



**PROGRAMUL ERASMUS+**  
**Stagii de Practică 2018 - 2019**  
**Facultatea de Litere**

<i>Instituția gazdă</i>	<i>Oraș, țara</i>	<i>Nr. locuri disponibile</i>	<i>Poziție / Departament</i>	<i>Perioada</i>	<i>Observații</i>
<b>Institut STRALANG</b> 16 rue Jean-Henri Schnitzler, 67000 <a href="http://www.stralang.com">www.stralang.com</a> Tél: +33 388 31 48 38 Fax: +33 959 72 23 06 Mme Meryem CETIN Directrice adjointe <a href="mailto:meryem.cetin@stralang.com">meryem.cetin@stralang.com</a>	Strasbourg,  Franța	2		Anul univ. 2018-2019	<b>Profil</b> des candidat(e)s: étudiant(e)s en master ou doctorant(e)s qui souhaitent apprendre le métier d'enseignant. Il/elle doit parler couramment le français (avoir un niveau B2.2/C1). Il est recommandé que la personne soit disponible minimum 3 mois pour un stage de 25 heures à 30 heures par semaine. Après un temps d'observation et de formation, le stagiaire aura un groupe à sa charge pour dispenser des cours de français de niveau A0 à B1 si nous jugeons que son aptitude le permet.
<b>STRAFORMATION</b> <a href="http://www.straformation.fr">www.straformation.fr</a> M. Ferhat TOK Responsable RH et pédagogique <a href="mailto:contact@straformation.fr">contact@straformation.fr</a> Tél. : +33 981227907	Strasbourg,  Franta	Maxim 2 persoane in acelasi timp	-	Anul univ. 2018-2019	<b>Profil</b> du candidat: étudiants en master ou doctorat <b>Tâches:</b> - enseigner une langue au choix : français / anglais / allemand / russe. - travailler en binôme pour de l'observation et/ou de l'intervention. - Le niveau requis est de C1 minimum dans la langue de travail souhaitée. Le stagiaire doit au moins parler l'anglais ou l'allemand en plus de la langue française.
<b>M.E.P.</b> <b>Europrojects Granada®, S. L.</b> <b>(Mobility European Projects Granada)</b>  Plaza de la Trinidad, 2, 18001, Granada <a href="http://www.mepegranada.com">www.mepegranada.com</a> Facebook: <a href="https://www.facebook.com/MEP-Europrojects-Granada-SL-367698029922022/">https://www.facebook.com/MEP-Europrojects-Granada-SL-367698029922022/</a> YouTube: <a href="https://www.youtube.com/channel/UCHYgzvJNupNeIoj21O3IsNw">https://www.youtube.com/channel/UCHYgzvJNupNeIoj21O3IsNw</a>  <a href="http://www.mepegranada.com">www.mepegranada.com</a> David Alan King <a href="mailto:david_mep@yahoo.com">david_mep@yahoo.com</a>	Granada,  Spania	8	the European Projects Department	în orice perioadă a anului	<b>Student profile:</b> Licenta: Limba și literatura, LMA. Masterat și doctorat: specializări în limbi străine + Traducere și terminologie <b>Tasks:</b> -To search databases, to identify the organisations that are planning (or interested in) carrying out a project in Granada; to create and/or translate English documents into Spanish and viceversa (and also other language combinations according to the participant's skills); to keep the communication with the contacts of EU countries (e-mailing or phoning); to teach basic Spanish lessons to project participants (if the trainee has a high Spanish language level); to accompany groups to their cultural visits, to guide them around the city of Granada and to do interpreting. - To be responsible of groups during the trips organized outside Granada; to do translations and to create some texts for M.E.P. Europrojects Granada's site and to help in managing the social networks (i.e. Facebook); to prepare reports and other project documents. -To make web searches and create databases, etc.; to accompany the project participants to their training place and to introduce them to their bosses and colleagues; to evaluate them during their training and to discuss their performances and evolution with the managers. - To do the interpretation ES < > EN; to pick up groups at the Spanish airports; to help us to promote our organisation in our blog, website, social networks and send newspaper articles to local newspapers.

