

Mapping Information about Traineeships in the Alliance

WP6 Mobility

March 2026

CHARM-EIGHT[∞] (CHARM-EU EXPANSION, INTER-INSTITUTIONAL CAMPUS, GOVERNANCE, HIGHER EDUCATION, TRANSFORMATION)

DELIVERABLE D6.2– EXTENDED MOBILITY TOOLKIT

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Introduction

This material is the result of a survey conducted among members of Work Package 6 (Extension and Fine-Tuning of Mobility Scheme) to identify how traineeship programmes operate at the member universities of CHARM-EU. This mapping is a part of the CHARM-eight project.

The results of this survey will help us identify synergies and best practices to structure traineeship offerings more organically across the alliance's HEIs in the future.

The survey was divided into 2 sessions:

- **Part 1: What does your university offer?**
- **Part 2: Practical information for incoming trainees**

The information contained here will also serve as content for the CHARM-EU website, the SPARK traineeship platform, as well as a reference for the International Offices, Career Centres, and other related areas of CHARM-EU universities.

Part 1:

What does your university offer?

This data visualisation provides an overview of how different universities communicate and manage traineeships. CHARM-EU institutions are grouped into clear categories, and each university is represented by a labelled circle positioned within its corresponding category. Additional notes below the chart provide contextual details where necessary, clarifying specific situations or ongoing updates.



1. Do you have a webpage with practical information about traineeships?

**Clickable links appear underlined when available.*

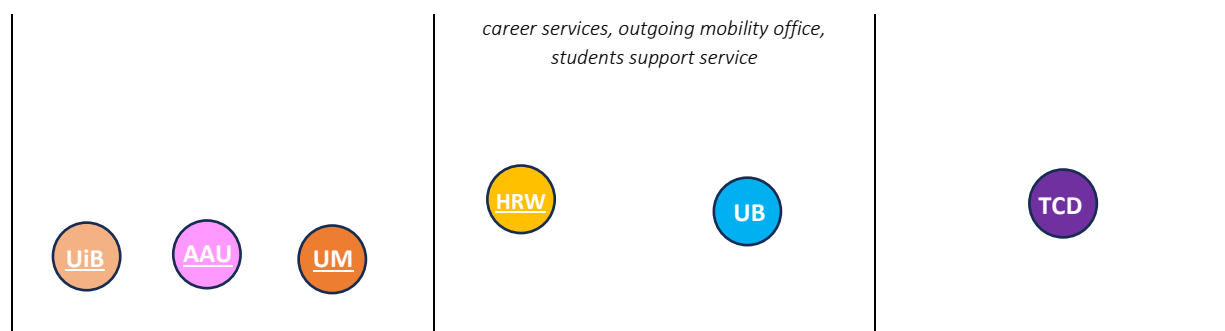
Dedicated traineeship webpage



Traineeship information on general
student services pages

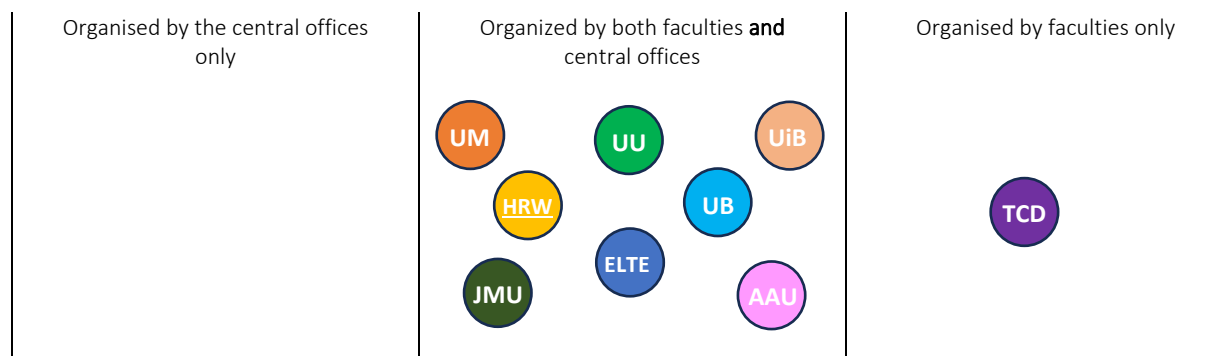
No traineeship information
available

Positioning based on a comparative analysis of the survey shared with all partners. Vertical positioning is for readability only.

