

Erasmus Information Sheet

Additional Funding – Studies and Traineeships long-term

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 [National Agency 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 €250 per month.
Even if several of the sets of circumstances listed here apply to you, you will only be able to obtain one €250 monthly 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, you would only receive additional funding of €250 a month, not 2 × €250.
- **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 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?

1. a) A degree of disability of 20 or more
b) A proven disability or chronic condition giving rise to additional financial requirements while abroad

Forms of evidence for Erasmus funding (if requested):

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

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

For general advice before leaving to study abroad, you can contact the [Representative for Students with Disabilities or Chronic Illnesses](#).

Erasmus Information Sheet

Additional Funding – Studies and Traineeships long-term

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

Alternative to the top-up:

Obtaining funding to cover your additional costs and, if applicable, a preparatory trip by making a separate application (for the actual costs)

If you are anticipating additional costs of more than €250 a month that are not being covered from other sources and/or if you are planning a preparatory trip to your destination (potentially with a companion, although this only applies in the event of a disability), please turn in contact with the International Office in good time (erasmus-outgoing@uni-bonn.de). In this case, you will be able to make a separate application (for the actual costs) in which your grant will be calculated individually (up to €15,000 per semester). This will require you to submit individual receipts for costs incurred and clarify the situation with other parties covering your costs.

The application needs to be submitted to our funding provider no later than two months before you start studying abroad, so please turn to erasmus-outgoing@uni-bonn.de as soon as possible.

The application amount will be calculated based on your individual needs and paid out in addition to your standard Erasmus grant. Please note that we can only consider additional costs that

- a) are not being covered by national bodies (integration offices, health insurers, regional associations, welfare offices, students' associations); and
- b) you incur as a result of staying abroad. These include flight costs and the cost of accommodation for any assistants traveling with you or of accessible accommodation.

As you will need to provide evidence for the difference between your costs incurred in Germany and abroad, please make sure that you allocate enough time to preparing your application.

Applying to have your actual costs covered and receiving the top-up: a special case

Although you can only receive the top-up once, even if several of the categories of additional funding apply to you,

1. you can also get the top-up if you are applying to have your actual costs covered due to a disability and also come from a non-academic household or have a part-time job in line with the criteria mentioned below;
2. you may be able to apply to have your actual costs covered and get the top-up at the same time even if you “only” have a disability. This is an option if the same costs will definitely not be covered by your top-up and your application to have your actual costs covered.

Getting a preparatory trip subsidized (only applies to participants with a disability)

You can also apply for a financial grant for a preparatory trip to scout out the conditions at your destination. This can cover yourself and potentially a companion as well and is requested in an application to have your actual costs covered as described above. If you are only making an application for a preparatory trip, you will also be able to obtain the monthly top-up for your actual Erasmus mobility.

Instead of applying to have their actual costs covered, participants with a disability level of 50 or more can apply for a lump-sum grant to put toward a preparatory trip. This trip can be made any time between January and November, and the corresponding application needs to be made two months beforehand. If you are interested, please contact erasmus-outgoing@uni-bonn.de as soon as possible.

Erasmus Information Sheet

Additional Funding – Studies and Traineeships long-term

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 [Office of Family Services](#) 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.

Alternative to the top-up:

Obtaining funding to cover your additional costs by making a separate application (see above)

If you are anticipating additional costs of more than €250 a month that are not being covered from other sources, please email erasmus-outgoing@uni-bonn.de in good time. More information on this funding option can be found in section 1 under the section "Alternative to the top-up."

3. Part-time job (paying more than €450 but less than €850 net a month)

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 mobility that pays you between €451 and €849 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 more than €450 and less than €849 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.

Erasmus Information Sheet

Additional Funding – Studies and Traineeships long-term

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 [Higher Education Compass web portal](#) or on the [German Accreditation Council](#) 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 programs not recognized as such in Germany (e.g. physiotherapy) are still regarded as higher-education qualifications, meaning that you will not be eligible for a top-up in that case.