					<b>Special requirements:</b> Spanish and English knowledge; computer knowledge at least at user level; good communication and interpersonal skills (friendly and communicative person).
<b>Casamona International</b>  Tine Mathiassen tine@casamona.com; <a href="mailto:tom@casamona.com">tom@casamona.com</a>	Barcelona, Spania	5	Office	Anul univ. 2018-2019, min. 3 months	<b>Office Manager :</b> work alongside the general manager, do flat finding. Fluent English and Spanish, good communication skills. Compensation: Fixed salary 200€ / month including 6 flat finds in total plus 10% commission of any deal. <b>Listing Agent:</b> find new apartments for sale and rent; call owners then go and see their apartment, take pictures and work with our real estate software, write descriptions in English and in Spanish. You must have a strong conduct of Spanish, both written and spoken. Speaking French is a bonus. <b>Marketing and PR role:</b> be creative and possess excellent writing skills; sell Casamona as a unique brand through innovative blogging and social media updates. <b>Internships in Marketing are unpaid.</b> You need to have at least one of the following qualifications: - Blogging : Write in perfect English; research into things that might excite Casamona customers and sway them to invest in the city. Help update our blog <a href="http://www.casamona.com/category/blog/real-estate-news/">http://www.casamona.com/category/blog/real-estate-news/</a> - IT&SEO skills and experience in working in IT (word press, SEO, Google analytics etc.). - Photographer: Go and visit our apartments with our sales people and help them take photos. Other possible tasks: accounting (getting all invoices together) and also HR (having interview with new interns).
<b>Universitatea din Lisabona</b> <b>Facultatea de Litere</b> <b>Depart. de Lingvistică Generală și Romanică</b> <b>D-na Roxana Ciolăneanu</b> roxana@campus.ul.pt	Lisabona, Portugalia	7	Depart. de Lingv. Generală și Romanică	Anul univ. 2018-2019	<b>Sarcini:</b> - să contribuie la activitățile de promovare a limbii și culturii române în Portugalia; - să gestioneze site-ul și pagina de Facebook a Lectoratului; - să propună noi activități de promovare a limbii și culturii române la Universitatea din Lisabona; - să se implice în activitățile de predare a românei ca limbă străină. <b>Cerințe:</b> lb. română; lb. engleză (minim B1)
<b>Universidad Politécnica de Cartagena</b>  Anna Gargiulo International Office ELDI – Edificio Este Calle del Ángel, s/n 30202 CARTAGENA (Murcia) Teléfono: +34 968 325922 e-mail: anna.gargiulo@upct.es www.upct.es	Cartagena (regiunea Murcia, Spania)	5	Universit y cooperati on and internatio nal relations	4-6 months	<b>Main activity of the placement :</b> University cooperation and international relations <b>Placement offered:</b> -Assistance in the organization of events and student mobility programmes; -Maintenance of databases; -General administrative support (use of e-mail and telephone). <b>Student profile :</b> Translation and Interpretation degrees are considered an advantage ; knowledge of Spanish and English ; good computer skills ; mature, responsible, organised, able to work on his/her own. <b>Desired skills :</b> interested in international affairs ; ability and willingness to train in basic computing (Word, Excel, Access, PowerPoint) ; flexibility in approach to work ; capability of working in an international environment <b>Languages:</b> fluent Spanish – written and spoken ; knowledge of English. 25h per week.
<b>Universidad Politécnica de Cartagena</b>  Donatella Rotondo Language Center Technical University of Cartagena	Cartagena (regiunea Murcia, Spania)	5		6 to 12 months	<b>Main activity of the placement :</b> area of English or German Studies. Reinforcing communication skills in the subjects of English or German for language lessons, both in graduate and postgraduate levels. <b>Placement offered :</b> The student will support the lecturers of the Area of English or German Studies with class activities previously discussed, mainly aimed at improving

