

**Dezernat Forschung und EU-Hochschulbüro, Technologietransfer**

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Postfach 6009, D-30060 Hannover

**Dezernat Forschung und EU-  
Hochschulbüro,  
Technologietransfer**

To our Partner Companies

**Department of Research and  
EU-Liaison Office, Technology  
Transfer**

Dear Sir/Madam,

Thank you very much for offering our student an opportunity to conduct a high-quality internship at your company/organisation. Such internships enable students to employ the knowledge they have acquired through their studies, to gain new experiences by living and working abroad, and hopefully, will facilitate their future entry into the increasingly competitive international labour market. Likewise, your company/organization will benefit from the student's specialized knowledge and foreign language skills.

Our office offers grants to students through the ERASMUS-SMP Programme, which is funded by the European Union, in order to financially support their stay abroad. The average grant a student may receive is about 350 Euros per month to cover their travel, accommodation and living expenses and insurances during their internship.

Needless to say, the living expenses in most European cities and towns are so high that an ERASMUS-scholarship is often not sufficient for covering their basic expenses. Unfortunately, this is one of the main reasons our students decide against a stay abroad to carry out an internship. As a result, they lose this opportunity to learn important new skills and gain additional knowledge. If companies/organisations guaranteed the student a payment of at least 250 Euros per month, more students could afford such an internship abroad, and at the same time, provide European companies and organisations support through their expertise and labour.

Therefore, we request your support in helping to finance the student during his/her internship in your company/organisation. Financial assistance can be provided either in the form of a monthly payment or allowance to the student, or it can be covered by

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September 2020

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contributing to the student's costs for accommodation or even in the form of meal vouchers.

We look forward to cooperating with you. If you have any questions, please do not hesitate to contact us. Thank you very much in advance.

Best regards,

Ina Buchroth  
Erasmus-SMP Project Coordinator

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