Dear Sir/Madam,

My name is (nombre del estudiante), and I'm a student at the Faculty of (nombre de la facultad) of the University of Murcia, Spain. (<http://www.um.es> )

I am applying to the Erasmus+ traineeship programme (ERASMUS +) in the next academic year of 202x/202x. Through the ERASMUS+ traineeship programme I could have the opportunity to do an internship abroad, where I could acquire relevant professional skills, in addition to the underlying cultural experience.

In particular, the Erasmus+ traineeship programme enables students at European higher education institutions to spend a traineeship/work placement/internship for a minimum of 2 and a maximum of 12 months in a company or institution established in another participating European country. The host organization is given the option not to undertake any financial obligations for the trainee student, since financial support is provided by the home organization under the programme (in this case, the University of Murcia). Moreover, there is no need for health care insurance because this is covered by the European Health Insurance Card (EHIC).

I would be grateful if you could consider this application for a traineeship period at your organization. If you find this request agreeable, I would be delighted to discuss the terms of the traineeship that best adapts to your needs, including the duration, the number of hours per week, language requirements, main tasks, any additional benefit, etc. Should you request more information on this mobility scheme, please contact the International Office of my University (erasmuspracticas@um.es).

Thank you very much in advance for your consideration,

Yours sincerely,

[Tu nombre, apellidos, correo electrónico, y nombre (en inglés) de tu Facultad]