



**MY EU. Youth in the move Portal to active citizenship
of the European Union**

Type of action: REC-AG

Proposal number: 767317



Training Curriculum for Three Webinars: Working, Studying and Volunteering in Other EU Countries.

*An overview of objectives, plans and themes of the three webinars that
constitute the educational offering of the project.*

WP3, D3.1.



*Project co-funded by the European Union's Rights, Equality and Citizenship Programme
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Training Curriculum for Three Webinars: Working, Studying and Volunteering in Other EU countries

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Project co-funded by the European Union’s Rights, Equality and Citizenship Programme (2014-2020).



Table of contents

GENERAL INTRODUCTION	4
EXECUTIVE SUMMARY	6
The training needs analysis.....	7
Webinar 1: Studying in another EU country.....	8
Overview.....	8
Rights	9
Scholarship opportunities.....	9
Administrative to-dos.....	10
Information sources	10
Evaluation.....	10
Webinar 2: Working in another EU country	12
Overview.....	12
Rights	13
Administrative to-dos.....	14
Information sources	14
Evaluation.....	15
Webinar 3: Volunteering in another EU country.....	16
Overview.....	16
Rights	17
Administrative to-dos.....	17
Volunteering opportunities.....	18
Information sources	18
Evaluation.....	18
About the project partners.....	20
Annexes:	21





GENERAL INTRODUCTION

The main challenge MyEU addresses is low level of engagement and democratic participation of the European Union citizens in the political, civic and democratic life of their EU host countries. This is especially relevant for young people.

The general objective of the MyEU project is to increase the level of engagement and democratic participation of European Union citizens, especially young people, in the political, civic and democratic life of their host EU countries through promoting opportunities, tools and benefits for active democratic participation.

To achieve this, the project has realised three main outputs:

1) Analytical activities, including open, international on-line research and a series of interviews, in order to develop:

- [Comparative Report on State of the Art](#) concerning experiences of exercising EU citizenship deriving rights as well as diagnosis of the needs for information/knowledge/tools supporting mobility in Europe. The research was realized in Poland, in Italy and in Hungary in the spring 2018. Also citizens from France, Spain, Slovenia, Georgia, Armenia, Slovakia and Romania answered our questions.

- [Report on Good Practices and success stories](#) of social and political activity of young EU citizens in their hosting countries.

The interviews and desk-research were realised in the spring 2018 in Poland, in Italy and in Hungary. In the report you will find 15 good practices concerning EU mobility described.

- Reports on three national Youth Citizens Forums (YCF), describing the feedback on the research results, needs areas for information/knowledge/tools for active citizenship and recommendations for the MyEU Portal.

You can read the Polish YCF Report [here](#)

You can read the Italian YCF Report [here](#)

You can read the Hungarian YCF Report [here](#)

2) Developing, implementing, testing and running the MyEU Portal.

The aim of the Portal is to gather and organize (on one website) information from across Europe to help people better understand the rights they have as EU citizens when living in other EU countries. This information is useful and should be universally accessible. Visit the MyEU portal [here](#)





3) Educational and information support available through the MyEU Portal.

Apart from filling the MyEU Portal with useful links to information and institutions/organisations supporting mobile Europeans at exercising their rights deriving from European Citizenship, there were offered:

- Answers to the most frequently asked questions concerning European mobility, living in the host EU country, exercising European Citizenship rights.
- Webinars on the three main thematic areas: Working in the EU, learning in the EU and volunteering in the EU.
- Knowledge Pills in the three main thematic areas: Working in the EU, learning in the EU and volunteering in the EU.

Knowledge Pills are short answers to specific questions, recorded in a video/audio/multimedia form.





EXECUTIVE SUMMARY

The aim of this e-book is to share the training curriculum for the educational offering of the MyEU project.

You can use it to deliver your own training sessions on studying, working and volunteering in other EU countries.

We decided to deliver our educational offering as webinars, because this was the best way to reach the most people possible. However, you could use this curriculum to deliver more traditional, classroom-based trainings as well.

We held webinars on the following topics - Studying in another EU country - Working in another EU country - Volunteering in another EU country

Each webinar was designed to last between an hour and an hour and a half. This is enough time to provide important information about the topics, but not too long to overwhelm the participants with too much information.

The webinar format is interactive, which is important as it allows participants to ask questions while they are listening.

You can use e-book as a guide to delivering similar trainings or webinars. And of course you should feel free to add to the content or change it in any way that suits your needs.





