

**FINANCIAL SUPPORT FOR TRAVEL AND LIVING COSTS FOR STUDIES AND PLACEMENTS ABROAD IN THE ACADEMIC YEAR 2026 - 2027**

This notice concerns students of LAB University of Applied Sciences (LAB) and is valid for studies and placements abroad for the academic year 2026-2027. It includes information about:

1. Financial support for long term study exchanges
2. Financial support for long term placements abroad
3. Financial support for Erasmus+ blended short mobilities
4. Erasmus+ travel grant
5. Additional Erasmus+ grants
6. Special conditions regarding Erasmus+ grants
7. Application for the financial support

**1. Financial support for long term study exchanges / The maximum grant amount**

<b>Erasmus+ grant to Erasmus+ partner institutions</b>	
<b>Group 1 countries with higher living costs:</b> Austria, Belgium, Denmark, France, Germany, Iceland, Ireland, Italy, Liechtenstein, Luxembourg, Netherlands, Norway, Sweden  + partner countries not associated to the Erasmus+ programme: Andorra, Monaco, San Marino, Vatican City State and Faroe Islands, Switzerland, United Kingdom	540 € / month + travel grant
<b>Group 2 countries:</b> Bulgaria, Croatia, Cyprus, Czechia, Estonia, Greece, Hungary, Latvia, Lithuania, Malta, North Macedonia, Poland, Portugal, Romania, Serbia, Slovakia, Slovenia, Spain, Türkiye	490 € / month + travel grant
<b>Group 3 - Partner countries not associated to the Erasmus+ programme:</b> Other partner countries outside Europe with Erasmus+ agreement with LAB	700 € / month + travel grant
<b>Bilateral grant to other LAB partner institutions</b>	
Other countries with a bilateral agreement with LAB	250 € / month
<b>Nordplus grant to Nordplus partner institutions</b>	
Nordplus grant to Nordplus partners, details can be found from: <a href="https://www.nordplusonline.org/how-to-apply/handbook/nordplus-higher-education/funding/">https://www.nordplusonline.org/how-to-apply/handbook/nordplus-higher-education/funding/</a>	According to the network

General conditions for awarding financial support for studies abroad

Financial support can be awarded for student exchanges to partner institutions of LAB for one or two semesters depending on the grant programme. Exchanges to institutions which do not have a bilateral agreement with LAB (e.g. free mover exchanges) are not financially supported.

A student can get financial support from only one source of funding (Erasmus+, home institution etc.). It is not possible to overlap financial support paid by LAB from different programmes. It is possible to get the home institution grant only once and for one semester (max. 5 months) for

studies abroad. However, in double degree exchange the home institution grant will be paid for one academic year. Within Erasmus+ long-term mobility, a monthly grant for full months and a daily grant for days exceeding the full months, is calculated. Other grants are calculated by the exact number of months.

Erasmus+ grants to partner countries are awarded within the limits of the availability of Erasmus+ funds, as a maximum of 20% of the total grants can be awarded for mobility outside the Erasmus+ programme countries. Grants are awarded on a first-come, first-served basis. Erasmus+ grant will not be awarded for studies that take place at the student's actual country of residence.

In order to get the financial support, the studies abroad should be recognised as a part of the student's degree in the home institution LAB University of Applied Sciences. Studies abroad must be fulltime and aim to yield on average 30 ECTS per semester. The student must be physically present at the host country. Online studies are not supported, and online studies done to home university are not calculated to the demand to complete on average 30 ECTS per semester. If a student is not able to fulfil the minimum requirement of 20 ECTS per semester at the host institution, the student is asked to deliver a clarification of the causes leading to this to the International Mobility Services. Without a sufficient reason the student is asked to pay the grant back according to the following scale:

- 5,99 ECTS or less completed at the host institution, full (100 %) payback of the grant
- 6 – 9,99 ECTS completed at the host institution, 75 % payback of the grant
- 10 – 14,99 ECTS completed at the host institution, 50 % payback of the grant
- 15 – 19,99 ECTS completed at the host institution, 20 % payback of the grant

If the exchange period is **significantly** shorter than the normal semester duration (which is 4-5 months) due to host institution timelines/offering, the minimum requirement is 5 ECTS per month to avoid the payback of the grant.

When making the decision on grant reimbursement, participant's illness or difficult circumstances are taken into consideration. The consideration shall be based on the supporting documents provided by the participant.

