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the European Union

HOTEL SCHOOL
HOTEL MANAGEMENT COLLEGE

Erasmus VET Learner and Staff Mobility Call 4

INCOMING MOBILITY TO LATVIA FOR UKRAINIAN PARTICIPANTS
FLEEING FROM THE WAR IN UKRAINE

Project and Agreement No. 2024-1-LV01-KA121-VET-000206510

Call 4 Date: from May 16, 2025 by May 29, 2025

Dear VET Learners and VET Education Specialists from Ukraine,

"HOTEL SCHOOL" Viesnīcu biznesa koledža (HOTEL SCHOOL Hotel Management College) announces the call-4 for the Erasmus funding in the framework of the project No. 2024-1-LV01-KA121-VET-000206510 for 7 mobilities during the period from June 2025 to August 2025.

Activities to be supported:

- **6 short-term learning mobilities of VET learners for traineeship** with duration 72 days from June 7, 2025 until August 17, 2025 (including travel days)
- **1 mobility of VET education specialist for teaching or training assignments** with duration up to 9 days from June 7, 2025 until June 15, 2025 (including travel days)

Please complete the application form attached to participate in the competition and send to the email inna@hotelschool.lv by May 29, 2025.

The objectives of the Erasmus project and the Call 4 are:

1. Improve foreign language skills (especially English language skills) of vocational education learners, graduates, vocational education specialists
2. Enhance professional skills and intercultural communication skills of vocational education learners and graduates
3. Familiarize to the latest technologies in the hospitality industry by vocational education learners, graduates, vocational education specialists
4. Strengthen the link between HOTEL SCHOOL and the labour market (employers in EU countries) for promoting the employment of vocational education learners and graduates
5. Foster the connection of HOTEL SCHOOL with educational institutions of a similar profile in other EU countries for solving common problems.

Place of Mobility: SIA "HOTEL SCHOOL" Viesnīcu biznesa koledža (HOTEL SCHOOL Hotel Management College) in Riga, Latvia; Latvian hospitality companies in Riga.

Co-funding amount:

- Insurance will be purchased by HOTEL SCHOOL
- Bus tickets from the place of residence to Riga and from Riga to the place of residence must purchase the participant. HOTEL SCHOOL will reimburse the expenses in the amount of 417 EUR
- Accommodation will be provided by HOTEL SCHOOL, guaranteeing that the services meet the required quality and safety standards
- Funding for meals and individual support in amount of 1000 EUR for the whole duration of the mobility for VET Learners will be paid by HOTEL SCHOOL
- Funding for meals and individual support in amount of 40 EUR per day for VET Education Specialist will be paid by HOTEL SCHOOL.

Selection procedure:

The board of the 3 persons will review the applications during the period from May 30, 2025 to June 2, 2025 and will announce the results until June 3, 2025 depending on the evaluation date. The board will review the applications according to the following criteria:

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APPLICANT'S EVALUATION FORM

Applicant's name, surname _____

| No | Selection criterion | Eligibility |
|----|--|-------------|
| 1. | Date of application | |
| 2. | An Ukrainian civilian fleeing from the war in Ukraine and arriving to Latvia after February 24, 2022 (yes / no) | |
| 3. | A VET LEARNER, registered in the vocational education programme at the vocational education institution in Ukraine (yes / no) OR VET EDUCATION SPECIALIST, registered in the education institution in Ukraine (yes / no) | |
| 4. | Applicant with fewer opportunities (yes / no) | |

| | | |
|-----|--|--|
| 5. | Motivation for participation, achievement of objectives and goals (yes / no) | |
| 6. | Understanding of the Project, project goals and objectives (yes / no) | |
| 7. | Compliance with the project objective and / or objectives (yes / no) | |
| 8. | Compliance of the travel documents for project participation at the time of selection (yes / no) | |
| 9. | Compliance of the travel documents for the project activity period and three months afterwards (yes / no) | |
| 10. | The applicant has not participated in Erasmus+ mobility at HOTEL SCHOOL Hotel Management College before (yes / no) | |
| 11. | Decision (approve / reject) | |