The training needs analysis

There were two aspects to our training needs analysis:

- An **in-house training needs analysis** to define the target groups, materials and other variables
- A **learners' questionnaire** that was disseminated to gauge what topics learners would like to focus on.

In this summary we describe and analyse the results of both the partners' and the learners' needs analyses. You will find the Report on Training Needs Analysis as Annex 1 to this e-book.

In house needs analysis

The main problem that in house analysis identified was that young people are unaware of their possibilities and rights concerning, studying, working and volunteering in other EU countries.

The learning needs analysis helped identify the correct target group for the three webinars, namely young EU citizens. It also helped us to identify the goal of the learning offering, namely to provide information on their rights, the opportunities open to them and how they can go about finding opportunities and applying for them.

In terms of materials to use for the webinars, the in-house needs analysis identified the MyEU portal and other EU portals as the main source of information.

Based on this analysis, we decided to do a simple feedback questionnaire to gauge the effectiveness of the webinars.

Learners' needs analysis Although there was some variation from country to country, the learners' needs analysis showed that potential learners were most interested in learning about their rights, administrative to- dos, and where to find information about studying working or volunteering in other EU countries.

We designed the educational offering around these responses.





Webinar 1: Studying in another EU country

Overview

Target group

Based on the in-house training needs analysis we defined the target group for this webinar to be young people, especially high school and university students who may not be aware of the opportunities open to them in terms of studying in another EU country.

Aim of the webinar

The main problem that we identified was that there is a lack of transparent information about studying in other EU countries. Students do not know what their opportunities are and their schools or universities do not always communicate this information well.

There is a lot of information available online, especially on EU portals, but students may not know which sites to check and the information can be dry and overwhelming.

We wanted to inform our webinar participants about the opportunities open to them and about how much easier it might be than they originally thought.

We wanted to increase young people's confidence about planning and organising studying in other EU countries

Focus of the webinar

Our learners' needs analysis suggested that we should focus on the following four areas:

- *Rights*

Your rights when applying to study in another EU country and your rights while you are living and studying in that country.

- *Administration*

What kinds of forms do you have to fill out and what documentation do you need to study in another EU country?

- *Scholarship opportunities*

You may be able to get a grant to do part of your degree abroad.

- *Information sources*

Where can you find the information that will help you make an informed decision and guide you through the process?

- *Language and communication skills*





What are the requirements for language skills when studying abroad?

As the learners' responses were slightly different in Poland, Italy and Hungary, we also added some other information such as:

Rights

- Residence rights for students

You have the right to live in the EU country where you are studying for the duration of your studies if you: - Are enrolled in an approved educational establishment - Have sufficient income, from any source, to live without needing income support - Have comprehensive health insurance cover there.

- Getting into university

If you apply to a university in another EU country you will be treated the same as any citizen of that country. However, the entry conditions vary from country to country and from university to university.

- Recognition of academic qualifications

There is no EU-wide rule about recognising academic qualifications. Each country has their own rules and they may or may not recognise your degree.

Scholarship opportunities

With Erasmus+, if you are a student, you may have a chance to do part of your degree at a university in another EU country under the Erasmus+ program.

You should contact your own university to start this process if you are interested.

When you go abroad to study via Erasmus+ :

- You don't have to pay registration or tuition fees to your host university -Your studies abroad count as an integral part of your degree - You get an EU grant towards living and travel expenses. - Your study period abroad will be recognised.
- Your home university must recognise your period of study abroad as counting towards your degree, provided you complete the study programme agreed in advance of your exchange.

Joint-degree programmes with Erasmus Mundus

You can enrol in a postgraduate degree programme jointly offered by universities based in different EU countries. You study or conduct research in at least two countries - and are awarded a joint, double or multiple degree as a result. Scholarships for Erasmus Mundus are available for students from Europe and all over the world.





Administrative to-dos

Reporting your residence

You can stay in any other EU country for three months or less with the only requirement being that you hold a valid identification document.

If you stay in another EU to work for more than three months it is likely that you will have to report your residence to the authorities, who may issue you with document about your to residence.

Permanent residence

If you have lived legally as a worker in another EU country for a continuous period of 5 years, you automatically acquire the right of permanent residence there. This means that you can stay in the country for as long as you want.

In certain cases you may also qualify for permanent residence even if you have been living in a country for less than five years.

