



POZNAN UNIVERSITY OF TECHNOLOGY

Dział Współpracy Międzynarodowej  
[www.put.poznan.pl/erasmus](http://www.put.poznan.pl/erasmus) [outgoing@put.poznan.pl](mailto:outgoing@put.poznan.pl)



**Studies and traineeship within Erasmus+ programme for  
PUT students in the academic year 2023/2024**



# General rules for participation

max.12 months  
within the same  
study cycle

studies +  
traineeship  
within one study  
cycle

internship for  
graduates added to  
the cycle of studies  
they will take place

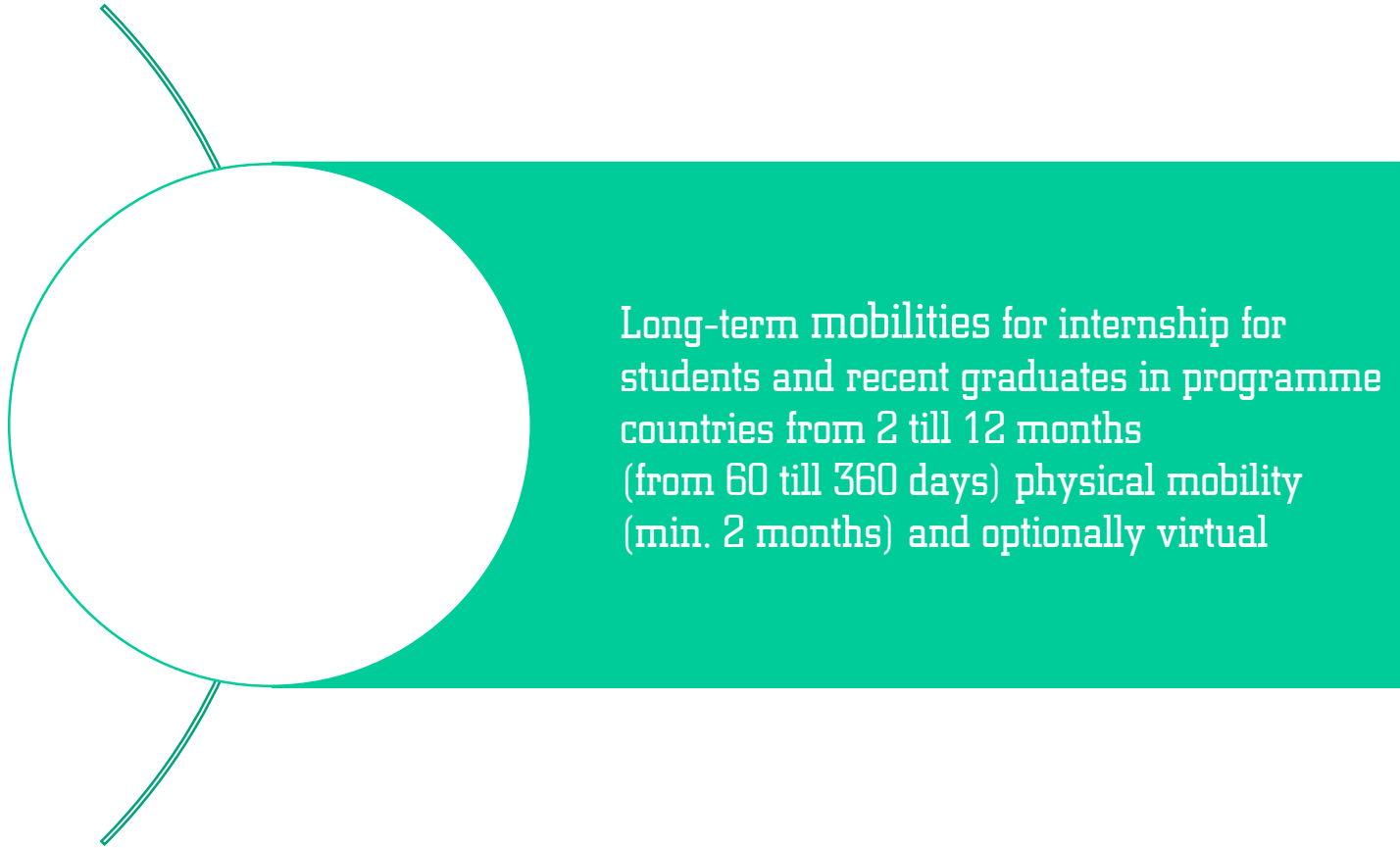


# Mobilities within project (1/4)



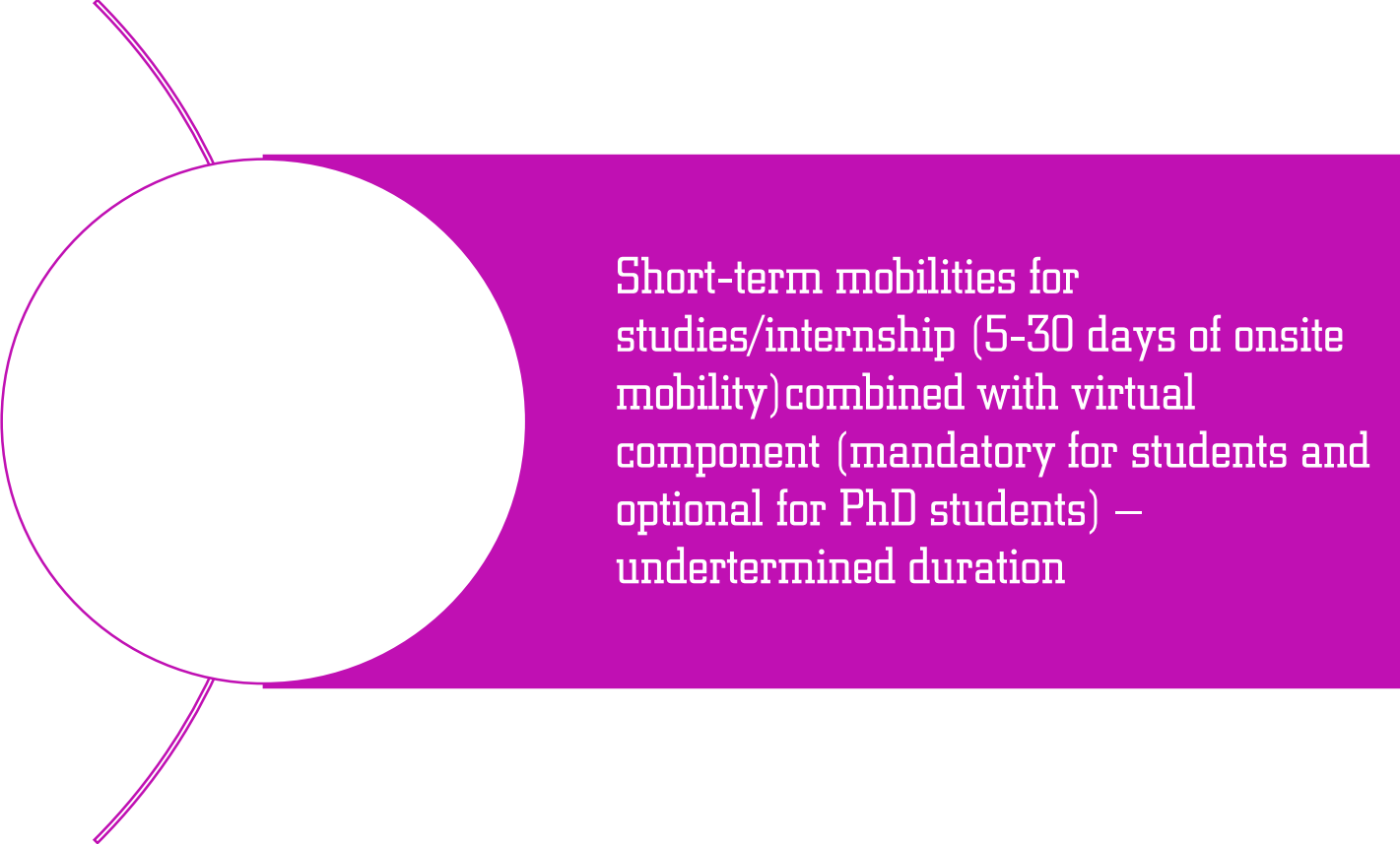
Long-term mobilities for studies for in  
programme countries  
from 2 till 12 months  
(from 60 till 360 days) physical mobility  
(min. 2 months) and optionally virtual

