

Information for ERASMUS+ Outgoings

Below you can find answers to frequently asked questions regarding Erasmus+ mobilities during the COVID-19 pandemic for the Winter Term 2020/21.

Will I be able to spend my Erasmus+ stay in my host country?

- Due to the COVID-19 pandemic, it may happen that your host university is/will be closed entirely or has shifted to online learning. Please be ready in case your stay is cancelled on short notice or you need to postpone it. Stay up to date and heed the advice and requirements of your host university and country.
- Please keep yourself informed about current travel and safety regulations on the websites of the [Federal Foreign Office](#) (only available in German), the [Robert-Koch-Institute](#), and the [University of Freiburg](#).

What should I consider when booking and prior to traveling to my host country?

- Inform yourself about the entry requirements of your host country. Your host university's websites and newsletters may be helpful in this case, as well as official government resources, such as the Foreign Office's crisis prevention list [Elefand](#) (only available in German). If you are not a German citizen, please enquire about equivalent possibilities in your home country.
- Please only book flights or accommodations that are refundable free of charge and which you can cancel on short notice.

I have booked my travel and accommodation, but am now unable to depart Germany/enter my host country due to travel restrictions. Is it possible to be reimbursed?

- Should it not be possible for you to cancel your booking without additional cost, we may be able to reimburse you for expenses such as rent, electricity bills, etc. Please keep all your receipts. You can contact Bettina Leuschner for questions regarding reimbursement (bettina.leuschner@zv.uni-freiburg.de).

When will I receive my Erasmus+ grant?

- Please note that your Erasmus+ eligibility period begins as soon as you are physically in your host country, and that you have to prove your arrival with a dated certificate of stay from the host university. Once in your host country, it is not of importance whether you attend the teaching units at your host university in person or online.
- Please notify your host university that you require a certificate of stay that covers your entire study period (in-person and online teaching). Please contact Bettina Leuschner (bettina.leuschner@zv.uni-freiburg.de) if this is not possible.

I am required to observe quarantine regulations when entering my host country. Will this period be covered by the grant?

- Quarantine is counted towards your grant eligibility period. Please contact Felicitas Höfflin-Trefzer (felicitas.hoefflin-trefzer@zv.uni-freiburg.de) should you be affected.
- Please inquire whether your host country allows you to avoid quarantine with a negative COVID-19 test result.
- A potential quarantine period upon your return to Germany cannot be counted towards your grant eligibility period.

My host university offers online courses during the winter term 2020/21 that I can attend from Germany. Can I begin my semester virtually from home, and what happens to my Erasmus+ grant if I am not actually abroad?

- If your online classes help you to fulfill the educational objectives that you outlined in your Learning Agreement, you can do Erasmus virtually and profit from the programme. However, financial funding cannot be granted without physical presence in the host country, as no additional expenses are incurred as a result of a stay abroad. As soon as you begin your physical mobility abroad, you become eligible for the Erasmus+ grant.
- Please notify your host university that you require a certificate of stay that covers your entire study period (in-person and online teaching). Please contact Bettina Leuschner (*bettina.leuschner@zv.uni-freiburg.de*) if this is not possible.

What must I do when I return to Germany from abroad?

- Requirements regarding self-isolation and notification of authorities in cases of entry into Germany please see [here](#).
- Should you need to notify the city of Freiburg, please do so at this address: *polizei@stadt.freiburg.de*.

I would like to stay in my host country, but there are no courses on offer (online or in-person teaching).

- Please contact your departmental coordinators in Freiburg and your host university to find out if other course selections are possible.
- Should your host university have cancelled all classes, inquire whether your course programme is to be continued at a later date (online or in-person). Please notify us that you are expecting a response from your host university. Should there be no classes on offer in the foreseeable future, please consider shortening your stay and continuing your studies at the University of Freiburg.
- If you remain in your host country and incur expenses as a direct result, such as rent or electricity payments, and/or are participating in online classes as an alternative to in-person teaching, you may be eligible for funding during this period.
- Please note that periods of remote learning from Germany do not qualify for an Erasmus+ grant.

I want to cancel my winter term 2020/21 stay. What should I do and how do I receive important documents (e.g. certificate of stay) from my host university if it is currently closed?

- If you have not yet begun with your studies at your host university, you can cancel your mobility via our website Mobility Online.
- Should you need to or have needed to shorten your stay abroad as a result of the pandemic (whether in-person teaching or online/remote learning from home), please do not cancel your stay in your Mobility Online account. Rather, contact Felicitas Höfflin-Trefzer (*felicitas.hoefflin-trefzer@zv.uni-freiburg.de*). Please have your host university issue you a confirmation of stay noting both in-person teaching and online learning periods. Please use the templates for Certificate of Arrival and Certificate of Departure, both of which are available for download via your Mobility Online workflow. Please upload these confirmations of your stay as well as the other documents required for the section "After the Mobility" to Mobility Online. The Freiburg EU Office will then calculate your grant on the basis of this information.

What should I do if I cancel my stay abroad but have taken a leave of absence from the University of Freiburg?

- Please contact the registration office („Studierendensekretariat“) to restore your status as a student. Please contact your study coordinator for help with the planning of your continued studies in Freiburg.

How can I have the ECTS I've earned abroad recognised, especially if I have not been able to take exams or exams were cancelled?

- It may be possible to recognise parts of your courses. Please contact your departmental coordinator and the responsible examination office.
- **Your Erasmus+ grant is not in jeopardy.** If you have only been able to receive very few ECTS points or none at all, we may require a statement from you as to why this is the case. You will not need to pay back your grant on account of how many ECTS points you have received.

I have shortened my Erasmus+ stay, but have not yet received links to take the EU Survey or the 2. OLS assessment.

- **EU-Survey:** The survey is automatically sent to you on the date you entered as your estimated return date. We ask for your patience in this case. If you need to complete your workflow urgently, please contact Ms. Frau Bettina Leuschner (bettina.leuschner@zv.uni-freiburg.de).
- **2. OLS Assessment:** You can change the dispatch date for the second assessment yourself by altering the estimated return date. Please log in to your OLS account to do so.

Is it possible to postpone by Erasmus+ mobility and go abroad at a later time?

- Students may go abroad with Erasmus+ for 12 months per study cycle (Bachelor, Master, Doctorate; for state exam candidates up to 24 months). Should you cancel your mobility after one month, for instance, there are still 11 months left in your current study cycle which we can fund in the framework of the Erasmus+ programme.
If you wish to continue your Erasmus+ stay, please contact your departmental coordinator to ask about available placements and application conditions.