

Is your research group thinking about hosting an Erasmus+ Traineeship student or a guest student?

**Due to the current corona situation, we ask our scientific staff to consider whether a traineeship/guest stay at UiB is practically feasible when taken into consideration local and national corona measures and the government's entry restrictions and regulations.**

**Read on for the application procedure and deadlines for traineeships and guest student stays. APPLICATIONS MUST BE SUBMITTED TO THE STUDY SECTION AT BIO (STUDIE@BIO.UIB.NO) 3 DAYS BEFORE THE STATED DEADLINE, AS DOCUMENTATION HAS TO BE VERIFIED BEFORE FORWARDED TO UIB CENTRALLY. THERE WILL BE NO EXCEPTIONS.**

## **Application deadlines**

IMPORTANT: No extension will be given after these dates.

- Start of traineeship: autumn semester (August): **1 May**
- Start of traineeship: spring semester (January): **15 October**

## **Erasmus+ Traineeship**

Erasmus+ traineeship must be arranged directly between the student and their home institution, and BIO. The traineeship period must be recognised/included towards the student degree in home institution. BIO cannot award academic credits for a traineeship.

A traineeship student can apply for student housing at Sammen, but does not receive a housing guarantee. The student and/or home institution has to arrange their own liability/accident insurance for the traineeship period.

The research group hosting the traineeship student has to provide the student a desk/office space and adequate HSE/lab training, if this is needed.

Duration: A traineeship period in the Erasmus+ programme must last between 2 and 12 months. A traineeship student cannot work more than 38h/week.

- For more information about the Erasmus+ traineeship: [European Commission - Traineeship Student](#)
- For more information about UiB's traineeship application process: [Erasmus+ Traineeships at UiB](#)

## Erasmus+ Traineeship: application procedure

Required documentation:

- [Learning Agreement for traineeship](#)
- Transcript of records in English
- Copy of passport/national ID card

The Learning Agreement for traineeship must be signed by the trainee, the home institution and the receiving research group at BIO.

PLEASE NOTE: You apply by forwarding the completely filled out and signed Learning agreement + application documents to the Study Section at BIO at [studie@bio.uib.no](mailto:studie@bio.uib.no) within the deadline.

An application cannot be made retrospectively or after the traineeship has started.

## Guest student stay

Guest students are international students who have their permanent residence outside Norway at the time of application and who wish to be admitted to part-time studies / traineeship at UiB. Guest students do not come through an exchange agreement. Guest student status is only granted at master's level.

A guest student can apply for student housing at Sammen, but does not receive a housing guarantee. The student has to arrange their own liability/accident insurance for the stay. BIO cannot award academic credits for a traineeship period for a guest student.

The research group hosting the guest student has to provide the student a desk/office space and adequate HSE/lab training, if this is needed.

Duration: Maximum 2 semesters. A guest student cannot work more than 38h/week.

- For more information about UiB's guest student application process (*in Norwegian*): [Vurdering og registrering av gjestestudenter og trainee](#)

## Guest student: application procedure

Required documentation:

- Completed form [Application and recommendation form for guest students](#)
- Student's prospective study plan / statement of purpose: *a short description of what the student will study/do research on while a guest at UiB*

- Transcripts of records in English
- Copy of passport
- Documentation of English skills: follow [the guidelines which apply for admission to master's programmes taught in English](#) (valid English test)
- Applicants from countries outside of the EU must also [document funding](#)

The application form must be signed by the guest student and the receiving research group at BIO.

PLEASE NOTE: You apply by forwarding the completely filled out and signed *Application and recommendation form for guest students* + application documents to the Study Section at BIO at [studie@bio.uib.no](mailto:studie@bio.uib.no) within the deadline.

An application cannot be made retrospectively or after the guest stay has started.