

## Erasmus + Study Mobility

*“Keep in mind: Erasmus people are not just inspiring friends but a family that will stay with you for the next chapters of this book called life,” Ameni Mehrez.*

Erasmus+ is the EU Program in the fields of education, training, youth and sport for the period 2014-2021. Education, training, youth and sport can make a major contribution to help tackle socio-economic changes, the key challenges that Europe will be facing until the end of the decade and to support the implementation of the European policy agenda for growth, jobs, equity and social inclusion.

**Mother Teresa University has signed the Erasmus Charter for Higher Education 2014-2020.**

### Before applying

1. Make sure that university of your choice has suitable courses for your study program;
2. Some universities require knowledge of the state language\*;
3. Make sure you do not have any debts towards the university;

\* in Spain – Spanish, in Turkey – Turkish, etc.;

Apply for Erasmus + Study Mobility **until 24 June** (Autumn Semester), **until 15 December** (Spring Semester).

### Submission of documents

**Candidates personally must submit the application in a closed envelope, in two copies at the IRO Office 515 - Rectorate building.**

**Your envelopes must include:**

1. Student Application Form\*(must be filled by the student, 3<sup>rd</sup> page with the advisor);
2. Transcript of Records (in English);
3. CV and Motivation Letter (Europass)\*;
4. Letter of Reference (from one of students' professors);
5. Copy of Passport;

\*can be found attached below;

\*<https://europass.cedefop.europa.eu/documents/curriculum-vitae>;

### After submission of documents

1. Students must fill out the Language Test (OLS)\*;
2. Submit all of the required documents to receiving university\*;
3. Make sure you have a place to stay. Apply for dormitory if needed;

4. Buy insurance for the whole period of Erasmus;
5. Make a visa for the whole period of Erasmus;

\*will be sent to the e-mail;

\*information will be sent in an Acceptance Letter;

### During the mobility

1. Inform International Relations Office about your arrival;
2. Go to International Office of the sending university and confirm your date of arrival;
3. Within the first month of your Erasmus you must decide on courses you are going to obtain\*;
4. Sign the Erasmus + Certificate of Studies Abroad\*;

\*changes must be registered in your application form – Learning Agreement During Studies;

\*must be signed by the student and the Erasmus+ Coordinator of the receiving university;

### After the mobility

#### When you come back home you must:

1. Fill out the Language Test (OLS) again;
2. Bring Transcript of Records if it is ready\*;
3. Write an essay about your Erasmus experience (add up to five photos). Your essay must include: your name and surname, age, period of your studies abroad, receiving institution, receiving country. Describe your experience while being abroad, your adventures, obstacles, you must also mention approximate living costs;

#### Write an application to your faculty about the equalization of courses;

\*some universities send Transcripts of Records directly to the International Relations Office;

**Make sure you have at least 30 ECTS and have passed all of the exams at the receiving institution to receive full Erasmus Mobility Grant!**

**In case of any questions, please do not hesitate and contact Amantin Qamili – Institutional Erasmus+ coordinator ([amantin.qamili@unt.edu.mk](mailto:amantin.qamili@unt.edu.mk)) or come to International Relations Office of “Mother Teresa” University, Office 515.**