

ERASMUS+ TRAINEESHIP MOBILITY Checklist

Before Mobility*

- Letter of Acceptance from Host Organization
- Signed Learning (Training) Agreement – Before Mobility Part
- Copy of VISA (when required)
- Copy of Health Insurance or European Health Insurance Card (EHIC)
- Copy of Accidents Insurance
- Copy of Liability Insurance
- Copy of IBAN (Bank Details)
- Complete Language Assessment (via EU Academy)
- Copy of Air Tickets
- Copy of Degree or “Completion of Studies” Confirmation (Graduate Traineeship Only)
- Grant Agreement (prepared by Erasmus Office)
- It is highly recommended not to have an outstanding balance with the University of Nicosia Finance Office by the start of the mobility

During Mobility*

- Boarding Cards to Destination
- New Contact Details Abroad
- Erasmus+ Mobility Certificate
- Learning (Training) Agreement – During Mobility Part (if needed)
- Online Language Courses (optional via EU Academy)

After Mobility*

- Learning (Training) Agreement – After Mobility Part (requirement)
- EU Survey – Participant Report (requirement- the link will be sent via email through the online platform)
- Boarding Cards to Cyprus
- Testimonial and Photographs about Erasmus+ Experience (requirement)

***Note:** All documents must be typed and NOT handwritten and in PDF format. Photos of documents will not be accepted