

REGISTRATION PROCEDURES FOR INCOMING ERASMUS STUDENTS:

1st Home University nominates officially their Erasmus selected students by sending an e-mail to etsie_externas@ugr.es with the name, surname, ID number, period of stay and Subject Area Code under which they are coming through (corresponding to the one the Bilateral Agreement shows).

2nd ETSIE contact the students directly asking them to fill in the online application whose instruction they will find in the following link from the 1st of May on (not before):

<http://internacional.ugr.es/pages/perfiles/estudiantes/procedimientosolicitudonlineerasmus>

Click on: **Solicitud online/** Online Application

CALENDAR:

First Term and Whole Academic Year Students:

- **1 May - 15 June : Students ONLINE Application/Tentative Plan of Study**
- **16-30 June: Validation of Application and Plan of Study**
- **1-30 July: Delivery of Acceptance e-mails**

Second Term Students:

- **1-31 October : Students ONLINE Application/Tentative Plan of Study**
- **2 November-12 December : Validation of Application and Plan of Study**
- **13-22 December: Delivery of Acceptance e-mails**

- ✓ Nomination of students it's a decentralized procedure: each partner is kindly asked to send the nomination to the Faculty with whom the Bilateral Agreement has been signed. In our case, subject area codes under which students can be nominated are Architecture and town planning (58.1, former 02.1) and Civil and Building Engineering (58.2, former 6.4)
- ✓ We need their name, surname and ID/Passport Number in order to validate their applications.
- ✓ If you have already sent the application materials by post, please follow the online process as well, as we will only accept students who have done their online application.
- ✓ It is not necessary to send any document (just a nomination e-mail) as all the important data will be saved on the application.