# How to apply

## DEADLINES TO APPLY

Students are asked to fill in the on-line application after receiving an e-mail from the informatic system

**I SEM/FULL ACADEMIC YEAR**
**15 June 2024**
The on-line application will be available **starting from 30/04/2024**

**II SEM.**
**31 October 2024**
The on-line application will be available **starting from 30/09/2024**

## APPLICATION PROCEDURE

**STEP 1 - Nomination**
Before starting the online application procedure, be sure that your Home University has nominated you in our online nomination platform.

**STEP 2 - On-line application procedure**

Fill in the on-line application**: you can find the link in the e-mail you will receive**

- before completing the on-line application procedure remind that the following documents **have to** be uploaded in the online procedure

  - a **copy** of your **identity card**

  - a **copy** of your European Health Insurance Card (only for European Union students)

  - a **photo (suitable for documents)**

  - Final Work Form (only for those students that will come to Univpm for thesis research)

The **learning agreement** has to be sent directly via your University management system (EWP – Erasmus Without Paper)

**APPLICATIONS SENT AFTER THE DEADLINE CANNOT BE ACCEPTED.**

Please note that e-mail address which you indicate on your application form will be used to contact you, so make sure you have a valid and working e-mail address and inform us in case of any changes.

## ACCEPTANCE

The Erasmus Office will send the **letter of acceptance** by e-mail:

- to the students coming for the I sem/Full Academic Year **starting from** the beginning of July

- to the students coming for the II sem **starting from** the end of November