

Student Support application instruction

All grant applications have to be submitted via the Erasmus Trustfonds Portal. Go to portal.trustfonds.nl and click *sign in* in the upper right corner.

Erasmus Trustfonds Portal

Sign in

WELCOME TO ERASMUS TRUSTFONDS

Erasmus Trustfonds Grant Applications

The Erasmus Trustfonds intends to promote the growth and flourishing of Erasmus University Rotterdam (EUR). With its financial support, the Erasmus Trustfonds co-fosters the aim of EUR to invest in science that matters.

Are you an academic staff member of EUR, or a representative of a student-, study- or other association recognized by EUR? And do you have a great idea for a research project, or other activity? Or are you an excellent EUR student who wants to go on exchange? Please submit your grant application via this portal. Before you apply, please check whether you meet the requirements and carefully read our [guidelines](#) and the [application procedure](#).

We are looking forward to receiving your application.
Should you have any unanswered questions after consulting the information on our website, please contact the Erasmus Trustfonds staff (+31 10 411 05 98) or send an email to aanvragen@trustfonds.nl.

About Erasmus Trustfonds

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This will take you to a login page. If you haven't submitted a grant application via the portal before, click *register*. Fill in your email address, username and password and click *register* to make your account.

Erasmus Trustfonds Portal

Sign in | Sign in

Sign in Register

Register for a new local account

* Email

* Username

* Password

* Confirm password

Register

About Erasmus Trustfonds

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If you have used the portal before and already have an account, click *sign in*. Fill in your user name and password and click *sign in* to login.

The screenshot shows the login page of the Erasmus Trustfonds Portal. At the top, there is a dark red header with the text "Erasmus Trustfonds Portal" on the left and a home icon and "Sign in" link on the right. Below the header, there are two buttons: "Sign in" and "Register". Underneath, the text "Sign in with a local account" is displayed. The form includes two input fields: "* User name" and "* Password". There is a checkbox labeled "Remember me?". At the bottom of the form, there are two buttons: "Sign in" and "Forgot your password?". Below the form, there is a light gray footer with the text "About Erasmus Trustfonds" and a dark red footer with the text "© 2019 Stichting Erasmus Trustfonds".

Once you are signed in, click *New Application*. Click *New Application* again to start your application.

The screenshot shows the application page of the Erasmus Trustfonds Portal. At the top, there is a dark red header with the text "Erasmus Trustfonds Portal" on the left and a home icon, "New Application", "Submitted Applications", and a user profile icon on the right. Below the header, there is a breadcrumb trail: "Home / Applications". The main heading is "Applications". Below the heading, there is a search bar with the text "Search text" and a magnifying glass icon. To the right of the search bar, there is a button labeled "New Application". Below the search bar, there is a table with the following columns: "Application Title", "Grant Type", "Stage", "Modified On", and "Created On". Below the table, there is a message: "There are no records to display." Below the message, there is a light gray footer with the text "About Erasmus Trustfonds" and a dark red footer with the text "© 2019 Stichting Erasmus Trustfonds".

On the following pages you can see which information will be asked in the application. Each time you successfully continue to the next step of the application process, the information you provided will be saved. This means you can pause filling in the application if necessary and continue at a later time.

1 Application type

Application (New)

1 Application type

2 Personal information

3 Project information

4 Budget

5 Application information

6 Documents

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8 Submit

Please indicate whether you are a student or an employee and which grant type you would like to apply for. Note that students can only apply for grants in the categories Student Life, Student Support and Other Activities. Employees can apply for grants in the categories Other Activities, Research Visits, Research & Education and Conference Participation.

Application Title *

Student or Employee *

- Student
 Employee

Date of Application *

Grant Type *

- Student Support
- Student Life
- Other Activities
- Research Visit
- Research & Education
- Conference Participation

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2 Personal Information

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Application Title *

print screen

Grant Type *

Student Support

Web Application ID

GWA.100013

Personal information

Preferred communication language *

First Name *

Last Name *

Full Formal Name *

Prefix title(s), Initials, Family Name, Suffix title(s)

Gender *

Date of Birth *

MM/DD/YYYY

Nationality *

Email *

Phone 1 *

Phone 2

Street Address *

Street Address line 2

Zip/Postal Code *

City *

EUR student number *

First year of registration at EUR *

Expected graduation date *

MM/DD/YYYY

Faculty *

Department *

Bank Details

IBAN at Dutch bank *

Use the following format: NL12ABCD0123456789

IBAN Bank Account Holder Name *

Comments

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3 Project information

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Application Title *

print screen

Grant Type *

Student Support

Web Application ID

GWA.100013

Project information

Purpose exchange *

Hosting institution *

Hosting institution city *

Hosting institution country *

Start date *

MM/DD/YYYY

End date *

MM/DD/YYYY

Departure date *

MM/DD/YYYY

Return date *

MM/DD/YYYY

Duration of your exchange in months *

from start date lectures/internship until end date of exams/internship

How many ECTS (credit points) will you receive? *

Why did you choose this particular host institution? *

max. 300 words

Do you qualify for Dutch Student Finance (DUO)? *

No Yes

If yes, under which student finance system do you qualify?