Information sources

During the webinar on studying in other EU countries we presented the following EU portals:

[European Youth Portal](#) This portal covers, working, studying and volunteering. In this webinar we focused on the section on education and training.

[Erasmus+](#) The European Commission's page on the Erasmus+ program.

We presented the websites of the national agencies responsible for implementing Erasmus+ in each of Poland, Italy and Hungary.

[Our own portal](#), which includes articles, news, FAQs and links to other portals and websites.

Evaluation

Sample feedback questionnaire used after the webinar:

1. After this webinar, do you feel like you know more about studying in another EU country than you did before? **Yes/No/ Hard to tell**
2. Has this webinar made you feel more confident about studying in another EU country? **Yes/No/Hard to tell**
3. After this webinar are you more likely to consider studying in another EU country? **Yes/No/ Hard to tell**





**MY EU. Youth in the move Portal to active citizenship
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Proposal number: 767317

Here you will find the recordings of the Polish, Italian and Hungarian webinars concerning studying in another EU country:

PL: LEARNING IN THE EU. MY RIGHTS – MY OBLIGATIONS - MY OPPORTUNITIES. Watch the webinar [here](#).

IT: STUDIARE IN EUROPA – Mobilità per l'apprendimento / STUDYING IN EUROPE – Learning Mobility. Watch the webinar [here](#).

HU: MyEU webinar: Studying in other EU countries. Watch the webinar [here](#).



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Webinar 2: Working in another EU country

Overview

Target group

Based on the in-house training needs analysis we defined the target group for this webinar to be young people who are either at school or university students and preparing to enter the labour market, or 18-35 year-olds who are already working but looking for better opportunities or better pay.

Aim of the webinar

The main problem that we identified was that although many people already decide to live and work in other EU countries they may not have all of the information they need on their rights. Lots of people who work abroad accept jobs below their qualifications but they should know that they have the exactly same rights as the citizens of the country they are working in.

We aimed to make navigating the online information sources easier and to explain some of the dry concepts in an easy to understand way.

We wanted to inform our webinar participants about the opportunities open to them and about how much easier it might be than they originally thought.

We wanted to increase young people's confidence about planning and organising studying in other EU countries

Focus of the webinar

Our learners' needs analysis suggested that we should focus on the following four areas:

- Rights

Your rights when applying for jobs in another EU country and your rights once you get there and start working.

- Administration

What kinds of forms to you have to fill out and what documentation do you need to work in another EU country?

- Information sources

Where can you find the information that will help you make an informed decision and guide you through the process?

- Language and communication skills

What are the requirements for language skills when working abroad?





As the learners' responses were slightly different in Poland, Italy and Hungary, we also added some other information such as:

Rights

Key point: Every EU citizen has the right to work in any other EU country. You can work as an employee or as self-employed.

Croatian citizens are subject to certain restrictions on working in other EU countries.

Equal treatment

If you work in another EU country you have the right to be treated exactly the same any citizen of that country in terms of:

Looking for work

- How you are treated in the workplace
- Benefits
- Commuting between countries
- Your right to stay after you lose your job
- Work permits

In almost all cases work permits are not needed.

The only exceptions are for Croatian citizens working in certain EU and EEA countries (Austria and Switzerland) and for certain citizens of other EU countries working in Croatia.

These restrictions should be removed by 2020.

Looking for a job

You have the rights to move to another EU country to look for work and you should be treated the same as any jobseeker who is a citizen of that country.

You may need to register with the authorities and you should have your identification documents at hand.

Unemployment and benefits

The social security and unemployment systems are different in each country and it will be important where you are resident, rather than what your nationality is.

You should be eligible to receive unemployment and other benefits in the country you are working in.





Social security

You can only be under the social security system of one EU country at a time. Just because you work in a country does not necessarily mean you are subject to that country's social security system.

You will either be covered by your home country or your host country and when you move abroad you should be aware that you have to make arrangements about social security and healthcare cover.

Taxation

Like social security, the taxation systems differ in every EU country.

You cannot be liable to pay taxes in two countries, as all EU countries have signed treaties on the avoidance of double taxation.

Where you pay your taxes will depend on how much time in each year you spend in a particular country.

When you move abroad you should make sure to register with the relevant authorities.

Administrative to-dos

Reporting your residence

You can stay in any other EU country for three months or less with the only requirement being that you hold a valid identification document.

If you stay in another EU to work for more than three months it is likely that you will have to report your residence to the authorities, who may issue you with a document about your right to residence.

