Erasmus+
Traineeship after graduation

Information session

Monday 04/05/2026 -19h30

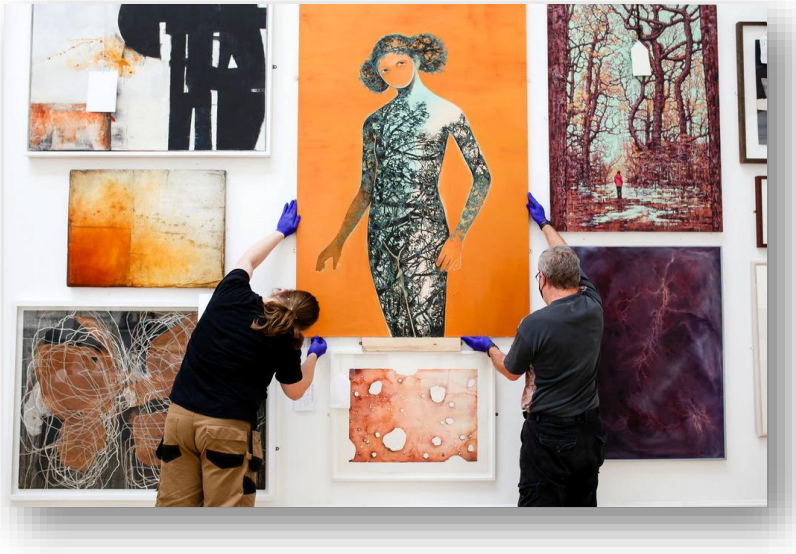
Mrs. Frauke Druant: frauke.druant@ap.be

AP HOGESCHOOL ANTWERPEN

Erasmus+

AP.BE

Why apply for a traineeship abroad?



To gain useful **international work experience**

To develop **language**, **intercultural** and many other skills

To **launch** your professional **career**

To enhance chances on the **labour market**

But….choose a traineeship that is **in line with your abilities**, knowledge and career goals

What is “Traineeship after graduation”?

- **Erasmus+ funded** program
- **Traineeship** (No studies)
- Aimed at **recent graduates** (**not** for **students**)
- Completely **voluntary** (no credits)
- You look and apply for a traineeship **yourself**
- **Physically** present (not hybrid, not remote)
- **Full time** traineeship
- **Outside** Belgium (and not to country of origin)
- Within **any organisation** possible
- Apply **before graduation**, to start **after graduation**
- Applications **after** date of **diploma are not accepted**
- Erasmus+ **grant**

Eligible countries

EU Countries: 27 Member states (except Belgium)

+ **Non-EU countries** (associated countries):
North Macedonia/Iceland/Liechtenstein/Norway/
Serbia/Turkey

+ **Third countries not associated to the program**
("Erasmus International Mobility"- only 20% of budget)

Not to your country of origin! (unless proof of residence >5 years in Belgium)

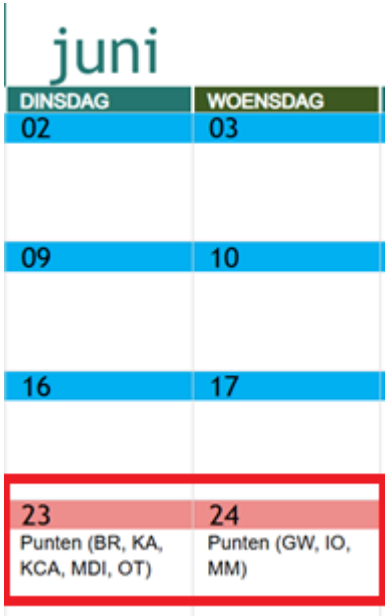
List of eligible countries:
https://www.studentsonthemove.be/en/e--eligible-countries

Who can apply?

- **All students** graduating from AP (after Bachelor/Master/Associate degree - No recent postgraduates)
- Students with/without an '**Erasmus experience'**
- **No specific conditions** for grant application ("First come, first serve")

When to apply?

- **Register before** graduation (even without particular plans for a traineeship)
- Registration is **not** possible **after graduation**
- **No specific deadline** (depends on date of graduation)
- Start **looking for a traineeship** as soon as possible



How long can you go?