Do you qualify for an additional scholarship from the Dutch government (DUO)? *

Please provide documents that substantiate that you receive/qualify for an additional scholarship from the Dutch government in step six of this application.

No Yes

Do you receive a monthly financial contribution e.g. from (grand)parents or other sources of income? *

No Yes

If yes, how much per month?

Who pays your tuition fee? *

Will you maintain your room in the Netherlands? *

If yes, will you sublet your room?

No Yes

Do you have any additional information relevant for your application?

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4 Budget

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Please provide total amounts per cost item for the duration of the activity. Use the down-arrow on the right-hand side to edit the budget line. If a pre-filled description is not applicable, you can either change the description or add more budget lines.

Application Title *

print screen

Grant Type *

Student Support

Web Application ID

GWA.100013

Budget

New Budget line

Category ↑	Description	Amount
Expenses	Travel expenses Netherlands - destination	▼
Expenses	Accommodation (lodging, no meals)	▼
Expenses	Cost of living abroad	▼
Expenses	Local travel expenses	▼
Expenses	Study expenses related to this trip (books etc.)	▼
Expenses	Visa application	▼
Expenses	Vaccinations	▼
Expenses	Insurance abroad	▼
Expenses	Excursions, leisure etc.	▼
Income	Subsidies and grants	▼
Income	Personal contribution	▼
Income	Basic study allowance DUO	▼
Income	Additional study allowance DUO	▼
Income	Supplementary loan DUO	▼
Income	Tuition fee credit	▼
Income	Care allowance	▼
Income	Public transportation reimbursement	▼
Income	Internship allowance	▼

Percentage financed by EUR bodies and 3rd parties *

Amount Requested from Erasmus Trustfonds *

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5 Application information

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Application Title *

print screen

Grant Type *

Student Support

Web Application ID

GWA.100013

Application information

Did you apply for other funding? *

No Yes

Please notify the Erasmus Trustfonds of the outcome of currently pending applications

Additional information other funding

If yes, please provide the name of the institution, the amount you requested and the status of the application e.g. rejected, granted or under consideration.

Have you received a grant from the Erasmus Trustfonds before? *

No Yes

Additional information previous grants

If yes, please provide the title of the project, the amount of the previous grant(s) and the date of your previous application.

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6 Documents

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Please upload the mentioned documents. You can do so by clicking the button 'Add files'. The documents marked with an asterisk are mandatory documents.

Application Title *

print screen

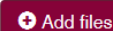
Grant Type *

Student Support

Web Application ID

GWA.100013

Supporting documents

 Add files

There are no folders or files to display.

- Cover Letter *
- Curriculum Vitae *
- Copy of a valid passport *
- Copies of current supplementary loan and debts (DUO) *
- Copies of current additional scholarship from the Dutch government (DUO) or proof that you meet the requirements for an additional scholarship *
- Proof of bank account holder's name/financial identification *
- Proof of acceptance host university/invitation from internship organization *
- Invoice copy of travel costs and accommodation costs (if available)
- Proof of enrollment at EUR of current academic year *
- Copies of rejection and approval letters from other funds/scholarships (if available)
- Statement from your faculty declaring that your stay abroad fits within the framework of the curriculum *

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7 Confirmation

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Application Title *

print screen

Grant Type *

Student Support

Web Application ID

GWA.100013

Confirmation

The Erasmus Trustfonds is an independent organization. By submitting this application I authorize the Erasmus Trustfonds to share the status of my application with the Erasmus University Rotterdam (EUR), its faculties, departments and institutions. I have completed the form with the information to the best of my knowledge. I explicitly consent to Erasmus Trustfonds and/or EUR to process and retain my data as supplied on this application form. Erasmus Trustfonds and/or EUR will process this data in accordance with the legal requirements. Data will be used and securely retained by these parties in order to process this application, to evaluate the project and to process future learn, earn, return matters. We will not give the data to any third parties if permission has not been granted.

General confirmation *

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8 Submit

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Submit application