

# INTERNSHIP ABROAD



## CONTACT

### Fachhochschule Kärnten

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GD Bildung und Kultur  
Programm für lebenslanges Lernen



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## ADDITIONAL INFORMATION

### JOB BOOSTER

FH KÄRNTEN : KARRIERE ALS SERVICE

The Job Booster at the Carinthia University of Applied Sciences is a service for students revolving around careers and jobs. Early consultation, training for how to apply for a job, and career orientation show personal perspectives, that are important for starting your professional life.

The following services are offered:

- C2 career event
- CV Checks via Email
- Free of charge CV photos
- Career consultation & individual coaching (on demand)
- Job newsletter

Contact:

<https://www.fh-kaernten.at/fachhochschule/alumni-karriereservice>

E-Mail: [karriere@fh-kaernten.at](mailto:karriere@fh-kaernten.at)

### More Info

#### Helpful information

**Erasmus online**  
[www.erasmus.at](http://www.erasmus.at)

**International Relations Office at CUAS**  
[www.cuas.at/international](http://www.cuas.at/international)

**Outgoing-Plattform**  
[erasmusintern.org](http://erasmusintern.org)

**Grants opportunities**  
[www.fh-kaernten.at/en/en/cuas/students-life](http://www.fh-kaernten.at/en/en/cuas/students-life)



## ERASMUS

### The Erasmus+ Program

The European Region Action Scheme for the Mobility of University Students is a part of the EU's Lifelong Learning Program. The main goal is to promote cooperation between universities and student mobility. The focus points include the simplification of the recognition of academic achievements provided abroad, as well as the financial support of study or internship stays abroad.

### Grant amounts

Depending on the destination, the funding amounts are between 540 and 640 euros per month (as of 2022). Additional funding for a language course can be requested from the CUAS International Relations Office.

### Participating countries

Member States of the European Union, Iceland, Liechtenstein, Norway, Turkey, Republic of Macedonia and Serbia (as of 2022).

### Check list

#### Internship abroad:

##### Application deadlines and forms:

- Express interest to [international@cuas.at](mailto:international@cuas.at)
- Enroll in Moodle course
- At the latest, six weeks before you start
- with completed documents

- Application Form
- Training Agreement

## PROCEDURE

### To apply for an Erasmus+ grant, please complete the following steps:

#### Before your internship:

- Acceptance of an internship (obligatory or voluntary), which is recognized by CUAS.
- Period of stay must be between 2 and 12 months in one of the participating countries.
- Submission of the completed and signed documents on Moodle – at least six weeks before the start of your internship!

All of the required documents and detailed information are available in the Moodle course. You will receive all the exact details for the enrollment from the International Relations Office. Please send us an email at [international@cuas.at](mailto:international@cuas.at) to receive access to the course.

### INTERNSHIP AFTER YOUR GRADUATION?

With the Erasmus+ program it is also possible to apply for financial support after graduation. This is possible if, e.g. the same requirements for the Erasmus+ internship are met: Submission of documents on time, internship in one of the participating countries, minimal duration of 2 months. However, please note the following additional factors:

- The nomination for the Erasmus grant has to be completed while you are still enrolled at CUAS.
- The internship has to be completed within 12 months after your graduation.

During each study cycle (bachelor, master), you are entitled to a total of 12 months of Erasmus funding. If you have already received an Erasmus+ grant, the funding period will be reduced. For example: if you received funding for a semester abroad (three months) and an internship abroad (four months) during the bachelor's program, there is still five months of funding available for the graduate internship.

## ERASMUS+ SPECIAL NEEDS SUPPORT

### Students with special needs

Erasmus+ takes inclusion very seriously. Students with a disability or chronic illness can apply for additional financial aid to cover any additional costs that might arise due to their stay abroad.

### Students with children

Students who take their own children with them abroad as part of an Erasmus+ stay can apply for a special grant in the form of a monthly lump sum.

### Information and application

Would you like to apply for an Erasmus+ special grant? CUAS students contact the International Relations Office for detailed information on how to apply.

### Experiences

*„I did a voluntary internship abroad with Erasmus+ in Germany. I used my internship in Munich to finally apply what I had learned in practice and to gain new impressions and experiences in the construction industry, especially in a large company. But not only professionally I was able to collect a lot of new impressions, but also in my private life. The internship was definitely worth it and was a great opportunity and enrichment for me.“*

**Nagel Hannah Manuela Christina**  
Grassmann+Grossmann  
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