

ACADEMIC PLACEMENT ABROAD

Academic Year 2020/21

ERASMUS

EXCHANGE (outside Europe)

Form to be completed and submitted to IED (EO-020)

1. Complete this form in full.
2. Select universities from the partner list for your degree programme/academic area only.
3. The completed form must be signed by the relevant Academic Coordinator before submission.
4. Applications are accepted two semesters prior to the placement, from Week 4 to Week 6.

Late submissions will not be accepted.

Submission deadlines for AY 2020/21 are as follows:

- 18th October 2019 for Autumn 2020 placements
- 6th March 2020 for Spring 2021 placements

STUDENT'S PERSONAL INFORMATION

SURNAME _____ FIRST NAME _____

UL STUDENT NUMBER _____ CURRENT QCA _____

GENDER _____ NATIONALITY _____

DATE OF BIRTH _____ PLACE OF BIRTH _____

PERMANENT ADDRESS _____

EIRCODE _____ MOBILE NUMBER _____

E-MAIL ADDRESS (NOT UL E-MAIL) _____
This email address will be communicated to the host institution if the UL address is deactivated.

Important: Students must continue to monitor their UL email account on a regular basis while off-campus.

SPECIAL NEEDS _____
Please enter details of any special needs that you wish the host institution to be informed of.

CONTACT IN CASE OF EMERGENCY WHILE ABROAD	<u>Name</u>	<u>Relationship</u>	<u>Contact number</u>
	_____	_____	_____

DO YOU CURRENTLY HOLD A VALID PASSPORT? Yes No
 Passport valid until: MM/YY
When applying to the host institution, students will be required to have a passport that is valid until the end of the stay abroad.

STUDENT'S ACADEMIC INFORMATION

UL DEGREE PROGRAMME _____

MAJORS / MAIN OPTIONS (if applicable) _____

STUDY PERIOD ABROAD AUTUMN 2020 SPRING 2021 STUDENT'S MAIN LANGUAGE OF INSTRUCTION AT HOST UNIVERSITY ENGLISH FRENCH GERMAN SPANISH **HOST UNIVERSITY INFORMATION – 1st PREFERENCE**

UNIVERSITY NAME _____ ACADEMIC AREA _____

Students must adhere to the host university's academic calendar and must complete the full academic semester at the host university.

SEMESTER DATES _____

CAMPUS LOCATION _____

ACCOMMODATION OPTIONS AVAILABLE University accommodation Private accommodation Other *Students are responsible for booking their own accommodation for the semester abroad.*

COST OF LIVING PER SEMESTER IN € Flights..... Visa & Insurance..... Accommodation.....

Food..... College costs..... Personal expenses..... Travel..... TOTAL

MODULE PRE-SELECTION (30 ECTS credits required) 1. _____ 2. _____

3. _____ 4. _____

5. _____ 6. _____

HOST UNIVERSITY INFORMATION – 2nd PREFERENCE

UNIVERSITY NAME _____ ACADEMIC AREA _____

Students must adhere to the host university's academic calendar and must complete the full academic semester at the host university.

SEMESTER DATES _____

CAMPUS LOCATION _____

ACCOMMODATION OPTIONS AVAILABLE University accommodation Private accommodation Other *Students are responsible for booking their own accommodation for the semester abroad.*

COST OF LIVING PER SEMESTER IN € Flights..... Visa & Insurance..... Accommodation.....

Food..... College costs..... Personal expenses..... Travel..... TOTAL

MODULE PRE-SELECTION (30 ECTS credits required) 1. _____ 2. _____

3. _____ 4. _____

5. _____ 6. _____

HOST UNIVERSITY INFORMATION – 3rd PREFERENCE

UNIVERSITY NAME _____ ACADEMIC AREA _____

Students must adhere to the host university's academic calendar and must complete the full academic semester at the host university.

SEMESTER DATES _____

CAMPUS LOCATION _____

ACCOMMODATION OPTIONS AVAILABLE University accommodation Private accommodation Other *Students are responsible for booking their own accommodation for the semester abroad.*

COST OF LIVING PER SEMESTER IN € Flights..... Visa & Insurance..... Accommodation.....

Food..... College costs..... Personal expenses..... Travel..... TOTAL

MODULE PRE-SELECTION (30 ECTS credits required) 1. _____ 2. _____

3. _____ 4. _____

5. _____ 6. _____

STUDENT'S STATEMENT & CONSENT I confirm that I have thoroughly researched the institution(s) listed above and am fully informed of semester dates, courses on offer, accommodation and cost of living at the host institution(s).**Eligibility**

- The external academic placement may be undertaken only if the student meets the minimum academic requirements to progress to the next year. The required standard is a minimum cumulative QCA of 2.00 or greater, with no deficient grades (F, I, NG, N). Students sitting repeat examinations before going abroad must obtain sufficient results to progress to the next year.
- In line with the UL Student Fitness to Study policy, students must be fit to participate and function in university life in order to undertake a semester abroad (<https://ulsites.ul.ie/executive/ul-fitness-study-policy>).
- Students who are in breach of the UL Code of Conduct and/or on disciplinary or academic probation at UL may not take part in the programme.

 I confirm that I currently meet the eligibility criteria listed above and that I am fit to study and in good academic standing with the University of Limerick. Should this change, I will inform the International Office (outgoing.erasmus@ul.ie) immediately.**Consent** I understand that my personal and academic information will be communicated to the host university for the purpose of undertaking a study placement abroad. I understand that my contact details, i.e. name & UL e-mail address (or personal email address if applicable) may be provided to other Erasmus/Exchange students from UL sharing the same destination.**Note on Erasmus mobility grant**

Students undertaking an Erasmus academic placement are entitled to the Erasmus mobility grant (€250-300 per month). To be eligible, the period abroad must be at least 3 months. Students may only receive EU funding for the period that they are present at the host university.

NB: The Erasmus mobility grant is meant to assist students with travel and initial moving costs. It will not be sufficient to cover all expenses during the semester abroad. Students must ensure that they have access to sufficient financial means to fund their semester abroad. Early returns will result in students having to refund the EU monies.

SIGNATURE _____ DATE _____

UL ACADEMIC COORDINATOR'S APPROVAL

NAME OF ACADEMIC COORDINATOR _____

ACADEMIC AREA _____

The above student is to be nominated to the following university:

Important: The above destination is not official until the student has been officially nominated by UL and has received an Acceptance letter from the host university.

COMMENTS _____

SIGNATURE _____ DATE _____

INTERNATIONAL EDUCATION DIVISION (IED)

NAME OF IED STAFF MEMBER _____

COMMENTS _____

SIGNATURE _____ DATE _____

Form to be submitted to the International Education Division in EO-020.

Erasmus applications should be submitted to Herveline Roche or Lisa Fitzgerald.

Exchange applications (outside Europe) should be submitted to Sinéad Loughran (available from 9.30am to 12.30pm).

Only fully completed applications will be accepted.

Submission deadlines for AY 2020/21 are as follows:

- Autumn 2020 placements: 18th October 2019
- Spring 2021 placements: 6th March 2020

Late submissions will not be accepted.

****Please keep a copy of this form for your personal records****