



Erasmus for Traineeship – Information

1. If you are in applying for an **Erasmus Traineeship (SMT)** to be done in the **School of Dentistry of the University Complutense of Madrid**, you need to know:
 - Only **graduated students in dentistry** are accepted.
 - Mobilities would be done associated to a **specific post-graduate program**. In the **Appendix 1** you could find the list of postgraduate programs currently accepting SMT students. You need to **select only one post-graduate program**.
 - According to our specific rules, SMT students would be allowed **to attend to lectures and to assist students from the post-graduate program**, but they will not be allowed to treat patients.
 - It is recommended that you are **fluent in Spanish (B2)** in order to really benefit from your stay (some post-graduate programs might ask you for a specific level of Spanish that would need to be accredited).
 - Mobilities of **less than 3 months** are recommended.

2. To proceed with the application, you should send the following documents to our mobility Office (intodon@ucm.es):
 - a. **The application form** filled and signed (Appendix 2)
 - b. **Curriculum Vitae (CV)**.
 - c. **A recommendation letter** signed by a Professor from your University.
 - d. **A letter directed to the Director of the selected Post-graduated Program requesting to be invited as an SMT**
 - e. **Language Certificate**, in case you have it.

3. After we receive the documents, we would contact to the Director of the Post-Graduate Program and the Chair of the Department. **They need to accept the specific conditions of your visit.**

4. **If your stay is accepted**, then you will need to fill and sign the **learning agreement document (Appendix 3)** and send it for our signature. In that moment, you would receive an **invitation letter** from the Chair of the Department.



5. Please, note that **upon your arrival** you will have to submit the following documents: (1) Copy of ID or passport; (2) Copy of VISA, if required; (3) Copy of health insurance while in Spain; (4) Copy of your liability insurance; (5) Copy of the learning agreement you sent and the acceptance letter you received.