ELDI – Edificio Este – 3ª Planta Calle del Ángel, s/n 30202 CARTAGENA (Murcia) Spain Tel: +00 34 968 17 77 62 Mail: servicio.idiomas@upct.es					communication skills in the teaching contexts explained in the previous section. <b>Student profile</b> : any degree in English or German Philology. Preferable English or German native speaking. High level of English or German (expert level) – written and spoken. Optional: knowledge of language class dynamics and methodology and/or academic skills. <b>Desired skills</b> : teaching training; English or German (expert level). Working hours: average: 20 h per week, including class hours/seminars and preparation meetings. It can happen that one week the candidate has to work more hours; this will be compensated with a reduction on subsequent weeks.
<b>University of Sassari</b> <a href="http://www.uniss.it">www.uniss.it</a> Press Office Piazza Università 21, 07100 Sassari <b>Cod: UNI 44</b> <b>Carla Urgeghe (curgeghe@uniss.it)</b>	Sassari, Italia	1		3 months May – July 2019	<b>Student profile</b> : Communication Science, Journalism. Language skills: B1 Italian (spoken and written); Working knowledge of basic software packages (Office) Main <b>tasks</b> will include: working on the daily press review; collaboration in editing press releases regarding the university activities; collaboration in the organization of press conferences; social media editing, social media management, web editing.
<b>Università degli studi di Sassari</b> Piazza Università 21 - 07100 Sassari, <a href="http://www.uniss.it">www.uniss.it</a> <b>Carla Urgeghe (curgeghe@uniss.it)</b> <b>Cod: UNI 46</b> Orientation/Job Placement	Sassari, Italia	1		3-6 months (extensible)	<b>Student profile</b> : Humanities UG/PG Course. Good communicative and relational qualities required. Computer skills: good knowledge of the Office package, familiar with the use of the Internet. Language skills: Italian B2, English B2. <b>Tasks</b> : - desk activities for Italian and foreign students; - organisation of cultural events; - support activities in the management of administrative practices.
<b>Università degli Studi di Sassari</b> Piazza università 21, 07100 Sassari <b>Carla Urgeghe (curgeghe@uniss.it)</b> Research, technology transfer and third mission area - Funzione Public Engagement Viale San Pietro 43/B 3° Piano <b>Cod: UNI 50</b>	Sassari, Italia	1		3 months (extensible) All year round, except July and August.	<b>Student profile</b> Communication Interests: Social development, Social engagement, Communication and dissemination Language skills: English B1. Microsoft Office or similar softwares; Internet browsers. <b>Tasks</b> : The candidate will be involved in all the main activities of the area. Especially in monitoring Public Engagement initiatives of UNISS, in research and analysis of international fundings and networking opportunities and in dissemination reports drafting.
<b>Bookshop IL LABIRINTO di Nonis</b> Via Carlo Alberto, 119 Alghero tel. Fax: +39 079980496 <a href="mailto:labirintoalghero@gmail.com">labirintoalghero@gmail.com</a> <b>Carla Urgeghe (curgeghe@uniss.it)</b> <b>Cod: ILLAB</b>	Alghero, Italia	1		3 months (extensible without a limit)  All year	<b>Student profile</b> : Literature, Foreign Languages, Philological Sciences, Humanities, Translation, Interpretation, Linguistics, Education, Teacher Training; Communication and Information Sciences, Journalism. Language Proficiency: B1 in Italian / English <b>Tasks</b> : The internship programme will focus on the following matters: arrangement of the set; participation in the booking activities of new publications; participation in the organization of literary events and meetings with authors; relations with customers; possible relations with foreign publishers; The intern will have the chance to improve language skills.
<b>Mine Vaganti NGO</b> Via Del Fiore Bianco 13/a <a href="http://www.minevaganti.org">http://www.minevaganti.org</a>  Perfugas (Sassari) email: <a href="mailto:minevaganti2010@gmail.com">minevaganti2010@gmail.com</a>	Sassari, Italia	1		3 months (extensible) Febr.-Aug	<b>Student profile</b> : Communication Sciences, Foreign Languages. <b>Experience</b> : previous experience in the field of non formal education is preferable. <b>Language skills</b> : B1 in English and A2/B1 in Italian. <b>ICT proficiency level</b> : Working knowledge of basic software packages. <b>Soft skills</b> : open minded, ability to write projects in English, communication skills, time management, practical and concrete, sensitive with disability issues, pro-active attitude. <b>Fields of work</b> : adults and youth mobility and training courses targeted at students or

