



UNIVERSITY OF
BATH



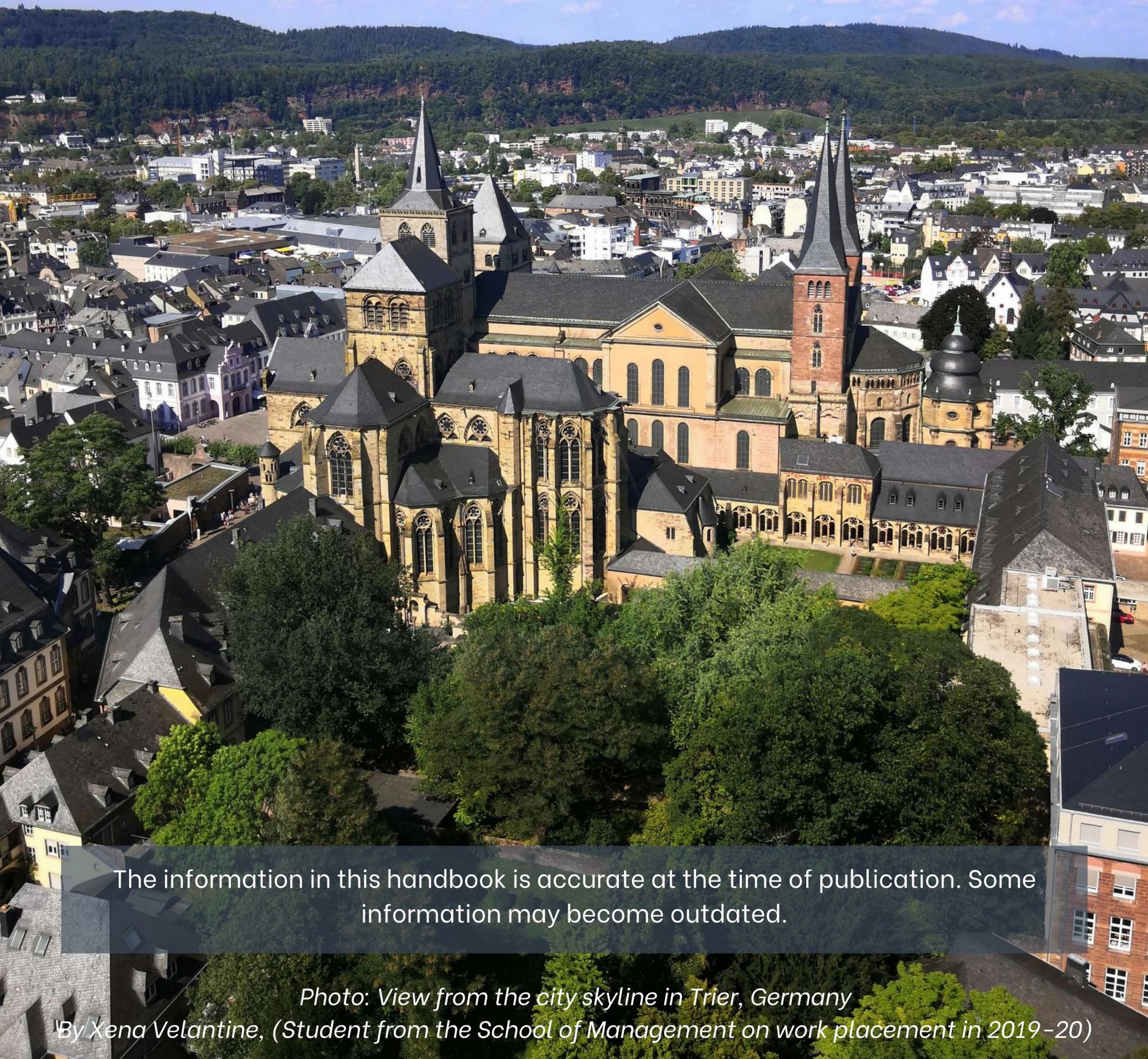
Eramus+ Funding
**Outgoing
Student
Handbook**
2021-2022

International Relations Office

Telephone: +44 (0) 1225 384718 | Email: erasmus@bath.ac.uk

This handbook gives you an overview of the Erasmus+ funding process, eligibility requirements, how to apply and how the grant is calculated and paid.

It will also help you complete your Erasmus+ paperwork.



The information in this handbook is accurate at the time of publication. Some information may become outdated.

Photo: View from the city skyline in Trier, Germany

By Xena Velantine, (Student from the School of Management on work placement in 2019-20)

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CONTENTS

- 2** Erasmus+ grants after Brexit
- 4** Your Erasmus+ funding contacts
- 5** About Erasmus+
- 6** Study exchange
- 7** Work placements
- 8** Multiple Erasmus mobilities
- 9** Eligibility
- 10** How to apply
- 11** Where can I go?
- 12** Erasmus+ funding process
- 13** How the grant is calculated
- 15** How much will I receive?
- 16** Erasmus+ Disability grant
- 17** Disadvantaged background top-up
- 18** Sample grant calculation
- 19** How & when will I receive my grant?
- 20** Erasmus+ paperwork
- 21** Deadlines for Erasmus+ paperwork
- 22** Sample Erasmus+ paperwork
- 26** Online Linguistic Support (OLS)
- 27** Travel cover and GHIC card
- 28** EU survey - Participant online report
- 29** Early termination and overpayment
- 30** COVID-19 and Erasmus+ grants
- 32** Visas, signatures and Hardship fund
- 33** Erasmus+ Student Charter
- 34** Frequently Asked Questions
- 38** Useful resources
- 40** Student experiences

Erasmus+ grants after Brexit

The United Kingdom left the European Union on 31st December 2020 with a deal in place. Under the deal negotiated with the EU, the UK will no longer participate in the Erasmus+ scheme. However, Erasmus+ projects that were in place at the time the UK left the EU will continue until the end of the project. In 2020, the University of Bath made a successful bid and was awarded Erasmus+ funding (2020 Erasmus+ project) which will run until 31st May 2023.

Can I apply for Erasmus+ grants in the 2021/2022 academic year?

Yes. The Erasmus+ grant is open to all registered students including UK, EU and overseas students who intend to undertake a study exchange or work placement in Europe.

Will I receive Erasmus+ grants in the 2021/2022 academic year?

Yes, you will still receive your Erasmus+ grant in the 2021/2022 academic year. While the UK will no longer participate in the Erasmus+ scheme, the Erasmus+ projects that were already in place before Brexit will continue until their expiry date. UK beneficiaries of Erasmus+ funding, including the University of Bath, will continue to take part in grants awarded under the current Erasmus+ scheme until their end date.

What will happen after the current Erasmus+ project comes to an end?

The UK government has announced a new programme called the Turing Scheme which will replace the Erasmus+ scheme. The [Turing Scheme](#) is intended to fund students on study exchanges and work placements globally.

Has the University of Bath secured Erasmus+ funding for 2021/2022?

Yes. In 2020 the University of Bath made a successful bid and was awarded Erasmus+ funding (2020 Erasmus+ project). The University has until 31st May 2023 to spend the funding that is available.

I did not apply for Erasmus+ grants for my work placement or study exchange in Europe because I thought Erasmus+ has been cancelled because of Brexit. Can I still apply for Erasmus+ grants?

Yes. If you intend to undertake a study exchange or work placement in Europe, you are encouraged to apply for Erasmus+ grants. Please download the application form from [Moodle](#) or contact us at erasmus@bath.ac.uk. (see page 11 of this handbook for countries where you can go to).

I am not a UK citizen; can I still apply for Erasmus+ grants?

Yes. The Erasmus+ grant is open to all registered students at the University of Bath. This include UK, EU and overseas students.

Erasmus+ grants after Brexit

I heard there was a deadline for the Turing Scheme recently, have I missed the chance to apply for the scheme?