# Mobilities within project (2/4)



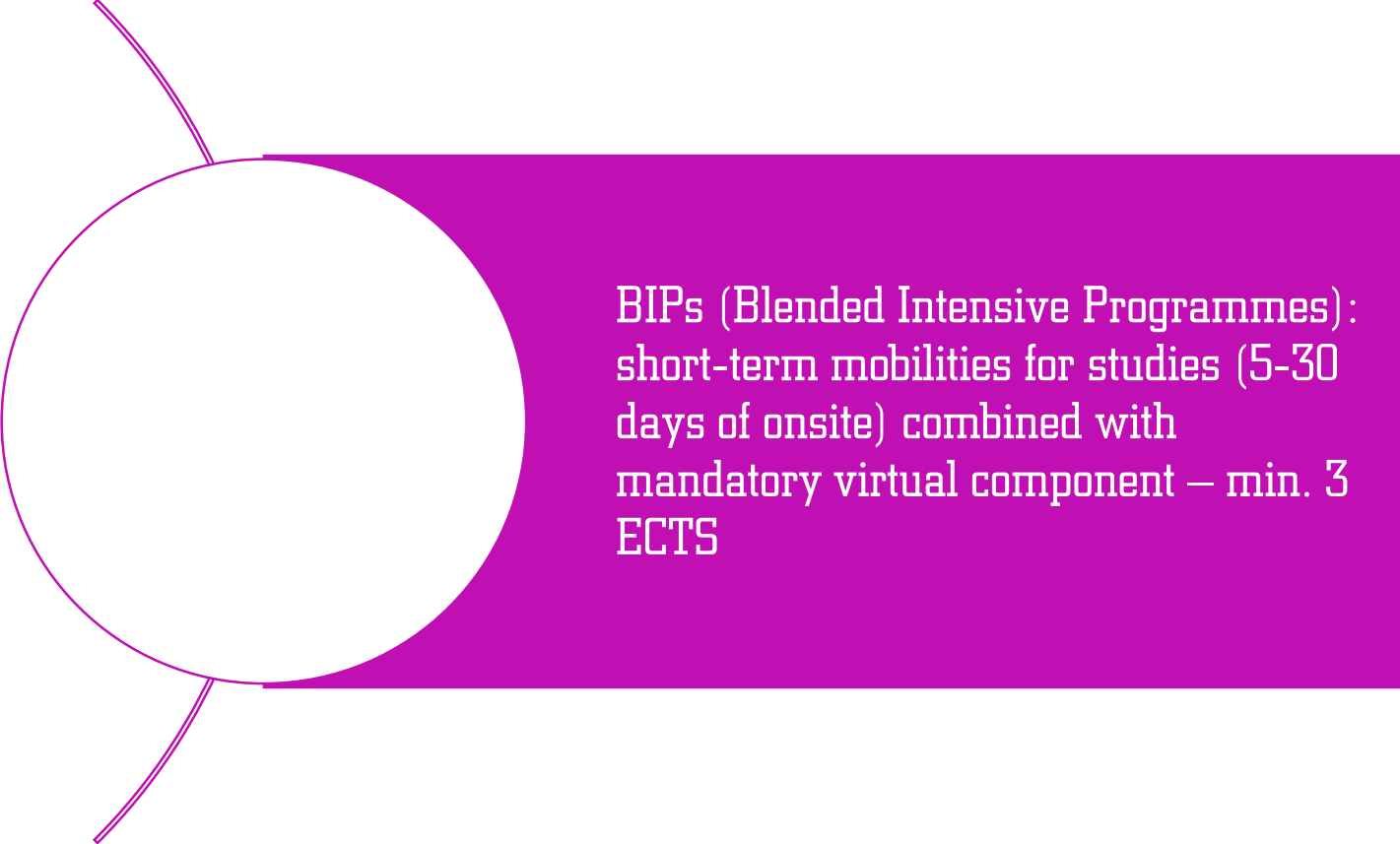
Long-term mobilities for internship for students and recent graduates in programme countries from 2 till 12 months (from 60 till 360 days) physical mobility (min. 2 months) and optionally virtual

