

Application procedure for Erasmus+ students

 **1. Erasmus + Student Application Form.** The application forms should be filled in electronically, printed out, signed and send per e-mail to the **INTERNATIONAL RELATIONS DEPARTMENT, e-mail** trs@utenos-kolegija.lt. There is no need to send the paper versions by post. You can just take the required signatures and stamps and send the scanned document to us. Kindly ask your Erasmus+ coordinator to send your nomination letter to trs@utenos-kolegija.lt.

 **2. Learning agreement.** Learning Agreement has to be filled in, stamped and signed by the university and the student applying for the mobility. Both the learning agreement for studies and learning agreement for traineeship need to be filled in electronically. There is no need to send the agreements on paper by post. You can just take the required signatures and stamps and send the scanned document to us.

3. Transcript of records. Issued by sending institution and provides up-to-date record of students' progress in their studies: the educational components they have taken, the number of ECTS credits they have achieved and the grades they have been awarded.

4. Passport or ID copy (from both sides)

5. Health insurance card or any other relevant document. We recommend you to have travel insurance. European Health Insurance Card is obligatory! In case you cannot apply for a European Health Insurance Card, it is obligatory to have health insurance coverage in Lithuania. NB! *Utena University of Applied Sciences does not provide you accident insurance, health insurance or the liability insurance. Having the adequate insurance is the student's responsibility.*

6. 2 official passport photos

 **7. Application for accommodation**

➤ *The document package should be complete. Erasmus + students' applications can only be accepted from students of our partner institutions.*

➤ **Deadline: 30 June (fall semester or full academic year); 10 December (spring semester).**

Has to be sent to us later before arrival:

- copy of the received visa (if applicable)
- information form about your travel details (as soon as you know it)
- information (e- mail) about the accommodation requirements
- valid medical statement that says that no contradictions for studying are detected.

As soon as we receive the documents mentioned above, we will issue the letter of acceptance and send it per email to Partner University.

Language

The language of instruction for Erasmus+ exchange students is English. Please note that your language proficiency in English should be at least on the level B1/**B2** in order to study or have a practical training at Utena University of Applied Sciences.

- *Utena University of Applied Sciences has the right to conduct a Skype interview with you to test your language skills.*
- *We offer Lithuanian language and Culture course for Erasmus + incoming students free of charge.*

Contact the International Relations Office at your university and find out whether your university has an Erasmus+ exchange agreement with Utena University of Applied Sciences in your field of study.