No, this deadline was for the University to apply to the government agency for Turing Scheme funding. The University has put together a bid for the funding, but you do not need to do anything yet. The International Mobility Team will work with your departments, should we be granted Turing Scheme funding, to let you know about applying and deadlines for the scheme. This will not be until August 2021, at the earliest.

Is it likely that the University would be running both the Erasmus+ scheme and the Turing scheme simultaneously?

The University has submitted a bid for the Turing Scheme funding. If the University is granted the Turing Scheme funding, then it is likely that the University will be running both the Erasmus+ scheme and the Turing scheme simultaneously in the 2021/2022 academic year.

Will I be able to receive both Erasmus+ and Turing funding at the same time?

No, it is not possible to receive both Erasmus+ and Turing funding at the same time. Though they will run simultaneously, they will not be used for the same placements or study exchange. In the 2021-2022 academic year, Erasmus+ funding will be used for European mobilities (study exchanges and work placements) and Turing funding for the rest of the world.

Where can I get further updates on the UK's exit from the EU?

The University is constantly updating information, advice and guidance for staff and students on the UK's exit from the EU. This can be found on the [University Brexit update webpage](#).

You will also find practical information and signposting to guidance and support on these pages.

The latest information about UK participation in the Erasmus+ scheme after Brexit can also be found on the [Erasmus+ UK website](#).

Who do I contact if I have any more questions?

Contact us at erasmus@bath.ac.uk for more information or guidance about Erasmus+ grants and your application.



Photo by Ana Johnson Portales: Visiting the Eastern Scheldt Storm Surge Barrier in Oosterscheldekeri with other Civil Engineering exchange students.

Your Erasmus+ Funding Contacts

The International Mobility Team in the International Relations Office is responsible for all aspects of your Erasmus+ grants.



Rockhill Tembi Focho
International Mobility
Coordinator (Outgoing)



Amy Riddle
International Mobility Officer

Contact:
International Relations Office
University of Bath
10 West 4.02
Bath BA2 7AY
United Kingdom

Telephone: +44 (0)1225 384718
Email: erasmus@bath.ac.uk
Web: bath.ac.uk/departments/international-relations-office/

About Erasmus+

The Erasmus+ scheme is a European Union programme for Education, Training, Youth and Sport, with a total budget of €14.7 billion. It offers exciting opportunities for students in the UK to study and/or work in Europe during their degree programme. Since its introduction in 1987, over 3 million students have benefitted from Erasmus with participation from over 4,000 institutions. The scheme currently involves nine out of every ten European higher education establishments and supports cooperation between universities in 32 countries.

Erasmus+ supports students to study abroad for up to one year in another European university or to gain valuable international work experience for up to one year in a European company or organisation.

Benefits

Taking part in the programme helps you to develop personally and professionally. You will gain valuable international experience, broaden your horizons, experience new cultures and discover new ways of working. Erasmus+ is of particular benefit in helping you learn new skills to improve your employability, acquire life skills, and develop your confidence.

Erasmus+ grant

The Erasmus+ grant is a financial contribution towards your additional costs of studying or working abroad. It is not a loan and you do not have to repay

it. Please be advised that the grant is not a full maintenance grant. It will assist you but not cover all of the extra expenses of living abroad. It is advisable therefore not to include this when budgeting for your mobility period abroad as the grant cannot be 100% guaranteed. Also, it is not possible to say exactly when you will receive the money in your bank account.

Who funds the Erasmus+ scheme?

The Erasmus+ scheme is funded by the European Commission in Brussels through the national agencies of each participating member country. In the UK, the National Agency is a joint venture between the British Council and Ecorys.

Erasmus+ mobility

Erasmus+ mobility (sometimes referred to as Erasmus+ activity) is defined as a period of time a student spends abroad either studying in a partner university or working in an enterprise or organisation. It is open to all students including UK, EU and international students studying at the University of Bath.

Types of Erasmus+ mobilities

The two main types of Erasmus+ mobility for students at the University of Bath are as follows:

- **Study exchange**
- **Work placement**

Find more information on these types of mobilities below.

Study Exchange

The Erasmus+ study exchange is when you take part in a study programme in a university abroad in an EU member country as part of your degree programme.

The university abroad must have a bilateral agreement with your department or the University of Bath. You should contact your department directly to find out further details of partner universities, options available to you and how to apply into the partner university.

Duration of study exchange

Erasmus+ mobility for study must be between a minimum of three months (or one academic semester) and a maximum of 12 months per cycle excluding travel time. First cycle means undergraduate (bachelor or equivalent) while second cycle means post graduate (masters or equivalent).

The duration should be based on full months of 30 days (regardless of whether the months are of 28, 29, 30 or 31 days), plus any remaining days.

A year in the Erasmus calendar is considered as 360 days.

The mobility duration is calculated from the first day that you are required to be at your place of study; this includes induction. The end date is the last date that you need to be present at your University (including exams). This may not be the actual date that you leave the country.

If your study exchange ends and you choose to stay in your host country and leave at a later date, the Erasmus+ grant will only fund you until the last date that you are required to be present at your place of study.

Terms to note

Host university = The university abroad where you undertake your Erasmus+ study exchange.

Host country = the country where your Erasmus+ university abroad is based.

Home university = University of Bath



Work Placements

Erasmus+ work placement, also referred to as 'traineeship', is defined as a period of time a student spends in an enterprise or organisation in another EU country, with a view to acquiring specific competences that are required by the labour market, as part of the student's degree programme.

Traineeships can be in a variety of different areas of employment. Please contact your department directly for available options for your placement.

Erasmus+ funding is also available to students undertaking an eligible summer internship.

Duration of work placements

Erasmus+ work placements must be between 2 and 12 months per cycle, excluding travel time. First cycle means undergraduate (bachelor or equivalent) while second cycle means post graduate (masters or equivalent).

The duration should be based on full months of 30 days (regardless of whether the months are of 28, 29, 30 or 31 days), plus any remaining days. A year in the Erasmus+ calendar is considered as 360 days.

The duration of a placement is calculated from the first day you are required to be at your place of work. The end date is the last date that you are required to be present at your place of work.

If your work ends and you choose to stay in your host country and leave at a later date, the Erasmus+ grant will only fund you until the last date you are required to be present at your place of work.

Terms to note

Host country = the country where your work placement is undertaken

Home university = University of Bath



Multiple Erasmus+ Mobilities



You can undertake multiple mobilities provided each mobility meets the requirement for minimum duration and you do not exceed a total of 12 months in any one cycle. First cycle refers to undergraduate while second cycle refers to masters or equivalent. This maximum duration also applies if you have undertaken a degree of the same level previously.

Students with two mobilities

You may undertake your mobility for up to 12 months for each cycle. This may be in any combination of study exchange and work placement, provided that each mobility meets the minimum duration requirements.

For example, it is possible to undertake a study exchange in one semester and a work placement in another semester. You can also undertake a study exchange in semester one and another study exchange in semester two. Similarly, you can undertake a work placement in one semester and another work placement in another semester.

Equally, you can choose to study or work in an institution or organisation for a full year. You should contact your department directly for options available to you. If you are undertaking more than one Erasmus+ mobility, each mobility must meet the minimum duration requirement and the combined duration of both mobilities should be no more than 12 months or 360 days per cycle. A month in the Erasmus+ calendar is 30 days.

Erasmus+ grant payments for students completing two mobilities will be paid as follows:

1st mobility Initial (70%) payment Final (30%) payment	2nd mobility Initial (70%) payment Final (30%) payment
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Prolongation of mobility period

An extension to the original mobility period may be agreed between your department and your host university or employer. The extension must immediately follow after the current mobility period. There should be no gaps and the extension will need to be agreed by all parties in writing.