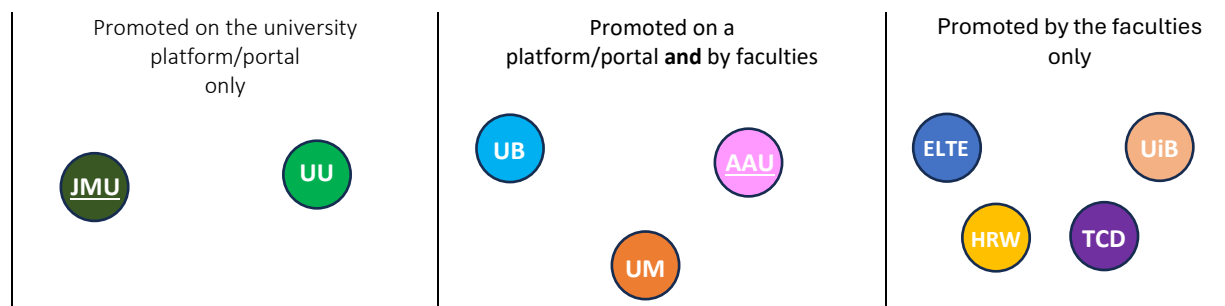


2. How is traineeship support organised at your institution (for outgoing students)?

**Clickable links appear underlined when available.*



3. How are the traineeship opportunities promoted at your university? Is it done directly by the schools/faculties, or by the Careers centre/Central point?

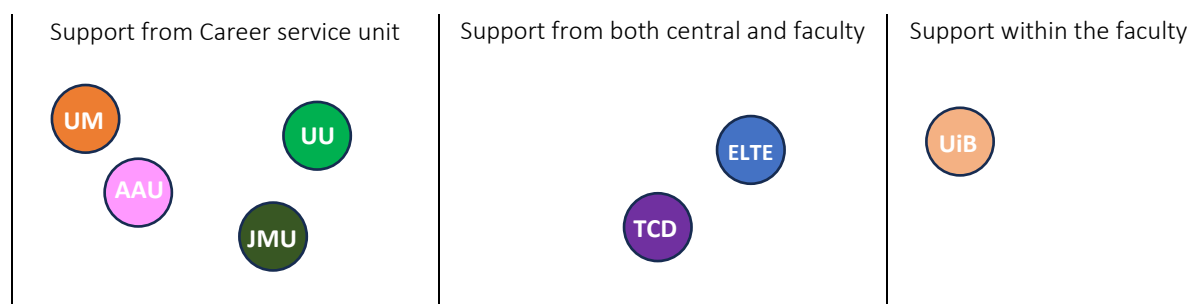


4. In what way do outgoing students receive operational support for traineeships?

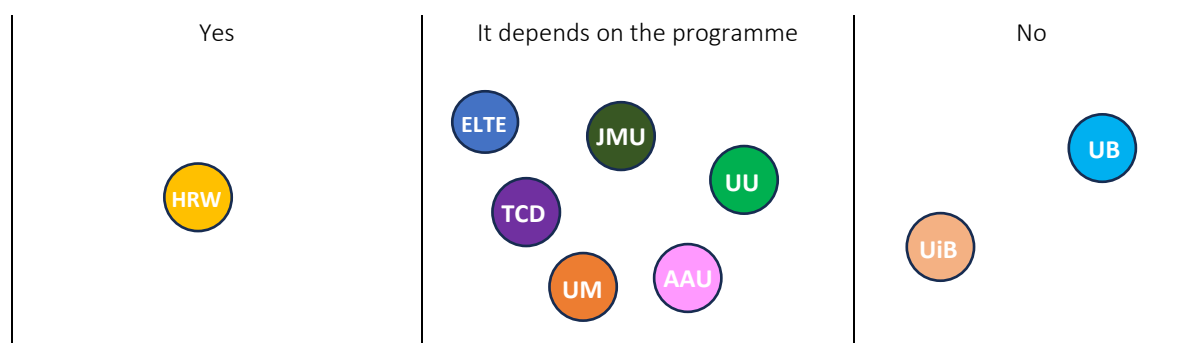


Positioning based on comparative analysis of the survey shared with all partners. Vertical positioning is for readability only.





