

## **Key information for Host Organizations 2022**

### **- Extra Ordinary Procedure -**

#### *The internship*

- Duration: 2 to 6 months.
- Period: 20 June 2022 - 31 May 2023
- Focus: preferred on EU projects, might not be mandatory. Host Organizations, trainees and sending universities will agree to the tasks.
- Host Organizations and trainees also agree on dates.
- Students cannot do the internship in the same Country where their University is based.
- An internship period can be carried out remotely only if following or at the beginning of a period of at least two months of internship face-to-face. However, the overall duration must not exceed 6 months.

#### *The costs*

- Host Organizations participate free of charge.
- Students receive an Erasmus+ scholarship and insurance.

#### *Requirements to participate*

- Any organization can host interns: SME's, larger companies, municipalities, non-profit associations, universities, etc. The only organizations banned are bodies of the EU institutions.

#### *Other requirements for Host Organizations*

- core business must be coherent with the EU values.
- must provide a tutor present at least 3 times per week.
- must provide a workstation, desk, internet connection etc.
- must fill in EU4EU surveys.
- Ratio 3 staff for maximum 1 trainee.

#### *The Matching Phase with candidates*

- The Matching Phase starts on 2 May 2022 and ends on 10 June 2022
- By the beginning of the Matching Phase Host Organization must apply on the EU4EU Portal.
- If your registration is approved you'll see and filter candidates profiles.
- Select the ones you prefer and schedule web interviews.
- If the interview is successful you'll sign a Letter of Availability and send it to the candidate.
- You will be notified if the candidates you selected won the scholarship.

#### *How many trainees per Host Organization?*

- Host Organizations can upload maximum 15 Letters of Availabilities per