Eligibility

To be eligible for the Erasmus+ grant:

- You must be a registered student at the University of Bath
- Your mobility plan must be approved by your department and recognized as part of your degree programme
- Your study exchange or work placement must take place in an EU country (see page 11)
- The duration of your mobility must be between 2-12 months for work placements and 3-12 months for study exchange. The study exchange must be at one of our partner universities
- You must complete all the Erasmus+ tasks and submit all the relevant documents by the given deadlines

It is your responsibility to ensure that your placement is eligible.

Erasmus+ grants are open to all students including UK, EU and overseas students.



How to apply

You can apply for Erasmus+ grant by completing and submitting the [Erasmus+ Application Form](#).

Where to find the application form

- Download the Erasmus+ Application Form from Moodle - [Erasmus+ page](#)
- Request an application form from erasmus@bath.ac.uk
- Check your Bath email for an invitation to apply

The Erasmus+ Application Form is in Excel format and must be completed fully and returned in the same format to erasmus@bath.ac.uk.

Application deadline

The application deadline for 2021-2022 is **15th May 2021**. If you miss this deadline, do still submit your application form as soon as possible. Due to the COVID-19 pandemic, a flexible approach to the application deadline can be exercised.

Application Tips

- You do not have to have secured a study exchange or work placement before applying for the Erasmus+ grants. You can apply in anticipation of securing a study or work placement.
- It is understandable that at the time of applying you may not have secured your mobility or have accurate dates. If your plans are not yet confirmed, please give your best guess.
- You should include all tentative activities which you plan to undertake on a separate row on the application form. Enter the maximum duration for each activity.
- Erasmus+ mobilities are treated separately. This means that if you have more than one mobility, you must record each as a separate activity on your application form. This is because your grants for each mobility will be calculated and paid separately and you will be required to submit a different set of documents for each mobility.
- Dates should be entered in this format: DD/MM/YYYY.
- If you subsequently secure your mobility with confirmed dates, you must inform the International Mobility Team promptly at erasmus@bath.ac.uk.
- Make sure you provide accurate bank account details on your application form as your grant will be paid directly into your bank account. UK bank accounts are preferred.
- If you make any changes in your study exchange or work placement, you must inform the International Mobility Team promptly at erasmus@bath.ac.uk.
- If you do not confirm or inform us promptly about changes to your study exchange or work placement, you could miss out on your Erasmus+ grant or you may be overpaid and be required to repay some money later.

Where can I go?

You can undertake your Erasmus+ mobility in any of the following EU and Erasmus+ qualifying programme countries:

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



Mobilities in the UK

Mobilities undertaken in the UK are not eligible for Erasmus+ grants. The Erasmus+ scheme gives you an opportunity to benefit from the experience of travelling abroad (outside the UK) to study or work. The Erasmus+ grant is a financial contribution towards the additional cost of studying or working abroad.

If you intend to undertake a study exchange, you should contact your department for information on universities that have an exchange agreement with the University of Bath.

Erasmus+ Funding Process

Every year (before Brexit), the University of Bath would bid for Erasmus+ funding from the European Commission through the UK National Agency (The British Council). The request is made a year in advance for a predicted number of students.

When the funding is allocated, the British Council then notifies the University. The date when the University receives the funding notification changes every year. The notification is usually issued around May/June.

Once the University receives the Erasmus+ funds, and provided you submit all the required Erasmus+ documents on time, we will calculate and pay out your Erasmus+ grants (see page 13 on how the grant is calculated).

You are advised not to plan to receive the grant at a particular time as we cannot predict exactly when the payment will be made into your account.

As a guide, provided you submit all your documents by the deadline, the first instalment of 70% will be paid shortly after the start of your mobility and the final 30% will be paid shortly after the end of your mobility.



*Photo: Royal Palace of Brussels.
By Christina Taylor, student from the
Department of Politics, Languages and
International Studies on work placement in
Belgium.*

How is the Erasmus+ grant calculated?

The Erasmus+ monthly grant rate is set at the beginning of year by the National Agency and will not change through out the project duration. The amount that you will receive is calculated based on three main factors - **duration, location, and type of mobility.**

Duration

The duration of the mobility is considered to be the period of time between the start and the end date of the mobility, without rounding up or down. A full month in the Erasmus+ calculation is considered as 30 days regardless of whether the calendar month has 28, 29, 30 or 31 days. A year in Erasmus+ calculations is therefore considered to be 360 days.

The total duration of your mobility is calculated in months and days from your start date to the mobility end date.

The start of your mobility is the first day that you are required to be at your place of study or work. For example, this could be the start date of your first course, a welcoming event organised by the host institution, an information session for students, a company induction, a language and intercultural course organised either by the host institution or organisation (if your department considers it relevant for the mobility).

If you choose to travel to the host country before the date you are required to be at your place of study or work, the Erasmus+ grant will not fund you for those early arrival days. The University of Bath will only fund the mobility from the first date you are required to be at the place of study or work.

Important note: No mobility period(s), including any extension granted will be funded for more than 12 months (360 days) per cycle.

The mobility end date is the last date that you need to be present at the place of study or work. This is, for example, the end of exams period, courses or mandatory sitting period.

If you decide to stay in the host country after the end of your mobility and leave after the last date that you are required to be present at your place of study or work, the Erasmus+ grant will not fund you for those additional days. The University will only fund you until the last date you are required to be present at your place of study or work.

In the instance where you choose to depart before the last date you are required to be at the host university or organisation, you will be funded only until the date of your departure provided you mobility meets the minimum duration requirement.

Tip: Your actual start date is extracted from your Confirmation of Start of Mobility form while your actual end date is taken from your Confirmation of End of Mobility form.

You should use the UK date format: dd/mm/yyyy on all your Erasmus+ documents.

If you are undertaking more than one mobility, the gap(s) in-between your mobilities are not counted towards the total duration of your mobility.

How is the Erasmus+ grant calculated?

Location

The location refers to the country where you will be studying or working. EU countries are put into three groups based on their cost of living as follows:

- Group 1 – high cost of living
- Group 2 – medium cost of living
- Group 3 – low cost of living

The monthly rate for mobilities in countries with a high cost of living is slightly higher than that for countries with a medium or low cost of living.

Type of mobility

Your Erasmus+ grant is also calculated based on your type of mobility, that is, whether you are on a study exchange or work placement. The monthly rate for work placements is slightly higher than that for study exchanges.



Photo: Dipping into the icy water. By Donatella Abba – exploring the country and renting a lakeside Cabin while on a study abroad placement in Finland.



Photo: Christina's Erasmus football team in Brussels. By Christina Taylor – making friends for life whilst on workplacement in Belgium.

How much will I receive?

The amount you receive depends on the duration, location and your mobility type. The monthly grant amount varies from year to year and is set by the National Agency at the beginning of the year. The current grant rates are shown on the tables below.

Mobility grants for Study Exchanges

The table below shows the current grant amounts for study exchanges.

Country	Student Study Exchange	
	Monthly grant	Monthly supplement for students from disadvantaged backgrounds
Group 1 countries (high cost of living) Denmark, Iceland, Ireland, Finland, Sweden, Liechtenstein, Luxembourg, Norway.	€420	€120
Group 2 countries (medium cost of living) Austria, Belgium, Germany, France, Italy, Greece, Spain, Cyprus, Netherlands, Malta, Portugal.	€370	
Group 3 countries (low cost of living) Czech Republic, Bulgaria, Croatia, Estonia, Latvia, Lithuania, Hungary, Poland, Romania, Serbia, Slovakia, Slovenia, former Yugoslav Republic of Macedonia, Turkey.		

Mobility grants for Work Placements

The table below shows the current grant amounts for work placements.