Permanent residence

If you have lived legally as a worker in another EU country for a continuous period of 5 years, you automatically acquire the right of permanent residence there. This means that you can stay in the country for as long as you want.

In certain cases you may also qualify for permanent residence even if you have been living in a country for less than five years.

Information sources

During the webinar on working in other EU countries we presented the following EU portals:

[EURES](#) A platform that helps jobseekers find opportunities in other EU countries.

[Your first EURES Job](#) A program that connects young EU jobseekers with small and medium-sized organisations throughout Europe.





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of the European Union**

Type of action: REC-AG

Proposal number: 767317

[Your Europe](#) A very detailed portal on your rights when living in other EU countries.

[Our own portal](#), which includes articles, news, FAQs and links to other portals and websites.

Evaluation

Sample feedback questionnaire used after the webinar:

1. After this webinar, do you feel like you know more about working in another EU country than you did before? **Yes/No/ Hard to tell**
2. Has this webinar made you feel more confident about working in another EU country?
Yes/No/Hard to tell
3. After this webinar are you more likely to consider working in another EU country? **Yes/No/ Hard to tell**

Here you will find the recordings of the Polish, Italian and Hungarian webinars concerning working in another EU country:

PL: WORKING IN THE EU. MY RIGHTS – MY OBLIGATIONS - MY OPPORTUNITIES. Watch the webinar [here](#).

IT: LAVORARE IN UE / Working in EU. Watch the webinar [here](#).

HU: MyEU webinar: Working in another EU country. Watch the webinar [here](#).



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Webinar 3: Volunteering in another EU country

Overview

Target group

Based on the in-house training needs analysis we defined the target group for this webinar to be young people who are either at school or university students and preparing to enter the labour market, or 18-35 year-olds who are already working but looking for better opportunities or better pay.

Aim of the webinar

The main problem that we aimed to address is that most young people:

Do not know the opportunities for volunteering abroad.

Do not feel like volunteering is worthwhile as they won't make any money.

We aimed to cover the advantages of volunteering, especially in terms of how it can strengthen your CV.

We also wanted to make young people realise that it is not very difficult to arrange volunteering in another EU country.

Focus of the webinar

Our learners' needs analysis suggested that we should focus on the following four areas:

- Rights

Your rights when applying for volunteer position in another EU country and your rights once you get there and start volunteering.

- Administration

What kinds of forms do you have to fill out and what documentation do you need to volunteer in another EU country?

- Volunteering opportunities

European Programs that will help you discover opportunities for volunteering in other EU countries.

- Information sources

Where can you find the information that will help you make an informed decision and guide you through the process?





As the learners' responses were slightly different in Poland, Italy and Hungary, we also added some other information such as:

Rights

Residence rights for volunteers

If you decide to volunteer in another EU country you should have the same rights as volunteers from that country.

Other rights

If you do volunteering, you have the right to be treated without discrimination, with respect of your freedom, dignity, privacy, your beliefs or ideology. You have also the right to be assured against risk of accident and illness during any volunteering activity.

The volunteers also have the right to receive information, training, support and materials necessary to perform its activity as a volunteer.

The volunteers are entitled to receive payment of all expenses they have during the performance of their volunteering activities.

The volunteers also have the right to have an accreditation that identifies them.

Administrative to-dos

Reporting your residence

You can stay in any other EU country for three months or less with the only requirement being that you hold a valid identification document.

If you stay in another EU country to work for more than three months it is likely that you will have to report your residence to the authorities, who may issue you with document about your right to residence.

Permanent residence

If you have lived legally as a worker in another EU country for a continuous period of 5 years, you automatically acquire the right of permanent residence there. This means that you can stay in the country for as long as you want.

In certain cases you may also qualify for permanent residence even if you have been living in a country for less than five years.





Volunteering opportunities

European Solidarity Corps

The European Solidarity Corps is the new European Union initiative which creates opportunities for young people to volunteer or work in projects in their own country or abroad that benefit communities and people around Europe.

The young people who participate in the European Solidarity Corps will all agree with and uphold its Mission and Principles. You can register for the European Solidarity Corps when you are 17 years old, but you cannot start a project until you are over 18. European Solidarity Corps projects will be available to people up to the age of 30 years old.

After completing a simple registration process, European Solidarity Corps participants could be selected and invited to join a wide range of projects, such as helping to prevent natural disasters or rebuild afterwards, assisting in centres for asylum seekers, or addressing different social issues in communities.

