



Attention Students currently following
MCAST Higher Diploma and/or Bachelor's Degree Programmes (Level 5/6)
ERASMUS+ Higher Education Call

Student Mobility for Placements

Student Mobility for Studies

Dear Students,

The MCAST Erasmus+ Projects and Mobility Office would like to inform you that a Call for Applications under Erasmus+ is currently open. Erasmus+ is offering opportunities for a minimum of two-month **work placement** or a **study abroad for a full semester**. This is a great opportunity to gain work experience in your area of studies, or conduct academic study in another European country and experience a different European culture.

What opportunities do I have?

There are two types of mobility available as follows (please read carefully to see if you qualify):

1. Erasmus+ student mobility for traineeship/placement

- Internship for practical learning at a host company in Europe (min. 2 months).
- Travel between July and September 2022.
- **Available for all level 5-6 higher education students¹.**
- If a student is successfully selected, MCAST will do its utmost to find a traineeship for the selected students, however it is highly recommended that the students also search, find and propose a traineeship themselves. This would fast-track the traineeship research process.

2. Erasmus+ student mobility for studies

- Study at another European Union educational institution for a full semester.
- Travel between August 2022 and February 2023, depending on the academic calendar and course schedule of the receiving institution.
- **Available only for level 5-6 higher education students currently in their first year of studies.** The selected candidates will travel abroad during the first semester of their second year.
- **The participation of students in this opportunity is limited by the number of available subjects taught in English language, that are relevant to the course of studies undertaken at MCAST and totalling 30 ECTS.**
- Being selected as a possible candidate does not guarantee participation. Confirmation of places available needs to be obtained from our partner institutions after the application period and will be communicated accordingly by the Erasmus+ Projects and Mobility Office by end of June 2022.

Erasmus+ will provide funding towards flights and subsistence according to the Programme guidelines. Other details such as accommodation, dates and countries cannot be communicated at this early stage. **If successful with their applications, each student will be consulted individually and the dates of the Erasmus+ mobility be decided by the Erasmus+ Projects and Mobility Office after consulting the Institutes/Colleges.**

¹ If you are on your final year of studies, you can still apply: recent higher education graduates may also participate in an Erasmus+ mobility for traineeship/placement abroad.

How can I apply?

You can apply by filling in the Erasmus+ Higher Education application form on pages 4-8. The MCAST Erasmus+ Projects and Mobility Office requires the following documentation:

- The original application
- Copy of your up-to-date Europass CV
- A digital version (pdf) of the CV sent as an email attachment to Desiree.Civelli@mcast.edu.mt

Where can I go?

Erasmus+ mobilities can take place in the following countries:

Belgium, Bulgaria, Czech Republic, Denmark, Germany, Estonia, Ireland, Greece, Spain, France, Croatia, Italy, Cyprus, Latvia, Lithuania, Luxembourg, Hungary, Netherlands, Austria, Poland, Portugal, Romania, Slovenia, Slovakia, Finland, Sweden, North Macedonia, Iceland, Liechtenstein, Norway, Turkey and Serbia.

The student **does not select** the country in the application. Student Mobility for Studies is limited by existing partnerships between MCAST and institutions in these countries. Students who are successful in applying for a Student Mobility for Placement will have a chance to search for a placement in any of the countries above.

Covid-19

It is the students' responsibility to check the Covid-19 requirements of the host country before travelling. These requirements may change at the last minute. This applies also to travellers returning to Malta.

Students with special needs

Students with special needs can benefit from additional support including the possibility of an accompanying person. If you have a special need, please indicate it in the appropriate section of the application.

Submission of Applications

Kindly submit your application by not later than **Friday 12th November 2021 at 16:00** at the Erasmus+ Projects and Mobility Office, Students' House 3rd floor, MCAST Main campus. Late applications will not be accepted.

Make sure that your applications are duly **signed and stamped** by the director or a deputy director of your institute as indicated. Applications that are not signed will not be accepted.

Should you need any assistance please contact the MCAST Erasmus+ Projects and Mobility Office on 2398 7308.

We strongly encourage you not to miss out on this unique opportunity.



