*First name Last name*

Personal Information

Student number: …

Email address: …

Program: …

*The* ***first step in your application is the nomination by the exchange coordinator****. To get nominated, i.e. getting the official preliminary permission to go on an exchange, you need to complete this* ***nomination dossier****. The selection of students who will be able to go on exchange will then be made on the basis of the students’ grades and motivation letter.*

*Please complete this form electronically and send it to* *mobility.es@vub.be* *by* ***December 15th****.*

# Destination

*You select 1 non-EU destination from* [*this website*](https://www.vub.be/en/studying-vub/all-study-programmes-vub/personal-development-during-your-studies/studying-abroad/non-eu-destinations-erasmus-exchange)*. When choosing your destination, please consider the* ***courses*** *that are offered at the host institution and the* ***teaching language*** *of the courses.*

|  |  |  |
| --- | --- | --- |
|  | **Destination** | **University** |
| **NON-EU Destination** | … | … |

# EU back-up destinations

*You should also submit* ***a separate nomination dossier*** *for your* ***EU back-up destinations****. The deadline to submit this additional application is* ***February 15th****.*

*You can find the nomination dossier for EU destinations on* [*the exchange website*](https://www.vub.be/en/studying-vub/all-study-programmes-vub/personal-development-during-your-studies/studying-abroad/eu-destinations-erasmus-exchange-for-vub-students/erasmus-and-exchange-for-solvay-business-school-students)*.*

# Timing

*Indicate below when you want to go on your exchange keeping in mind the limitations mentioned on* [*the exchange website*](https://www.vub.be/en/studying-vub/all-study-programmes-vub/personal-development-during-your-studies/studying-abroad/eu-destinations-erasmus-exchange-for-vub-students/erasmus-and-exchange-for-solvay-business-school-students)*.*

|  |  |
| --- | --- |
| 3rd Bachelor  |  |
| 1st Master  |  |
| 2nd Master |  |

|  |  |
| --- | --- |
| First semester |  |
| Second semester |  |
| Full year |  |

# Grades

*You will only by default be able to go on exchange if you have obtained at least an* ***overall pass score*** *of* ***12/20*** *(60%) in the* ***previous academic year(s).*** *In order to have your application considered, you need to add the grades you obtained in the* ***previous academic year(s)*** *as an appendix to this nomination dossier. Please provide a copy of your official* ***transcript of records****.*

***Appendix 1: Grades***

# Motivation letter

*Write a motivation letter (max. 2 pages) in which you briefly explain why you want to go on an exchange and why you have chosen the specific host institution. Show us that you have looked at the course offer of your preferred destination, as well as the teaching language of these courses.*

…

**Only nomination dossiers handed by the deadline of December 15th will be considered. A digital copy in one pdf-document should be e-mailed to** **mobility.es@vub.be****.**