- **Min. 2 months** (60 days) - **Max. 12 months**
- Maximum 6 months grant
- **Per study cycle** (Bachelor/Master)
- Start of traineeship: after date on diploma
- End of traineeship: **within 1 year** after graduation
- Possibility to **extend** traineeship
- **Multiple** traineeships
- **Min. 32 hours**/week

How to apply?
Part 1: Registration + Search for Traineeship

Step 1: Register via the online application platform

(Placement Online)

Step 2: Send your registration form to frauke.druant@ap.be

STEP 1+2:BEFORE graduation!

Step 3: Look and apply for a traineeship and fill in the host company details *(period/content/tasks/duration/ hours/supervisor/evaluation/ language)*

Step 4: Download and sign a "Learning Agreement for Traineeships" (=contract between trainee & organisation) and send it to frauke.druant@ap.be

How to apply?
Part 2: Grant Application

Conditional approval by VLUHR

(based on fully signed LA)

Step 5: Upload your **diploma**

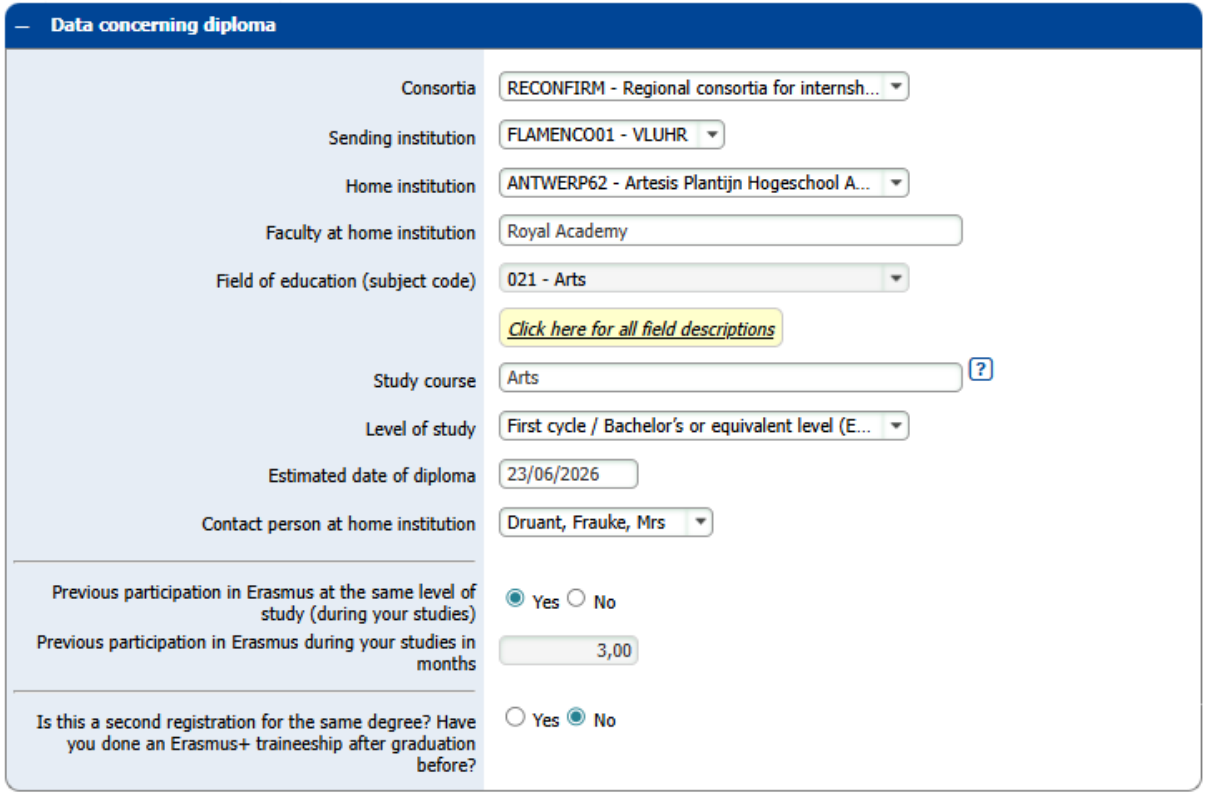
→

Next steps to follow:
Grant Agreement, evaluation form, upload travel documents, ….