## 2. Financial support for placements abroad

<b>Erasmus+ traineeship grant</b>	
<b>Group 1. Countries with a higher cost of living:</b> Austria, Belgium, Denmark, France, Germany, Iceland, Ireland, Italy, Liechtenstein, Luxembourg, Netherlands, Norway, Sweden;  <b>In addition, the following partner countries not associated with the Erasmus+ Programme:</b> Andorra, Monaco, San Marino, Vatican City State, Faroe Islands, Switzerland, United Kingdom	690 € / month + travel grant
<b>Group 2. Countries with a medium or lower cost of living:</b> Bulgaria, Croatia, Cyprus, Czechia, Estonia, Greece, Hungary, Latvia, Lithuania, Malta, North Macedonia, Poland, Portugal, Romania, Serbia, Slovakia, Slovenia, Spain, Türkiye	640 € / month + travel grant
<b>Group 3. Partner countries not associated with the Erasmus+ Programme:</b> Other partner countries not associated with the Erasmus+ programme with individual Erasmus+ traineeship agreement	700 € / month + travel grant
<b>Other placements</b>	
Placements outside the Erasmus+ programme	LAB Travel Grant 400 € / placement (once during studies)

### Conditions for awarding financial support for placements abroad

Placements abroad may be financially supported through the Erasmus+ programme, provided that the placement meets the eligibility criteria described below.

All required documents must be submitted by the student through the LAB Mobility-Online system before the start of the placement. Eligibility for the Erasmus+ traineeship grant and the final decision on grant approval are made by International Mobility Services. Grants are awarded in order of application, within the limits of available Erasmus+ funding.

Erasmus+ funding may also include support for travel days, in accordance with the rules described in Section 4, "Erasmus+ travel grant".

Erasmus+ traineeship agreements and grant agreements are binding. The student is responsible for informing International Mobility Services of any changes to the placement. Failure to report such changes may affect the eligibility of the Erasmus+ grant.

Further information is available at [placement@lab.fi](mailto:placement@lab.fi).

#### *2.1 Host organisation and destination country*

The host organisation must be located abroad (outside Finland), and the placement must be carried out physically at the host organisation. Eligible destination countries and corresponding Erasmus+ grant levels are listed in the table above. The grant amount is determined based on the destination country and its cost-of-living category. Erasmus+ grants for mobility to partner countries not associated with the Erasmus+ Programme are limited by available funding. A maximum of 20% of the total grants may be allocated to mobility outside Erasmus+ programme countries.

The Erasmus+ traineeship grant will not be awarded if the placement is carried out in the same country where the student resides during their studies, including situations where studies are completed remotely from that country.

The placement may take place in a company or a public or private organisation. The placement may also be completed at a higher education institution. However, the following organisations are not eligible as host organisations: European Union institutions and bodies, and organisations managing EU programmes. The host organisation is defined as the organisation or institution that provides the placement tasks and supervises the placement. The host organisation must not charge the student any fees for obtaining the placement, carrying out the tasks, or supervision during the placement. Only one host organisation is allowed during the placement period. However, mobility within the same organisation is possible, for example between different departments or units.

The minimum required internship duration must be completed within the same host organisation. Changing the host organisation during the internship is only permitted in exceptional cases and requires strong justification. Any changes require approval through a force majeure process.

### *2.2 Placement content*

The placement must be full-time, with a workload of approximately 35–40 hours per week. A plan for the placement content, including a monitoring and evaluation plan, must be prepared prior to the start of the placement.

In addition to the physical mobility period, the placement may include a virtual component, which refers to remote work carried out from Finland or any other country other than the destination country. The virtual component must be carried out for the host organisation and must be included in the placement plan. When the placement includes both a physical mobility period and a virtual component, it is considered a blended placement. The grant is awarded only for the duration of the physical mobility period.

### *2.3 Duration of the placement*

Long-term placements must have a minimum duration of 2 months (60 days). Erasmus+ traineeship grants may be awarded for a maximum duration of 6 months (180 days). Placements may be longer than 6 months, but any period exceeding 6 months will not be financially supported and will be covered by a zero-grant agreement. Travel days are not included in the duration of the physical mobility period.

In blended placements, there are no restrictions on the duration of the virtual component.

If the placement is longer than 14 days but shorter than 2 months, it is not eligible for financial support.

