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# Erasmus Traineeship

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## Registration for Erasmus+ Traineeship at Charles University

Apart from a study stay, the Charles University offers many possibilities for traineeship, so you are warmly welcome to enrich your study career by an experience at one of our 17 faculties with dozens of study fields!

### 1. Before you apply

To research the possibilities of traineeship at the CU you shall contact the Erasmus+ coordinator of the faculty in the field that interests you. The contact details of Erasmus+ coordinators are [here](#). You can also check out the [English websites](#) of our faculties to find out more about the fields of study and research projects.

### 2. Nomination

After agreeing on a possible traineeship, please consult it with your university. Your home university Erasmus+ coordinator shall submit an official nomination to the CU via our online platform. The link to the platform is included in the CU Infosheet. The Erasmus+ coordinators of the sending universities, who do not have the CU Infosheet, please contact us at [erasmus.incoming@ruk.cuni.cz](mailto:erasmus.incoming@ruk.cuni.cz).

### 3. Application

After the nomination is accepted by the CU Erasmus+ coordinator you will receive an information email with further steps. You shall fill in the CU online form and complete the Learning Agreement.

### 4. Admission

After the confirmation of your Learning Agreement, you will be issued a Letter of Admission.

### Deadlines

**For visa citizens:** please be aware that the nomination has to be submitted by the online form **min 3 months** before the planned beginning of your stay. In case you are planning to stay in the Czech Republic for a period shorter than 3 months, please consult the conditions at [Entry Requirements – Visa](#) or with us: [erasmus.incoming@ruk.cuni.cz](mailto:erasmus.incoming@ruk.cuni.cz)

**For EU/EFTA citizens:** please be aware that the nomination has to be submitted by the online form **min 1 month** before the beginning of your stay. Depending on the field of study, the period may be even longer. Kindly consult this with the host faculty Erasmus+ coordinator.

Please be aware of the fact that the traineeship cannot be administrated in a shorter time.

## Erasmus+ Traineeship: Student Cards; Housing

Charles University Erasmus+ traineeship students are entitled to the same student benefits as the regular Study Stay Erasmus+ Students. You will get your student ID / ISIC cards after the registration meeting in the Erasmus office of your host faculty. The student card will enable you to access the CU libraries, refectories and other services. You can also apply for student housing in one of our [halls of residence](#).