**Alpen-Adria Universitat Klagenfurt**

**REGISTRATION**

To register as an EXCHANGE STUDENT (through a program: JOINT-STUDY, ERASMUS, etc.) at the Alpen-Adria-Universität Klagenfurt please fill in the following forms and send them, along with the documents listed below in due time to the International Office.

1. [Application for Admission](http://www.uni-klu.ac.at/bib/eng/downloads/Ansuchen_Application_for_Admission.pdf)2. [Key Data](http://www.uni-klu.ac.at/bib/eng/downloads/Key_Data.pdf)3. Certificates of all courses taken at your home university, including results / Transcript of Records of home University
4. Copy of your Passport
5. Copy of your sSchool-Leaving Certificate / Copy of your High School Diploma
6. Please do fill in the online database if you need an accommodation in Klagenfurt: <http://www.housing.oead.at/index_e.asp>

**Application Deadlines:**

**1st of June for the winter semester (October - January)**

**1st of November for the summer semester (March - June)**

For further information please don’t hesitate to contact:
***Erasmus***: Ms. Mag. Michaela Holzweber, International Office, Servicebuilding, 1st floor, Universitätsstraße 65-67, A-9020 Klagenfurt, Tel: +43 463 2700 9207, e-mail: *michaela.holzweber@aau.at*

***Joint-Study***: Ms. Mag. Elena Buffa, International Office, Servicebuilding, 1st floor, Universitätsstraße 65-67, A-9020 Klagenfurt, Tel: +43 463 2700 9231, e-mail: *elena.buffa@aau.at*

**Karel de Grote-Hogeschool, Katholieke Hogeschool Antwerpen**

## ****International Business Course****

* [**New Online Application procedure**](http://www.kdg.be/sites/default/files/Manual_MO_IncomingStudent_KdG.pdf) (pdf 603kb), after nomination by your home institution
* **Application deadline for Spring 2013**: November 15th 2012
* **Please read:** [Important Remarks IBC](http://www.kdg.be/sites/default/files/Important_remarks_IBC_2012-2013.pdf) (pdf 53kb)
* **Learning Agreements**:
	+ [Autumn 2012](http://www.kdg.be/sites/default/files/Learning_Agreement_IBC_Autumn_2012.doc) (doc 62kb): paper form
	+ Spring 2013: online via Mobility Online
* **Contact:** ibc@kdg.be

webpage: <http://www.kdg.be/international/international-student-antwerp/apply-exchange-student>

# Hogeschool-Universiteit Brussel

## Application procedure

Mind the registration **DEADLINES : For the first and/or second semester: 14 APRIL - For the second semester only: 01 OCTOBER**

 If you have any problems contact us via: mobilityofficeAD@hubrussel.be or phone us at +32/2/210.16.27

webpage: [http://www.hubrussel.be/HUB\_english/HUB\_web/HUB-English/HUB-English-Hogeschool-Universiteit-Brussel/International\_Exchange/Mobility-Office,-Academic-Division/Exchange-student.html](http://www.hubrussel.be/HUB_english/HUB_web/HUB-English/HUB-English-Hogeschool-Universiteit-Brussel/International_Exchange/Mobility-Office%2C-Academic-Division/Exchange-student.html)

**Katholieke University of Leuven**

The **application deadlines** are:

* **14 April 2013** for students wishing to study at KU Leuven during the first semester of the 2013-2014 academic year (starting on Monday, 23 September 2013)
* **1 October 2013** for students wishing to study at KU Leuven during the second semester of the 2013-2014 academic year (starting on Monday, 10 February 2014)

webpage:<http://www.kuleuven.be/admissions/exchange/application.html>

**University College of Economic Studies**

**If the foreign student comes as Erasmus programme student he/she should contact the  Erasmus programme coordinator at his/her school or directly  RNDr. Vladimír Přech (****vladimir.prech@svses.cz****). Applications to this programme can be sent during the whole year.**

**webpage:** <http://www.svses.cz/index_angl.php?str=lang/angl/infopack/en00.php>

[**University Obrany of Defence**](http://www.unob.cz/en/cooperation/Pages/default.aspx)

**Faculty of Economy and Management**

**ERASMUS Offer for Summer Semester of Academic Year 2012/2013**

Module E1 is offered in two languages:

Module E1 – English is for students with English language skills at level B1 according to Common European Reference Framework.

Module E1 – Czech is only for students who are able fully understand Czech Language. Essays and homework will be required in English language.