# Mobilities within project(3/4)



Short-term mobilities for studies/internship (5-30 days of onsite mobility) combined with virtual component (mandatory for students and optional for PhD students) – undertermined duration

# Mobilities within project(4/4)



BIPs (Blended Intensive Programmes):  
short-term mobilities for studies (5-30  
days of onsite) combined with  
mandatory virtual component – min. 3  
ECTS

# Inter-Institutional Agreements (1/4)



**433 bilateral agreements  
with European  
universities under the  
Erasmus+ programme**



## Inter-Institutional Agreements (2/4)

Student may apply only to the universities which have signed the IIA's with his/her PUT's Faculty/Institute.

<https://www.put.poznan.pl/wyjazdy-na-studia-w-ramach-programu-erasmus>







# Inter-Institutional Agreements (3/4)

Lp.	Kraj	Miasto	Uczelnia	kod uczelni	strona www uczelni	Kierunek studiów	Poziom	Wyjeżdżający	
								Liczba	s x m
1.	BELGIA	Antwerpen	Universiteit Antwerpen		<a href="http://www.uantwerp.be">www.uantwerp.be</a>	Electronics and Automation	BSc	1	5
		Gent	Gent University	B GENT01		Electronics and Automation	MSc, PhD		
2.	BUŁGARIA	Velioko Tarnovo	Vasil Levski National Military University	BG VELIKO02	<a href="http://www.nvu.bg/en/nod">http://www.nvu.bg/en/nod</a>	Automation and Robotics	BSc, MSc	2	10
3.	CHORWACJA	Rijeka	Univeristy of Rijeka			Automatic Control and Industrial Electronics	BSc, MSc	1	6
4.		Zagreb	University of Zagreb	HR ZAGREB01	<a href="http://www.unizig.hr/home">http://www.unizig.hr/home</a>	Electronics and Automation	BSc, MSc, PhD	2	20
5.	CZECHY	Praga	Czech Technical University in Prague	CZ PRAHA10	<a href="http://www.cvut.cz">www.cvut.cz</a>	Control Engineering	BSc, MSc	2	12
6.	ESTONIA	Tallinn	TalTech University	EE TALLIN04	<a href="http://www.ttu.ee">www.ttu.ee</a>	Electronics and Automation	BSc, MSc,	2	20
7.	FRANCJA	Evry	Universite d'Evry Val d'Essonne		<a href="http://www.univ-evry.fr">www.univ-evry.fr</a>	Computer Science	BSc, MSc, PhD	10	100
8.		Paris	ECE Paris- Graduate School of Engineering	F PARIS222	<a href="http://www.ece.fr/school-of-engineering/program">www.ece.fr/school-of-engineering/program</a>	Electronics and Automation	BSc, MSc	2	10
9.		Longuenesse	Ecole d'Ingenieurs du Littoral Cote d'Opale (EILCO)		<a href="http://www.univ-littoral.fr/">http://www.univ-littoral.fr/</a>	Control Engineering&Robotics	BSc, MSc	2	12
10.		Valenciennes	University of Valenciennes and Hainaut-Cambresis	F VALENCI01	<a href="http://www.univ-valenciennes.fr/">www.univ-valenciennes.fr/</a>	Automation and Robotics	BSc, MSc, PhD	2	20
11.	GRECJA	Thessaloniki	Alexander Technological Educational Institute of Thessaloniki		<a href="http://erasmus.teithe.gr">http://erasmus.teithe.gr</a>	Electronics and automation	BSc,MSc	2	20
12.	HISZPANIA	Cadiz	Universidad de Cadiz	E CADIZ01	<a href="http://uca.es">http://uca.es</a>	Computer Science	BSc	2	10
13.						Industrial Engineering	MSc	2	10
							ogółem:	150	
		RAZEM UMÓW- 61							

