

OUTBOUND FROM WARWICK_ALREADY ON PLACEMENT 2021/2022

HELPFUL HINTS

1. Make sure your contact details are correct on 'my.warwick'
2. If you have moved placement, or have changed your location 'Tell us where you are'
<https://warwick.ac.uk/services/studentopportunity/studentmobility/studyabroad/forms/telluswhereyouare>
3. Have you completed your 'Risk Assessment' form and uploaded it to e-Vision (Warwick's Travel Insurance will be invalid for you if not) <https://warwick.ac.uk/services/studentopportunity/studentmobility/studyabroad/forms/>
4. Are you thinking of traveling when your placement finishes, have you researched the immigration regulations, remember government regulations and travel restrictions

TIMELINE & FORMS

* full year, if you haven'tuploaded an arrival form you are running out of time to get an Erasmus+ grant ...had your first 70% grant (EU only) is it because you need to upload some forms? ...uploaded your receipt (EU only) we can't pay any semester 2 grant ...uploaded your mid-placement form don't worry do it NOW	*Semester 1, if you haven'tuploaded your arrival form, you still need to tell us what you have been doing, does your department know ...uploaded your completion form, if you haven't finished yet remember to get this signed before you leave ...arranged for your transcript to be sent do it NOW ...had your first 70% grant (EU only) WHY what is missing? ...uploaded your receipt (EU only)	*Semester 2, if you haven'tcompleted your S1 paperwork? Do it now. ...had your final 30% grant (EU only) finalise your semester 1 paperwork ... uploaded your receipt (EU only) ... uploaded your grant agreement (EU only) ... uploaded your arrival form for semester 2, does your department know what you are doing?
* £ payments: are your bank details correct? * € do you need to submit a new bank form?		

ERASMUS+ GRANTS (EU only)

The team are working on paying grants as quickly as possible, in preparation for the end of the academic year. Please get all your paperwork in as soon as you can. We have now confirmed that we can pay a maximum of 10 months placement (single duration or a total of two) this is the equivalent to an academic year. If you haven't reached the end of your placement but have passed the 10 month point you can get things completed and receive your final 30% grant. Please check the forms pages and make sure that you have done everything that you need. You are eligible for a grant if you are in the Country of your placement (not your home country) even if you are managing your workload by distance learning.

IMMIGRATION

Please speak to your host institution who should be able to help you with your concerns.
Please also keep up to date with information posted on the FCDO website for your country.

<https://www.gov.uk/guidance/travel-advice-novel-coronavirus>

<https://www.gov.uk/foreign-travel-advice>

OUTBOUND FROM WARWICK_PLANNING YOUR PLACEMENT 2021/2022

HELPFUL HINTS

- 1 BE AWARE we are starting to hear from partners who are unable to host mobility during 2021/2022. You will be informed as we receive these notifications and what that might mean for your planned mobility
2. Most placements have now been confirmed and nominations are being done daily. REMEMBER, different Universities, countries, regions work to different deadlines, so even if one of your colleagues has received their application instructions you might not. This is a good indication of how administration will be while you are on placement, you will need to adjust to new methods and priorities.
- 2.Familiarise yourself with your [host institution website](#), check out their 'Exchange Information Sheet'
3. Look at what modules you might want to take

*General, what next...

- ...look out for an email from your host, check your 'SPAM', or 'CLUTTER' folders if they blind copy a group of students into the email it could go to one of these
- ...action all requests from partners straight away, include everything they ask for and submit it in the way it has been requested
- ...Update e-Vision with the application deadlines so that we know you have heard

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<https://www.gov.uk/foreign-travel-advice>

ERASMUS+ GRANTS (EU only)

Anyone on placement in Europe will be entitled to an ERASMUS+ grant – you do not need to apply. BUT you MUST submit all the required forms when they are required during the year. You can check this out at <https://warwick.ac.uk/services/studentopportunity/studentmobility/studyabroad/forms/>