<p>president@minevaganti.org partenzemine@gmail.com <b>Carla Urgeghe (curgeghe@uniss.it)</b></p> <p>Cod: MINEV</p>					<p>teachers. Subject: promotion of the youth/ adult mobility and social work in the third sector all around Europe using non formal education method. The intern will support all activities carried out by Mine Vaganti EYG and will be in charge for writing new projects on youth/adult mobility. The student will be enrolled in activities related to the following programs: LLP, European youth Foundation and Youth in Action, as well as Erasmus plus and European youth foundation.</p> <p>The intern will support the association in the phases of writing and implementing several projects and running info days about European Programme. The training activities will also include writing European Projects aimed at establishing new partnerships and support the implementation of activities on local project. Other practical activities. According to the intern's mother tongue he/she can run workshops on his/her typical food, language courses targeted at students and local community using the non formal education method.</p>
<p><b>International bookshop Koinè Srl</b> Via Roma 137, 07100 SASSARI maria.coilibri@gmail.com; <b>Carla Urgeghe (curgeghe@uniss.it)</b> Cod: KOINE</p>	Sassari, Italia	1		Unlimited All year	<p><b>Student profile:</b> Humanities/Fine Arts/Foreign Languages. <b>Language skills:</b> A2 Italian; B1 English; <b>ICT proficiency level:</b> Working knowledge of basic software package <b>Tasks:</b> The intern will learn the bookshop management activities with reference to sales, book orders and customer relations. The internship activities will also include cooperation in organizing cultural events and reading laboratories for kids in schools and libraries.</p>
<p>Cod: AQUARIUM 2 Aquarium Cala Gonone, Via La Favorita, 08022 Cala Gonone - Dorgali - NUORO http://www.acquariocalagonone.it/ <a href="mailto:info@acquariocalagonone.it">info@acquariocalagonone.it</a> <b>Carla Urgeghe (curgeghe@uniss.it)</b></p>	Cala Gonone - Dorgali Italia	1	Department for Communication and Tourist reception	3 months June - September 2019	<p><b>Student profile:</b> Foreign languages, Humanities, or equivalent. Language proficiency: English B2; Italian A2; Applicants mother tongue in English, French, German or Spanish will be preferred. <b>ICT proficiency level:</b> good knowledge of Microsoft Office package (Word, Excel); good knowledge of the most common social networks. <b>Tasks:</b> the trainee will be involved in all activities carried out by the Department. - front office activities with Italian and foreign tourists; - support in communication campaign on website and social networks; - website contents translation.</p>
<p>Alisso ONLUS <a href="http://www.alisso.org">www.alisso.org</a> Borderline S.C.C., via Rockefeller 16/C, 07100 Sassari - Centro Giovani, via Santa Caterina 21 info@alisso.org PEC: <a href="mailto:posta@pec.alisso.org">posta@pec.alisso.org</a> <b>Carla Urgeghe (curgeghe@uniss.it)</b> Cod: ALISSO</p>	Sassari, Italia	1		6 months All year	<p><b>Student profile:</b> Communication or equivalent; Language mediation, Interpreting. Language proficiency: B1 level in written and spoken Italian / English. <b>Tasks:</b> The intern will be involved in the daily activities in the Youth Centre of Sassari. He/she will cooperate with volunteers and young people working in the Centre. He/she will learn how to organise workshops, events, laboratories, languages courses. In addition to that, the intern will gain experience in informal education, cultural and social fields, European projects, communication and organisation of projects and events for young people, asylum seekers and NEETs.</p>
<p><b>WILLIAM MORRIS SOCIETY</b> Helen Elletson <a href="mailto:curator@williammorrissociety.org.uk">curator@williammorrissociety.org.uk</a></p>	Londra, Marea Britanie	1	-	Anul universitar 2018-2019	<p><b>Tasks:</b> cataloguing and documenting the museum collection, researching, greeting the public, helping with museum administration and room stewarding. We can usually accept a student on a part time basis only.</p>
<p><b>BREPOLS PUBLISHERS</b> <b>Dimitrios Kyratzis</b> <a href="mailto:dimitrios.kyratzis@brepols.net">dimitrios.kyratzis@brepols.net</a> <b>Office:</b> Brepols Publishing Services Street: Ermou 55</p>	Tesalonic, Grecia	2	Office – Brepols Publishers	Preferably (at least) 4-5 months beginning with June 2019	<p><b>Working hours:</b> 6 hours/day (from 08.30 to 14.30). <b>Skills:</b> excellent communication skills; team player; broad knowledge of European history and cultures, across countries, periods, languages and disciplines. <b>Degree (relevant to):</b> Philology, Language &amp; Literature. <b>Obligations:</b> supporting a team of Bibliographers working on Brepols Publishers' databases</p>

