

Vademecum 2025/26 for Erasmus+ Traineeship Medicine students

General information

If you are planning to do an internship at our university, here is some of the information you need before applying:

1. Application acceptance depends on availability at the hospital for the wards you request in your Clinical Program/Learning Agreement. The ward(s) you asked for might be fully booked.
2. There are no particular language requirements, but since you will be in contact with patients, some knowledge of Italian is highly recommended.
3. Trainers must do the Insurance.
4. Our traineeship is a **maximum of 30 hours per week**.

PLEASE NOTE: The University of Verona accepts incoming students exclusively within the framework of officially established international agreements. Applications from students outside these agreements aren't accepted.

Procedure

To do an internship at our university, you have to follow these four steps:

1. Application and approval
2. Before arriving
3. During the mobility
4. End of the mobility

1. Application and approval

You must send us a draft of your learning agreement so we can check the availability of our ward(s). Once we accept you, we will need the Learning signed by your university at least three weeks before your arrival.

You can find a model of Learning Agreement for Erasmus+ Traineeship here:

<https://docs.univr.it/documenti/Documento/allegati/allegati423592.docx>.

Please note that the procedures for entry and stay of international students, as defined by current Italian legislation, and the procedures to access national health care are the student's responsibility.

How to fill out your Learning Agreement:

To correctly fill out your Learning Agreement, you must let us know the following information:

- The exact ward/s
- The number of weeks for each ward. If it is not specified, we will organise the traineeship with the following schedule: 25 hours per week. Please note that our traineeship is a maximum of 30 hours per week.

Please note that we can only organise a traineeship in the Azienda Ospedaliera Universitaria Integrata of Verona. The Azienda Ospedaliera is located in two different hospitals:

1. [Ospedale Policlinico Giambattista Rossi](#)
2. [Ospedale Civile Maggiore](#)

2. Before arriving

Once your application has been accepted, we will write to you to plan your rotations: upon receiving your request, we will check if the hospital wards you plan to train at are available for the dates of your mobility.

At this point, we have already enrolled you into our schedule to ensure we can guarantee your spot in those wards. This is the time to discuss further details to ensure the schedule matches your requests and that all the rotations are planned.

Under no circumstances can a student go to a hospital ward without confirming the rotation. If you need to change your rotations, do not show up at the ward without notice. Email our tutor to check the ward's availability and ensure that the office communicates your arrival to the ward.

3. During the mobility

On the first day of your training, please present yourself to the ward on time and meet your supervisor. Your supervisor will help you define your scheduling and set out your targets.

Where is my ward? See the [Azienda Ospedaliera](#) website if you are still looking for your ward.

Bring with you:

- A white coat;
- A stethoscope.

4. End of the mobility

Since you are an Erasmus+ Traineeship student, your clinical supervisor must certify your attendance. Only by request will the University release to you a certificate.

PLEASE NOTE: It is your responsibility to ensure that your supervisor fills out the final evaluation form that your university requires.

Useful links for your LA	
Buddy service	https://www.univr.it/it/i-nostri-servizi/gestione-carriere-studenti-medicina-e-chirurgia/erasmus-e-altre-esperienze-allestero-area-medica/tutorato-mobilita-internazionale-medicina
International Mobility Office of the University of Verona	https://www.univr.it/en/organisation/-/ateneo/offerta-formativa-servizi-e-segreterie-studenti/international-office
Website of our Azienda ospedaliera	https://www.aovr.veneto.it/home
Academic Calendar	https://www.corsi.univr.it/?ent=cs&id=395&menu=studiare&tab=calendario&lang=en

Overview from the European Commission of Erasmus+ Traineeship	https://erasmus-plus.ec.europa.eu/opportunities/opportunities-for-individuals/students/traineeships-abroad-for-students
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