Signatures of Board members:

_____ / _____ /

_____ / _____ /

_____ / _____ /

Date: __/__/2025

The priority will be given to the vocational education learners, specialists, and teachers, who:

- have 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)
- are motivated to participate, to achieve tasks and goals
- have an understanding of the project, project goals and objectives
- are fit to achieve the purpose and / or objectives of the project
- who have not participated as an Erasmus + mobility participant at HOTEL SCHOOL Hotel Management College
- have the conformity of travel and residence documents for participation in the project at the time of selection
- have the conformity of the travel and residence documents for the project activity period.

**Application for participation in
INCOMING MOBILITY to Latvia, Riga
for UKRANIAN PARTICIPANTS FLEEING FROM THE WAR IN UKRAINE
Project and Agreement No. 2024-1-LV01-KA121-VET-000206510**

| GENERAL APPLICATION DATA | |
|---|---|
| Application Date | 26/05/2025 |
| Applicant's Name, Surname | |
| Applicant status | <input type="checkbox"/> VET Learner <input type="checkbox"/> VET Education Specialist |
| INFORMATION ABOUT THE MOBILITY | |
| Type of planned mobility (check as appropriate) | <input type="checkbox"/> Short-term Learning Mobility of VET learner <input type="checkbox"/> Teaching mobility of VET education specialist |
| Place of mobility | SIA "HOTEL SCHOOL" Viesnīcu biznesa koledža (HOTEL SCHOOL Hotel Management College) in Riga, Latvia |
| Planned period and duration of the mobility | <input type="checkbox"/> June 7, 2025 until August 17, 2025 (72 days in total, including travel days) <input type="checkbox"/> from June 7, 2025 until June 15, 2025 (9 days in total, including travel days) |
| Attached documents | <input type="checkbox"/> The copy of travel passport <input type="checkbox"/> CV in English <input type="checkbox"/> Motivation Letter in English |
| Desired position for internship (only for VET learner applicants) | <input type="checkbox"/> Kitchen <input type="checkbox"/> Food & Beverage Department <input type="checkbox"/> Allround |
| CONFIRMATION | |
| Confirmation | <i>I, the undersigned, hereby certify that my travel documents (passport) are valid until November 20, 2025, the information provided in the application as well as submitted documents are true and accurate.</i> |
| Consent | <p><i>I, the undersigned, give a permission to HOTEL SCHOOL Viesnīcu biznesa koledža (as a personal data controller, registration number: 40103277684, address: 3 Smilšu Street, Riga, LV-1050, Latvia, phone: (+371) 67213037, e-mail: info@hotelschool.lv) to collect, process and use my data, including photo images, video recordings, as well as textual content created by me about my mobility experience within the framework of Erasmus project No. 2024-1-LV01-KA121-VET-000206510, hereinafter referred to as the Materials. I waive all remuneration for the use of the aforementioned Materials for the purposes of disseminating the results of the project and information about the services provided by "HOTEL SCHOOL" Hotel Management College.</i></p> <p><i>I am informed and agree that my personal data will be entered for the purpose of registering mobility in the Beneficiary Module system maintained by the European Commission (The controller of personal data processing carried out in the framework of Erasmus+ and the European Solidarity Corps programme is the European Commission (Directorate-General for Education, Youth, Sport and Culture), contact details: data-protection-officer@ec.europa.eu. Information on the processing of personal data by the European Commission is available here: https://webgate.ec.europa.eu/). I have been informed that I have the right to withdraw my consent to the collection, processing and use of my data in writing at any time. HOTEL SCHOOL Hotel Management College will evaluate my claim according to its legal interests. If the personal data are no longer necessary for the pre-defined processing purposes, they will be deleted.</i></p> |

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|---|--|
| Signature | |
| Name, Surname and Signature of applicant's legal representative (in case the applicant is under age 18) | |