BSc = studia I stopnia  
MSc = studia II stopnia  
PhD = studia III stopnia  
s x m = studentomiesiące

aby obliczyć długość pobytu dla jednego studenta, należy liczbę studentomiesiący podzielić przez liczbę miejsc, np. 24/4 = 6 miesiące

umowy zaznaczone kolorem zielonym - odnowione, aktualne w ramach programu Erasmus+

umowy zaznaczone żółtym - są w trakcie odnawiania, podpisana umowa została wysłana do uczelni zagranicznej, czekamy na odesłanie podpisanej umowy

umowy zaznaczone kolorem białym - czekamy na potwierdzenie ze strony uczelni zagranicznej, że jest zainteresowana kontynuowaniem współpracy z PP w ramach Erasmus+

umowy oznaczone kolorem czerwonym - umowa nieaktualna, uczelnia zrezygnowała ze współpracy z PP w ramach Erasmus+



# Inter-Institutional Agreements (4/4)

Uczelnia	kod uczelni	strona www uczelni	Kierunek studiów	Poziom	Wyjeżdżający	
					Liczba	s x m
Universiteit Antwerpen		<a href="http://www.uantwerp.be">www.uantwerp.be</a>	Electronics and Automation	BSc	1	5
gent University	B GENT01		Electronics and Automation	MSc		
asil Levski National Military University	BG VELIKO02	<a href="http://www.nvu.bg/en/nod">http://www.nvu.bg/en/nod</a>	Automation and Robotics	MSc, PhD	2	10
University of Rijeka			Automatic Control and Industrial Electronics	BSc, MSc	1	6
University of Zagreb	HR ZAGREB01	<a href="http://www.unizig.hr/home">http://www.unizig.hr/home</a>	Electronics and Automation	BSc, MSc, PhD	2	20
zech Technical University in Prague	CZ PRAHA10	<a href="http://www.cvut.cz">www.cvut.cz</a>	Control Engineering	BSc, MSc	2	12
alTech University	EE TALLIN04	<a href="http://www.ttu.ee">www.ttu.ee</a>	Electronics and Automation	BSc, MSc	2	20
iversite d'Evry Val d'Essonne		<a href="http://www.univ-evry.fr">www.univ-evry.fr</a>	Computer Science	BSc, MSc, PhD	10	100
CE Paris- Graduate School of Engineering	F PARIS222	<a href="http://www.ece.fr/school-of-engineering/program">www.ece.fr/school-of-engineering/program</a>	Electronics and Automation	BSc, MSc	2	10
cole d'Ingenieurs du Littoral Cote d'Opale (EILCO)		<a href="http://www.univ-littoral.fr/">http://www.univ-littoral.fr/</a>	Control Engineering&Robotics	BSc, MSc	2	12
University of Valenciennes and Hainaut-Cambresis	F VALENCI01	<a href="http://www.univ-valenciennes.fr/">www.univ-valenciennes.fr/</a>	Automation and Robotics	BSc, MSc, PhD	2	20
Alexander Technological Educational Institute of Thessaloniki		<a href="http://erasmus.teithe.gr">http://erasmus.teithe.gr</a>	Electronics and automation	BSc, MSc	2	20
Universidad de Cadiz	E CADIZ01	<a href="http://uca.es">http://uca.es</a>	Computer Science	BSc	2	10
			Industrial Engineering	MSc	2	10
ogółem:					150	