**Term:11th February 2013 - 28th June 2013**

**webpage:** <http://www.unob.cz/en/cooperation/Pages/default.aspx>

[**Brno University of Technology**](http://www.fbm.vutbr.cz/index.php/en/for-students/international-students/llperasmus-programme)

**General Instructions**

* Use Application Form on our website
* For Learning Agreement use form on our website
* Write clearly or type your answers
* Read these instructions carefully before completing the application form
* Incomplete, incorrect and/or illegible applications cannot be processed
* Return the form and the enclosures before the deadline date

**The application consists of 4 documents:**

1. **Application Form**
2. **Learning Agreement**
3. **Curriculum Vitae (Resume)**
4. **Motivation Letter**
5. **1 passport size photograph must be attached to the Application Form**
6. **1 electronic photograph in JPG format must be emailed to** **hallova@fbm.vutbr.cz**

Send the originals of documents by POST to the following address:

**Marta Hallova**
**International Office
Faculty of Business and Management
Brno University of Technology
Kolejní 2906/4
612 00 Brno
Czech Republic**

**APPLICATION DEADLINE**

**30 June for Fall Semester
30 November for Spring Semester**

webpage: <http://www.fbm.vutbr.cz/en/students/international-students>

[**Mendel University in Brno**](http://www.mendelu.cz/en)

**Exchange students**

Applicants are requested to submit the following documents:

* Application Form for exchange students
* Learning Agreement (with passport size photo)
* Motivation Letter
* Curriculum Vitae
* Transcript of Records

to the university International Relations Office. Students can choose any course at any of the 5 faculties if it is approved in the Learning Agreement.

**Deadline:**

* **winter semester -1 December**
* **summer semester -1 June.**

webpage: <http://ects.mendelu.cz/en/information_institution/general_registration?lang=en>

[**Via University College**](http://www.viauc.com/students/information/Pages/information-about-studies.aspx)

From the admission 2013, it is mandatory to apply for higher education programmes by using Optagelse.dk.

Please note that the application deadlines are:

* 15 March at 12 noon or
* 5 July at 12 noon

webpage: <http://www.viauc.com/students/Pages/how-to-apply.aspx>

[**Estonian Academy of Security Sciences**](http://www.sisekaitse.ee/eass/the-academy/)

**The application procedures:**

1. Download the [Application Form](http://www.sisekaitse.ee/public/Valissuhted/ERASMUS/Application_Erasmus.rtf) and  the [Learning Agreement](http://www.sisekaitse.ee/public/Valissuhted/ERASMUS/Learning_agreement.rtf);
2. Fill out the neccesary fields, completed the Application Form and Learning Agreement with your signature. Ask for the stamp and signature of the exchange coordinator of your home university;
3. Please send your Application form and Learning Agreement to our ERASMUS coordinator Miss Kaisa Ellandi by e-mail (scanned) (kaisa.ellandi@sisekaitse.ee) or via post.

**Our detailed contacts:**
Estonian Academy of Security Sciences
Erasmus Coordinator Ms Kaisa Ellandi
Kase 61
12012 Tallinn ESTONIA

**The application deadlines for the for the academic year 2013/2014 are:**

1. Autumn semester **30th of June 2013**
2. Spring semester **30th of November 2013**

webpage: <http://www.sisekaitse.ee/eass/study-at-eass/exchange-students/how-to-apply/>

[**Seinajoki Univerity of Applied Sciences**](http://www.seamk.fi/In_English/International_relations/Student_and_staff_mobility.iw3)

Application deadline: 15 May

webpage: <http://www.seamk.fi/In_English/Studies/Practical_information_for_international_students.iw3>

[**University Paris 13 Nord**](http://www.univ-paris13.fr/en/international-relations-at-up13.html)

**Application Deadlines:** 15 June

webpage: <http://www.univ-paris13.fr/en/international-relations-at-up13.html>

[**Ecole de Management Strasbourg-Universite de Strasbourg**](http://www.em-strasbourg.eu/formations/programme-grande-ecole-international)

Academic Year 2012 - 2013

**Deadline:**

**May 31st**

**October 31st**

webpage:<http://www.em-strasbourg.eu/_en/formations/programme-grande-ecole-international>

[**Universite de la Meditarranee**](http://sceco.univ-aix.fr/page.php?IdProfil=1&IdPage=5)

**Application procedures**

**Students must enroll online only**

<http://www.univmed.fr/relations_internationales/default.aspx?id=14952>

**Deadlines of the application forms/Learning Agreement is:**

1st semester - 15th June

Full Academic year - 15th June

2nd semester - 15th November

webpage: <http://sceco.univ-aix.fr/page.php?IdProfil=1&IdPage=5>

[**Universite de Savoie**](http://www.univ-savoie.fr/index.php?id=974)