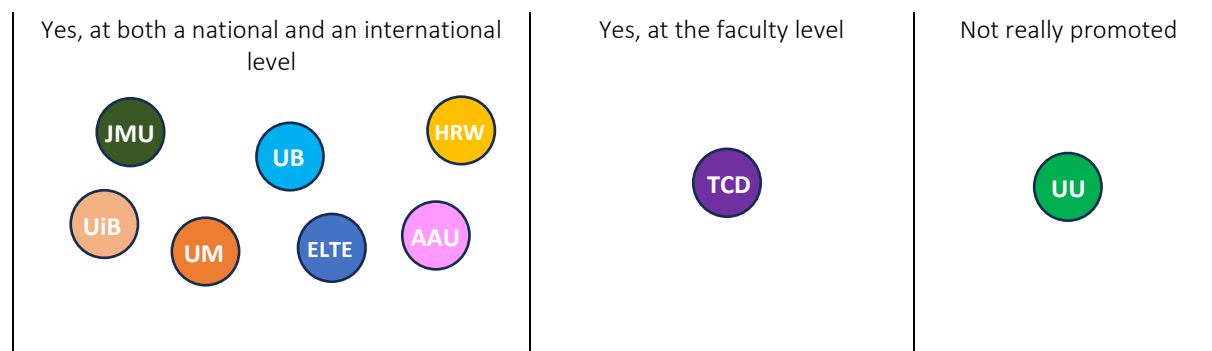
5. Are traineeships mandatory for some programmes?



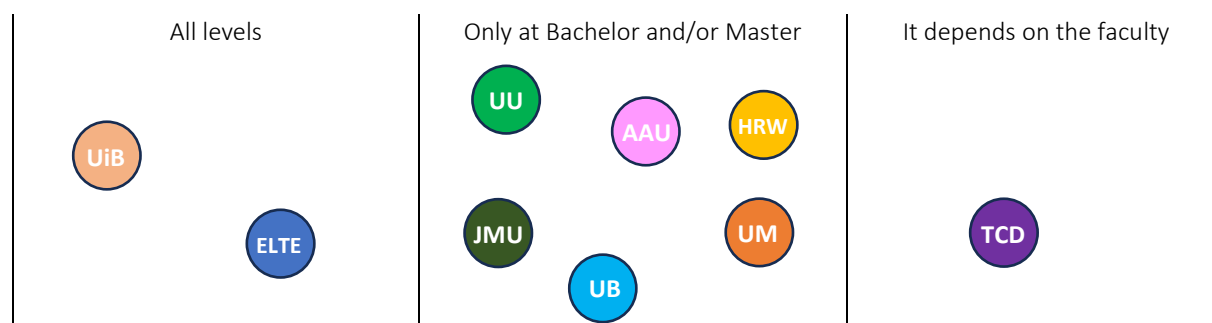
6. What term do you use and why (traineeship/internship)?



7. Are international traineeships promoted at your university (or is this focused more on the national level)?



8. For what level do you offer traineeships to your students (bachelor/master/PhD)?



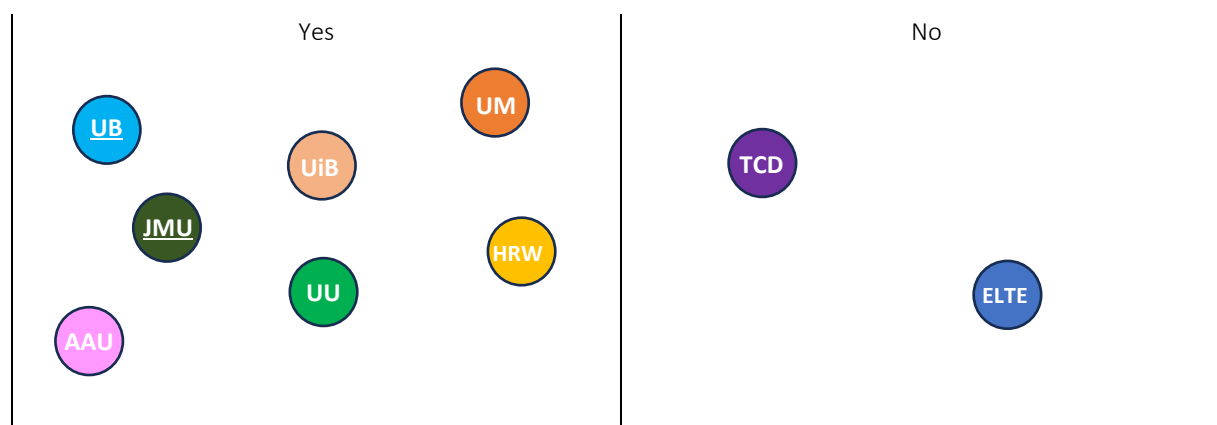
Part 2:

Practical information for incoming trainees



9. Are there rules for stipends for incoming trainees? *

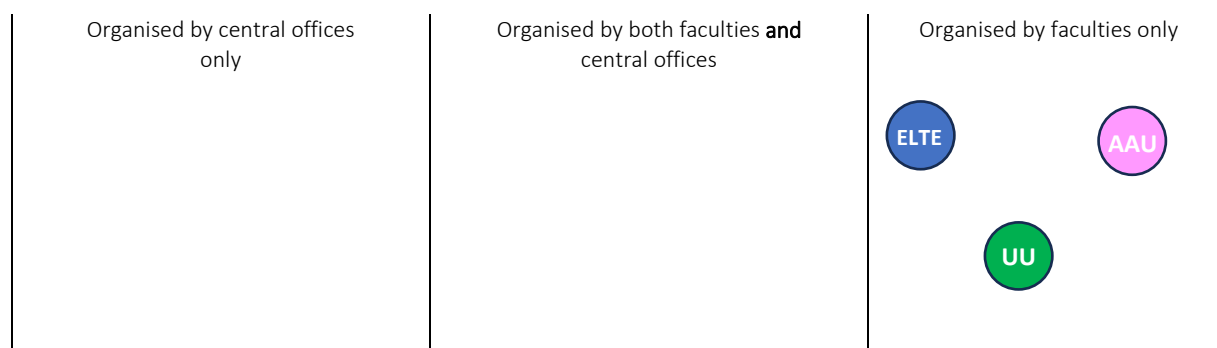
Positioning based on comparative analysis of the survey shared with all partners. Vertical positioning is for readability only.



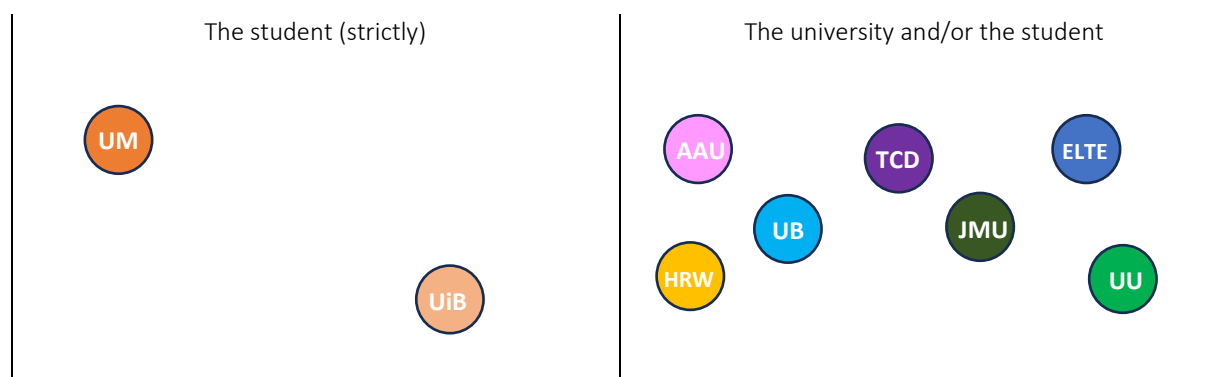
**For outgoing trainees, the rules are set by the funding programme (Erasmus+ and national organisations offering internship positions).*

***Clickable links appear underlined when available.*

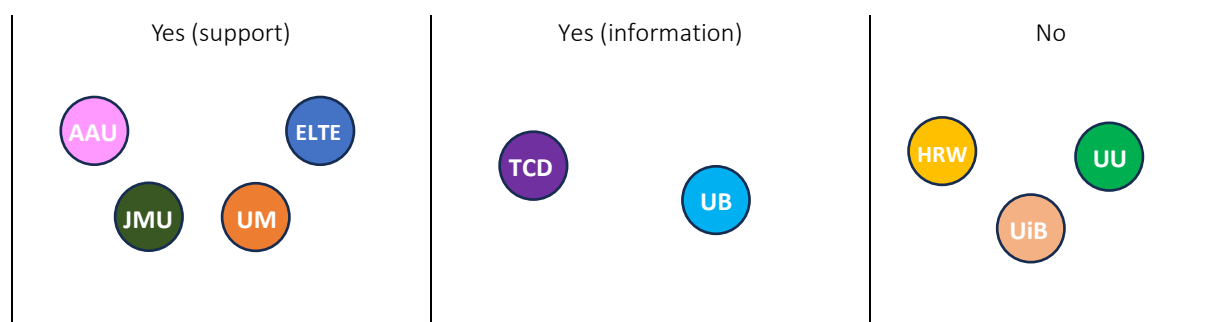
10. How is traineeship support organised at your institution (for incoming students, if different than outgoing students)?