Country	Student Traineeship	
	Monthly grant	Monthly grant for students from disadvantaged backgrounds
Group 1 countries (high cost of living) Denmark, Iceland, Ireland, Finland, Sweden, Liechtenstein, Luxembourg, Norway.	€520 (€420 + €100 traineeship monthly top up)	€540 (€420 + €120 disadvantaged background top up)
Group 2 countries (medium cost of living) Austria, Belgium, Germany, France, Italy, Greece, Spain, Cyprus, Netherlands, Malta, Portugal.	€470 (€370 + €100 traineeship monthly top up)	€490 (€370 + €120 disadvantaged background top up)
Group 3 countries (low cost of living) Czech Republic, Bulgaria, Croatia, Estonia, Latvia, Lithuania, Hungary, Poland, Romania, Serbia, Slovakia, Slovenia, former Yugoslav Republic of Macedonia, Turkey.		

Erasmus+ Disability Grant

Additional grants may be available for students with a disability or pre-existing health condition wishing to participate in Erasmus+ mobility and where the participation would not be possible without extra financial support.

The grant covers appropriate actual costs and is offered when disabilities or health conditions lead to additional support costs during the study exchange or work placement. If you need the Erasmus+ Disability Grants, you must submit a separate application form.

The applications must be submitted before the start of your mobility. You risk funds not being available if you apply for the disability grant after you have already started your mobility.

The Erasmus+ team in the International Relations Office will be able to help you with your application and paperwork. We recommend that you make an appointment to discuss your application for disability grant as soon as you submit your Erasmus+ application form.

To be eligible for the Erasmus+ Disability Grants the following criteria must be met:

- You must have an officially recognised disability and/or special needs.
- The application must be made before the start of your mobility.
- The application must include a statement from a doctor or other authority confirming the special needs, its severity, the impact on the Erasmus+ mobility, any additional requirements and additional costs that need to be met. A detailed estimate of costs is required.
- The application should provide information on any other sources of financial support that you receive and why this is insufficient to cover the extra costs.

If your application is approved, the National Agency will specify a maximum supplementary allowance.

On completion of your Erasmus+ mobility, you must submit a final report of expenditure. Please keep all your original receipts. If the expenditure is less than the amount you have received, a recover order will be raised and you will be required to repay the difference.

If you have any questions or would like an application form for the Erasmus+ Disability Grant please contact us at erasmus@bath.ac.uk



Photo: The Louvre Museum, Paris, France
By Xena Velantine (School of Management work placement student, 2019-20)

Disadvantaged Background Supplement

A supplementary grant is available for students from a disadvantaged background who are undertaking a study exchange or work placement.

If you are currently in receipt of the University of Bath Bursary, you will automatically be eligible to receive a supplement to your grant under this category.

You do not need to submit any additional application or take further action. The supplement will be automatically calculated and added to your monthly grant.

The disadvantaged background supplementary grant is an extra €120 per month for disadvantaged students on study exchanges and an extra €20 per month for disadvantaged students undertaking work placements.

If you were not in receipt of the University of Bath Bursary at the time you applied for Erasmus+ grants but believe that you later became eligible please contact us at erasmus@bath.ac.uk.



Sample Grant Calculation

Here is an example of Erasmus+ grant calculation for a student who went on a study exchange in Semester 1 and on a work placement in Semester 2 in Paris, France.

Student's name	Semester	Type of mobility	Country	Country group	Monthly rate (€)	Daily rate (€)
Mr Hill Rock	Semster 1	Study	France	2	€370.00	€12.33
Mr Hill Rock	Semster 2	Work	France	2	€470.00	€15.67



Start date	End date	Total duration in months	Duration remaining days	Total grant (€)	Total grant (£)
16/09/2019	29/02/2020	5	14	€2,023.00	£1795.98
03/03/2020	30/08/2020	5	28	€2,789.00	£2476.02



Initial 70% payment (€)	Initial 70% payment (£)	Final 30% payment (€)	Final 30% payment (£)
€1416.10	£1257.19	€606.90	£538.79
€1952.30	£1733.21	€836.70	£742.81

Exchange rate and currency conversion

- Your Erasmus+ grant is calculated and processed in EUROS (€) and Pounds Sterling (£)
- The exchange rate is set at the beginning of the project and stays the same all through the project duration
- The exchange rate for the 2020 Erasmus+ project was set in October 2020
- The European Commission EURO to Pound exchange rate as at October 2020: €1 = £0.90963
- The European Commission Pound to EURO exchange rate as at October 2020: £1 = €1.09935.

See exchange rate currency converter [here](#).

How and when will I receive my grant?

Your Erasmus+ grant will be paid in two instalments.

The first instalment (70%) will be paid shortly after the start of your mobility provided that you have completed and submitted all arrival documents.

The final (30%) grant will be paid shortly after the end of your mobility provided that you have completed and submitted all departure documents.

There is no fixed date on the academic calendar when you will receive the grant. It all depends on when and how soon you submit your arrival and departure documents. The quicker you submit all your documents the quicker your grant will be calculated and paid.

Payments will be made in Pound Sterling (£).

Payment for each mobility period is calculated and paid separately. For example, here is the payment order if you are undertaking two mobilities:

- First instalment (70%) for Semester 1
- Second instalment (30%) for Semester 1
- First instalment (70%) for Semester 2
- Second instalment (30%) for Semester 2

Payments for each semester will only be made after you have completed all Erasmus+ tasks and submitted all your relevant documents by the deadlines.

Your Erasmus+ grant will be paid directly into your bank account (make sure to provide accurate bank details on your application form).



Photo: Oktoberfest in Munich. By Leora Garling on work placement in Germany.



Photo: Donatella Abba on study placement in Finland.

Erasmus+ Paperwork

Erasmus+ documents to submit for first instalment (70%) grant

- Form 1. Erasmus+ Application Form
- Form 2. Mobility Grant Agreement
- Form 3. Learning Agreement for Traineeship (for work placement only) or
- Form 3. Learning Agreement for Studies (for study exchange only)
- Form 4. Confirmation of Start of Mobility
- Proof of Travel Insurance Cover
- Initial OLS language assessment (if applicable)

Erasmus+ documents to submit for second instalment (30%) grant

- Form 5. Confirmation of Grant Payment (after you receive your initial 70% grant)
- Form 6. Confirmation of End of Mobility
- Form 7. After Mobility Traineeships form (for work placement only) or
- Transcript of records from host university (for study exchange only)
- EU Survey: Participant Online Report
- Final OLS language assessment (if applicable)

Additional paperwork after receipt of second instalment grant

Form 8. Confirmation of grant payment (after you receive your final 30% grant)

Note:

You can download Erasmus+ documents from [Moodle](#). See next page for deadline to complete/submit each Erasmus+ document.

Deadlines for Erasmus+ Paperwork

Arrival paperwork - to receive first instalment (70%) grant

	Paperwork/Task	Where to find it	Deadline
1	Form 1. Erasmus+ Application Form	Download from Erasmus+ Moodle page or request from erasmas@bath.ac.uk	15th May 2021
2	Form 2. Mobility Grant Agreement	Will be prepared and emailed to you	1 week before departure
3	Form 3. Learning Agreement (for Studies/ Traineeship)	Download from Erasmus+ Moodle page	Preferably before you leave - no later than 1 month after arrival
4	Form 4. Confirmation of Start of Mobility	Download from Erasmus+ Moodle page	No later than 2 weeks after arrival
5	Travel Cover	Purchase free: University of Bath website	1 week before departure
6	Initial OLS language assessment (if applicable)	Link will be emailed to you by the OLS system once you have been issued an OLS licence	1 week before departure and by the 1 month OLS deadline

NB: If you make changes on your Learning Agreement please complete the 'During Mobility' section and submit together with relevant correspondences approving the change.

