

## Honorary Declaration for Top-Ups on Erasmus+ Internships

|                       |                    |
|-----------------------|--------------------|
| Surname:              | Name:              |
| Matriculation number: | Internship Period: |
| Host organization     | Country:           |

I hereby confirm that I **am eligible to apply for the following top-ups** in the Erasmus+ program and can provide appropriate evidence if requested (please tick and refer to explanations on page 2):

| Bitte ankreuzen          | Top-Up                                                                                                              | Förderhöhe                               |
|--------------------------|---------------------------------------------------------------------------------------------------------------------|------------------------------------------|
| <input type="checkbox"/> | Top-Up for „Green Travel“ <sup>1</sup><br>additionally: travel allowance for "Green Travel" from ____ Travel day(s) | travel allowance for up to 6 travel days |
| <input type="checkbox"/> | Social Top-Up for "First-time Academics"                                                                            | 250 Euro / month*                        |
| <input type="checkbox"/> | Social Top-Up for "working students" <sup>2</sup>                                                                   | 250 Euro / month*                        |
| <input type="checkbox"/> | Social Top-Up for "students with child(ren)" <sup>3</sup><br>Number of child(ren) __                                | 250 Euro / month*                        |
| <input type="checkbox"/> | Social Top-Up for "Students with Chronic Illness" <sup>4</sup>                                                      | 250 Euro / month*                        |
| <input type="checkbox"/> | Social Top-Up for "students with disabilities" (from "degree of disability" of 20) <sup>5</sup>                     | 250 Euro / month*                        |

\* These top-ups cannot be combined, even if you fall into two or more of the categories, unfortunately only one of the top-ups can be paid. Since the amounts are the same, you are free to choose which one you want as long as you have and keep the necessary proof.

The payment of the Top-Ups is in addition to the regular funding rates of the Erasmus+ stay.

I have informed myself about the conditions and criteria of the individual Top-Ups and I am aware that I must submit evidence of my requested Top-Ups to the Erasmus+ Office of Freie Universität Berlin for verification upon request.

I have provided all information to the best of my knowledge and acknowledge that in case of false statements I will have to repay the approved funds in part or in full to Freie Universität Berlin.

Student

\_\_\_\_\_  
Date, signature

<sup>1</sup> By applying for this Top-Up you commit to keep the original proof of arrival/departure for 5 years and to submit it to the Erasmus+ Office of Freie Universität Berlin for verification upon request.

<sup>2</sup> Starting January 1, 2027 the Social Top-Up for working students will no longer be available. In addition, internships that begin before January 1, 2027, and end after May 31, 2027, are not eligible for the Social Top-Up for working students, as funding must come from the new funding program, under which the corresponding Social Top-Ups can no longer be granted.

<sup>3</sup> By applying for this Social Top-Up you commit to submit proof that the child belongs to you and will travel with you (e.g. proof of parental allowance and travel ticket).

<sup>4</sup> By applying for this Social Top-Up, you agree to submit proof that additional financial expenses will be incurred due to your chronic illness abroad (e.g. confirming medical certificate).

<sup>5</sup> By applying for this Social Top-Up, you undertake to submit proof of your disability (e.g. confirming medical certificate or disability certificate).

## Explanation of the Top-Ups

### 1. Top-Up for "Green Travel"

You can apply for this Top-Up if you will travel to or from the partner university by one of the following means of transport classified as sustainable by the DAAD (a large part of the travel distance):

- - Train
- - Carpool
- - Bus
- - bicycle
- - on foot

The amount of funding for up to 6 additional days of travel.

By applying, you agree to keep the original proof of arrival/departure for 5 years and to submit it to the Erasmus+ Office of Freie Universität Berlin for verification upon request.

### 2. Social top-up for first-time graduates

This top-up can be applied for by students whose parents have not obtained an academic degree (UAS or university).

A degree from a university of cooperative education that leads to a degree comparable to a university degree is considered an academic degree. Courses of study completed abroad by one of the parents, which are not recognized as such in Germany, are also considered to be an academic degree and the Top-Up cannot be applied for. In the case of single parents, this regulation only applies to the respective parent with whom the child lives.

### 3. Social top-up for working students

**Starting January 1, 2027 the Social Top-Up for working students will no longer be available. In addition, internships that begin before January 1, 2027, and end after May 31, 2027, are not eligible for the Social Top-Up for working students, as funding must come from the new funding program, under which the corresponding Social Top-Ups can no longer be granted.**

Students who were employed prior to starting their study abroad program and who are unable to continue their employment while abroad are eligible to apply for this Top-Up. Self-employment activities and dual/part-time study programs with a fixed salary are excluded.

|                                                                |                                                                           |
|----------------------------------------------------------------|---------------------------------------------------------------------------|
| For employment subject to social insurance employment applies: | - monthly earnings 450-850 EUR (net earnings of all activities per month) |
|                                                                | - Exercise: min. 6 months regularly before the start of mobility          |

### 4. Social top-up for students with child(ren)

Students traveling abroad with their child/children for study abroad may apply for this Top-Up. By applying for this Social Top-Up, you agree to submit proof that the child belongs to you and will be traveling with you (e.g., proof of parental allowance and travel ticket) if requested. Additional funds may also be awarded to couples. However, double funding of a child is excluded. If the Top-Up does not cover the additional costs incurred due to a child traveling with you, it is possible to apply for a real cost reimbursement if no other social assistance institution subsidizes or reimburses these costs.

### 5. Social top-up for students with a chronic illness.

Students with a chronic illness who are funded for study abroad through Erasmus+ can apply for this Top-Up if their illness causes additional financial expenses abroad. By applying for this Social Top-Up, you agree to submit proof of your chronic illness, which also confirms the additional financial effort abroad (e.g. confirming medical certificate). If the Top-Up does not cover the additional costs incurred due to a chronic illness, it is possible to apply for a real cost reimbursement if no other social assistance institution subsidizes or reimburses these costs.

### 6. Social Top-Up for students with disabilities

Students with a "degree of disability" of 20 or more who are funded to study abroad through Erasmus+ can apply for this Top-Up. By applying for this Social Top-Up, you agree to submit proof of your disability (e.g. confirming medical certificate or disability card). If the Top-Up does not cover the additional costs incurred due to a disability, it is possible to apply for a real cost reimbursement if no other social assistance institution subsidizes or reimburses these costs.