

## Information leaflet interview

### Applying for a funding allowance for travel expenses to a job interview (Updated: August 2023)

The Your EURES Job 4 (YEJ 4) mobility programme provides workers in the EU with comprehensive guidance and support to overcome obstacles to employment, training or work experience in another EU country, Iceland or Norway.

#### Funding description:

Applicants can receive an allowance to cover travel costs to a job interview in another EU country, Norway or Iceland. The allowance will be paid for one journey only but several job interviews can be attended during the duration of your stay in the country of destination.

#### Funding requirements:

- minimum age 18 years **and**
- citizenship of an EU member state, Norway or Iceland **or**
- permanent residency in an EU member state, Norway or Iceland.
- You are advised by the Federal Employment Agency or a EURES Adviser (\*) and the advisory has been verifiably taken place prior to submitting the application.
- You have an invitation to attend an interview for a job or an apprenticeship which has a minimum six months contract and statutory social security payments are included in this contract. Or an interview for a remunerated work experience placement of minimum 3 months (Internships in the context of vocational or academic training are not eligible for funding).



Bundesagentur für Arbeit

Zentrale Auslands-  
und Fachvermittlung (ZAV)



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#### What kind of financial assistance will I receive?

The funding allowance is calculated according to the linear distance from your place of residence to the location of the interview.

Destination country	Geographical distance (km)	Amount (EUR)	
		Distance	Daily subsistence allowance
All EU member states, Norway and Iceland	0-50	0	55 / day 27 / 1/2 day Max. 5 days
	50 - 250	110	
	250 - 500	275	
	>500	385	



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### Is there a deadline to submit the application?

The application must be submitted at least 10 business days before the trip. Retrospective applications will not be considered.

### Which documents do I need to provide?

1. At the time of application:
  - a signed application form
  - a copy of your valid ID or passport, or, for non-EU citizens, a copy of your permanent residence permit
  - an invitation from the prospective employer with the trip's planned agenda and the interview
  - the job offer for the interview
2. After the interview:
  - the form **confirmation job interview** signed by the prospective employer submitted within ten days after the interview

Missing or incomplete documents will lead to a delay in application processing.

### Where do I submit the documents?

To your personal adviser at the International and Specialized Services (ZAV) in Germany (e.g. via Make it in Germany) **or** to your EURES Adviser in your country of origin.

### What do I have to pay particular attention to?

If the employer contributes to the travel expenses, the total amount of the allowance will be reduced accordingly or refused. Applicants are responsible for arranging their own health and travel insurance.

If you do not undertake the journey, the ZAV is entitled to demand the payment back in its entirety.

### Special information:

Travel expenses will only be covered as long as funds from another EU Commission mobility scheme for this measure have not been received.

The project ends on 30/09/2025. All supporting documents must be submitted **by 31/08/2025**.

There is no legal entitlement to payment of financial support until the application has been approved by the TMS team. The approval of applications is subject to the availability of funds.

### More information:

[EURES Germany](#)

[Make it in Germany](#)

(\*) [Find a EURES Adviser](#)



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