Departure paperwork - to receive second instalment (30%) grant

	Paperwork/Task	Where to find it	Deadline
5	Form 5. Confirmation of grant payment (70%)	Download from Erasmus+ Moodle page	No later than 2 weeks after receiving your first payment
6	Form 6. Confirmation of End of Mobility	Download from Erasmus+ Moodle page	No later than 2 weeks after end of mobility
7	Form 7. After Mobility Traineeships form (for work placements only)	Download from Erasmus+ Moodle page	No later than 2 weeks after end of mobility
8	Transcript of records (for study exchange only)	Request from your home University	As soon as available
9	EU Survey: Participant Online Report	Emailed to you directly by the British Council after end of mobility from this email: replies-will-be-discarded@ec.europa.eu	No later than 1 week after end of mobility
10	Final OLS language assessment (if applicable)	Automated link will be emailed to you after end of mobility by the OLS system	No later than 2 weeks after end of mobility

Additional paperwork to submit after receipt of second instalment (30%) grant:

	Paperwork/Task	Where to find it	Deadline
11	Form 8. Confirmation of grant payment (30%)	Download from Erasmus Moodle page	No later than 2 weeks after receiving your second payment

Erasmus+ Paperwork

Form 1. Erasmus Application Form

- In Excel format
- Enter each mobility (work placement or study exchange) on a separate row
- Dates must be entered in this format – DD/MM/YYYY
- ISCED codes are inside the cell's dropdown menu (click on arrow on the right of the cell)

There are 3 sections to the form:

- Applicant details
- Erasmus Mobility Details
- UK Bank Details

Please make sure you read all the instructions at the top of the form and fill out the form fully.

The screenshot shows an Excel spreadsheet titled "University of Bath Erasmus + Application Form 2020 - 21". The spreadsheet is divided into several sections:

- Instructions:** A list of five instructions regarding the application process, including the requirement to include all possible study and traineeship activities, the need to provide best guesses for confirmed plans, the requirement to use a new line for each different activity, the submission deadline of 15th May 2020, and a link to the Moodle page for more information.
- APPLICANT DETAILS:** A table with the following columns: Student Number, Title, Forename, Surname, Date of Birth (dd/mm/yyyy), Sex, Nationality, Bath Email, Alternative Email, Undergraduate/Masters/PHD, and Department.

APPLICANT DETAILS										
Student Number	Title	Forename	Surname	Date of Birth dd/mm/yyyy	Sex	Nationality	Bath Email	Alternative Email	Undergraduate/ Masters /PHD	Department

Erasmus+ Paperwork

Form 1. Erasmus Application Form

The Mobility Grant Agreement is a contract document that confirms the award of your Erasmus+ grant. The information you provide on your Erasmus application form is used to generate your personalised grant agreement. You must read and check that your details are correct before signing the grant agreement. If there is any inconsistency with information on your grant agreement, you must inform us before signing as this may affect your grant amount.

By completing and returning your Mobility Grant Agreement, you formally accept the grant award and acknowledge the obligations associated with its acceptance.



Form 4. Confirmation of Start of Mobility

- To be completed and signed by your host university/employer
- Your host university must also include their official stamp (for study exchange only)
- The start date should be your first day at your host university/employer (not the day you arrive in the country)
- To be submitted no later than two weeks after the start of your mobility
- The date on your Confirmation of Start of Mobility will be the date used to calculate your Erasmus+ grant.

Form 6. Confirmation of End of Mobility

- To be completed and signed by your host university/employer
- Your host university must also include their official stamp (for study exchange only)
- The end date should be your last day at your host university/employer
- To be submitted no later than two weeks after the end of your mobility
- The date on your Confirmation of End of Mobility is the date that will be used to calculate the actual duration of your mobility and your grant.

Online Linguistic Support (OLS) - Language Assessment

Online Linguistic Support (OLS) is an online platform, designed to improve the knowledge of the language in which you will study or work while abroad. The OLS offers online language assessments and, where applicable, language courses to any student participating in an Erasmus+ mobility.

OLS assessments are mandatory if you are undertaking a mobility in a language that is not in your native language or for which you do not already have a high proficiency. For example, if you are undertaking a mobility in France but will be working in English, you are not required to complete the OLS assessment. However, if your mobility is in French, you would need to complete the OLS assessment.

If you are required to complete a language assessment, an email with a link to the OLS assessment will be sent to you before the start of your mobility.

The link will be live for one month after which it will expire.

You must complete an initial language assessment before the start of your mobility and also a second assessment at the end. The second assessment is linked to the initial assessment and an email is automatically generated when you reach the end of your mobility (using the duration which you entered on your OLS profile). You will be notified of the assessment results by the OLS service provider.

After completing the OLS language assessment, please take a screen shot and email it to erasmus@bath.ac.uk as proof of completion.

Please note: The results of the language assessment test carried out before your departure will not prevent you from taking part in the mobility activity whatever the result. It will not also affect your grant amount.

OLS assessment for students with two mobilities

If you are undertaking two mobilities in the same language, you must complete the OLS assessment for each mobility, regardless whether you have previously completed the OLS language assessment in the same language for a previous mobility. For instance, if you undertake a mobility in French in Semester 1 and complete the OLS assessment, and then undertake another mobility in French in Semester 2, you must also complete the OLS assessments again.

Please ensure that you enter the start and end date for each mobility separately in the OLS system. For example, if you are doing two separate mobilities in Spanish, do enter the start and end date for each mobility separately instead of entering a year long mobility period.

Travel cover and GHIC card

Travel cover

It is mandatory for you to obtain a valid travel cover for the full duration of your stay abroad.

By taking part in the Erasmus+ scheme, the University is obliged to ensure that you have travel cover whilst abroad.

In order to facilitate your travel cover and to avoid you having to navigate the complexities obtaining a travel cover, the University offers free travel cover for all students on study exchange and work placements abroad. The University of Bath group Travel scheme is administered by U. M. Association Ltd.

The travel cover covers your medical expenses, personal belongings, business equipment, money, disruption, personal injury, personal liability, political evacuation, legal expenses.

You can download the [Travel Cover Summary](#) from [Moodle](#).

You can purchase the Travel Cover free of charge [here](#).

If you have any questions about the University of Bath Travel Cover please contact the Insurance Service Manager below.

Simon Holt

Email: s.c.holt@bath.ac.uk

Tel: +44 (0) 1225 385129

UK Global Health Insurance (GHIC) Card

The UK Global Health Insurance Card (GHIC) lets you get state healthcare in Europe at a reduced cost or sometimes for free.

If you have a UK European Health Insurance Card (EHIC) it will be valid until the expiry date on the card. Once it expires, you'll need to apply for a GHIC to replace it.