Post Code: 54623 City: Thessaloniki Country: Greece				<p>(L'Année philologique, International Medieval Bibliography, International Bibliography for Humanisme and Renaissance, Index Religiosus).</p> <p><b>Language Requirements:</b> English (C1 or C2). Good command of any other language will be an advantage.</p> <p><b>Fees &amp; Fundings:</b> European Union-Erasmus+ programme funding. 200€/per month from Brepols Publishers as accomodation fees.</p>
<p><b>K2 Internacional - Escuela de Espanol en Andalucia</b></p> <p><b>K2 INTERNACIONAL, SPANISH SCHOOL</b>          Plaza Mentidero 19, 11003, Cádiz, Spain          Tif. (0034) 956 212 646 Skype: infok2internacional Email: info@k2internacional.com <a href="http://www.k2internacional.com">www.k2internacional.com</a></p> <p>Lucia Baturone          Executive Assistant          Skype: marketingk2</p>	<p><b>Cádiz, Spain</b></p>	<p>3</p>	<p>Minim 3 luni</p>	<p><b>Internship</b>          The Spanish + Internship programme offered by K2 Internacional normally consists of a Spanish language course combined with an internship held in our school; however, the Spanish language course is not obligatory. It is intended for students who desire to expand their educational experience beyond the traditional classroom environment by working directly within another culture. Benefits: gain understanding, acquire knowledge, and develop the necessary skills for living in a globally interdependent and culturally diverse world. In addition to working, students can attend Spanish lessons to improve language proficiency if they wish.</p> <p><b>Student profile:</b>          Recomendamos tener un nivel mínimo de B1. En caso contrario o, incluso con un nivel B1, recomendamos a los estudiantes hacer siempre un curso previo de español antes de comenzar sus prácticas, bien en su país, o directamente en la escuela, ya que esto les ayuda a adaptarse mejor a la nueva ciudad, hacer amigos internacionales y conocer el funcionamiento de la escuela. A todo el personal de prácticas se le aplica un descuento en el curso.</p> <p>Lessons per week: 20 hours of General Spanish Course (not essential)          Minimum level required: Intermediate B.</p> <p><b>Tasks:</b> International promotions and marketing tasks. Translation of promotional materials, documents, manuals, etc. Collaboration with the academic department. Creating and maintaining databases. Administrative tasks: Receiving and sending emails, drafting letters, answering the telephone, etc. Client attention. Company management.</p> <p><b>Special requirements:</b> A minimum 2 week intensive course in our language school before starting the internship is recommended but not required. - Students must send us the following information by email: English or Spanish CV, a copy of their passport and a copy of their medical insurance if non EU citizen, an authorisation letter from the internship coordinator at your university to start a programme with us, indicating the start and end dates of your period abroad.</p> <p><b>Special pentru studentii UAIC:</b> Hemos decido ofrecer un descuento de un <b>15% en todos nuestros cursos a los estudiantes de UAIC que deseen continuar estudiando español en España</b> sin hacer unas prácticas laborales.</p>
<p><b>GLOBTRAIN GbR</b>          Kurfuerstenstr. 15 - 10785 Berlin - DE  <a href="http://www.globtrain.org">www.globtrain.org</a>  <a href="mailto:info@globtrain.org">info@globtrain.org</a>          Tel: 15785932238</p>	<p>Berlin, Germania</p>	<p>10 licenta,          10 masterat,          10 doctorat</p>	<p>Anul univ. 2018-2019</p>	<p><b>Fields:</b> The traineeships could be done in the following sectors: translation, foreign language secretary, publishing house, journalism, bookstores, touristic guide or points, customer care in foreign language or sales manager.</p> <p><b>Tasks:</b> translating, correspondence in foreign language, little translations for offices, talking to customers or partners in a foreign language (not only German), writing articles or snippets.</p>

