

# Call for selection for traineeship abroad

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## Admission requirements

### Enrollment Requirements at the time of application

When submitting your application, you must be regularly enrolled in a Bachelor's or Master's Degree, or PhD program at the University of Trento. For PhD students, this means not being on a suspension from the PhD program. You cannot participate in the traineeship abroad program if you are enrolled in a first- or second-level one year Master, or you are enrolled in EIT, EMBS, IMSISS, LCT Erasmus Mundus courses, or in an incoming double degree program.

If you are enrolled in single courses at the time of application for the internship, you must be officially enrolled in the degree program by the time the internship begins. If you are enrolled in an inter-university program, participation is allowed only if your academic record is managed by the University of Trento, meaning that Trento is your administrative home university for the year of enrollment.

If you are part of an outgoing double degree program, you can undertake the internship only if you have completed all the required exams for your double degree program and the internship location is different from the foreign university of your double degree program.

Your application will not be accepted if you are enrolled beyond the first year past your expected graduation date ("fuoricorso") or if you have already obtained your degree. **Remember that you can only apply while you still hold "student" status, that is at the latest the day before obtaining your degree.**

If you are in your first year past the expected graduation date (meaning you did not graduate in the last March session and are therefore enrolled in an "extra" year), you must start your internship by July 31 of the same year at the latest. Due to the timing required by the traineeship abroad program, this means you must submit your application no later than May 31.

## Academic Requirements at the Time of Application

At the time of submitting your application, you must have a GPA of at least **24/30** recorded in Esse3 and a minimum number of **ECTS credits** registered in your academic record, which varies depending on your degree program. These two criteria do not apply to PhD students. Refer to the **Table of Required ECTS Credits and Internship Supervisors** for each degree.

You must also have at least a **B1 level** in all four language skills (listening, speaking, reading, and writing) in the working language of the internship. Check how to certify your language level by consulting the **List of Language Proficiency Requirements**.

Your study plan must include **credits for an internship**: applications will not be accepted if your Esse3 academic record lacks credits that can be recognized as an internship. This applies if you have already completed an internship or if the internship exceeds the number of credits required to obtain your degree.

## Traineeship Eligibility Requirements

The traineeship experience must have a **minimum duration of 60 days** and require a **minimum weekly commitment of 32 hours**. The maximum number of working hours is subject to the local regulations of the host institution and the country. The internship must be carried out **continuously** within the agreed period and must involve **physical mobility** to the country of host institution. **Fully virtual internships are not allowed**, nor are hybrid internships where the **physical mobility period is less than 60 consecutive days abroad**, even if completed by a virtual component.

The **maximum duration** of the international internship program is **180 days**, regardless of the number of funded days or the destination.

For **post-graduate internships**, additional conditions must be met:

- The internship must start **after** the date of graduation.
- The internship must be completed **within 12 months** of graduation.

If you do not meet any of the above requirements—whether related to enrollment, academic record, or internship eligibility—you should contact the **Job Guidance Office** at [jobguidance@unitn.it](mailto:jobguidance@unitn.it).

## How to apply

Applications are accepted **by the last day of each month**. The list of selected candidates for mobility will be published **by the 15th of the following month**. You can start your internship **no earlier than 45 days after the end of the month when you submitted your application**. For example:

- If you apply in **March**, your internship can start **from May 15**.
- If you apply in **July**, your internship can start **from September 15**.

**This requirement is non-negotiable.**

You can apply **for only one destination**. The application must be submitted through the **online application** whether for an internship during your studies or a post-graduate internship.

You must attach the following documents to your application:

- **Acceptance letter** from the host organization.
- **Motivation letter**, signed by your **UniTrento supervisor (check the Table to know who they are)**.

If you are also participating in an **outgoing double degree program**, your motivation letter must be signed by **both** your UniTrento academic supervisor and your academic supervisor at the partner university, confirming that the internship is consistent with your double degree program.

If you already participated in or were accepted for **Erasmus+ mobility** (Program Countries, Partner Countries/International Credit Mobility, or Erasmus Mundus) and you are applying for this program in an **Erasmus+ country, the UK, or Switzerland**, you are eligible **only if** the total duration of your past and current physical mobilities **does not exceed 12 months (360 days) per study cycle**. For **single-cycle master's degrees**, the limit is **24 months**. **Post-graduate internship months** count within the study cycle in which you were enrolled at the time of application.

