

# Information Sheet on Additional Funding



In the latest generation of the Erasmus programme (2021-2027), equal opportunities are to be increasingly promoted through financial grants General information is available on the website of Germany's <u>National Agency</u> for Erasmus+ university cooperation, which is part of the German Academic Exchange Service (DAAD).

You can put a cross against the set(s) of circumstances that apply to you when you register for your placement in Mobility-Online.

## **Basic principles:**

- How much is the additional grant ("top-up") worth? Usually, your Erasmus grant will be topped up by a one-time payment of either €100 (for a stay up to 14 days) or €150 (for a stay from 15 days onward). Even if several of the sets of circumstances listed here apply to you, you will only be able to obtain one top-up. Multiple top-ups are not allowed. For example, if you had a disability level ("GdB") of 30 and a part-time job in line with the criteria described below and your stay is 10 days, you would only receive additional funding of €100 a, not 2 x €100.
- How do you get the top-up? We put a "sworn statement" in your Mobility-Online account for you to download. You will need to sign this and upload it to your account again before we can issue you with your Grant Agreement, which is your contract for Erasmus funding.
  Submitting additional evidence on request: you must make sure that you retain the forms of evidence

**Submitting additional evidence on request:** you must make sure that you retain the forms of evidence listed under 1–4 for five years and will be able to make them available to the International Office on request.

• When is the top-up paid out? The monthly top-up is added to your standard Erasmus grant and paid out pro rata together with the two installments of your grant.

### What kinds of circumstances qualify you for a top-up?

# a) A disability level of 20 or more b) Proven disability or a chronic condition that will land you with additional costs when abroad

#### Forms of evidence for Erasmus funding (if requested):

You can prove your **disability level** by submitting either a ruling by the competent authority (e.g. the state welfare office) or an ID for the severely disabled.

A **proven disability** must be documented by a medical certificate that also confirms that the condition will result in additional costs when you are abroad.

A **chronic condition** must be documented by a medical certificate that also confirms that the condition has existed for at least one year at the time of departure and will result in additional costs when you are abroad.

For general advice before leaving to study abroad, you can contact the <u>Representative for Students with</u> <u>Disabilities or Chronic Illnesses</u>.



Information Sheet on Additional Funding



More information is also available from the <u>exchangeability</u> website offered by the Erasmus Student Network (ESN) and from the online platform <u>inclusivemobility.eu</u>, where higher-education institutions can say what they offer students with special needs, among other things.

## 2. Studying abroad with your child/children

#### Forms of evidence for Erasmus funding (if requested):

A copy (PDF) of the child's birth certificate or child ID plus travel documents, proof of childcare, report card, etc. as evidence of the upcoming stay.

If you are taking your child or children abroad with you, you will also be eligible for the monthly top-up (regardless of how many children). This applies to one parent per child. If you are traveling abroad with your partner and one child and your partner is also receiving an Erasmus grant, only one of you may apply for the top-up. If you are traveling together with two or more children, both of you may apply for the allowance.

The <u>Office of Family Services</u> can also provide financial support for your stay abroad (in addition to your Erasmus grant). Please contact the team there in this regard and for general advice before you go abroad.

# **3. Part-time job** (net monthly salary above €450.00 and below €850.00)

#### Forms of evidence for Erasmus funding (if requested):

Work contract or last six months' payslips and evidence of termination or temporary break

You will be eligible for the monthly top-up if you hold a part-time job continuously for the six months before your Erasmus placement that pays you above €450 and below €850 net per month **on average** and are giving up or taking a break from this job while you are abroad. This is also the case if you have several jobs (not self-employment) that, taken together, pay you above €450 and below €850 per month on average.

"Net" here means the pay that reaches your account after deducting social security contributions and income tax.

If you have a "mini-job" (€520 a month) that has taken you above the monthly average earnings threshold of €450 for the past six months, you will also be eligible for the top-up.

Self-employment and other freelance work are (unfortunately) excluded from the additional funding, as is work that pays you €850 or more net per month.

"Continuously for the six months before your stay abroad" does not mean that you cannot give up your job until the day before you leave, but it should not be more than one to two months beforehand.



Information Sheet on Additional Funding



# 4. Students who are the first from their household to enter higher education

#### Forms of evidence for Erasmus funding (if requested):

Sworn statement by parents or carers

If neither of your parents (or carers) hold a higher-education qualification (degree from a university, university of applied sciences or university of cooperative education), you will be eligible for the monthly top-up. If your parents hold a German vocational qualification and are unsure whether this counts as a degree, they can find out in the <u>Higher Education Compass web portal</u> or on the <u>German Accreditation Council</u> website. If the higher-education institution or qualification is not listed there, you will be able to apply for the top-up. A master craftsperson diploma does not count as a higher-education qualification.

If you only know the identity of one of your parents or only have one carer, only this person's vocational qualification can/need be taken into account.

Degree programmes not recognized as such in Germany (e.g. physiotherapy) are still regarded as highereducation qualifications, meaning that you will not be eligible for a top-up in that case.