**Application: Social Top-Up**

**Definition Social Top-Up**: With various measures, the Erasmus+ programme strives to achieve more equal opportunities and inclusion in all areas of education. An essential component in the higher education sector is the additional financial support for participants with fewer opportunities through top-up amounts (top-ups).

The top-up amounts to

* **250€/month** for long-term mobilities**,**
* **100€** (one-off payment) for short-term mobilities lasting between five and 14 days; **150€** (one-off payment) for short-term mobilities lasting between 15 and 30 days **plus** travel allowance dependant on distance. For travelling sustainably, the travel flat rates are higher. For this green travel top-up, please fill out the extra document “Application: Green Travel”.

I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (first name, last name), matriculation number (TH Rosenheim): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, hereby confirm my stay abroad at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (name host institution) in \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (country) in the period from \_\_\_\_\_\_\_\_\_\_\_\_\_ (DD/MM/YYYY) to \_\_\_\_\_\_\_\_\_\_\_ (DD/MM/YYYY) (start date to end date of stay without travel days).

I belong to the following category of students and apply for a social top-up. I declare on myhonour that I fulfil the conditions for this, that I have the corresponding proof and that I enclose these as original receipts.

[ ]  **Student with child(ren),**

that is/are taken abroad for the entire period of stay; the amount of the top-up is independent of the number of children and can also be paid out in case a caregiver (partner) accompanies you

*proof: birth certificate and travel documents for the child(ren)*

[ ]  **Student with handicap**

*proof: Severely disabled person's card / notice by the State Social Welfare Office / medical certificate*

[ ]  **Student with chronic illness** with additional financial needs abroad

*proof: Medical certificate confirming that additional financial needs arise abroad due to the chronic illness in question*

[ ]  **Continuously employed student**

In an employment subject to social insurance contributions with net earnings (all activities added up) of more than 450 euros and less than 850 euros in each month, consistently employed for at least six months during the two semesters prior to the stay abroad. This can also be several employment relationships that immediately follow each other. The employment is not continued during the stay abroad, so that there is a loss of earnings.

*Proof: payslips*

[ ]  **First-time graduates**

Neither parent holds an academic (university/college) degree. The following are considered to be academic qualifications: a degree from a university-like vocational academy as well as study programmes completed abroad, even if they are not recognised in Germany. A master craftsman's diploma is not considered an academic degree.

*Declaration on honour by the parents:*

*We hereby declare on our honour that we do not hold a degree from a university or university of applied sciences, nor a degree from a university of cooperative education.*

* Mother (First name, last name):

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

* Father (First name, last name):
Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Please opt for one group category if several criteria apply to you as funding on multiple accounts is not possible.

**Please transfer the social top-up to the following account:**

Account holder (first name, last name): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

IBAN: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

BIC: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

I have provided all information to the best of my knowledge and acknowledge that in the event of false statements, I will have to repay the approved funds in part or in full to Rosenheim Technical University of Applied Sciences.

**As proof, I have attached the requested original receipts.**

**Please note:** In the case of short-term mobility, you will receive the social top-up and, if applicable, the top-up for green travel (separate application) after your stay abroad.

|  |
| --- |
| Signatures |
| Participant | Institution |
| Participant**(Last name, first name)**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(Signature)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(Place, date) | Technische Hochschule Rosenheim**Hormaier, Tamara / Kaffl, Tina / Möbius, Sibylle** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(Signature)Rosenheim, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(Place, date) |

Please hand in the signed document incl. receipts for arrival and/or departure

* by e-mail to international@th-rosenheim.de or
* drop it off in Post Box No. 19 in the foyer (main entrance, Rosenheim Campus).