Projects supported by the European Solidarity Corps can last from two to twelve months. They will usually be located within the European Union Member States.

Information sources

During the webinar on volunteering in other EU countries we presented the following EU portals:

[European Youth Portal - European Solidarity Corps](#) This page of the youth portal is dedicated to the European Solidarity Corps. Here you will find information and opportunities.

[Your Europe](#) A very detailed portal on your rights when living in other EU countries.

[Our own portal](#), which includes articles, news, FAQs and links to other portals and websites.

Evaluation

Sample feedback questionnaire used after the webinar:

1. After this webinar, do you feel like you know more about volunteering in another EU country than you did before? **Yes/No/ Hard to tell**
2. Has this webinar made you feel more confident about volunteering in another EU country? **Yes/No/Hard to tell**
3. After this webinar are you more likely to consider volunteering in another EU country? **Yes/No/ Hard to tell**





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Here you will find the recordings of the Polish, Italian and Hungarian webinars concerning volunteering in another EU country:

PL: VOLUNTEERING AND SOCIAL ACTIVITY AS A WAY TO SELF-FULFILMENT. VOLUNTEERING IN THE EU. Watch the webinar [here](#).

IT: VOLONTARIATO E ATTIVITA' SOCIALE COME OCCASIONE DI REALIZZAZIONE PERSONALE - Volontariato all'estero / Volunteering and Volunteering Mobility as Social Activity. Watch the webinar [here](#).

HU: MyEU webinar: Volunteering in other EU countries. Watch the webinar [here](#).



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About the project partners

Fundacja Alternatywnych Inicjatyw Edukacyjnych (FAIE)

(PL) (Coordinator)

FAIE is non-profit, non-governmental organisation, founded in 2011.

The main goal is adults Life Long Learning promoting - developing one's own abilities, predispositions, interests - both in personal and professional life. Another goal is to promote and support vocational and personal development through culture and art (professional as well as un-professional). FAIE also promotes applying ecological solutions at work as well as in everyday life.

FAIE also works in the field of democratic empowerment. An international partnership research project in the frame of Europe for Citizens Programme: "Let's get active!" was realised in 2015. Project included an international open on-line research, four National Citizen's Forums, International Citizens Forum realization and developing final recommendations. Based on its' conclusions, an international initiative aiming at supporting exercising the European citizens' rights by the young adults mobile within EU (in order to earn/work/volunteer) is now being realized.

Since 2014 FAIE runs the EURODESK Information Point. Its role is to provide information regarding opportunities for education, training, traineeships, voluntary work and work in Europe for the youth and the youth workers. The Eurodesk network works in 33 European countries and is supported, among others, by the European Commission.

Cooperativa Sociale COOSS MARCHE ONLUS scpa (COOSS)

(IT)

Social cooperative created in 1979, COOSS is a private not- for-profit organisation which provides care services, social services, training and educational actions in the Marche Region of Italy. It currently has approximately 2,500 members/employees.

Dedicated to the promotion of the individual, COOSSSS recognises that everyone has a basic right to a fair quality of life.

COOSS considers that every person is a unique individual. This expresses the maxim of the cooperative – "al centro del nostro Coossmo ci sei TU", in other words "YOU are at the heart of our Coossmo", in the belief that the individual characteristics of every individual are a heritage that must be protected and promoted.

Recognised by the regional government, COOSS is also active in vocational education and training (VET), and manages and develops VET (in both initial and further training) and adult education actions.



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Hungarian Folk High School Society (HFHSS)

(HU)

The Hungarian Folk High School Society is a national level non-governmental organisation specialising in non-formal adult education. HFHSS is an umbrella organization with member organisations within Hungary. Local courses: (daily courses and residential programmes).

- Active citizenship, Basic Skills and key competencies training (Roma people)
- Training for unemployed people
- Clubs for elderly people
- Computer courses
- Foreign language courses
- Courses on environment and ecology
- Youth courses Characteristic activities of the HFHSS on Policy advocacy
- Development of legal regulations
- National conferences
- Contribution to the national strategy on lifelong learning
- Adult learning week
- Research activities The HFHSS also has broad experience of European level projects dealing adult learning. The HFHSS has been a member of the European Association for the Education of Adults since 1992.

Annexes:

[Annex 1. REPORT on Training Needs Analysis](#)

MyEU project co-financing: Rights, Equality, Citizenship Programme of the European Union (2014 – 2020).