Registration through the program **Move-On**
>  Fill in the application form on line :

**Registrations for the year 2013/2014 will be opened in March**

If you need help, please contact Mrs GAUVIN :  incoming.students(at)univ-savoie.fr

Periods when the program is operable (usually as follows) :
- **from beginning of March to mid-May** (for the winter semester)
**- from mid-October to end of November** (for the summer semester)

webpage: <http://www.univ-savoie.fr/index.php?id=832>

[**Universite d'Orleans**](http://www.univ-orleans.fr/international/)

**Online registration**

The first step is the online registration, on the MoveOnline website, and the fill-in of the document called “Complement to your registration”, that you can download online.

In the list below you will find the contact details of the persons in charge of the International Relations offices, who will assist you in your registration process:

|  |  |  |
| --- | --- | --- |
| [UFR Law Economics Management](http://www.univ-orleans.fr/deg/international/index.php) | Ingrid PASTEUR  | ingrid.pasteur@univ-orlean |

Deadline: 15 May

webpage: <http://www.univ-orleans.fr/international/?page=34>

**University Litoral Cote d' Opale**

**DEADLINES**

For students whose study period at ULCO starts on the first semester of the

academic year 2012/2013, please send the form back before:

**31 May 2013**

For students whose study period at ULCO starts on the second semester of the

academic year 2012/2013, please send the form back before:

**25 October 2013**

webpage: <http://www.univ-littoral.fr/international/mobilite.htm>

[**Universite du Maine**](http://www.univ-lemans.fr/fr/international.html)

**Deadline: 30 May**

webpage: <http://www.univ-lemans.fr/fr/international/le_service_des_relations_internationales2.html>

[**Universite Paris Diderot**](http://www.univ-paris-diderot.fr/sc/site.php?bc=international&np=ACCUEIL&g=m)

Deadline: 1 sem: 30 April

 2 sem: 30 October

1+2 sem: 30 April

webpage: <http://www.univ-paris-diderot.fr/sc/site.php?bc=international&np=EtudiantsechangeEuropeProcedures&g=m>

[**Albert-Ludwigs-Universitat Freiburg im Breisgau**](http://www.studium.uni-freiburg.de/international)

**Deadline:** winter term: October 1st–March 31st

summer term: April 1st–September 30th

webpage: <http://www.studium.uni-freiburg.de/international-en/international-en?set_language=en>

[**Fachhochschule Bonn-Rhein-Sieg**](http://www.fh-bonn-rhein-sieg.de/International/International%2BWelcome%2BCentre.html)

Deadlines:30 May

 30 October

webpage: [http://www.fh-bonn-rhein-sieg.de/en/International+Affairs/The+International+Office.html](http://www.fh-bonn-rhein-sieg.de/en/International%2BAffairs/The%2BInternational%2BOffice.html)

[**Hochschule fur Wirtschaft und Recht Berlin**](http://www.hwr-berlin.de/)

 To apply please complete the web-based application form and submit it online. (the link to the form is in the box at the right side of this page). It is available during the following application periods:

* **May 01–June 15** for applications for the **winter semester** (same year)
* **October 15–November 15** for applications for the **summer semester** (following year)

webpage: <http://www.hwr-berlin.de/en/study-at-hwr-berlin/exchange-students/schoeneberg-campus/registration/>

[**Hochschule Mittweida-University of Applied Sciences**](http://www.ausland.hs-mittweida.de/index.php?id=602)

## Application deadline

for the winter semester: May 15
for the summer semester: November 15

webpage: <https://www.ausland.hs-mittweida.de/en/aaainfozumstudiumauslaender/bewerbung-auslaender.html?Size=0%3Fprint>

[**Hochschule Wismar-University of Technology,Business and Design**](http://www.hs-wismar.de/1222%2BM54a708de802.html)

Deadlines:  15th June for the winter term

 30th November for the summer term

webpage: <http://www.hs-wismar.de/en/en-was/studies/study-staff-exchange-programmes/>

[**International Graduate School Zittau**](http://www.ihi-zittau.de/index.php)

Deadline for the winter semester: 15 July

webpage: <http://www.ihi-zittau.de/cms/en/79/Current-information/>

[**Ludwigshafen University of Applied Science**](http://web.fh-ludwigshafen.de/internationales/aaa.nsf)

First of all, please register yourself on our online application module: <https://fh-ludwigshafen.moveonnet.eu/moveonline/incoming/welcome.php>.
Create your own login and password.