Your internship mobility **cannot overlap** with any other international mobility program you have been admitted to during the same period. If you are selected for **two different programs** (e.g., **Bilateral Agreements and Erasmus+ Traineeship abroad**), you **must** choose one and withdraw from the other.

## Scholarship

The traineeship abroad can be financed **up to 4 months (120 days) for student mobility and up to 3 months (90 days) for post-graduate mobility**.

If you interrupt the traineeship without valid reasons before the minimum duration of 60 days, or if you fail to submit the required documentation at the end of the mobility, you will be asked to return the full scholarship and the traineeship won't be registered in your Esse3 academic record as mobility abroad. Not returning the scholarship will result in the impossibility to enroll in the following academic year or to graduate.

Scholarship amount varies according to destination country.

### **Erasmus+ countries, United Kingdom, Switzerland**

#### *EU Member States*

Belgium, Bulgaria, Czech Republic, Denmark, Germany, Estonia, Ireland, Greece, Spain, France, Croatia, Cyprus, Latvia, Lithuania, Luxembourg, Hungary, Malta, Netherlands, Austria, Poland, Portugal, Romania, Slovenia, Slovakia, Finland, Sweden.

#### *Non-EU Countries Associated to Erasmus+ program*

North Macedonia, Serbia, Iceland, Liechtenstein, Norway, Turkey.

#### *European Countries Non-Associated to Erasmus+ program*

United Kingdom, Switzerland.

### **Country Groups Based on Cost of Living**

**Group 1 – High Cost of Living (€500/month)**

Austria, Belgium, Denmark, Finland, France, Germany, Ireland, Iceland, Liechtenstein, Luxembourg, Netherlands, Norway, Sweden.

Third countries not associated to Erasmus+ program: Switzerland, United Kingdom.

**Group 2 – Medium Cost of Living (€450/month)**

Cyprus, Estonia, Greece, Latvia, Malta, Portugal, Czech Republic, Slovakia, Slovenia, Spain.

**Group 3 – Low Cost of Living (€450/month)**

Bulgaria, Croatia, Hungary, Lithuania, North Macedonia, Poland, Romania, Serbia, Turkey.

An integration of €250/month can be added to the scholarship, reserved to students with fewer opportunities. Please check on the Inclusion webpage if you are eligible: many cases are foreseen, primarily the socio-economic condition, verified by an ISEE-University value  $\leq$  € 25,000.

If you are an international student who is not required to calculate ISEE (Equivalent Economic Situation Indicator) for enrollment, you will be automatically considered as eligible for the 250 Euro/month integration.

If you are a PhD student, you are not eligible for the socio-economic integration.

The scholarship cannot be used to cover costs that have already been financed by other European Union funds.

The program might provide extra funding for travelling by sustainable means of transportation. For updated information, visit the [Green Travel page](#).

**Rest of the world**

The traineeship abroad can be carried out everywhere in the world **except** the following non-European partners where it's only possible to go for study purposes and not for internship:

United States: University of Massachusetts Lowell, California State University

Canada: McMaster University, Sherbrooke University, Carleton University, University of Calgary

China: Shanghai University, Shanghai International Studies University

Japan: Nagasaki University

Australia: University of Adelaide, University of Melbourne, Macquarie University

If you are an international student who is not required to calculate ISEE (Equivalent Economic Situation Indicator) for enrollment, you will be automatically considered as eligible for the 250 Euro/month integration.

If you are a PhD student, you are not eligible for financial support based on socio-economic conditions.

**Other information**

Within 5 days from the date of the online publication of the admitted candidates, you have to email the International Mobility staff to confirm your participation in the program and acceptance of the scholarship.

For Trento city-based departments, [mobility-ssh@unitn.it](mailto:mobility-ssh@unitn.it)

For Povo and Mesiano departments, [mobility-st@unitn.it](mailto:mobility-st@unitn.it)

For Rovereto departments, [mobility-cs@unitn.it](mailto:mobility-cs@unitn.it)

You are entitled to attend a free [CLA language course](#) in the traineeship working language or in the language of the destination country. You can choose between an intensive course or an extensive course. Any further course will be at your charge. For additional information about courses' timetables and registration, visit the [CLA website](#).

If you are an **international student** living in accommodation provided by **Opera Universitaria**, you will be required to **leave your housing upon departure** for the internship. **A new accommodation will not be guaranteed** upon your return from the internship abroad.

Within 15 days from the end of the traineeship abroad, you have to submit the required documentation to the relevant International Mobility Office.