Facebook: @Erasmus.Germany.Globtrain <b>Miriam Simone</b>					<b>Student profile:</b> The participants just need to speak at least two foreign languages, with an English level of B2 at least. Any previous working experience would be a plus, but not mandatory.
<b>Università degli Studi di Bari Aldo Moro (IBARI01)</b> Address: Centro Polifunzionale Studenti, P.zza Cesare Battisti - 70121 - Bari (Italy) Dr Mariangela Mancino Erasmus Office <a href="mailto:mariangela.mancino@uniba.it">mariangela.mancino@uniba.it</a> tel. / fax: +39.080.571.4978	Bari, Italia	4	Department of International Relations	From June till September 2019	Languages requirements: English and Italian (B1).  Contactati-o pe Doamna Mariangela Mancino pentru detalii privind sarcinile de lucru in cadrul Departmentului de Relatii Internationale.
<b>University of Macerata</b> <a href="http://www.unimc.it/en?set_language=en">http://www.unimc.it/en?set_language=en</a> International Office Home page: <a href="http://iro.unimc.it/en?set_language=en">http://iro.unimc.it/en?set_language=en</a> <a href="mailto:cri@unimc.it">cri@unimc.it</a>  Véronique Grumel veronique.grumel@unimc.it	Macerata, Italia	1	the International Office	2018-2019	<b>Student profile.</b> Our ideal candidate should: - Have a scholarship by their home institution, within the Erasmus+ Traineeships or KA1 Programmes; - Have very good knowledge of English and Italian Language (the knowledge of any other European Language will be a plus); - Have Basic skills in ICT; - Be acquainted with European Programmes such as Erasmus+ and EVS (European Voluntary Service); - Possibly be graduating or graduated in Italian Philology, International relations, foreign languages, education or similar. <b>The main activities</b> you will carry out are: - Mainly administrative work related to Incoming and Outgoing Erasmus students; - Support and information for Incoming and Outgoing Erasmus students; - Implementation of the web pages related to foreign students and to our partner universities (uploading information, taking care of social networks, etc...); - Support to admin staff in Erasmus plus management; - Support to admin staff in Extra European bilateral agreements management; - Support to admin staff in management of Summer/Winter schools for international students (according to the period); - The trainee will normally work from 09 AM to 14 PM, Monday to Friday (except for Christmas holidays in December and summer ones in August and other national holidays); - Additional hours may be requested according to office needs; - The trainee will be located on ground floor and will be also appointed of welcoming students & visitors, addressing them to the relevant office. If interested, please send Mrs Grumel: 1. The form duly filled in; (Cereti formularul coordonatorului: <a href="mailto:mihlupu@yahoo.com">mihlupu@yahoo.com</a> ); 2. A CV in English or Italian language, possibly in .PDF format; 3. A motivational letter in English or Italian.
<b>UNIVERSIDADE DA BEIRA INTERIOR</b> Covilhã, Portugal Departamento de Comunicação e Artes  Eduardo Camilo	Covilhã, Portugal	2 studenti x 4-6 luni	1. Wool Museum of Univ. da Beira Interior  2. Public Relations Departm	Anul univ. 2018-2019	- First internship: 4/6 months at Wool Museum of Universidade da Beira Interior. - Second internship (4/6 months) at Public Relations Department of Universidade da Beira Interior. <b>Tasks:</b> production of press releases and other promotional material, participation on fairs, production of leaflets, flyers and other informational material, protocol management, online editing, presentation of museum collections. <b>Requirements:</b> proficiency in English (spoken and written), knowledge in French, Proficiency in all the Office Programs, knowledge in image publishing (Photoshop, Indesign)

<a href="mailto:eduardocami@gmail.com">eduardocami@gmail.com</a>			ent of Univ. da Beira Interior		
<b>Instituții eligibile identificate de studenți.</b>	<b>Pot participa la selecție și studenții care fac dovada unei invitații/scrisori de confirmare din partea unei instituții eligibile.</b>				

NOTA:

- Anunțul privind locurile de stagii poate suferi modificări; vă rugăm să consultați actualizările acestuia.
- Studenții pot identifica și pe cont propriu Instituții Partener care să-i accepte în principiu, iar apoi să pună Coordonatorul Erasmus+ în legătură cu instituția respectivă.
- Pentru oferte de stagii de practică consultați și site-ul UAIC:  
<http://www.uaic.ro/international/programul-erasmus/studenti/mobilitati-de-practica-erasmus/oferte-stagii-practica-erasmus/> sau pagina de Facebook dedicată:  
<https://www.facebook.com/StagiiDePracticaErasmus/>

**CRITERII DE ELIGIBILITATE**

**Se pot înscrie la selecție:**

- ✓ studenții înmatriculați la zi la Universitatea "Alexandru Ioan Cuza" din Iași, cetățeni români, cetățeni ai altor state participante la Programul Erasmus+ sau cetățeni ai altor state decât cele participante la Programul Erasmus+;
- ✓ studenții din anii **I–III (IV) licență, I, II master, I–III doctorat**;
- ✓ doctoranzii cu frecvență, care sunt la zi cu îndeplinirea obligațiilor de doctorand, pentru stagii desfășurate până la data susținerii publice a tezei de doctorat ;
- ✓ foști beneficiari ai unui stagiului de practică sau studiu în programele Socrates, LLP-Erasmus și/sau Erasmus+, numai dacă îndeplinesc criteriile mai sus menționate și **cu condiția ca durata totală a stagiilor (Socrates / LLP-Erasmus + și Erasmus+) să nu depășească 12 luni/ciclu de studiu.**
- ✓ studenții și doctoranzii în ani terminali pentru **stagii care au loc în primul an de după absolvire.** În acest caz, selecțiile trebuie să aibă loc cel târziu **până la data încheierii sesiunii de evaluare/examinări din semestrul al II-lea al anului terminal (inclusiv perioada de restanțe), respectiv până la data susținerii publice a tezei de doctorat, iar stagiile pot începe după absolvire (confirmată prin adeverința eliberată de facultate), respectiv confirmarea titlului de doctor, în termen ce permite finalizarea procedurilor interne privind deplasările Erasmus+ (termen minim recomandat – 14 zile).**

**Observație!** Studenții selectați pentru un stagiul de practică Erasmus+ vor putea participa la o nouă selecție înainte de finalizarea acestuia și vor avea statut de **selectat condiționat**. *Acești studenți vor deveni titulari* numai după finalizarea primului stagiului, finalizare care include și depunerea tuturor documentelor cerute, efectuarea testului final de limbă și completarea chestionarului de evaluare. Data de începere a celui de-al doilea stagiul va fi stabilită la o distanță care permite finalizarea procedurilor interne privind deplasările Erasmus+ (termen minim recomandat – 14 zile).

**În limita fondurilor existente, studenții pot fi selectați pentru al doilea stagiul succesiv la aceeași instituție, pentru o perioadă de maximum 3 luni, având statut de titular.**

**Pentru a fi eligibili pentru un stagiul de practică Erasmus+, studenții trebuie:**

- ✓ să aibă punctajul ECTS la momentul selecției de minimum 70 % din punctajul maxim;
- ✓ studenții din anul I trebuie să aibă media de admitere/studiu de până la momentul selecției (înainte de prima sesiune de examene) de minimum 7,50;
- ✓ să ateste cunoașterea limbii de lucru de la instituția pentru care candidează, fie printr-un certificat, fie prin foaia matricolă din liceu și/sau situația școlară aferentă studiilor universitare, conform opțiunii candidatului și în funcție de limbile studiate, astfel:
  - media aritmetică a notelor din liceu și/sau universitate ori punctajul minim acceptat (pentru nivel minim B1) trebuie să fie egal cu 80 % din nota sau punctajul maxim (ex: min. nota 8/10, 16/20 sau *bine*, în cazul calificativelor). Excepție fac certificatele recunoscute internațional (tip DELF, DALF, Cambridge, TOEFL, IELTS, DELE, Goethe), obținute pentru un nivel minim B1, pentru care se acceptă orice punctaj;
- ✓ să obțină minimum nota 7 la interviul susținut în cadrul selecției desfășurate la facultate.