### *2.4 Short-term blended placements*

Placements may also be completed as short-term blended mobility periods. The placement must be full-time, with a workload of approximately 7–8 hours per day. Erasmus+ funding may be awarded for a duration of 5–14 days. Travel days are not included in the duration of the mobility period. A minimum of 3 ECTS credits must be awarded for the placement.

#### 2.4 Recognition of placement in the degree

The internship must be included as part of the student's degree at LAB University of Applied Sciences. A minimum of 5 ECTS credits must be awarded per month of placement. The placement must be recorded in the student's official transcript of records.

LAB University of Applied Sciences does not offer financial support for placements for recent graduates.

#### 2.5 Overlapping funding

A student may receive financial support for the placement from only one funding source (e.g. home institution, Erasmus+, EDUFI). Receiving financial support from different programmes is not permitted.

#### 2.6 LAB Travel Grant

The LAB travel grant can be awarded only once during the studies and only for long-term placements. The placement must still meet all the eligibility criteria described above. Note: This rule may not apply to placement grants from other funding sources.

### 3. Financial support for Erasmus+ blended short mobilities

<b>Erasmus+ blended short mobilities</b>	
Up to the 14th day of activity (days 1 – 14, min 5 days)	79 € / day + travel grant

#### General conditions for awarding financial support for blended short mobilities

Financial support can be awarded for blended short mobilities from 5 to 20 days. Financial support can be awarded only to the physical part of the mobility, lasting 5-14 days, but travel days can be added before and after the physical mobility. Study exchanges to institutions which do not have an Erasmus+ bilateral agreement with LAB are not financially supported. Agreement with the placement organisation must be signed by all parties before the mobility starts.

In order to get the support, the studies or the placement abroad has to be recognised as a part of the student's degree in the home institution LAB University of Applied Sciences. The mobility must have a mandatory virtual part. The studies/placement abroad must be minimum of 3 ECTS including both the physical and virtual parts. The student must present a certificate of attendance/course completion after the mobility period. If no certificate is presented after the mobility, the grant can be reimbursed.

### 4. Erasmus+ travel grant

On top of the Erasmus+ grant an additional travel grant is awarded for all Erasmus+ students. The travel grant is awarded based on the one-way straight-line distance between the Lappeenranta campus and the main campus of destination location. If the student does not live in Finland, and the distance to the destination location is shorter than from Lappeenranta, the travel grant is paid from the actual departure location. The travel grant cannot be more than from Lappeenranta to the destination location. The table below presents the travel grant for the round-trip. If a student travels

by green means, the green travel grant is awarded instead of the travel grant. If the straight-line distance is less than 10km the travel grant is not awarded.

All Erasmus+ mobilities are entitled to a travel grant based on the distance and one travel day can be added before and after the physical mobility.

The straight-line one-way distance	The travel grant in total	The green travel grant
10 – 99 km	28 € per participant	56 € per participant
100 – 499 km	211 € per participant	285 € per participant
500 – 1999 km	309 € per participant	417 € per participant
2000 – 2999 km	395 € per participant	535 € per participant
3000 – 3999 km	580 € per participant	785 € per participant
4000 – 7999 km	1188 € per participant	1188 € per participant
8000 km or longer	1735 € per participant	1735 € per participant

Erasmus+ distance calculator can be found at <https://erasmus-plus.ec.europa.eu/resources-and-tools/distance-calculator>

## 5. Additional Erasmus+ grants

Additional Erasmus+ support	
Green travel	increased travel grant (=the green travel grant, see table above) + additional travel days (up to 4)
Inclusion support, in long-term exchange (2–12 months)	250 € / month
Inclusion support, in short-term blended mobilities	100 € / 5–14 days exchange
Special needs support	according to real costs

**Green travel** refers to travel in which low-emission vehicles are used for the journey or part of the journey (such as a bus, train, carpool or ship if combined with other green travel methods) with the aim of minimising emissions, e.g. reducing flights. A student is entitled to a green travel grant when more than 50 % of the total distance (round trip) is travelled green.

Erasmus+ programme supports students who have fewer opportunities than others (**inclusion support**). Inclusion support can be awarded based on social or health obstacles, disabilities, or migrant background. The inclusion support is added on top of the normal Erasmus+ grant. To get the additional inclusion support, the student needs to inform LAB International Mobility Services about it when filling out the LAB Mobility-Online online form. Further additional documentation is required and should be presented to the International Mobility Services according to the instructions in LAB Mobility-Online.