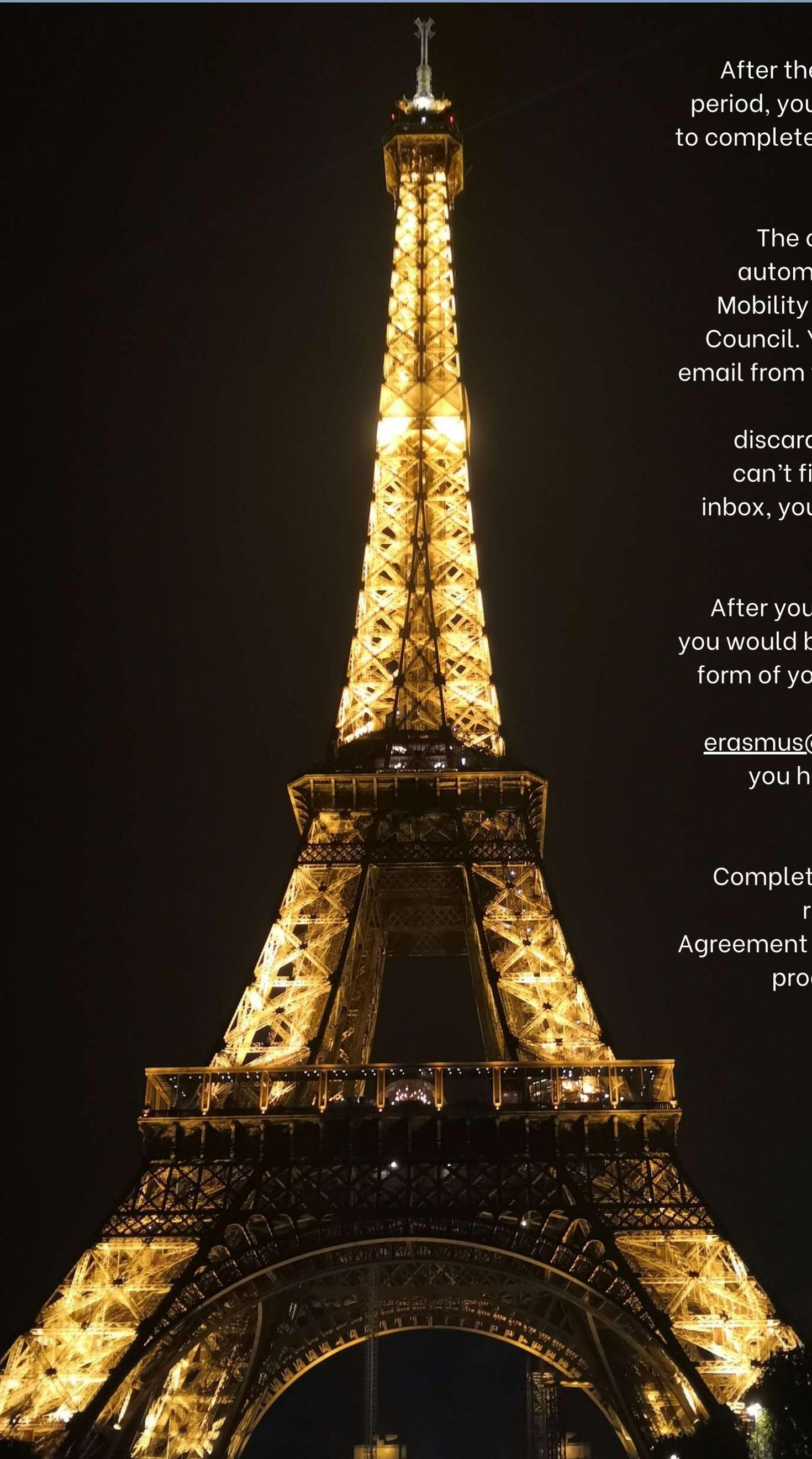
Note: The GHIC and EHIC do not replace travel cover. Also, you cannot use a GHIC or an existing EHIC in Norway, Iceland, Liechtenstein or Switzerland. For UK citizens, you can use a UK passport to get medically necessary healthcare in Norway (for example emergency treatment, or to treat a pre-existing condition).

How to apply

You can [apply for a GHIC on the NHS website](#).

It's free to apply for a GHIC. Some websites charge to help you apply - these are unnecessary and you do not need to use them.

For more details on the GHIC card please click [here](#).



After the last day of your mobility period, you will receive an invitation to complete an individual participant report online.

The online report email will be automatically generated by the Mobility Tool hosted by the British Council. You should look out for an email from the email address named 'replies-will-be-discarded@ec.europa.eu'. If you can't find the email in your main inbox, you should check your spam folder.

After you submit the online report, you would be able to download a pdf form of your report. You must email this pdf report to erasmus@bath.ac.uk as proof that you have completed the report online.

Completing the participant online report is part of your Grant Agreement and is required in order to process your final 30% grant.

Photo: Eiffel Tower
by Xena Velantine

Early Termination and Risk of Overpayment

Early termination

If you terminate your mobility early after you have already received your initial 70% payment, it is likely that you would have been overpaid.

In this case you will be required to repay some or all of the grant that you have already received. If at the time of termination your mobility meets the minimum duration requirement, you will be eligible to receive Erasmus+ grants only for the actual period spent abroad and any overpayment must be returned.

If the mobility does not meet the minimum duration requirement, you will need to repay all the money you have already received. It is important that you contact us at erasmus@bath.ac.uk immediately if there are major changes in your mobility.

If you return home early from your mobility (after you have been paid) due to force majeure (unforeseeable circumstances) or there are other extenuating circumstances and you have met the minimum requirements during of mobility, the National Agency will decide on a case by case basis if you will be allowed to retain the Erasmus+ grant.

Short durations due to force majeure are included in the maximum 12 months mobility per study cycle.

COVID-19 Update

For early terminations due to the COVID-19 pandemic, the National Agency no longer needs to decide on a case by case basis. The termination will be processed by the International Mobility Team at the University.

Interruptions

There are occasions when your mobility can be interrupted. For example, your place of study or work closes down temporary and during this lockdown period you do not continue studying or working with the intention to resume when things improve. The period when you are not working or studying is known as 'interruption days' Any interruption days will not be funded and will be deducted from your mobility duration. Please ensure that your interrupted mobility still meets the minimum duration for the relevant mobility.

Extending your mobility

It is possible to extend your mobility. However, should you wish to extend your mobility please be advised that you will not automatically receive additional funding for the extension. Approval for the extension must be sought from your department. An extension to the original mobility period may be agreed between your host university/employer and your department at Bath as long as the following conditions are met:

- The request for extension of the mobility period must be asked for at least **one month** before the end of the mobility period initially planned.
- The extension must immediately follow after the current mobility period. There should be no gaps.

You will need to submit the following documents:

- Proof of extension approval from your host university/employer
- Proof of extension approval from your department at Bath

Covid-19 and Erasmus+ grants

Many countries around the world are currently experiencing severe disruptions due to the COVID-19 pandemic. Travel restrictions and lockdowns are in place in some countries while some universities and companies have moved their activities online. We are aware of the difficulties that you may encounter during this unprecedented period.

We want to reassure you of our continuous support and our intention to be as flexible and as pragmatic as possible in order to minimise any detrimental effect that the COVID-19 pandemic may have on your Erasmus+ grants.

The University of Bath is constantly monitoring and updating on COVID-19. Latest information, advice and guidance about the COVID-19 for students can be found on the [University Coronavirus \(COVID-19\) webpages](#).

We strongly recommend that you check the [UK government's foreign travel advice website](#) for guidance on international travel.

The COVID-19 pandemic has also given rise to physical, virtual and blended mobility types.

Physical mobility

Physical mobility is the term given to mobilities undertaken entirely abroad in the host country. This is the normal study exchange or work placement that you are required to travel and undertake abroad. Prior to COVID-19, this was the only mobility that was expected. Physical mobilities are fully eligible for Erasmus+ grants.

Virtual mobility

Virtual mobility is a study exchange or work placement that is undertaken entirely online or remotely from home. Should you be offered to undertake your mobility entirely virtually from home in the UK or your home country, then while you can pursue this mobility, you will not receive Erasmus+ grants for the mobility. You will still be required to submit your Erasmus+ documents as your learning outcome and mobility participation will still need to be recorded and processed.

If you were to travel abroad to the host country and undertake the mobility remotely from home inside the host country, then you will receive Erasmus+ grants for the period that you are physically present abroad. Virtual mobilities undertaken inside the host country are eligible for Erasmus+ grants.

Blended mobility

Blended mobility is when you start your mobility virtually from home with the intention of travelling abroad to complete part of the mobility physically. If you have been offered to start your mobility remotely from home due to COVID-19 travel restrictions with the aim of travelling abroad to continue when things improve, this is acceptable and is considered as a blended mobility. However, please note that you will only receive Erasmus+ grants for the period that you are physically present abroad and not for the period when you are undertaking your mobility virtually from home.

If there are any virtual elements to your mobility, please contact us at erasmus@bath.ac.uk for information about the documents you need to submit in order to confirm your virtual mobility.

