

Application procedure Erasmus UPJPII 2018/2019

Application for an international mobility at our institution is only possible by use of the online application form available on this website under "My application".

Complete application form

To apply online you must first create a personal account in which you can make your application, save it and continue to work on it at a later stage if you wish so. Please log in to your personal account, complete the online form and submit your application. Questions, details about application please contact to Mr **Piotr Gruszczynski**, e-mail: piotr.gruszczynski@upjp2.edu.pl

Finalise the application

After the application data has been submitted online, your application will be created as a PDF-Document which you must print out. If you do not have access to a printer at this stage, you can save the file and print your application later. The printed application form must be signed by you and the coordinator at your institution and then posted to our institution. Please note that our office cannot process your application without the required enclosures and signatures. You will receive confirmation of receipt of your application per email. Your application will be examined and if accepted a letter of acceptance will be posted to you.

Postal address for application:

The Pontifical University of John Paul II in Krakow
Erasmus+ Institutional Coordinator
Urszula Kubiczek
ul. Bernardyńska 3
31-069 Kraków
Poland

"Nominations" 2018/2019 (summer WINTER OR SUMMER).

The following documents must be enclosed with your application:

1. Application form – YOU HAVE TO WAIT FOR OPENING ONLINE APPLACATION (<http://upjp2.edu.pl/erasmus/admission-procedures>)
2. Learning Agreement for Study (a form where 3 parties - the student, the host university and home university - agree on the courses and duration of the mobility. LA has to be signed before the beginning of exchange studies and it is a prerequisite for scholarship contract and grant payment,

Commitment. Signatures are to be gathered from **(1) the student, (2) Erasmus Institutional/ Departmental Coordinator, (3) responsible person at the hosting university.**

When duly signed, the Learning Agreement should also be sent to host University to Erasmus Coordinator of Faculties. the contact for coordinators is attached.

For all questions relating to your Learning Agreement, please contact your faculty coordinator,

3. Transcript of Records,
4. EHICH (European Health Insurance Card, proof of social security coverage*,
5. Colour passport sized picture (30x40mm).

Deadlines for application 15th June 2018.

(*) Social Security Coverage

- Students from European Union and/or the European Economic Area can get the European health insurance card in order to show proof of having basic health coverage.