

Declaration of Honour

Erasmus+ Fewer Opportunities¹ top up for long-term traineeships²

I _____ born on _____ in _____ hereby confirm, that I will complete a long-term traineeship at _____ in _____.

I confirm that I have received and read the "Explanations for Erasmus+ Fewer Opportunities top ups" (pages 2-4) and that I am aware of the application conditions and criteria for the top ups. **This document must also be signed and submitted if no top up is requested.**

Please note the information on the combinability of top ups on page 2.

Please indicate accordingly		Top up
1. Monthly top up – <i>only one answer possible</i>		
<input type="radio"/>	I apply for the top up as a first-time academics .	250,- EUR/month
<input type="radio"/>	I apply for the top up as a continuously employed student for 6 months prior to the start of the traineeship (see salary requirement under 2.).	250,- EUR/month
<input type="radio"/>	I apply for the top up as a student with child(ren) . Number of child(ren): <<int_freefield1>>	250,- EUR/month/child
<input type="radio"/>	I apply for the top up as a student with chronic disease that results in additional financial needs abroad (see explanations under 4.)	250,- EUR/month
<input type="radio"/>	I apply for the top up as a student with a disability (20% or more)	250,- EUR/month
2. Individual top up – <i>multiple answers possible</i>		
<input type="radio"/>	I will submit a real cost application for students with disabilities (20% or more) or chronic disease or with child(ren)	Individual amount up to 15,000 EUR/stay
<input type="radio"/>	I apply for additional grant support for a preparatory visit (only for student with disabilities (20% or more) <u>or</u> chronic disease <u>or</u> with child(ren))	Individual amount up to 15,000 EUR/stay

Please indicate accordingly	
<input type="radio"/>	I do not want to apply for a top up and will receive the regular monthly grant depending on my destination.

I have provided all information to the best of my knowledge and I acknowledge that in the event of misrepresentation, I must repay the grant to KOOR – Erasmus Services BW.

Place, date

Student signature

¹ Refers to students with fewer opportunities meeting one of the following criteria: students with chronic medical conditions, students with a disability of more than 20 percent, students traveling with their child(ren), working students and first-time academics.

² Long-term traineeships last between 60 and 360 days, if necessary, a virtual period (home office in the home country) can be added. Virtual periods in the home country are not eligible.

Explanations for Erasmus+ Fewer Opportunities top ups for long-term traineeships in program and partner countries

Combinability of the top ups

Within the monthly top ups for students with fewer opportunities (table item 1) you can only choose one of the criteria even though multiple criteria would apply to you. The individual top up (table item 2) can be combined with a monthly top up (table item 1) if they do not apply to the same criterion. The preparatory visit can be combined for the same criterion.

Your total Erasmus grant can include the following allowances:

Maximum grant support =

regular monthly support depending on your destination

- + if applicable. one-off 50 euros for green travel (+ if applicable green travel days) (separate Declaration of Honour)
- + if applicable monthly top up of 250 euros for students with fewer opportunities (table item 1)
- + if applicable individual top up (individual amount up to 15.000 EUR/stay depending on actual costs) (table item 2)
- + if applicable preparatory visit (individual amount up to 15.000 EUR/stay depending on actual costs) (table item 2)
- + if applicable up to 130 euros for language courses and/or self-learning materials) (separate Declaration of Honour)
- + only for mobilities in partner countries³: travel allowance for students with fewer opportunities (+ if applicable up to 4 additional green travel days) (separate Declaration of Honour)

Please note, only a maximum of 4.5 months (135 days) per mobility is financially supported. The days beyond the 4.5 months are calculated as a zero grant. Zero grant days are also deducted from the funding quota. The top ups are also only paid for 4.5 months or for 4.5 months plus a maximum of 4 green travel days. Virtual periods (in the home country) are not eligible.

Requirements for the top up for fewer opportunities in detail

1. Top up for first-time academics

Students whose parents or caregivers do not have a degree from a university or university of applied sciences are eligible to apply. In the case of single parents, this rule applies only to the parent with whom the student grew up.

A degree from universities of cooperative education is considered an academic degree. Studies completed abroad are regarded as an academic degree, even if they are not recognised in Germany.

Proof: Declaration of Honour for fewer opportunities top up.

You agree to provide additional documents upon request as part of the final document submission process.

