



ERASMUS+ PhD. SHORT-TERM MOBILITIES

Erasmus+ PhD. short-term mobilities provide students with another opportunity to travel abroad within Erasmus+ programme.

The applicants can use the list of partner organizations as possible contact points on the web in the section "Bilateral agreements:

<https://fsv.cuni.cz/en/exchange/erasmus/outgoing-students/erasmus-placements> or secure a short-stay mobility in an organization of their own.

It may not be performed in the EU institutions and organizations governing the EU programs.

The applicants address their chosen organization and provide a Letter of Acceptance.

Erasmus+ Short-stay Mobilities are open to all the students registered in accredited doctoral study programmes, who will be properly registered for the studies at the FSV UK throughout the entire duration of the stay abroad.

A Short-stay mobility may last from **5 days (at the minimum) up to 30 days (at the maximum)**.

Admission requirements: a current registration to the 1st year of doctoral studies at the time the application is submitted; proficient language skills in accordance with the destination where the short-stay mobility will be held and requirements of the chosen organization.

Applications can be submitted as part of the selection process (terms below) at the relevant institute (contacts below). The application must include:

- **Acceptance letter issued** by the relevant organization.
 - **Information on study results at FSV** (results from SIS with marked study average).
 - **Curriculum vitae** in English (max. 1-2 standard pages).
 - **A letter of motivation** in English including the connection between the practical internship and the field of study (max. 1 standard page).
 - **Proof of language ability** (preferably a language certificate).
- or's, master's or doctoral study program and will be duly enrolled to



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- **Information about the expected date of the internship, the name of the organization, address and website; the name, telephone number and e-mail of the contact person.** study at FSV during the entire period of stay abroad can participate in an international mobility internship. Provide the website (and the link) of the organization as well.
- **Approval with the practical internship** signed by the guarantor (or director of the institute)
- **[Declaration of previous Erasmus+ mobility periods](#)** - Students who have already participated in a mobility period during the current study cycle, either at Charles University or at another higher education institution, must complete the aforementioned form and submit it together with the other documents.

Please, start the administration process at least one month before the planned mobility. It is imperative that the whole process (including signature of Erasmus+ Agreement) is done before the start of the mobility.

Please combine all attachments into a single PDF file. Send the email with the PDF file to the appropriate contact listed below. In the email subject line, include "ERASMUS PhD MOBILITY + the current academic year."

Submission deadlines are divided by thirds:

For mobilities starting in October to January, the application deadline is August 15.

For mobilities starting in February to May, the application deadline is November 15.

For mobilities starting in June to September, the application deadline is April 15

In exceptional cases, it is possible to submit an application outside the regular selection procedure, subject to approval by the respective institute and the availability of funds.

Applicants should send the above-mentioned list of documents to their own institute. Contact details can be found below:

- IES students send an email to lenka.stastna@fsv.cuni.cz. Information about the selection procedure is given by PhDr. Lenka Šťastná, Ph.D.
- IPS students send an email to erasmus-ips@fsv.cuni.cz. Information about the selection procedure is given by PhDr. Malvína Krausz Hladká, Ph.D.



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- IMS students send an email to internacionalizace.ims@fsv.cuni.cz. Information about the competitive admission procedure is given by Mgr. Eva Špriňarová.
- ISS students send an email to terezie.hanzlikova@fsv.cuni.cz. Information about the selection procedure is given by Mgr. Terezie Hanzlíková.
- IKSŽ students send an email to erasmus.iksz@fsv.cuni.cz. Information about the selection procedure is given by Mgr. Jan Miessler. M.Sc.

After evaluation by the institutes, the documents will be forwarded to the OZS, which will provide information on further administrative steps.