SPECIAL NEEDS

Do you have any access needs (physical, mental or health-related conditions)? Yes* No

*If yes, we invite you to disclose this information so that your needs can be addressed, and that you can apply for an additional grant in order to cover the extra costs which may incur during your Erasmus+ mobility. The information you share will be kept confidential, and only used for the purpose of facilitating your Erasmus+ mobility. In accordance with Article 21 of the Charter of Fundamental Rights of the European Union, there shall be no discrimination on the basis of this information.

Participants with special needs are advised to express their needs in the application form of their respective institution / organisation. However, not stating this at application stage does not preclude them from applying for 'special needs funds' if they were required to purchase medicines, health products and/or health services during their mobility period abroad to sustain their living

CURRENT STUDY

Institute at MCAST: _____

Which course are you currently attending? _____

At which Level? _____

Course Duration: _____ years Course Years: (20__ - 20__) Current year of Study: _____

Will you complete a Degree Course by July 2022? _____

TRAINEESHIP PREFERENCE (for those applying for the 2-month internship)

Kindly indicate in what **type of companies/ employment** you would like to follow your exchange:

1st Preference: _____

2nd Preference: _____

3rd Preference: _____

Kindly note that we cannot guarantee that we can place you exactly according to your preference. It is highly recommended that you find and propose a traineeship yourself. This would fast-track your placement if you are successful with your application. If selected, the Erasmus+ Projects and Mobility Office will support you to search independently.

Signature of Applicant²: _____

Date: _____

Signature of Director/Deputy Director: _____

Date: _____

Stamp of Director/Deputy Director

Applications with missing signatures or stamps will not be accepted. Please submit one original application with your up-to-date Europass CV³ to the Erasmus+ Projects and Mobility Office by the deadline. Also please submit a digital copy of your Europass CV to desiree.civelli@mcast.edu.mt with the subject stating: HE Student Mobility Application. Students are encouraged to apply only if they are certain of their availability.

After the deadline for application expires, each application will be checked at the Erasmus+ Projects and Mobility Office to confirm eligibility. Once eligibility is confirmed each application will be evaluated, and the final mark will also take into consideration the academic performance and attendance of the students. Each student will be given a ranking which will be used to allocate Erasmus+ funding at ESGAC committee. The number of students we can send for Erasmus+ mobilities depends on the amount of Erasmus+ funding available, and in case of Student Mobility for Studies also on the availability of places at the partner universities that offer suitable courses. While MCAST will do its utmost to find a traineeship for the selected students, students are also encouraged to look for a traineeship themselves.

² Kindly note that with the signature the applicant is also giving permission to the MCAST Erasmus+ Projects and Mobility office to share the information in this application and curriculum vitae with third parties with the aim of securing a placement/study abroad opportunity for the student. All personal information collected or provided through this application and the placement will be processed by MCAST in accordance with its privacy notice applicable to students.

³ Students from the **Institute of Creative Arts** are requested to include a link to their portfolio in their CV.

Data Protection and Privacy Policy

Participants are requested to provide MCAST with the consent to record all meetings/sessions as a proof and record of the same session.

All content contained in the recordings shall be processed in accordance with Regulation (EU) 2016/679 and Regulation (EU) 2018/1725 of the European Parliament and of the Council on the protection of individuals with regard to the processing of personal data by the EU institutions and bodies and on the free movement of such data. Such data shall be processed solely in connection with the reference and follow-up of the recorded discussions, by all partners without prejudice to the possibility of passing the data to the bodies responsible for inspection and audit in accordance with EU legislation (Court of Auditors or European Antifraud Office (OLAF)).

Any participant may, on written request, gain access to the full recording, which may include his/her personal contributions and may, in writing correct any information that is inaccurate or incomplete. He/she should address any questions regarding the processing of his/her personal data by the lead partner and/or the National Agency. By signing below, the applicant agrees to allow the recording of meetings including but not limited to Transnational Project Meetings, Working teams meetings and discussions with the partner coordinators, with the intention to share the said recordings with all participating members for deeper understanding and future reference of the recorded meetings. These recordings may act in lieu of meeting minutes.

Name of Applicant (In Block Letters): _____

Signature of Applicant: _____

Date: _____