

Erasmus Higher Education Student Mobility for Traineeships Call 1 “Long-term Student Mobility for Traineeship”

ERASMUS-2021-ECHE-CERT

HOTEL SCHOOL Hotel Management College ECHE for modernisation and internationalisation, “ERASMUS CHARTER FOR HIGHER EDUCATION 2021-2027”

Project 2022 and Agreement 2022 No. 2022-1-LV01-KA131-HED-000055754

Call-1 Date: from August 26, 2022 by September 02, 2022.

Information and application template is at www.e-hotelschool.lv front page and Erasmus+ section.



Dear **Higher Education Students** (VPO Groups) ,

SIA "HOTEL SCHOOL" Viesnīcu biznesa koledža (HOTEL SCHOOL Hotel Management College) announces the call-1 for the participation in the competition in the Erasmus Higher Education Student Mobility for Traineeships with project No. **2022-1-LV01-KA131-HED-000055754**

for Long-term Student Mobility for Traineeships **during the period from September 2022 to November 2022.**

Please prepare your application with the CV, motivation letter and other attachments to participate in the competition and send to the email internships@hotelschool.lv starting from August 26, 2022 by September 02, 2022 15:00 p.m. Riga Time.

The objectives of the Erasmus ECHE and the Call-1 are:

HOTEL SCHOOL Modernisation and Internationalisation Strategy includes nine strategic directions for long-term goals with defined expected performance indicators.

I: The College Modernisation and Internationalisation Plan with partner selection criteria and annual updates.

II: The College Erasmus+ ECHE Charter for Higher Education 2021-2027.

III: Promotion of students' integration into the European and international labour markets – to motivate students to complete traineeships in high-level European and international hotels, thus promoting their integration into the European and international labour market.

IV: Promotion of the European and International Mobility of Academic Staff - to promote the European and international mobility of academic staff for advancing competences, exchange of good practices, developing modernisation and innovation and capacity for the College, individual competitive performance, regional competitive performance.

V: Encouragement of academic staff in the European and international cooperation projects – to encourage academic staff in the European and international cooperation projects for advancing competences, exchange of good practices, developing innovation and modernisation capacity.

VI: Development of strategic partnerships with European and Internationally recognised universities and research centers of similar profile, European and international employers – to develop strategic partnerships with European and internationally recognised universities and research centers of similar profile, European and international employers for collaboration on solving common challenges in the tourism and hospitality sector, developing innovative, effective pedagogical concepts, methods, tools.

VII: Internationalisation and diversification of the College curriculum and environment by exchange students' programme, receiving incoming mobility - to internationalise the College curriculum and environment by exchange students' programme, receiving incoming mobility students.

VIII: The development of double or joint study programme with the European or international HEI(s). By taking into account the recommendations, external environment of the College, for double or joint study programmes, upon receiving the ECHE, Charter for Higher Education, to develop the double or joint study programme with European or international higher educational institution(s). The College would like to focus on the development of the programme in Culinary Arts in order to offer an absolutely unique programme in Latvia with the opportunity for students to learn the cuisines of different European countries.

IX: Fostering growth and employability by entrepreneurship and embedding sustainability, innovation, modernisation and digitalisation - to foster growth of the College and employability of the students and staff by entrepreneurship and embedding sustainability, innovation, modernisation by the academic staff, staff, students in the study processes, educational resources, educational products, study environment, managerial environment, cooperation environment.

Long-term Mobility Schedule:

Individual schedule “Long-term Mobilities for Traineeships” 8 places for 67 days for each participant,

Individual schedule “Mobilities for Traineeships” 2 places for 68 days for each participant,
during the period from September 2022 to November 2022.

