

Zagreb School of Economics and Management (ZSEM) Erasmus+ Program 2023/24 - Financial Support Competition for Internships

Are you a ZSEM student looking to gain professional experience abroad during the academic year **2023/24**? This competition is your ticket to an Erasmus+ internship, and it comes with some fantastic benefits:

1. Eligibility:

This competition is open to regular and extraordinary undergraduate or graduate students at ZSEM.

2. Duration:

Your internship can last between 2 to 12 months. You can combine it with a study stay, but the duration cannot exceed 12 months.

3. Financial Support:

- As an Erasmus+ student, you can enjoy a monthly financial grant during your internship abroad. The amount varies, with outgoing students receiving either 700 or 650 Euros monthly, depending on the selected program country for exchange. Students without travel support can receive an additional 50 Euros and up to 4 extra travel days for green travel. [here](#) you can find a statement for green travel.
- The monthly Erasmus+ financial support for students going on internship abroad within and outside Europe during the academic year 2023/2024 is [here](#):

4. Limitations:

You cannot receive this financial support if you're already receiving other EU funds simultaneously. However, national or local scholarships are not considered double funding.

5. Special Support:

We are dedicated to supporting students facing unique challenges. The following categories of students are considered students with fewer opportunities and can additionally have a pop-up of 250€/ month:

1. Students will have low economic status.
2. Students who have refugee, asylum seeker, or migrant status.
3. Students whose personal, physical, mental, or health conditions require additional financial or other support.

6. **Selection Criteria:**

The primary selection criterion is submitting the requested documents. In the case of equal academic qualifications, students with fewer opportunities are given priority.

7. **Application Process:**

To apply, fill in and sign the:

- [Application form](#)

Required documentation includes also:

- Copy/scan of the ID card for applying within the EU and copy/scan of passport (both sides)
- Copy/scan of the EU insurance card for applying within the EU or copy of a private insurance health insurance policy covering mobility period (must cover at least 30000 €) for applications outside the EU.
- For practice, additional insurance against accidents at work and against liability is also mandatory. If the company does not cover the same, the student will have to take out private insurance himself: contact Erasmus coordinator for assistance
- Transcript of the passed exams and assessment of the achieved ECTS credits certified by the Student Service office
- [Filled OIB table](#) (in Excel format)
- Confirmation that the student is the owner of that account provided in the OIB table
- Signed [Traineeship agreement](#) between student and employer. [Here](#), you can find a guide on how to fill out the learning agreement.
- For students with disabilities - with all the above-mentioned and a certificate from an authorised institution showing the degree of disability. Similarly, for students with lower socio-economic opportunities. All the information needed can be found [here](#) . More information on the Mobility Agency website: [Link](#)
- Ensure all required documentation is submitted electronically to amali@zsem.hr
- this competition is for Fall and Spring semester

8. **Publication of Results:**

The results will be published on the International Office's website within one month after submitting the required documents.

9. **Appeal Process:**

If you disagree with the selection decision, you can file an appeal within 8 days of the announcement of the results.

10. **Data Privacy:**

An appeal to the legal service of ZSEM may be filed against the decision on selecting candidates within 8 days of the announcement of the competition results. The appeal shall be submitted in writing. The Commission shall decide on the appeal.

All the personal data of the candidates given in the application and the process that follows the application will be processed to carry out the relevant tender, including the evaluation of submitted applications. The results of the competition are publicly announced to raise the transparency of the procedure itself. The basis for the processing of personal data is the application of the applicant - processing of personal data is necessary for taking the actions preceding the conclusion of the contract and for the possible subsequent conclusions of the contract. The European Commission is the head of personal data processing in the part where processing is carried out for the Erasmus + program. More information on the processing can be found at http://ec.europa.eu/programmes/erasmus-plus/specific-privacy-statement_en. Also, visit [Mobility Agency website](#)

Take advantage of this opportunity to gain international experience and financial support for your internship. Good luck!

International office, April 1, 2023