**2.** Please fill in the online application (Attention: after the deadline we will not take your application into consideration!). Fill out all the fields in the application, fields with an asterisk (\*) are obligatory. When you entered all the obligatory fields, you can either send your appliaction directly or save it and work on the application on another occation. When you want to send your application, please check all your Data one last time and click the "send" button.

**3.** After you clicked the send button to send us your application, please click on the " download your application form (PDF)" and print it out. Now the application form has to be signed by you and your coordinator at your home university and send to the following adress with the documents given below:

**Ludwigshafen University of Applied Sciences**
International Office
Alexandra Ege
Ernst-Boehe-Str. 4
67059 Ludwigshafen
Germany

enclosed documents:

* accommodation request
* Learning Agreement
* transcript of records
* foto
* a copy of the valid passport

**Please note that we can only deal with applications that are submitted complete with all the documents required on or before the relevant deadline**.
If you provided us with your complete application documents, the International Office of Ludwigshafen University of Applied Sciences will send you a letter of admission in **June/July (for the winter term)** respectively **December/January (for the summer term)**.

**Application Deadline**

|  |  |
| --- | --- |
| * winter-semester:
 | 31st May |
| * summer-semester:
 | 30th November |

webpage: <http://www2.fh-ludwigshafen.de/internationales/aaa.nsf/en/anmeldeverfahre>

[**Technische Universitaet Chemnitz**](http://www.tu-chemnitz.de/international/incoming/erasmus.php)

**Deadlines for applications:**
It is possible to begin your studies at Chemnitz University of Technology in winter and summer semester
Application periods end:

* **15.01.** of the year for applications in **summer semester**
* **15.07.** of the year for applications in **winter semester**

webpage: <http://www.tu-chemnitz.de/international/incoming/erasmus.php.en>

[**University of Applied Sciences Worms**](http://www.fh-worms.de/index.php?id=735&L=0)

**Deadline:** 15 May

webpage: <http://www.fh-worms.de/index.php?id=735&L=0>

[**University of Piraeus**](http://teipireuoffice.blogspot.gr/#!/p/how-to-get-there.html)

Deadlines: winter semester 31 May

 summer semester 30 November

webpage: <http://teipireuoffice.blogspot.gr/2012/04/academic-calendar-semester-spring.html>

[**University of Miskolc**](http://meph.iit.uni-miskolc.hu/erasmus_m/index.html)

Deadlines: winter semester: 15 June

 summer semester: 30 October

webpage: <http://www.meph.uni-miskolc.hu/for_incoming_students.html>

 **University of Limerick**

**Deadline: winter semester 30 June**

webpage: <http://www.studentliving.ul.ie/index.jsp?p=116&n=129>

[**Universita Degli Studi Roma Tre**](http://www.uniroma3.it/en2/page.php?page=Internati)

DEADLINES:

- for students arriving in the first semester from the 1st of March to the 15th of June
- for students arriving in the second semester from the 1st of September to the 15th of November

webpage: <http://europa.uniroma3.it/Relint_nuovo/sito_2005/view.asp?id=228>

[**Universita' Degli Studi di Bari**](http://uniba.llpmanager.it/Incoming/menu_iniziale.asp)

|  |
| --- |
| [INCOMING STUDENTSOn-line student's application form](http://uniba.llpmanager.it/Incoming/default.asp)  |
|  |
| DEADLINESfirst semester and for the whole academic year: 10 MARCH - 20 MAYsecond semester: 1 SEPTEMBER - 20 NOVEMBER  |

webpage: <http://uniba.llpmanager.it/Incoming/menu_iniziale.asp>

[**Universita' Degli Studi di Firenze**](http://translate.google.it/translate?u=http://www.unifi.it/mdswitch.html&sl=it&tl=en&hl=it&ie=UTF-8)

Deadlines: 30th  June for winter semester and full year;
 30th  November for spring semester.

webpage: <http://www.unifi.it/mdswitch.html>

[**University of Latvia**](http://www.lu.lv/eng/istudents/)

Deadlines: winter semester 15 May

 summer semester 15 November

webpage: <http://www.lu.lv/eng/istudents/>

[**Vilnius Gediminas Technical University**](http://urd.vgtu.lt/en)

**Application deadlines**

|  |  |
| --- | --- |
| **For students from EU countries** | **Autumn semester – May 10****Spring semester – December 10** |

webpage: <http://urd.vgtu.lt/en/for-international-students/exchange-students/erasmus--studies-/>

[**Fontys Internationale Hogeschool Economie**](http://fontys.edu/prospective.students/exchange.programmes.aspx)

