

Dear Sirs,

My name is _____ and I am a student in _____ at the Università degli Studi di Perugia.

I am writing to you to find out whether or not it would be possible to participate in a stage/internship at Your Institution within the frame of the Erasmus+ Traineeship programme, for approximately ___ months to be completed before_____.

The Erasmus+ Traineeship programme promotes internships aimed at students from Higher European Education Institutions. Within the Traineeship programme, students are encouraged to spend some time abroad, working in a firm/institution/company/bank.

The stage/internship is to be fully financed by the Erasmus+ programme and an additional grant is also provided by the University of Perugia.

All insurance expenses are covered by the programme and by my University.

You may find more information about the programme by visiting:

http://ec.europa.eu/education/opportunities/higher-education/traineeships_en.htm

Should you be interested, please reply to this email, and I will promptly send you the "Learning Agreement for Traineeship".

Please find attached my Curriculum Vitae in the European format.

I would consider it a great opportunity to have the possibility to spend some time working at Your Institution, in particular_____.

I thank you for your kind attention and I would very much look forward to receiving a positive response from you.

Best Regards,

IMPORTANTE: Allegare il CV in formato europeo. In caso di risposta positiva, inviare il Learning Agreement compilato nelle parti di competenza!