Erasmus Programme
for Public Administration

european school of administration

Origin & purpose

The **Erasmus Public Administration** programme was launched in 2008 on the initiative of the European Parliament. It is organised and managed by the European School of Administration (EuSA) with the aim of helping new national civil servants dealing with EU affairs, and through them their administrations, to learn more about EU history, decision-making processes and how the institutions function.

What to expect

Gain knowledge

Through in-person visits and online presentations from high-level officials from the EU institutions in Brussels and Luxembourg (Council of European Union, European Parliament, European Commission, Court of Justice, Court of Auditors, EEAS, EESC, Committee of the Regions, EDPS and the Ombudsman office), participants will learn about the work and relationships between EU services.

Networking - online and in person

Meet fellow public administrators, share experiences, exchange ideas and best practice and build a new network across the Member States.

EU Institution visits

Visit staple features of the EU institutions (EP Hemicycle and EC press conference) from the inside and take part in simulations of key activities in EU decision making, including as a simulated Council Working Party and a practical introduction to the main principles of multilingual communication.

Job-shadowing

Experience 2 days job shadowing at an EU institution or agency relevant to the participants' work.

Organisation

Subject to allocated budget, two 10-day sessions are held each year (Spring and Autumn) with a maximum of 45 participants per session. EuSA carries out the selection and nomination of participants based on proposals from the Member States Permanent Representations of the EU. The first five days (Monday to Friday) consist of online presentations and participants' active exchange via an online platform. The last five days (Monday to Friday) are organised in Brussels.

Eligibility Criteria

In order to be eligible, candidates must:

a. be a national of one of the countries referred to in Article 38b of C(2014)5680;
b. be employed by a national, regional or local administration in one of the countries referred to above;
c. have been recruited within the five years preceding the deadline specified in the call for applications and have completed at least six months' service;
d. work at a level equivalent to that of an administrator in the EU institutions and in a field involving particular aspects of the EU;
e. never have been employed by, or completed a period of work experience (e.g. as a trainee), in any of the EU institutions or another body.

Administration and logistics

All travel expenses and meals, are be paid by the participant or the sending authority. EuSA will organise and finance the accommodation for the duration of the part of the programme that takes place in Brussels. Should any participants choose to arrive earlier or remain in Brussels after the programme has ended, the extra nights' accommodation should be paid by the participant or the sending authority.

What participants said...

"If you have an opportunity to take part in this programme, go for it, after two weeks in Brussels you will leave with knowledge, experience and insights but also fun, new connections and friends."

"A great opportunity to see the EU from another perspective."

"This programme enhanced my knowledge about the EU, and allowed me to establish a new network of colleagues from all over Europe."

If you have any questions, please contact
EPSO-EUSA-ERASMUS-PUBLIC-AMDINISTRATION@ec.europa.eu

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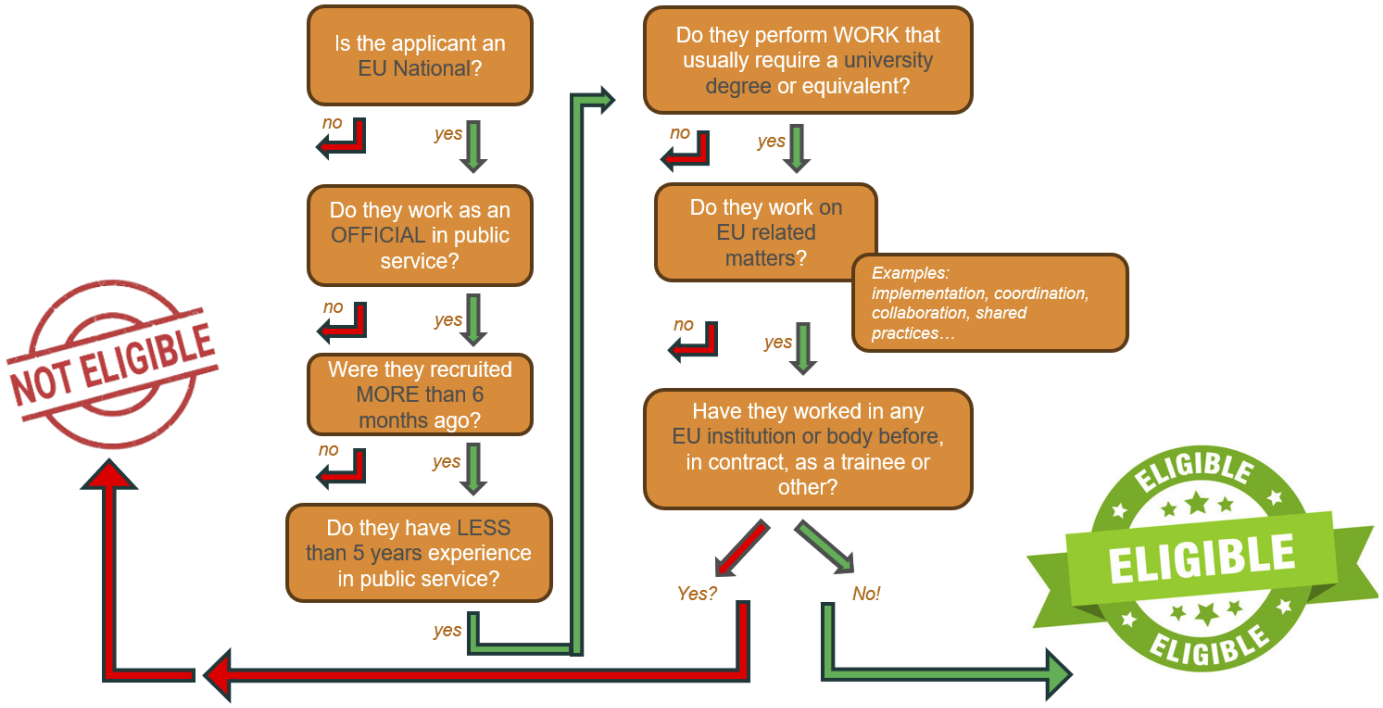
Eligibility criteria explained

The Erasmus for Public Administrations programme is for **officials in EU member states**, who are **new to public service**, where first-hand experience of the **work in the EU institutions** can directly **benefit their current, daily tasks**.

Commission Decision C(2014)5680 states:

"In order to be eligible, candidates must

a. be a national of one of the countries referred to in Article 38b of C(2014)5680;
b. be employed by a national, regional or local administration in one of the countries referred to above;
c. have been recruited within the five years preceding the deadline specified in the call for applications and have completed at least six months' service;
d. work at a level equivalent to that of an administrator in the EU institutions and in a field involving particular aspects of the EU;
e. never have been employed by, or completed a period of work experience (e.g. as a trainee), in any of the EU institutions or another body."

What is the purpose of these rules?

To ensure that the programme benefits as many new national civil servants as possible in the member states and at the right target level.