Place of Mobility according to the announced rates:

upon the choice of the participant, **countries group 2:** Austria, Belgium, Cyprus, France, Germany, Greece, Italy, Malta, Netherlands, Portugal, Spain + region 13 (Andorra, Monaco, San Marino, Vatican) – distance (500-1999km) according to Erasmus Calculator.

upon the choice of the participant, **countries group 1:** Denmark, Finland, Ireland, Iceland, Liechtenstein, Luxembourg, Norway, Sweden + Region 14 (Faroe Islands, Switzerland, Great Britain)

Place of Living: the participant arranges on own.

The participant will develop their practical skills and competences, communication and foreign languages during their traineeships, **employability skills.**

The participants are offered and the following will be covered:

8 places – Long-term student traineeship mobility period 67 days

- Erasmus funding (for countries group 1, group 2):
- Long-term student mobility – European Commission Erasmus funding 600,00 EUR per month, average 30 days, 20,00 EUR per day, total 1340,00 EUR for 67 days;
- Long-term student mobility for traineeships – European Commission Erasmus funding additional funding / 150,00 EUR per month, average 30 days, 5,00 EUR per day, total 335,00 EUR;
- **Total: 1675,00 EUR**

- Long-term student mobility – Latvian State Budget Funding for Erasmus / 4,57 EUR per day, total 306,19 EUR
- **OVERALL Total: 1981,19 EUR per 1 of 8 participants;**

2 places – Long-term student traineeship mobility period 68 days

- Erasmus funding (for countries group 1, group 2), priority will be given to the 2 International Mobilities outside of EU member countries (Great Britain, Switzerland as mentioned in the group 2 description above);
- Long-term student mobility – European Commission Erasmus funding 600,00 EUR per month, average 30 days, 20,00 EUR per day, total 1360,00 EUR for 68 days;
- Long-term student mobility for traineeships – European Commission Erasmus funding additional funding / 150,00 EUR per month, average 30 days, 5,00 EUR per day, total 340,00 EUR for 68 days;
- **Total: 1700,00 EUR**
- Long-term student mobility – Latvian State Budget Funding for Erasmus / 4,57 EUR per day, total 310,74 EUR (rounded);
- **OVERALL Total: 2010,74 EUR per 1 of 2 participants;**
(To reach criteria of 20% International Mobilities, priority will be given to the 2 members with traineeships in the countries outside of EU, but within the group 1 rates (region 14)).

The rates are applicable according to EU Erasmus Guide 2022, LR SEDA (VIAA) published rates for 2022 year projects.

The board of the 3 persons will review the applications during the period from September 02, 2022 to September 05, 2022 and will announce the results in the period of September 02, 2022 – September 05, 2022. depending on the evaluation date.

The board will review the applications will be reviewed according to the following criteria:

ERASMUS + Higher Education Student Mobility for Traineeships Call 1 “Long-term Student Mobility for Traineeship”

, Call 1 from 26.08. 2022. by 02.09. 2022.

Nr		Applicant
	Country of Internship according the Call rates:	
1.	Applicant's name, surname	
2.	Date of application	
3.	Higher Education Student (yes / no)	
3.1.	Registered in the 1st Level professional HIGHER EDUCATION programme at the College (yes / no)	
3.2.	A recent graduate of the college's first-level professional higher education study program; (yes / no)	
3.3.	A recent graduate and former apprentice (kādreizējais māceklis) of the College's First Level Professional Higher Education Study Program; (yes / no)	
4.	Participant with fewer opportunity; (yes / no)	
5.	Motivation for participation, achievement of objectives and goals (yes / no)	
6.	Applicant's activity in College events (yes / no)	
7.	Achieved study results / learning outcomes in total at least 70% of the program courses according to the schedule;	
8.	Employer feedback (yes / no), (if positive / negative)	

9.	Understanding of the Project, project goals and objectives (yes / no)	
10.	Compliance of travel and residence documents with preparatory activities for project participation at the time of selection (yes / no)	
11.	Compliance of the travel and residence document during the project activity period (yes / no / will / probably will be)	
12.	Attendance in total at least 70% of the acquired subjects of the program according to the schedule;	
13.	Compliance with the project objective and / or objectives (yes / no)	
14.	Already participated as an Erasmus + mobility participant in the College (yes / no)	
15.	Decision (approve / reject)	