2. Top up for working students

Students are eligible to apply if the following criteria are met:

- ✓ The employment/traineeship completed in Germany was rewarded with a **net salary of more than 450 euros and less than 850 euros per month** (this salary range remains unchanged despite the minimum wage increase to 520 euros).
- ✓ The employment/traineeship completed in Germany **took place for at least six months before the start of the stay abroad**. The activity must have taken place within one year before the start of the mobility.

³International mobilities are stays that take place in the following countries: <https://eu.daad.de/infos-fuer-hochschulen/programmlinien/infos-zu-programm-und-partnerlaendern/de/45673-erasmus-partnerlaender-/>

- ✓ It may be a single employment/traineeship completed in Germany or several that follow one another directly. A vacation leave during employment is irrelevant.
- ✓ The employment/traineeship completed in Germany is **not continued during the mobility abroad**. Dismissal is not a prerequisite; the employment contract may also be suspended.
- ✓ Students who are engaged in a self-employed activity, a dual / part-time course of study with a fixed salary or have completed a traineeship abroad are excluded from applying.

Proof: Declaration of Honour for fewer opportunities top up.

You agree to provide additional documents (employment contracts, references, etc.) upon request as part of the final document submission process.

3. Top up for students with child (ren)

Students who take their child(ren) with them for the duration of their mobility abroad are eligible to apply. The additional grant support may also be granted to couples. However, only one parent can apply per mobility.

Proof: Declaration of Honour for fewer opportunities top up.

You agree to provide additional documents (birth certificate, travel receipts etc.) upon request as part of the final document submission process.

4. Top up students with chronic disease

Students with a chronic disease that leads to additional financial requirements for their stay abroad are eligible to apply. It must be possible to prove the chronic disease and the resulting additional financial requirements by means of a medical certificate. Disabilities qualifying for special support may be of a physical or mental nature:

- Examples of physical impairments: diabetes, thyroid diseases, cancer, celiac disease or other intolerances that require a special diet.
- Examples of mental disorders: panic or anxiety disorders, depression, schizophrenia, personality disorders, eating disorders, autism spectrum disorders, mental stress disorder, but also compulsive, attention and adjustment disorders.

Proof: Declaration of Honour for fewer opportunities top up.

You agree to provide additional documents (medical certificate etc.) upon request as part of the final document submission process.

5. Top up for students with disability

Students with a disability of 20 percent or more are eligible to apply.

Proof: Declaration of Honour for fewer opportunities top up.

You agree to provide additional documents (e.g., disability proof) upon request as part of the final document submission process.

6. Individual top up for students with disability, chronic disease or child (ren)

Real cost application

Students with **disability of at least 20 percent or chronic disease or a child(ren)** are eligible to apply. The application must be announced no later than three months before the start of the mobility.

Proof: Proof of chronic disease / Disability ID / Medical certificate / Proof that the child(ren) has been taken along and that the child(ren) regularly live(s) in the household of student / Real cost estimates

Preparatory visit

Students with a **disability of at least 20 percent or chronic disease or a child (ren)** can explore the local conditions during a preparatory visit (low-barrier housing, accessibility to the workplace, etc.). The individual top up can also be applied for one accompanying person. The application must be announced at least three months before the start of the preparatory visit.

Proof: Proof of chronic disease / Disability ID / Medical certificate / Proof that the child(ren) has been taken along and that the child(ren) regularly live(s) in the household of the student / Real cost estimates

7. Mobility in partner countries⁴: travel allowances for students with fewer opportunities

If you are planning a mobility in partner countries and at the same time meet one of the criteria listed in Table 1 of the Declaration of Honour, you will automatically receive a travel allowances (except traineeships in regions 13 and 14). The amount of the travel allowances depends on the distance from your home institution to your destination. However, if you travel green, you will receive an increased travel allowance for green travel instead of the standard travel allowance (see separate declaration of honour for green travel). KOOR calculates the distance using the EU Distance Calculator:

http://ec.europa.eu/programmes/erasmus-plus/resources/distance-calculator_en

Distance	Travel allowance (amount per student in EUR)
< 100 km	23,00
100-499 km	180,00
500-1.999 km	275,00
2.000-2.999 km	360,00
3.000-3.999 km	530,00
4.000-7.999 km	820,00
8.000 km and more	1.500,00

Proof: Declaration of Honour for fewer opportunities top up.

KOOR – Erasmus Services BW calculates the distance independently to determine the amount of the travel grant as described above.

⁴ International mobilities are stays that take place in the following countries: <https://eu.daad.de/infos-fuer-hochschulen/programmlinien/infos-zu-programm-und-partnerlaendern/de/45673-erasmus-partnerlaender-/>