Covid-19 and Erasmus+ grants

Force majeure due to COVID-19

If you start your mobility physically abroad and due to COVID-19 you return home to the UK or your home country to continue the mobility virtually from home, this is considered as COVID-19 force majeure. In this case, you will be eligible to receive Erasmus+ grants for the entire mobility period (that is, both the physical period abroad and the virtual mobility period at home).

If you start your mobility physically abroad and due to COVID-19 your mobility terminates earlier than planned, you will be eligible to receive Erasmus+ grants only for the actual duration of your mobility. The minimum duration requirement does not apply for force majeure cases as a result of COVID-19.

If you had already received your initial 70% grants before the early termination, then it is likely that you may have been overpaid and will be required to repay some money.

It is your responsibility to notify us at erasmus@bath.ac.uk as soon as there are any changes in your mobility situation to ensure accurate calculation of your grant amount and to avoid any underpayment or overpayment.

If you have any questions about your mobility or Erasmus+ grants please contact us at erasmus@bath.ac.uk.

Foreign nationals

Previously, students (foreign nationals) who resided in the UK and who wished to undertake their Erasmus+ mobility in their country of origin were eligible to receive Erasmus+ funding. However, the European Commission have clarified that in the current circumstances of the pandemic, mobilities (virtual or physical) undertaken in the participants' home country (country of origin) would not be eligible for Erasmus+ funding. This means that, for example, a UK student who is a Spanish national, currently residing in Spain and wishing to undertake their mobility in Spain, isn't eligible to receive the Erasmus+ grant.



Visas, Signatures and Hardship Fund

Visas

Following the UK's departure from the EU, you may need to meet specific requirements with respect to your visit to a European country such as obtaining a visa.

It is your responsibility to apply for the appropriate visa and provide the required documentation to the relevant consular service. It is important that you start the process early as it may be a lengthy process. It is advisable to check in good time that your passport is valid.

For more information on how to get the right visa to travel abroad click [here](#).

In support of your visa application, we are able to provide a letter to confirmation your Erasmus+ funding. If you require a letter to confirm your Erasmus+ funding please contact us at erasmus@bath.ac.uk.

If you are an overseas student and have a query on your UK visa status, please contact the Student Immigration Service at studentimmigrationservice@bath.ac.uk

Signatures on Erasmus+ documents

Your Erasmus+ documents must be fully signed by all parties where applicable. Where required, all signatures must be hand-written. Simply typing a name or signatures drawn onto the Erasmus+ paperwork using a computer cursor are not valid. However, during the COVID-19 pandemic electronic signatures (including scanned or photographed signatures) are acceptable.

Hardship Fund

If you experience any financial difficulties while abroad please do not hesitate to contact the Student Money Advice team directly at studentmoneyadvice@bath.ac.uk or Tel: 01225 383838 to enquire about the [University of Bath Hardship Fund](#).

Erasmus+ funding is not meant to cover all your expenses while abroad and is never 100% guaranteed. It is advisable not to included the Erasmus+ grant when budgeting for your mobility abroad.

You can also check out additional sources of funding on our [wiki page](#).



Photo: The Atomium. by Christina Taylor at the most popular tourist attraction in the Centre of Europe.

Erasmus+ Student Charter



The Erasmus+ Student Charter highlights your rights and obligations and tells you what you can expect from your sending and receiving organisations at each stage of your Erasmus+ experience.

The University of Bath and other Higher Education Institutions participating in Erasmus+ have committed themselves to respect the principles of the Erasmus Charter for Higher Education to facilitate, support and recognise your experience abroad.

On your side, you commit yourself to respect the rules and obligations of the Erasmus+ Grant Agreement that you have signed with the University of Bath.

Read the Erasmus+ Student Charter in full [here](#).



Useful Links

Read the [University of Bath Erasmus Charter on Moodle](#)

Read the [University of Bath Erasmus Policy Statement on Moodle](#).

Frequently Asked Questions

I am an overseas student on a Tier 4 visa. Am I eligible to apply for Erasmus+ grant?

Yes. Students at the University of Bath are eligible to apply for the Erasmus+ grant. This includes, UK, EU and overseas students.

My work placement is in the UK. Am I eligible for Erasmus+ grant?

No. Work placements undertaken in the UK are not eligible for Erasmus+ grant. To be eligible, your work placement must be undertaken abroad (outside the UK).

Will the results of my OLS language assessment affect my grant amount?

No. Your OLS language assessment results will not affect your grant amount and will not prevent you from going abroad.

The combined duration of my mobilities is more than 360 days. Will I receive grants for the extra days above 360?

No. The maximum duration per cycle for Erasmus+ grant eligibility is 360 days.

What is the meaning of First cycle?

First Cycle = undergraduate
Second Cycle = postgraduate

If I terminate my mobility earlier than planned after I have already received my first instalment grant, will I be required to repay the money?

Please see page 29 of this handbook for information about early terminations and risk of overpayment.

What is a Transcript of Records and do I need to submit it after my study exchange?

A Transcript of Record is a summary report of courses you took while studying abroad and the grades obtained. Your host university should issue your Transcript of Records at the end of your study programme. In most cases it may take about a couple of weeks after the mobility ends for the transcript to be issued. The transcript is one of the Erasmus+ paperwork required in order to process your final grant. The grades you obtain will not affect your grant amount.

If my mobility ends say, on 15th January, and then I want to stay in the country until 30th January, will I receive Erasmus+ grant right up to the 30th January?

No. The Erasmus+ grant will only fund you until the end of your mobility which is the last date you are required to be present at your host university/place of work. If you choose to stay in the country and leave at a later date, the extra days will not be considered when calculating your final grant amount.

What should I do if I extend my mobility? Will I still be eligible for the Erasmus+ grant?

Inform us at erasmus@bath.ac.uk as soon as possible about your extension. Yes, you will still be eligible for the Erasmus grant provided the extension meets the requirements (see page 29).

Frequently Asked Questions

Are work placements or internships also referred to as Traineeships?

Yes.

What is Traineeships in digital skills?

‘Traineeship in digital skills’ is when one or more of the following activities are practiced during your work placement: digital marketing (e.g. social media management, web analytics); digital graphical, mechanical or architectural design; development of apps, software, scripts, or websites; installation, maintenance and management of IT systems and networks; cybersecurity; data analytics, mining and visualisation; programming and training of robots and artificial intelligence applications. Generic customer support, order fulfilment, data entry or office tasks are not considered in this category.

Please make sure that you tick the ‘yes’ box on page 2 of your Learning Agreement for Traineeships if your work placement involves digital skills.

Which email will you use to contact me?

Your University of Bath email account is the only account that we will use for all Erasmus+ communications. It is your responsibility to ensure that you read your email regularly and that your University email account does not become full as this will prevent new emails reaching you.

It is recommended that you access your University email account regularly, even when you are abroad on study exchange or work placement.

Can I find Erasmus+ information on Moodle?

Yes. Moodle is used extensively to communicate information to you. You can download all the Erasmus+ documents from [Erasmus+ Moodle](#) pages. The Erasmus+ Moodle also includes information on other sources of funding.

You can access the Erasmus+ Moodle pages [here](#).

Will I have to pay tuition fees to my host university abroad?

No. As an Erasmus+ student on your mobility abroad, you are not required to pay any tuition fees to the partner university you are attending. However, some universities may charge small fees for use of student facilities such as gym or membership of the Students’ Union fees.

Will I still pay tuition fees to the University of Bath while abroad on my Erasmus+ mobility?

While on your mobility abroad, you will be liable to pay a reduced tuition fee to the University of Bath instead of the full year fee.

For more information on reduced tuition fees please see the [tuition fee pages](#) on the University website.

Where can I download the Erasmus+ documents?

Erasmus documents are available on the [Erasmus Moodle page](#).

Frequently Asked Questions

Can I just type my name electronically on my Erasmus paperwork instead of printing and hand-signing them?

