Instructions on how to Complete the Online Application Form for Incoming Erasmus Students

- Navigate to https://community.aubg.bg/exchange-students-online-app
- Click on the “Login to start application” to open the login screen.
- If you are a new user, click on the “New user registration” to register in the system.
- Remember your username and the password. The option “Forgotten password” exists in case you cannot remember your login credentials.
- After you log in, a table with application forms appears.
- Press “Start” to open a blank application form or “Resume” to finalize or make correction on a form which you have already begun filing.
- In the first section of the form, fill in your personal data.
- In the second section of the form “Academic Plans” from the drop down menus, please select:
  - Semester you begin studying at AUBG American University in Bulgaria: Spring 16
  - Application Type “Erasmus”
  - Major Select one of the available majors which is the same or closest to the major in your home university
- Note: Please use English alphabet letters only.
- In the “Academic Info” type the exact name of your home university.
- In the “Required documents” attach - Transcript of Records, Learning Agreement Form and Language Certificate (optional)
- Complete the information boxes in the other sections of the form.
- Sign the form, review and submit it.
- Once submitted the application form you will be able to check the status of your application by logging into the same web site.