

Honorary Declaration for Top-Ups on Erasmus+ Scholarship

Last Name:	First name:
Matriculation number:	Period of stay:
Host organization:	Host country:

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

Please tick.	"Green Travel" Allowance	Funding amount
<input type="checkbox"/>	Your main mean of transport ¹ <input type="checkbox"/> Train <input type="checkbox"/> Bus <input type="checkbox"/> Car pool	Increased travel allowance, amount dependent on the travel distance, see page 2
Top-Up Fewer Opportunities		
<input type="checkbox"/>	Top-up for "first-time academics"	250 Euro / month*
<input type="checkbox"/>	Top-up for "working students" ² Income per month in €:	250 Euro / month*
<input type="checkbox"/>	Top-up for "students with child(ren)" ³	250 Euro / month*
<input type="checkbox"/>	Top-up for "students with chronic illness" ⁴	250 Euro / month*
<input type="checkbox"/>	Top-up for "students with disabilities" (from "degree of disability" of 20 or more) ⁵	250 Euro / month*
Top-Up only for Incoming Students (from abroad to OVGU)		
<input type="checkbox"/>	Top-up for "students with economic hurdles" concerning their financial proof for the visa application	250 Euro / month*

*Top-ups cannot be combined, even if you fall into two or more of the categories, only one can be paid. The Green Travel Allowance is independent of the Top-Ups.

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-Up to the International Office of Otto-von-Guericke-University Magdeburg 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 Otto-von-Guericke-University Magdeburg.

Signature student

Date

Decision by OVGU (do not fill this out):

☐ Approved ☐ Denied

Date, Name

1 By applying for the increased "Green Travel" allowance, you commit to keep the original proof of travel (both ways) for 5 years and to submit it to the International Office of Otto-von-Guericke-University Magdeburg for verification upon request.

2 By applying for this Top-Up, you commit to submit your employment contract within one week to the IO.

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

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

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

Explanation of the Top-Ups

1. "Green Travel" Allowance

You are eligible for the Green Travel Allowance, if you will travel to the destination and back by using either bus, train, car sharing or a combination of those methods (at least 50% of the travel distance). To learn about your expected travel allowance, you may use the following table as well as the official Erasmus+ distance calculator (<https://erasmus-plus.ec.europa.eu/resources-and-tools/distance-calculator>) or use the QR-Code).

<i>distance</i>	<i>standard travel</i>	<i>green travel</i>
10 - 99 km	28 EUR	56 EUR
100 - 499 km	211 EUR	285 EUR
500 - 1.999 km	309 EUR	417 EUR
2.000 - 2.999 km	395 EUR	535 EUR
3.000 - 3.999 km	580 EUR	785 EUR
4.000 - 7.999 km	1,188 EUR	1,188 EUR
8.000 km or more	1,735 EUR	1,735 EUR



2. Top-up for first-time academics

Students whose parents have not obtained an academic degree (UAS or university) can apply for this top-up. A degree from a university of cooperative education that leads to a degree comparable to a university degree is considered as 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. A master craftsman's certificate is not considered as an academic qualification.

3. Top-up for working students

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, if the following conditions apply:

- Social insurance employment (so called „sozialversicherungspflichtige Beschäftigung“); no Minijobber.
- Monthly earnings between 450 - 850 EUR (net earnings of all activities per month).
- Exercise: min. 6 months regularly before the start of mobility.
- It may be one employment relationship or several that immediately follow one another. (Interruption due to holidays within the regular holiday period during employment is not a problem.)
- Excluded: Self-employment activities and dual/part-time study programs with a fixed salary.

4. 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 all the time (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 of max. 15.000 EUR/semester if no other social assistance institution subsidizes or reimburses these costs.

A subsidy is also possible for a preparatory trip to explore the local conditions. This requires a lot of time in advance, so please seek advice at an early stage.

5. 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 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 of max. 15.000 EUR/semester if no other social assistance institution subsidizes or reimburses these costs.

6. 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 of max. 15.000 EUR/semester if no other social assistance institution subsidizes or reimburses these costs.

7. Top-Up for students with economic hurdles

Please note: This Top-Up is only available for incoming students of our Erasmus+ KA171 program (students coming from non-Erasmus+-program countries to Germany). You may request this Top-Up, if you need to apply for a visa in Germany, but you are not able to provide an adequate proof of financial assets by your own. This Top-Up, together with the standard Erasmus+ funding, will enable you to meet the minimum monthly income requirement to proceed with the visa process.