**The special needs support** is intended to enable international exchange and internship in circumstances when a special need causes additional costs that are not covered by other sources.

Special need can be an injury, impairment, physical or psychological illness or a learning difficulty. The additional support will be added to the normal Erasmus+ grant, and the amount of the support will depend on each student's personal needs. The support will be granted by the Finnish National Agency for Education from the application of LAB International Mobility Services, and the final amount of additional support will be decided on a case-by-case basis.

## 6. Erasmus+ grant terms

The Erasmus+ grants are calculated according to the **actual dates** of the exchange period. When calculating the long-term mobility grant, a month is equal to a calendar month, i.e. 28–31 days, depending on which month it is (details can be found in <https://elab.lab.fi/en/principles-student-mobility>). Student needs to know the exact day they have to be present at the host organisation (e.g. orientation day). Accordingly, the end date is the last date when a student needs to be present at the host organisation (e.g. the last exam, the last placement day). Additional travel day can be included in the beginning and end of the mobility period (maximum 2 days in total). In case of green travel, a maximum of 6 travel days can be added to the mobility (2 regular + 4 additional travel days for green travel). The student must indicate the number of travel days in the grant application.

The exchange periods abroad with Erasmus+ mobility programmes (as a student and/or as a trainee) cannot exceed 12 months (maximum 360 days) within one cycle of study. The maximum length of 12 months can include several exchange periods.

If a student does not have enough Erasmus+ months (min. two months for a long-term exchange) left from the maximum of 12 months for the Erasmus+ long-term exchange, the student is not eligible for the Erasmus+ grant. In this case the student can apply for a student exchange to other destinations outside Europe. If the 12 months is exceeded during the Erasmus+ mobility period, the student is eligible for an Erasmus+ grant until the 12 months are full, and the rest of the mobility period will be made following a free-mover principle with zero-grant. Note that also the host organisation needs to accept the free-mover period, which follows the Erasmus+ grant period.

If the Erasmus+ period is shorter or longer than planned, the grant amount will be rechecked. The dates are checked from the **Letter of Confirmation** (Certificate of Attendance) signed by the host institution for student exchanges and from the **Traineeship Certificate** for placements. If the mobility period is more than five days shorter or longer than informed in the grant agreement, the grant amount may be recalculated to match the actual dates. If no funding is left, the possible extension will not be funded. The possible new grant agreement must be confirmed by the student. If the student does not provide the confirmation on the new dates, the whole Erasmus+ grant will be collected back.

Erasmus+ students must complete an online EU Participant Survey to which a link will be sent to the student's email address after the mobility period.

## 7. Application for the financial support

Certain documents are required to be returned to get the support. Please follow the instructions in the LAB Mobility-Online system. All fully completed documents for the financial support and the online grant application (accepting the grant terms) must be submitted to LAB Mobility-Online by the 1<sup>st</sup> day of the month to receive the financial support on the last day of the same month. In December the grant handling time is longer, therefore the grant applications submitted by 1<sup>st</sup> December, will be paid latest on January 15<sup>th</sup>. Applications for the financial support are not processed during the summer months in July and August, hence a student is advised to submit the financial support application in time.

The grant is paid in one instalment (100 % of the total grant amount). The grant is checked after the mobility period. After the reporting is fully completed in LAB Mobility-Online, the grant is checked by the LAB International Mobility Services by the end of the next semester at the latest. If there are major changes in the exchange duration, the grant can be checked earlier by request.

All financial supports should be applied for not later than one month prior the start of your exchange period abroad. The financial support must in all cases be applied **before** going abroad. In case of having difficulties with the required documents or LAB Mobility-Online, please contact the International Mobility Services ([outgoing@lab.fi](mailto:outgoing@lab.fi) / [placement@lab.fi](mailto:placement@lab.fi)) / [shortmobility@lab.fi](mailto:shortmobility@lab.fi)) as soon as possible.

Within one month after completing the studies/placement abroad, the student needs to submit the exchange report, Letter of Confirmation, and the Transcript of Records/Traineeship certificate to LAB Mobility-Online, and the Learning Agreement needs to be up-to-date and approved by all parties.

**Negligence in fulfilling the reporting requirements, or lack of study performance can lead to the payback of the financial support. The grant check is made after the student has submitted the required report(s) and forms to LAB Mobility-Online and to EU. If a student does not report within the time limit, it might lead to the whole support being collected back.**

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