Where required, all signatures must be hand-written. Simply typing a name or signatures drawn onto the Erasmus+ paperwork using a computer cursor are not valid. **However, during the current Coronavirus closures, electronic signatures (scanned or photographed signatures) are acceptable.**

Do I need to submit my Erasmus+ paperwork in person to your office or can I just email them?

We accept electronic copies of all fully completed paperwork. Please submit all paperwork by email to erasmus@bath.ac.uk

When will I receive my Mobility Grant Agreement?

Your personalised Mobility Grant Agreement will be emailed to you after you submit your Erasmus+ application form and shortly before you go abroad.

When will I receive my first Erasmus+ grant payment?

The University cannot give you exact dates when you will receive your grant payments.

Generally, once we receive the funding from the British Council, and provided you have submitted all the required documents, we will issue your payment as soon as possible (see page 19).

I'm doing several mobilities. Do I have to submit a set of documents for each?

Yes. Each mobility is processed separately. If you change locations or institutions this will be considered as a separate activity. You will therefore be issued a separate Mobility Grant Agreement for each mobility and will have to submit a separate set of Erasmus+ documents for each.

If, say, I complete a 3-month work placement semester 1 and then secure a 1-month work placement in the same company a few months later, can the duration of both placements be combined to make it 4 months?

No. Each mobility must meet the minimum duration requirement (2 months for work placements and 3 months for study exchange) and any extension must be continuous for it to be eligible for Erasmus+ grant.

The details of my mobility changed after I have already submitted my application for Erasmus grant. Is it too late to update my application?

No, it is not too late. As soon as you become aware of any changes (e.g. change of company, duration of placement, etc.) please inform us at erasmus@bath.ac.uk as this could affect your grant amount.

Frequently Asked Questions

I am completing my Erasmus+ Application form and I cannot find the ISCED codes. What are these and where can I find them?

The ISCED codes are codes that best describe the subject area of your degree programme. The codes can be found in a dropdown menu within the relevant cell (M13) on your Erasmus+ application form. Click on the arrow on the right hand side of the cell to see a list of ISCED codes.

What format should I used to enter my date of birth and mobility dates on my Erasmus+ documents?

The required format to enter dates on all Erasmus+ documents is **dd/mm/yyyy**. Dates entered in a different format risks grant amount being miscalculated.

I have a European bank account and a UK bank account. Which one should I use on my application form?

We would highly recommend use of a UK bank account as grant payments are made in GBP sterling (£).

If I have any further questions about the Erasmus+ grant, who should I contact?
Any questions, please contact us at erasmus@bath.ac.uk



Photo: Sunset in Mel Parc, Luxembourg. By Xena Valentine

Useful Resources

Organisation	Description	Website
Other sources of funding		
Student Finance England	Tel: 0300 100 0607	gov.uk/student-finance
Student Finance Wales	Tel: 0300 200 4050	studentfinancewales.co.uk
Student Awards Agency for Scotland	Tel: 0300 555 0505	saas.gov.uk
Student Finance NI	Tel: 0300 100 0077	studentfinancenl.co.uk
Government Travel Grants (England)	Tel: 0300 100 0607	gov.uk/travel-grants-students-england
Student sites and case studies		
Erasmus+ Student and Alumni Alliance (ESAA)	The is an umbrella organisation that brings together the Erasmus Mundus Students and Alumni Association (EMA), Erasmus Student Network (ESN), garagErasmus (gE) and OCEANS Network.	esaa-eu.org/about/
The Erasmus Student Network (ESN)	Formed by ex-ERASMUS students in 1990 with branches at a number of European universities. Good website for practical information when studying abroad.	www.esn.org
International Student Identity Card (ISIC)	It might be useful to obtain an ISIC card as it is recognised worldwide and will provide you with discounts in a large number of areas, e.g. accommodation, travel, entertainment or clothing.	isic.org/
Global Graduates	Site for students to assist each other	globalgraduates.com
iAgora – Study Abroad Reviews and Contacts	Read reviews by ERASMUS and other Study Abroad students about their experience.	iagora.com/studies/
Erasmus Programme Wiki	An encyclopaedia of Erasmus information and case studies.	en.wikipedia.org/wiki/ERASMUS_programme
Lgbt Support		
Stonewall – support for LGBT students	Stonewall offers really useful country specific briefings for LGBT students on study or work placements abroad. You may have to log in and pay for some of the content.	stonewall.org.uk/global-workplace-briefings
Accommodation		
Student Mundial	Student accommodation website (free to use)	studentmundial.com
Accommodation Engine	Student accommodation website (fee required for applications)	accommodationengine.com
GoLivelt	Currently helps students find private accommodation in France, Germany, Spain and Italy.	gli-students.com

Useful Resources

Organisation	Description	Website
Other sources of funding		
Foreign and Commonwealth Office – Travelling Overseas	British Government department responsible for overseas relations and foreign affairs. Useful for information about situations abroad that could affect your travel.	fco.gov.uk/travel
Preparing to travel & funding your studies	British Government department responsible for overseas relations and foreign affairs. Useful for information about situations abroad that could affect your travel.	britishcouncil.org/study-work-create/practicalities
Travel Health Advice	Tips on how to stay healthy abroad	travelhealth.co.uk
STA Travel	Discount travel site for students	statravel.co.uk
Just Landed	Country Guides offering advice from accommodation to job hunting	justlanded.com
Students with special requirements		
Students with disabilities	ESN pages with regards to additional assistance available to students with disabilities	exchangeability.esn.org/exchangeability
Study Abroad Without Limits	Information and guidance about studying abroad for students with a disability	thelinknetwork.eu/index.php/component/content/article/9-no-menu-articles/19
The European Agency for Development in Special Needs Education	A network of contact persons, who are available to answer questions and give advice on issues concerning special equipment and facilities for disabled students	european-agency.org/
Travelling with Children	Advice on what to consider if travelling with children	travelhealth.co.uk/advice/travelling-with-children/
Erasmus+ & Official Websites		
UK ERASMUS+ Council	The UK ERASMUS+ National Agency – British Council	britishcouncil.org/study-work-abroad/outside-uk/erasmus
Erasmus+ Programme	Details about the Erasmus+ programme	erasmusplus.org.uk/
ECTS User Guide	Information about the ECTS system	hec.europa.eu/assets/eac/education/ects/users-guide/index_en.htm
Online language courses	Information about linguistic support (English, French, German, Italian, Spanish, Dutch) in the form of online courses. For less-used languages, a language bursary may be available	erasmusplusols.eu/
UKCISA	The UK Council for International of Students Affairs	ukcisa.org.uk/
Directgov	Information on financial help for students in Higher Education	direct.gov.uk/en/EducationAndLearning/index.htm
Go International	Aims to increase number of students who study, work or volunteer abroad.	universitiesuk.ac.uk/International/go-international/stand-out/Pages/default.aspx

Student Experiences Abroad



Watching the Sinterklaas celebration in Delft, Netherlands, as the parade entered the town by boat. By Ana Johnson Portales.

Climate change demonstration in The Hague - September 2019. By Ana Johnson Portales Student from the Department of Architecture & Civil Engineering on study exchange in the Netherlands.



Simulating smoke in Frankfurt. By Leora Garling



Bath interns, Christina Taylor and Lucia Lopez Carasa, attending the American Chamber of Commerce to the European Union's Annual Gala in the centre of Brussels.





Photo: View from the Pont Adolphe Bridge in Luxembourg.
By Xena Velantine, (Student from the School of Management on work placement in 2019-20)

**International Relations Office
University of Bath
10 West 4.02
Bath
BA2 7AY
United Kingdom**

**Telephone: +44 (0)1225 384718
Email: erasmus@bath.ac.uk
Web: bath.ac.uk/professional-services/international-relations-office-iro/**