According to the Regulation for the Selection of Erasmus Project Participants approved by the Council on April 04, 2022, amended May 30, 2022, the priority will be given to the student who:

- the participants with fewer opportunities;
- who are motivated to participate, to achieve objectives and goals;
- who have the applicant's participation activity in the College's events;
- who have positive feedback from employers;
- who have attended at least 70% of the positively acquired subjects of the program according to the schedule;
- who have the conformity of the travel and residence document for participation in the project at the time of selection;
- who have the conformity of the travel and residence document during the project activity period;
- who are fit to achieve the purpose and / or objectives of the project;
- who have not participated as an Erasmus + mobility participant in the College;

Photo (not mandatory)	Application for Participation in ERASMUS Higher Education TRAINEESHIP MOBILITY 2022											
	Name:						Surname:					
	Address:						Date of Birth:					
	Phone No: +371						E-mail:					
Higher Education study programme title, length of study, CP / ECTS Completed traineeship mobility will be recorded in the transcript in CP / ECTS.	HOTEL SCHOOL Hotel Management College First-level professional higher education programme "Hospitality Service Organization", 2 years 3 months, 90 CP / 135 ECTS											
	<input type="checkbox"/> Current student at HOTEL SCHOOL Hotel Management College First-level professional higher education programme "Hospitality Service Organization"											
	<input type="checkbox"/> Graduate from HOTEL SCHOOL Hotel Management College First-level professional higher education programme "Hospitality Service Organization" during the last 12 months, diploma date _____											
Estimated completion (Month / Year)	September 2022 – November 2022											
	Language			Speaking			Reading			Writing		
		A	B	C		A	B	C		A	B	C

Knowledge of foreign languages Indicate the level of language proficiency A-Beginner, B-Intermediate, C-Advanced	English:										
	(specify)										
	(specify)										
	(specify)										
Previous job experience	Company name, position from to										
	Please attach the letter of recommendation, or traineeship, internship assessment by the employer.										
Traineeship place (title, city, country, contact)	<input type="checkbox"/> I have the traineeship contact and agreed the contract Employer Title: _____ City: _____ Country: _____ Contact: _____ <input type="checkbox"/> I do not have the traineeship contract and contact										
Traineeship position from agreement or preferred position	<input type="checkbox"/> Front Office <input type="checkbox"/> Food & Beverage Department <input type="checkbox"/> Office <input type="checkbox"/> Kitchen <input type="checkbox"/> Other _____ (specify)										
Traineeship period (minimum 2 and maximum 5 months)	from ___/___/2022 to ___/___/2022 Starting date of the employment is flexible <input type="checkbox"/>										
You can disclose information if you are the student with fewer opportunities , for example, participant with disability, mental or other health disorders, student with children, with the status of a low-income person, and other (according to Erasmus definitions)										<input type="checkbox"/> participant with fewer opportunities	
Attachments:	<input type="checkbox"/> CV <input type="checkbox"/> Motivation letter <input type="checkbox"/> Signed agreement for LV programme traineeship / internship <input type="checkbox"/> Other										
Compliance of travel and residence documents before the mobility for preparation activities in Riga, Latvia										<input type="checkbox"/> travel documents are valid <input type="checkbox"/> residence documents are valid <input type="checkbox"/> travel documents are not valid <input type="checkbox"/> residence documents are not valid <input type="checkbox"/> need a visa <input type="checkbox"/> other (specify) _____	
Compliance of travel and residence documents before the mobility for preparation activities in traineeship mobility destination (specify)										Destination Place: _____ (city, country) <input type="checkbox"/> travel documents are valid <input type="checkbox"/> residence documents are valid <input type="checkbox"/> travel documents are not valid <input type="checkbox"/> residence documents are not valid <input type="checkbox"/> need a visa <input type="checkbox"/> other (specify) _____	