ERASMUS+ TRAINEESHIP MOBILITY

Checklist

Before Mobility*

- ☐ Letter of Acceptance from Host Organization
- ☐ Signed Learning 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 Agreement – During Mobility Part (if needed)
- ☐ Online Language Courses (optional via EU Academy)

After Mobility*

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

Note: *All documents for all three phases must be typed, not handwritten, and submitted in PDF format. Photos of documents will not be accepted.*