# Is it possible to go for two different mobilities within one academic year? (1/3)

Yes, but only first choice has priority





# Is it possible to go for two different mobilities within one academic year? (2/3)

Second choice will be recognised as an additional with lower priority (further position on a ranking list)





# Is it possible to go for two different mobilities within one academic year? (3/3)

Scholarship - "?"





# Studies under Erasmus+

Studies taken on Host University will be fully recognised at PUT on the base of Learning Agreement (so-called OLA).



## Formal criteria to be qualified (1/2)

- average of marks (3.5)
- foreign language knowledge
- other conditions set at the Faculty



Students who didn't participate in Erasmus+ yet, will be given priority.



## Formal criteria to be qualified + (2/2)

IRO recommends to the Faculties that students can earn additional points for:

- voluntary works for PUT
- engagement in ESN
- participation in student's scientific associations







# Recruitment for Erasmus+ studies (1/3)

Student contacts his/her E+ Faculty Coordinator and applies at the Faculty

<https://put.poznan.pl/en/erasmus-outgoing/coordinators>





# Recruitment for Erasmus+ studies (2/3)

E+ Faculty Coordinator forwards to IRO a list of students qualified to the Erasmus+ Programme (students don't apply to IRO on their own)





# Recruitment for Erasmus+ studies (3/3)

Student has to prepare all the application documents on his/her own, collect the required signatures and sends the documents to the host university





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# Recruitment for Erasmus + studies

Recruitment deadline at the Poznan University of Technology

# 1 February 2023

it concerns the whole 2023/24 academic year,  
including summer semester



# Required documents for the Host University (1/2)

- Application forms of the host university (on-line or paper versions)
- Learning Agreement – the most important document!

Online Learning Agreement - <https://learning-agreement.eu/>

- Transcript of Records





# Required documents for the Host University (2/2)

- + other documents required by host university
- + dormitory application(?)



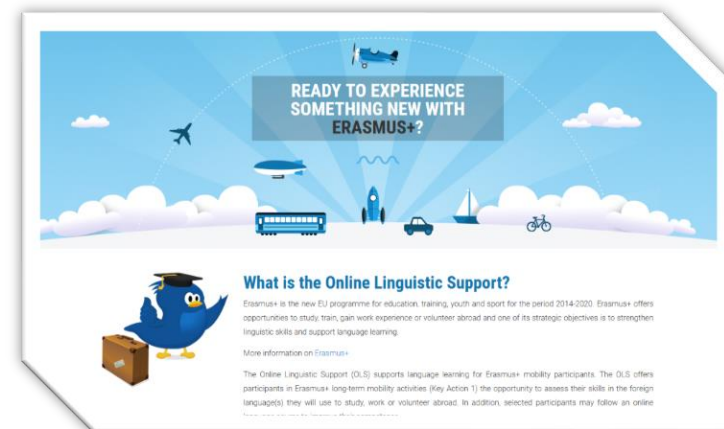
# OLS language test

Language support for outgoing students

Placement test

+ possibility of online course

To choose: lecture language  
or language of country of host university.



<https://academy.europa.eu>



# Participation costs in the Erasmus+ (1/4)

There is **no fee at the host university.**

Student may be obliged to pay eg. for student's card, library card, etc.

Student still has to pay a fee for studies at PUT.







# Participation costs in the Erasmus + (2/4)

During mobility student is entitled to all the scholarships what he/she gets at PUT.





# Participation costs in the Erasmus+ (3/4)

Erasmus+ scholarship stakes are rigids, the same for all participants from Poland.





# Participation costs in the Erasmus+ (4/4)

Erasmus+ scholarship is an addition, it doesn't cover entire living costs.





