

ERASMUS+ / International Co-operations:
A step by step guide for nominated exchange students

By 1st May* 1st November**	Nominations Deadline. Partner universities send their nominations by email to the International Office (exchange.incoming@uni-due.de).
After 1st May 1st November	The International Office sends nominated students an info E-mail with a link to the online application form. Students will also be given contact details of the relevant Faculty Coordinator at the UDE. Exchange students should contact the Faculty Coordinator for questions relating to course selection in order to prepare their Learning Agreements, which needs to be submitted as part of the online application.
1st June 1st December	Application Deadline. After this date, applications and Learning Agreements will be distributed by the International Office to the Faculty Coordinators for consideration.
Mid-July Mid-January	The Faculty sends signed Learning Agreements to successful applicants and informs the International Office which nominated students will be accepted. The International Office sends the Letter of Acceptance as well as important information regarding student housing applications. Please note there is usually only a short window of 1-2 weeks before the housing application deadline. It is not possible to apply for housing without a Letter of Acceptance.
Mid-August Mid-February	The TutorServiceCentre (TSC) contacts the exchange students with information about the Welcome Days, Key-Collection-Service and the Buddy Programm.
Early October Early April	Welcome Days. Exchange students complete enrolment in the International Office and the TSC holds info-sessions, campus tours and social events in the days before lectures begin.

* For Applications for the Winter Semester

** For Applications for the Summer Semester