Contact @VLUHR (Flemish Government):
info@flanderstraineeshipplatform.be

vluhr
Vlaamse universiteiten en hogescholen raad

The online platform: Online application for a stay abroad



The online platform

Query application work-flow

If you are experiencing any issues with Placement-Online, please contact info@flanderstraineeshipplatform.be

✓	Online application	23/06/2025	Display/Edit Application Data
✓	Confirmation e-mail for online application	23/06/2025, Automatically generated	
✓	Online registration	23/06/2025	
✓	Edit application		Edit application
	Erasmus+ registration form downloaded		
✓	Erasmus+ registration form uploaded	23/06/2025, Lille Anna Schmid	Upload Erasmus+ registration form
✓	Registration approved	24/06/2025, admin VLUHR	
✓	Host company details completed	30/07/2025, Lille Anna Schmid	Complete host company details and change dates of traineeship
✓	Personal details completed	30/07/2025, Lille Anna Schmid	Complete personal details
✓	Information about insurance completed	30/07/2025, Lille Anna Schmid	Complete information for insurance
✓	Emergency contact details completed	30/07/2025, Lille Anna Schmid	Complete emergency contact details
✓	Traineeship details completed	08/08/2025, Lille Anna Schmid	Complete traineeship details
✓	Template of Learning agreement downloaded	08/08/2025, Lille Anna Schmid	Download learning agreement template
✓	Learning agreement uploaded	25/08/2025, Frauke Druant	
✓	Learning Agreement approved by international office of Flemish HEI	04/09/2025, admin VLUHR	
✓	Application conditionally approved by VLUHR: please upload your graduation certificate as soon as possible!	26/08/2025, admin VLUHR	
✓	Diploma or certificate of graduation uploaded	03/09/2025, Lille Anna Schmid	Upload diploma or certificate of graduation
✓	Information regarding the green travel	03/09/2025, Lille Anna Schmid	Click to update the information
✓	Application formally approved by VLUHR	04/09/2025, admin VLUHR	
✓	OLS invitation received	04/09/2025, admin VLUHR	
☐	RVA certificate downloaded		Download certificate (only needed if you are registered as jobseeker in Belgium)
✓	Grant agreement downloaded	16/09/2025, Lille Anna Schmid	Download grant agreement
✓	Grant agreement signed by VLUHR	23/09/2025, admin VLUHR	
✓	E-Mail about first instalment received	26/09/2025, admin VLUHR	

Erasmus grant

- **Destination** (4 groups)
- **Maximum of 6 months**, if your traineeship is longer, this will be with a partial zero grant
- **Grants** are paid by VLUHR (not by AP)
- "**First come, first serve**": not based on date of registration, based on time of upload LA + diploma
- Category 1 is reserved for candidates from underrepresented groups. In all other cases, the grant amount for **category 2** is used.
- Payment in **2 parts** (70% before & 30% after)
- Grants **per full month**, remaining days paid pro rata
- Independent of any **compensation** from your employer
- **Travel** grant: based on the distance

Group 1 Austria, Denmark, Finland, France, Germany, Iceland, Ireland, Italy, Liechtenstein, Luxembourg, Netherlands, Norway, Sweden + Andorra, Monaco, San Marino, Vatican City (Region 13) + Faroe Islands, Switzerland, United Kingdom (Region 14)	Category 1 **€819,00** Category 2 **€569,00**
Group 2 Cyprus, Czech Republic, Estonia, Greece, Latvia, Malta, Portugal, Slovakia, Slovenia, Spain	Category 1 **€769,00** Category 2 **€519,00**
Group 3 Bulgaria, Croatia, Hungary, Lithuania, North Macedonia, Poland, Romania, Serbia, Turkey	Category 1 **€769,00** Category 2 **€519,00**
Group 4 Third countries not associated with the program (excl. regions 13 and 14)*	Category 1 **€950,00** Category 2 **€700,00**

No inspiration?

Possible websites to look for traineeships:

- Training Experience
- EramusIntern
- AIESEC
- Leo Net
- Job teaser

Good to know

- Register with your **private email** (Not your AP email)
- VLUHR automatically provides every student with a **health insurance** via “Expat&Co”
- **Visa**: check necessary documents in country of destination
- For Belgian students: inform **RVA** and **VDAB** about your traineeship abroad

More information?

- AP **Intranet**:

https://student.ap.be/en/traineeship-after-graduation

- **Website** (VLUHR):

https://www.studentsonthemove.be/en/scholarships/erasmusplus-traineeship-after-graduation

- **Contact person @ AP** :

Mrs. Frauke Druant (frauke.druant@ap.be)

International Office: Student Center - Ellermanstraat 81, 2060 Antwerpen

- **Contact @VLUHR**: info@flanderstraineeshipplatform.be

Questions? ☺