## DOCUMENTE NECESARE PENTRU DOSARUL DE CANDIDATURĂ

1. Curriculum Vitae (va rămâne la dosarul de selecție al studentului);
2. Scrisoare de intenție/motivare (1 pagină), în care să se precizeze: scopurile participării la un stagiu de practică în străinătate; motivele pentru participarea la selecția pentru un stagiu de practică într-o anumită organizație, într-un anumit sector (economic) / departament al organizației; preferința pentru o anumită țară străină; disponibilitatea de a atinge obiectivele stagiului de practică; explicația clară a gradului de noutate și diversitatea sarcinilor; înțelegerea nevoilor și așteptărilor organizației gazdă; țeluri în cariera personală (va rămâne la dosarul de selecție al studentului);
3. Atestatul de limbă sau foaia matricolă din liceu / facultate (va rămâne în copie la dosarul de selecție al studentului);
4. Declarație-tip care atestă, după caz, fie că nu a mai beneficiat de un stagiu de practică Erasmus+, fie, în cazul în care a mai beneficiat de un astfel de stagiu, instituția primitoare, tipul și durata stagiului (va rămâne în copie la dosarul de selecție al studentului);
5. Extrasul din foaia matricolă pentru nivelul de studiu la care este înmatriculat candidatul la momentul selecției, eliberat de secretariatul facultății (numai cu semnătura facultății);
6. Studenții la nivel master sau doctorat vor include și situația școlară de la nivelul/nivelurile de studiu deja promovat/e (foaia matricolă și diploma obținută la nivel licență și master, după caz); (documentele vor rămâne în copie la dosarul de selecție al studentului).
7. Confirmarea de primire/ accept din partea institutiei gazda (se accepta o copie scanata dupa original).

### Documente suplimentare, pentru studenții care nu au cetățenia unui stat membru UE:

- a) o copie a permisului de ședere; excepție de la această cerință fac studenții înmatriculați la UAIC – Extensiunea Bălți, de cetățenie moldoveană;
- b) o adeverință de la facultatea unde este înmatriculat, care să ateste calitatea de student cu frecvență (la zi);

**Important!** Candidații trebuie să identifice un garant (cetățean român) pentru faza de pregătire a documentelor de plecare.

*Dosarele incomplete vor fi declarate respinse.*

### MODALITATEA DE NOTARE A DOSARULUI:

- a) rezultatele academice - **50%** din punctaj (punctajul ECTS al anilor de studii anteriori);
- b) competențele lingvistice - **30%** din punctaj;
- c) interviul - **20%** din punctaj.

### CALENDARUL SELECȚIEI:

21.03.2019	<b>Afișarea</b> condițiilor de selecție și a locurilor disponibile
22.03.2019-12.04.2019	<b>Depunerea dosarelor de candidatură</b> Marțea, Laborator C, orele 17.45 sau miercuria, orele 18.00, sala Multimedia. Dosarul poate fi înmănat coordonatorului și în alte zile, dar numai după contactarea acestuia prin email (mihlupu@yahoo.com).
27.03.2019	<b>Întâlnire informativă cu studenții interesați, ora 17.00</b> , Catedra de franceză
<b>15.04.2019</b>	<b>Interviul*</b> : orele 11.00, Catedra de franceză
15.04.2019	<b>Afișarea rezultatelor selecției (ora 16)</b>
17.04.2019	<b>Întâlnirea cu studenții selectați</b> (vor fi contactați prin email)

\*Se admit interviuri online via Skype.

### Pentru informații suplimentare:

**Conf. dr. Mihaela LUPU, coordonator Erasmus+ Practică** : mihlupu@yahoo.com, tel. 0232-201258 (informații despre locurile de practică, sarcini, responsabilități, activități).

**Biroul Erasmus+**, Serviciul de Relații Internaționale, Rectorat : erasmus@uaic.ro, tel. 0232-201812 (informații despre dosarul de candidatură, eligibilitate, contract financiar, documente post-stagiu etc.)

Afișat astăzi, 21.03.2019 la Secretariatul Facultății de Litere.