

Dear partners,

Within the framework of our inter-institutional agreement for the Erasmus + project cooperation, we would like to inform you that the online application for undergraduate level **is now open**.

The online application for master level will open **shortly**. Please note that master students will be required a pre-admission letter during the online application. Therefore, please kindly invite your students start compiling the required documents.

We do appreciate the efforts of those partner universities who have still available scholarships in organizing the student selection so that it would be possible to nominate them as soon as possible and they could start their stay in February 2017. Please remember that all mobility flows have to finish by **July 2017**.

We expect to receive (intldimension@ugr.es) undergraduate and master students' nomination as soon as possible, by e-mail from the contact address indicated in the agreement, with the following information in a nomination document, signed and stamped, as an attachment:

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*We would like to nominate the following student(s) / staff from the [\_\_\_\_\_Name of the University\_\_\_\_\_], to attend the University of Granada during the period from \_\_\_\_\_ to \_\_\_\_\_ 2016, as candidates to participate in the International Mobility under the Erasmus + Programme.*

*Name of the nominated student/ staff: \_\_\_\_\_*

*Category:*

*Student Mobility for Studies*

*1st cycle undergraduate:  // 2nd cycle Master  // doctoral cycle PhD*

*Registered at the [\_\_\_\_home university\_\_\_\_] as an Undergraduate/Master/PhD student in the Programme*

*Or working in the [Unit/Department/...\_\_\_\_\_]*

*The home university declares having selected the nominated candidate to take part in the Erasmus + mobility programme in a transparent, public and competitive process, following the programme instructions and in accordance with the inter-institutional agreement.*

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Please remember that according to the Erasmus + programme, the partner universities must "Apply a selection process that is fair, transparent and documented, ensuring equal opportunities to participants eligible for mobility". For that, please make sure you keep records of the selection process (such as the text of the announcement, the means the announcement was published through, such as reference to the web-site, mailing to possible interested students, dissemination meetings, announcement of provisional and final results of selection, etc.), so that those records could be available upon requirement during the period of five years. This information can be required to evaluate the implementation of the Erasmus + mobility by the National Agency and European Commission.

Having sent your students' nomination, please invite them to read the instructions on how to apply and, then, fill in the on-line application under the following link by 7<sup>th</sup> November:

INSTRUCCIONES:

<http://internacional.ugr.es/pages/perfiles/estudiantes/estudiantes-internacionales?lang=en>

ONLINE APPLICATION:

[https://oficinavirtual.ugr.es/apli/intercambio/alumnos\\_in/index.html](https://oficinavirtual.ugr.es/apli/intercambio/alumnos_in/index.html)

In the application form, students will make a preliminary choice of subjects which is a basis for the Learning agreement. Once the learning agreement is duly completed and your university supports the selection of courses, please get the document signed (only section "before the mobility") by the student and the responsible person at your home university before being uploaded to the online application.

Concerning our academic offer for undergraduate and master's studies, nominated students are supposed to check each academic programme according to their field of study (different webs). In order to choose the courses they want to follow, addressing the right web, they may find useful the following links:

<https://www.ugr.es/>

[http://escuelaposgrado.ugr.es/pages/masteres\\_oficiales/oferta\\_formativa](http://escuelaposgrado.ugr.es/pages/masteres_oficiales/oferta_formativa)

[http://internacional.ugr.es/pages/movilidad/estudiantes/entrantes/erasmus-mundus-scholarships/academic\\_offer\\_ugr](http://internacional.ugr.es/pages/movilidad/estudiantes/entrantes/erasmus-mundus-scholarships/academic_offer_ugr) (shortlist of degrees offered)

Besides the learning agreement, the students will also need to enclose:

- **UNDERGRADUATE**
  - **ID/PASSPORT (MANDATORY)**
  - **OFFICIAL SPANISH LANGUAGE PROFICIENCY CERTIFICATE (MANDATORY)**. If you are taking the eLADE exam, please upload the proof of registration.
  - Learning agreement approved by the home university (optional)
  - **Official transcript of records signed and stamped by the home university (MANDATORY)**
  
- **MASTER STUDENTS (POSTGRADUATE)**
  - **ID/PASSPORT (MANDATORY)**
  - **OFFICIAL SPANISH LANGUAGE PROFICIENCY CERTIFICATE (MANDATORY)**. If you are taking the eLADE exam, please upload the proof of registration.
  - **OFFICIAL DEGREE CERTIFICATE (MANDATORY)**.

- **OFFICIAL PROOF OF REGISTRATION IN THE MASTER PROGRAMME AT THE HOME UNIVERSITY (MANDATORY)**
- **PRE-ADMISSION LETTER SIGNED BY THE UGR COORDINATOR/TUTOR OF THE MASTER PROGRAMME (MANDATORY)** (Template at <http://escuelaposgrado.ugr.es/pages/internacional/profesorado/cartas-de-preadmission>)