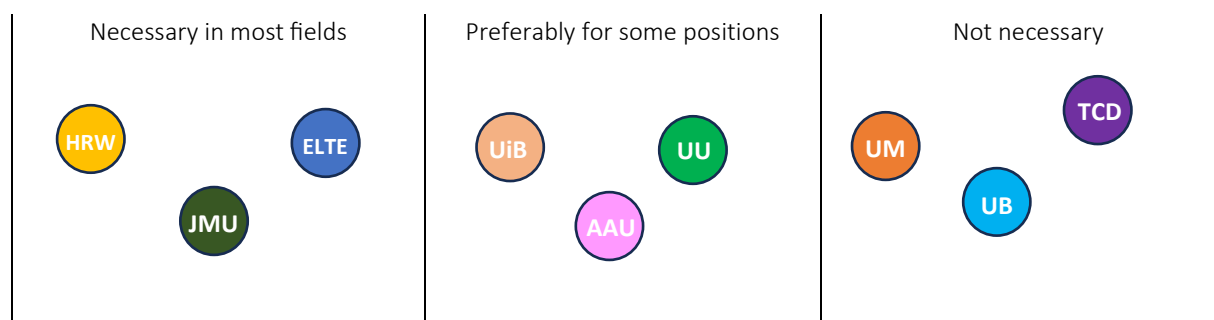
11. Who covers the costs of insurance (receiving or sending institution)?



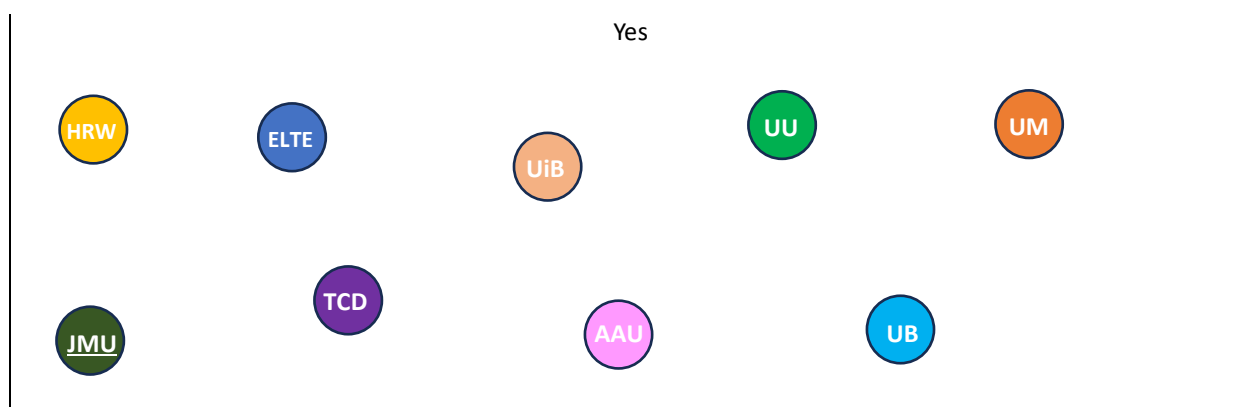
12. Do incoming trainees receive help finding housing?



13. To what extent do incoming traineeship students need to be able to speak the local language (not only at the traineeship but generally to communicate with people)?



14. Are there engagement opportunities available for international traineeship students (for example local ESN network, clubs and societies, etc.)?*



*Clickable links appear underlined when available.

15. Is there any other country specific information that students need to know about before they apply for a traineeship at your university?

	The internships are unpaid. The trainees need to have an insurance. The trainees can apply for student housing in case they do the internship at AAU.
	Via the ELTE Housing Office, you can get assistance finding private accommodation (apartments, shared flats, hostels) through vetted real estate-agency partners.
	All internships will be unpaid. The internship needs to be a mandatory part of their studies. Exceptions might be possible if it is a short internship of max. 3 months. If they are not EU citizens, they should be aware of work permit related topics, such as visa requirements, minimum wage regulations, tax regulations, red-tape in general.
	Internships can be paid or unpaid at our university. The trainees need to have insurance. The trainees can apply for student housing if they do an internship at JMU. If they are not EU citizens, they should be aware of work permit related topics, such as visa requirements, minimum wage regulations, tax regulations, red tape in general.
	The information is the same for all the temporary students and is reviewed annually
	Visa rules might be different from those of the EU. In addition, Norwegian authorities have special rules for students coming from China, Iran and Russia.
	If students are coming to the Netherlands for more than 4 months for a study programme or internship, they must register with the Dutch municipality where you are living.