



Erasmus+

a.i.m. rlp
Agency for international HEI mobility
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Application checklist ERASMUS+ (internship)

1. Complete the **online application (Online – Bewerbung)**
www.erasmuspraktika.de/wie/bewerbungsvorgang
2. When an internship was found, send the following **documents** until **one month before the start** of the internship as PDF by e-mail and printed by post:

students and graduates:

- **Learning Agreement _ BEFORE THE MOBILITY** (Website/Downloads) → **3 copies**
- **Bewerbungsformular** (Website/Downloads) → **1 original with your signature**
- **Nachweis über bisherige ERASMUS Förderung** (if you already received an ERASMUS support in the past; → International Office) (Website/Downloads) → **1 copy**
- **CV** (German, English **OR** French) → **1 copy**

students:

- **Transcript of Courses** (passed until now) → **1 copy**
- **Certificate of enrolment (Immatrikulationsbescheinigung)** → **1 copy**

graduates:

- **Diploma** or a certificate by the university that the studies are completed successfully → **1 copy**
- certificate of leaving the university (**Exmatrikulationsbescheinigung**) → **1 copy**

All needed forms you find here: www.erasmuspraktika.de/downloads/.
Please complete the documents on the computer.