MOBILITY grants

Information about conditions and requirements

Alumni internship Call is open for RGSL **Bachelor and Masters** students who are preparing to graduate in Summer a.y. 2023/2024.

The deadline for internship grant applications: **14 May 2024** (inclusive).

Duration: ERASMUS+ funding can be granted to support internship-work placement of duration from the required minimum 2 full calendar months up to 6 months, but limitations may apply¹.

General Requirements for Internship:

- ✓ Alumni themselves are responsible for **finding host institution**. *Erasmus coordinator or programme director can assist in how to approach "search strategy"*.
- ✓ The internship must involve work placement tasks in the **field of student's respective study programme**.
- ✓ The internship must be **full-time** and **cannot be combined with the next stage full-time academic studies** (if the graduate is planning such).
- ✓ Alumni Internship must be carried out and finished **within one year** of graduation, after formal ex-matriculation².

Host Institutions:

- ✚ The host institution must be located outside Latvia and in a "Programme Country" participating in ERASMUS – please refer to a table of countries listed with respective financial grants in separate document "Erasmus Financial Grants".
- ✚ **NOT ELIGIBLE** the following types of organisations not permitted as host institutions for Erasmus funded placements: **EU institutions and other EU bodies including specialised agencies**, *their exhaustive list is available on the website http://europa.eu/european-union/about-eu/institutions-bodies_en and also organisations managing EU programmes (in order to avoid a possible conflict of interests and/or double funding);*
- ✚ The receiving host organisation can be any public or private institution active in the labour market, or in the fields of education, training and youth, e.g. public or private, small, medium or large enterprise, including social enterprises, a public body at local, regional or national level, a social partner, a research institute, a foundation etc. Embassies are also eligible to host Erasmus funded trainees.

Selection criteria at RGSL:

1. Applicants must have good academic standing without any academic or financial debt.
2. Thesis submission and defence in time will be a pre-condition for final approval of Alumni internships.

¹Availability of Erasmus funding for RGSL students and interns will be known by July 2024

² For example: a student successfully defends Thesis on 30 May 2024, and is ex-matriculated in LAIS records on 12 June 2024 - the "countdown time" of one year after graduation begins on 13 June 2024 and ends 12 June 2025 (by this date latest the internship must be completed).

3. No disciplinary sanctions within the past 6 months.
4. The student must submit by the deadline 14 May filled out and signed with regular-physical signature / scanned **application form**, including:
 - (a) **motivation statement**,
 - (b) obligatory requirement **indication of confirmed internship host institution (acceptance letter)**, or, at least, a detailed description of the **student's action steps in search and arranging** of work placement
5. **Priority** will be given to applicants with confirmed internship host organization placement.

Application and results:

- Completed application form (please see separate Application form template) must be signed with regular-physical signature, scanned in good quality and submitted by e-mail to Erasmus coordinator ulla@rgsl.edu.lv no later than 14 May 2024 (inclusive).
- RGSL Erasmus Selection Committee for student mobility will review applications as soon as possible but no later than within 3 weeks after the applications' deadline. Students will be informed about the results individually by e-mail.

- After positive decision, approved applicants will receive guidance from Erasmus coordinator on the next steps, how to prepare documentation, acceptance and host data forms, Erasmus Learning Agreement for Traineeship, and financial grant agreement.
- Funding is calculated according to host country rate – check the table of countries and rates in separate document “Erasmus Financial Grants”.
- Students with **fewer opportunities** (such as refugees, or single parents, or with socio-economic disadvantages, etc.) are entitled to additional financial support.
- Students who use **“green travel” option** to and from host country are also entitled to special additional support. Detailed information about pre-mobility preparation will be given separately.

For questions, inquiries:

Ulla Zumente-Steele,

RGSL ERASMUS Institutional Coordinator ulla@rgsl.edu.lv

Please contact to set up an online or in-person meeting for individual consultation