ELSA Traineeships

4th PD Open Call

ELSA Traineeships Verification

Agenda

ELSA Traineeships

- Update
- Verification
  - Why we do it
  - What your job is
  - Verification Criteria
  - AI Guidelines
- Practice
- Outlook on next PD Open Call

ELSA Traineeships

Update

ELSA Traineeships

Verification

ELSA Traineeships Calendar

ELSA Traineeships

ELSA Traineeships Calendar 2026/2027

	August	September	October	November	December	January	February	March	April	May	June	July
JOB HUNTING	Throughout the year			Job Hunting Deadline: 2nd Nov 2026	Throughout the year			Job Hunting Deadline: 29th Mar 2027	Throughout the year			
PROMOTION	Throughout the year			Pre-Promotion: 2nd Nov - 9th Nov 2026	Throughout the year				Pre-Promotion: 5th Apr - 12th Apr 2027	Throughout the year		
STUDENT HUNTING	Throughout the year			Launch: 9th Nov 2026	External Student Hunting Deadline: 11th Dec 2026 Internal Student Hunting Deadline: 17th Dec 2026	Throughout the year			Launch: 12th Apr 2027	External Student Hunting Deadline: 9th May 2027 Internal Student Hunting Deadline: 14th May 2027	Throughout the year	
MATCHING					Matching: 18th - 22nd Dec 2026					Matching: 15th - 19th May 2027		
SELECTION						Selection Deadline: 14th Jan 2027 Results Published: 18th Jan 2027					Selection Deadline: 4th Jun 2027 Results Published: 7th Jun 2027	
RECEPTION	Throughout the year						Earliest Start Date: 8th Feb 2027	Throughout the year				Earliest Start Date: 1st July 2027
EVALUATION	Throughout the year											

What is Verification

Verification is the process through which all applications to ELSA Traineeships are subjected before being presented to the TNP (Traineeship Provider).

- done by Local Officers, National Officers and the ELSA Traineeships EIT
- all TAFs need to be reviewed and accepted/declined by the Local and/ or National Officers on the Traineeships Portal
- Local Officers - National Officers - EI

Why Verification is important

ELSA Traineeships

- Maintain quality standards for the programme by only allowing the higher quality applications and potentials trainees to be sent to the TNP
- improves overall quality of applications
- saves applications from getting eliminated
- eases the Matching process for the EIT

Your Job

ELSA Traineeships

- You help the applicants to have the best possible application
  - You need to reach out to them through email, calls, meetings
  - Tip: set deadlines so YOU have enough time
  - Applicants cannot update their application themselves
- Keep an eye on the Traineeships Portal throughout the whole SH period
- Your deadline is the «Internal Student Hunting Deadline»
  - All applications that are verified late will not get processed
- If you want to transmit us information about a specific TSF: leave a comment

ELSA Traineeships

Verification Criteria

Requirement	Why?	How?
ELSA Membership	Only ELSA members may apply for ELSA Traineeships.	Consult your Group's membership database.
Internationality	Applicants may apply for max. three ELSA Traineeships, and they must be "international", i.e. there must exist no "substantial link" between the Applicant and the country in which the Traineeship is held. This does not apply to Traineeships with the ELSA International code (TN-EI).	Check where the ELSA Traineeships chosen will take place and whether a "substantial link" exists between the applicant and the country in question. ELSA Traineeships is an exchange programme, and therefore, students should not be sent to their home jurisdictions.
Educational Level	Applicants must possess the education level required by the TNP at the time that the traineeship begins. Therefore, for example, if a TSF requires a "Graduate Bachelor" and the Applicant is an Undergraduate but will have graduated by the start date of the traineeship, then they may apply.	Request for academic transcripts or other proof of graduation/enrolment. Use ECTS points to determine education level if required.
Languages	Applicants must meet the required language skills set out in the TSF as a minimum. **This requirement is absolute.**	Request for certificates and/or conduct tests.
Legal Skills	At least **60%** of the legal skills required by the TNP must be met. Students claiming "Advanced" level legal skills must possess proof of additional learning in this subject, above mandatory courses undertaken in law school.	Request for academic transcripts or other proof of coursework, work experience etc.
Motivation Letter	Applicants must write a customised motivation letter in **English** for each chosen ELSA Traineeship.	Read through the motivation letter(s) and give constructive comments if necessary.
CV	Applicants may include their CV if it is in English.	Open the attachments and check their content.

ELSA Traineeships

From the AI Guidelines on the Officers Portal

Verification Criteria

ELSA Traineeships

- ELSA Membership:
  - consult your Groups membership database
- Internationality:
  - No substantial link existing between the applicant and the country in question
  - ERASMUS/Exchange does not stop the substantial link
  - Being born in the hosting country but having education in another country does stop the substantial link
  - TN-EI Codes are exempt from this

Verification Criteria

ELSA Traineeships

- Education Level:
  - Applicant must possess the education level required by the TNP at the time that the traineeship begins
- Language Level:
  - Applicants must meet the required language skills set out in the TSF as a minimum
- Legal Skills:
  - At least 60% of legal skills required by the TNP must be met.
- Proof of Legal Skill:
  - Each Legal Skill has to be proven “Criminal Law Advanced”: completed the compulsory modules in year 1-3 of my Bachelors Degree, wrote my Bachelor Thesis about the new criminal code of XY, completed the master module “International Criminal Law” in autumn semester of 2026.

Verification Criteria

ELSA Traineeships

- Motivation Letter:
  - Applicant must write a customised ML in English for each chosen Traineeship.
  - 3 Applications= 3 customised ML
  - No purely AI generated ML
- CV:
  - Has to be in English
  - No purley AI generated CV

AI Guidelines

ELSA Traineeships

- Permissible Uses of AI:
  - Grammar and Spelling Corrections
  - Language Clarity Improvement
  - Brainstorming Ideas
- Prohibited Uses of AI:
  - Fully Generating the Motivation Letter
  - Fabricating Experiences, Skills, or Achievements
  - Using AI to evade personal reflections

AI Guidelines- EIT Evaluation

ELSA Traineeships

Artificial Intelligence Usage	ELSA International's Evaluation
Supportive AI Usage: - *Grammar and Spelling Corrections* - *Language Clarity Improvement* - *Brainstorming Ideas*	**Permitted** by ELSA International.
Generative AI Usage: - *Partial Motivational Letter generation* - *Extensive apparent use of general AI* - *Motivational Letters consisting of 40% - 80% AI*	Maximum points awarded for Motivational Letter **reduced** from **10 points** to **5 points.**
Generated Motivational Letters: - *Application consists of completely AI generated information* - *Motivational Letters shows no personal specification*	Applications completely generated with the assistance of AI will receive **0 points** and be **disqualified.**

Just checking in...



ELSA Traineeships

Practical Part

Next PD Open Call

ELSA Traineeships

- 21 December, **6pm CET**
- Theme:





ELSA Traineeships

Thank you for your attention

Happy verifying!