

Vulcanus in Europe 2024-2025

Traineeship in the EU
for students from Japan

Programme Timeline

Selection Phase

Step 1 Call for applications from European companies

23 September 2023 is the **deadline** for EU companies interested in hosting Japanese scientific student(s) under the **Vulcanus** programme to submit their application(s), outlining the kind of internship(s) on offer and the profile of the student(s) they would like to have.

Full details: <https://www.eu-japan.eu/events/vulcanus-europe> | vulcanus@eu-japan.eu

Step 2 Selection of host companies

By **early October 2023**, based on the content/nature of the internship offers received, the EU-Japan Centre will shortlist internship offers that it believes will be of interest to the students (would-be interns). A good focus on R&D activities is essential.

For other criteria please see <https://www.eu-japan.eu/events/vulcanus-europe>

Step 3 'Matching' of host companies and students

At the beginning of **October 2023**, the EU-Japan Centre will share the selected internship offers with the would-be interns. The students will decide which companies they wish to apply for based on the compatibility of the offers with their studies, knowledge, interests, etc.

In late October, early November 2023, the EU-Japan Centre will forward the applications (CVs, covering letters) from the students to the companies they are interested in. From the applications they receive, each company can decide which student(s) it would like to host, if any.

Once a company has notified the EU-Japan Centre that it would like to accept a specific student, we will consider that as a 'match'. Only the first 15 'matches' notified will be accepted. This 'matching' process should be completed by early **November 2023**, with the companies concerned becoming Vulcanus 'host companies'.

Preparation Phase

Step 4 Signing of Internship Contract & Administrative Preparation

A 3-way contract between the host company, student and the EU-Japan Centre will be signed. Between **November 2023** and **March 2024**, all 3 parties will work closely together to ensure visa / work permit / other legal or administrative matters required by the country / region where the internship will take place are met.

Orientation Seminar (in Brussels)

Late April 2024 Students arrive in Europe for an orientation seminar in Brussels.

Language Course (in various locations around Europe)

Late April 2024	Vulcanus students follow a 3-4-month intensive language course in the language spoken at their host company.
In June 2024	<p>If direct remuneration is <u>not</u> required by the host companies' national law, and if the fiscal law of the country where the EU-Japan Centre is based {Belgium} permits it, the Vulcanus companies must pay the first installment (corresponding to <u>half</u> of the Vulcanus contribution) to the EU-Japan Centre, which will pass it on in full to the students concerned.</p> <p><i>For reference: Total amount of indirect contributions</i></p> <ul style="list-style-type: none">• Western countries/7-month traineeship/indirect remuneration: 7000 €• Western countries/6-month traineeship/indirect remuneration: 6000 €• Eastern-Baltic countries/7-month traineeship/indirect remuneration: 5600 €• Eastern-Baltic countries/6-month traineeship, indirect remuneration: 4800 € <p>(If direct remuneration is required by the host company's national law, direct payments must start on the first month of traineeship and last for its entire duration. If the applicable minimum wage is lower than 1000 € net/month, (800€ net/month in eastern and Baltic countries), then companies shall pay 1000 € or 800 € net/month, accordingly.</p>
By July 2024	During the language study period, students will visit their host companies at least once to meet their internship supervisors, familiarize themselves with the area, and look for accommodation, etc.
Early August 2024	The language course ends. (Except for participants with a 6-month traineeship, who will end at the end of the month).

Internship (in the host company)

19 August 2024	Arrival at host company and start of the internship (except for students whose internships are limited to 6 months and will thus begin on 19 September).
In October 2024	<p>If indirect remuneration applies, host companies must pay to the EU-Japan Centre the second installment (<u>half</u> of the full contribution), which is then given in full to the student.</p> <p>If direct remuneration applies, then companies shall keep remunerating the trainee on a monthly basis, as detailed above.</p>
18 March 2025	End of the internship.

Any questions?

Contact our team at the EU-Japan Centre for Industrial Cooperation
(Brussels Office) at vulcanus@eu-japan.eu or +32 2 282 3715

Full details of the Vulcanus in Europe programme: <https://www.eu-japan.eu/events/vulcanus-europe>