Erasmus+
Enriching lives, opening minds.

POLIZEIAKADEMIE NIEDERSACHSEN

Fact Sheet Erasmus+ Incomings
Student Mobilities for Traineeship (SMP) in the Police of Lower Saxony

Who is this offer aimed at?	This offer is particularly aimed at (prospective) graduates with a diploma from another European police university/academy or a similar institution who are interested in an Erasmus+ traineeship (placement) in a police department in Lower Saxony. The main idea of the SMP is to provide you with insights into practical police work in Lower Saxony.
What are the requirements for an Erasmus+ student traineeship (SMP)?	• The degree you hold must not be older than 12 months. • In addition, your university/academy must officially nominate you as a candidate for such a traineeship. In general, your International Office is responsible for this. • For an SMP mobility, you must also have **German and/or English language skills at least at level B1.**
What length can an Erasmus+ Student Mobility for Traineeship (SMP) have in the Police of Lower Saxony?	Erasmus+ student traineeships depend on the capacities of the welcoming police departments in Lower Saxony. On our end, they have a **duration of regularly 2 months.**
In which way does a nomination/application for an SMP period have to reach the Police Academy of Lower Saxony?	To nominate you, we ask the International Office of your university/academy to contact us, i.e. the Unit of International Relations of the Police Academy of Lower Saxony, by e-mail (international@pa.polizei.niedersachsen.de). In this connection, relevant application documents (either in German or English) should be included: • a letter of motivation describing your level of training, your content-related ideas, your preferred timeframe and possibly also your preferred location for a traineeship in a police department in Lower Saxony • a Europass CV with details on your language skills, special abilities you have, etc. • ideally, a letter of reference provided by your university/ academy, your transcripts of records or similar documents
What are the application deadlines?	The application documents should reach us **at least 4 to 5 months before the intended stay.**
Which police authorities/ departments offer traineeships in Lower Saxony?	• The Police of Lower Saxony is divided into six police directorates with headquarters at Braunschweig, Göttingen, Hannover, Lüneburg, Oldenburg and Osnabrück. According to experience, these are all generally open to Erasmus+ traineeships (SMP). • However, we always have to inquire about the existing options for a placement in one of these authorities based on your desired period of stay. We will inform you whether and if so, which police authority or which police authorities (if there is a possibility to choose from several offers) can provide you with a traineeship opportunity at this time.
Which periods are particularly suitable for an SMP stay?	In fact, there are no definite specifications for this, as we always have to explore the capacities of the police authorities "on demand". However, your preferred period of stay should lie outside of the usual vacation periods.

What support services are available? Where can Erasmus+ applicants with special needs get support?	• For general organisational questions (e.g. accommodation, travel, Erasmus+ formalities, possible visa assistance), please contact the Unit of International Relations. You will also be put in touch with the respective host institution, which will appoint a contact person for the duration of your stay. Based on the options available there, your programme will be coordinated with this contact person. In supporting you, we will stick to the principles of the Erasmus+ Student Charter. • The Police and the Police Academy of Lower Saxony are committed to a respectful, inclusive way of working together. It is therefore a matter of course for us to support participants with special needs. For your assistance, appropriate health and social services as well as trusted advisors are available on-site. On request, the Unit of International Relations will provide you with further information.
What accommodation options are there during the traineeship?	• Depending on the distance to the exact traineeship location, there might be accommodation as well as on-site meal options at the Police Academy of Lower Saxony. We will be happy to check this for you. • If this is not possible, you will have to look for private accommodation. To the extent possible, we or the receiving police authority will support you in this regard.
Which insurances are necessary and should be obtained before the traineeship period (SMP)?	Erasmus+ students who would like to come for a traineeship period in the Police of Lower Saxony must have several types of insurance: • a health insurance (European Health Insurance Card or equivalent) as well as • an accident and a liability insurance. These insurances must also cover stays abroad (in this case, in Germany).
How will the achievements of my traineeship period be certified?	The institution welcoming you for the traineeship will provide you with the necessary documents.