



INFORMATIONAL

As the culture department and on behalf of our visa departments, we would like to state that we care about and want to encourage the exchange of qualified university students and interns from Turkey.

However, at the same time, our colleagues working in the visa departments have to comply with the evaluation criteria in the visa application process and the provisions of the Minimum Wage Law.

As it is known, in recent weeks, the applications of some Turkish university students who wanted to do voluntary internships in Germany within the framework of Erasmus+ had to be rejected.

Below we summarize the most important criteria for Erasmus internships. We ask the National Agency to share these with universities and Erasmus coordinators.

If the purpose of the internship is not generally clear and/or the application documents and information are missing, the application is generally rejected.

- **Learning Agreement for Traineeships (LAfT)**

All relevant fields of the form must be filled in completely by each of the parties:

- Information by the applicant (Table A), in particular, the required grammar
- By the applicant's home university (Table B)
- By the institution where the internship will take place in Germany (Table C)

Our visa departments often find that fields on the LAfT form are incomplete or the information is inconsistent.

In Table B, either „is embedded in the curriculum“ or „is voluntary“ must be marked by the applicant's home university.

The later corrections of the LAfT form should be clear whether the additions were made by the applicant or by the university. For example, the additions in Table B should only have been made and officially approved by the university.

- **Sufficient Knowledge of Foreign Languages:** Adequate knowledge of German or English is an important evaluation criterion. Internship work is not possible without language knowledge. The language level declared by the applicant in the LAfT form must match the actual language level determined and/or be proven with language documents. Involuntary internships, the language level required for the internship to be successful must be clearly stated in the internship contract by the employer in Germany.

We believe that it is the duty and responsibility of the Erasmus coordinators to assist in the creation of the LAfT form and to monitor the reliability of the institution where the internship will be held, in internships supported by Erasmus + and organized by the student.

- **Compulsory internships:** Compulsory internships are mandatory due to the legal regulations of the student's home university.
- **Volunteer internship:** Voluntary internship can be done during the training or at most one year after the training is completed and is not foreseen in the education/training regulations. Obligations and rights are specified in the LAfT document and the internship contract. In Germany, an employment contract with a social insurance obligation of at least 20 working hours per week must be signed between the employer and the intern. Volunteer trainees are legally employed in Germany and have certain entitlements such as fixed monthly wages.
- **For internships, the statutory minimum wage applies unless there is a statutory exemption under MiLoG.**

Within the scope of Erasmus+, **an exception to the minimum wage rule is applied in the following cases:**

- Necessary vocational training
- Up to three-month internships at the same time as vocational or university education

In case of exception to the minimum wage requirement, a document showing the grant support and/or the internship fee proves that the living expenses are covered.

Note: Currently, 752 euros net per month or 939 euros gross must be documented as living costs.

- **Calculation of the minimum wage**

In Germany, the employer has to pay the "fixed wage/verstetigtes Einkommen" while calculating the minimum wage for voluntary internships. In addition to the gross wage (as of 1.7.2021: 9.60 Euro/hour minimum wage), the different number of working days during the internship is also taken into account. We recommend that you draw the employer's attention to the minimum wage calculation practice of the Federal Ministry of Labor and Social Affairs for the calculation of the "fixed minimum wage":

https://www.bmas.de/DE/Arbeit/Arbeitsrecht/Mindestlohn/Mindestlohnrechner/mindestlohn_rechner.html

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