# Erasmus + scholaships

GROUP	COUNTRIES	ERASMUS + (EUR)
I	Denmark, Finland, Ireland, Island, Lichtenstein, Luxsembourg, Norway, Sweden Switzerland, Great Britian, Faroe Islands	550,00
II	Austria, Belgium, Cyprus, France, Greece, Spain Malta, Netherlands, Germany, Portugal, Italy Andorra, Monako, San Marino, Vatican	550,00
III	Bulgaria, Croatia, Czech Republic, Estonia, Lithuania, Latvia, Republiuc of Northern Macedonia, Romania, Serbia, Slovakia, Slovenia, Turkey, Hungary	450,00



# GREENTRAVEL



Travel by **low-emission means of transport** such as bus, train or car-sharing.

- individual support for living costs - possible for 4 additional travel days
- **50 €** for meeting the requirements related to "greentravel" for students who do not receive the standard travel lump sum



# Traineeship within Erasmus+

related to field  
of studies

realised as  
mandatory or  
voluntary

mandatory –  
ECTS points

voluntary –  
mentioned in the  
diploma  
supplement





# Application for Traineeship (1/3)

Student

International  
Relations Office

Traineeships realized during summer vacations – in other cases the consent of Dean is required





## Application for Traineeship (2/3)

No deadline for application, the recruitment is on a continuous basis.

The order of applications counts "first-come, first-served" - we accept ONLY the full sets of documents.







# Application for Traineeship (3/3)

Full set of documents **should be sent** @ [outgoing@put.poznan.pl](mailto:outgoing@put.poznan.pl).

Erasmus + scholarship given for **6 months** (180 days).





# Required documents for Traineeship

1. Application form
2. Confirmation about student status and the average of marks (3,50)
3. Proof of language knowledge
4. Letter of Intent - a confirmation from the host institution

<https://put.poznan.pl/en/erasmus-outgoing/internships>



# Where can I go? (1/2)

Company or university laboratory

Located in the country of Erasmus + Program



# Where can I go? (2/2)

List of companies at: <https://put.poznan.pl/oferty-praktyk>

Student is looking for the company on his/her own.





# Where **can't** I go?

1. In the EU institutions.
2. In institutions responsible for the management of EU programs.
3. Polish diplomatic missions abroad.





# Recent graduate Traineeship (1/2)

The rules are the same as for the students.

**IMPORTANT!** Application **before the thesis defence.**

Obtaining the status of a graduate makes it impossible to apply.





## Recent graduate Traineeship (2/2)

Recent graduate Traineeship has to be done within 12 months from the date of the thesis defence.





# Traineeship scholarship

GROUP	COUNTRIES	Scholarship rate
I	Denmark, Finland, Ireland, Island, Lichtenstein, Luxembourg, Norway, Sweden	670,00
II	Austria, Belgium, Cyprus, France, Greece, Spain, Malta, Netherlands, Germany, Portugal, Italy	670,00
III	Bulgaria, Croatia, Czech Republic, Estonia, Lithuania, Latvia, Republic of Northern Macedonia, Romania, Serbia, Slovakia, Slovenia, Turkey, Hungary	600,00





ERASMUS+  
OUTGOING  
STUDENTS

STUDIES

INTERNSHIPS

FACULTY COORDINATORS

## ERASMUS+ OUTGOING STUDENTS

STUDIES

INTERNSHIPS

FACULTY  
COORDINATORS

MASZ PYTANIA?

[outgoing@put.poznan.pl](mailto:outgoing@put.poznan.pl)

SHARE:



<https://put.poznan.pl/en/erasmus-outgoing>





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# Thank you for the attention

Piotrowo 5, room no. 141 G  
[outgoing@put.poznan.pl](mailto:outgoing@put.poznan.pl)

<https://put.poznan.pl/en/erasmus-outgoing>

tel.: +48 61 665 35 44