Deadline for application:

|  |  |
| --- | --- |
| Fall semester  | 15 May  |
| Spring semester  | 15 November  |

 webpage: <http://fontys.edu/programmes/how.to.apply.exchange.aspx>

[**Hedmark University College**](http://www.hihm.no/English/Student/International-students-at-Hedmark-University-College)

**Deadline: 15 May**

webpage: <http://www.hihm.no/English/Welcome-to-Hedmark-University-College>

[**Higher Vocational State School in Kalisz**](http://www.pwsz.kalisz.pl/eng/?llp-erasmus,156)

Deadline: winter semester: 30 May

webpage: <http://www.pwsz.kalisz.pl/eng/?llp-erasmus,156>

[**Random Academy of Economics**](http://www.wsh.pl/en/strona/169/erasmus-programme)

**Deadlines**: 22 February for students willingness to study in spring semester

 31 August for students willingness to study in winter semester

webpage: <http://www.wsh.pl/en/strona/175/application-form>

[**Poznan University of Economics**](http://pue.ue.poznan.pl/index.php?option=com_content&task=view&id=33&Itemid=65)

Deadines:  **15th June** for autumn semester

   **15th November** for spring semester

webpage: <http://www.ue.poznan.pl/home-international-cooperation-and-exchange/exchange-students/application-procedure/>

[**The Karol Adamiecki Univerity of Economics in Katowice**](http://english.ue.katowice.pl/d/International_Relations_Office)

Deadlines: winter semester 1 June

 summer semester 1 December

webpage: <http://english.ue.katowice.pl/d/study_offer>

[**Uniwersytet Szczecinski**](http://www.wzieu.pl/angielska/index.php?y=1)

**Application deadlines:

                            June 30th for winter semester
                            December 31th for summer semester**

**webpage:** <http://www.wzieu.pl/angielska/index.php?y=1>

[**Warsaw School of Economics**](http://www.emle.org/_EMLE_Main_rubric/index.php?rubric=Home)

Deadlines: Fall Semester and Academic Year: February 13th - April 19th

 Spring Semester: August 13th - October 19th

webpage: <http://www.sgh.waw.pl/crpm_-en/si/exchange/Nomination%20process/>

[**Instituto Politecnico de Coimbra**](http://www.uc.pt/en/ects/info_caracter_geral/sri/)

**Deadline** for one academic year or first semester: from March1stuntil the 1st of June.
**Deadline** for second semester:from September 1st until the 1st of November.

webpage: <http://www.uc.pt/en/ects/info_inst/cand_erasmus/>

[**Instituto Superior de Administracion**](http://www.isag.pt/isag/web_base.gera_pagina?p_pagina=1333986)

[**University of Coimbra**](https://www1.esec.pt/pagina/gri/pagina.php?id=131&l=en)

Deadlines: **15 July**: for admission in the first semester and whole academic year;
 **30 December**: for admission in the second semester.

webpage: <https://www1.esec.pt/pagina/gri/pagina.php?id=111&height=500&width=600&>

[**University,, Lucian Blaga" in Sibiu**](http://www.ulbsibiu.ro/en/)

**Application deadlines:**

Autumn semester: July 30th 201

Spring semester: December 30th 2012

webpage: <http://international.ulbsibiu.ro/download.html>

[**University Matej Bel**](http://web1.umb.sk/index.php?module=articles&id=1132&language=2)

Deadline: 15 July

webpage: <http://web1.umb.sk/index.php?module=articles&id=1132&language=2>

[**University of Economics in Bratislava**](http://www.euba.sk/en/medzinarodne-vztahy/oddelenie-zahranicnych-vztahov/)

Deadlines: for the  **winter semester**, the deadline for submitting applications is always **May** **15th** of the relevant academic year

 for the **summer semester**, the deadline for submitting applications is always **October 31st** of the relevant academic year

webpage: <http://www.euba.sk/erasmus>

[**University of Maribor**](http://www.uni-mb.si/podrocje.aspx?id=5)

Deadline: 1 July

webpage: <http://www.uni-mb.si/podrocje.aspx?id=5>

[**University of Primorska, Faculty of Management Koper**](http://www.fm-kp.si/en/internationaloffice.html)

Deadline: 15 June

webpage: <http://www.fm-kp.si/en/internationaloffice.html>

**Universitad de Deusto**

A. Campus Bilbao: winter semester: 1 June

 summer semester: 16 November

webpage: <http://www2.relint.deusto.es/servlet/Satellite/Generico/1134735050163/_ingl/%231/0/cx/UniversidadDeusto/comun/render>

B. Campus San Sebastian: