



Dear Erasmus+ Partner,

We are pleased to send you the application procedure for incoming students to the **Aristotle University of Thessaloniki**!

### **Nomination**

We will be happy to accept your students' nominations until:

**15th of June, 2017** for the Fall semester and Full academic year mobilities

**15th of November, 2017** for the Spring semester

In order to best facilitate the application process, we would kindly ask you to send us the below information:

1. Student's name and last name
2. Gender
3. Sending University Erasmus code (ex. GTHESSAL01)
4. Study level
5. Subject/ Field of studies
6. Students' e-mail
7. Mobility semester
8. Receiving School at the Aristotle University (according to the Bilateral Agreement, please consult: <https://eurep.auth.gr/en/agreementsform/viewall>)

**Please fill in the attached excel table and send it back to us in .xls format.**

Please keep in mind that if you wish to make any modifications to either the **period of studies** or the **receiving School** at AUTH, as indicated in the Bilateral Agreement, you need to either make a note in the nomination or send us a request by e-mail to [erasmus-incoming@auth.gr](mailto:erasmus-incoming@auth.gr) so we can ask approval and inform you as soon as possible.

### **Application Procedure:**

Application deadlines:

**30th of June, 2017** for the Fall semester and Full academic year mobilities

**30th of November, 2017** for the Spring semester

## 1. Online registration

As soon as the applications are open, all the nominated students receive the detailed application Guidelines. The students need to **create an account**, **verify** the account via their e-mail and **fill in** the online application form.

In order to submit the application, they also need to upload a Learning Agreement (signed by the Sending University) and a recent photo.

## 2. Additional documents

Once the student completes the application form, s/he needs to print it and send us a signed scanned copy (to the e-mail: [erasmus-incoming@auth.gr](mailto:erasmus-incoming@auth.gr) ) along with their signed **Learning Agreement**, **Transcript of Records** and a **Language Certificate** (or the OLS Test results).

## 3. Language requirements

We require a B2 English Language Level, unless it is stated otherwise in the Bilateral Agreement, since some Faculties/ Schools require a higher Level of English Language.

In case the student does not have an official Certification, we can accept the results of his/her OLS TEST.

## 4. Greek Language Course

The students use the same online account to apply for the Modern Greek Language Course. Hence the Greek language application cannot be done prior to the on-line application. The students are notified about the Modern Greek Language Courses' applications in due time.

## 5. Application Processing

After we receive the application and **all** the additional documents, we conduct a preliminary check and then send all the folders to each Faculty/ School for the approval of the ECTS Coordinators.

The Coordinators conduct a detailed control of the application and the Learning Agreement and notify the Erasmus office for any corrections/ comments, in which case we ask the students to revise their Learning Agreements.

## 6. Acceptance procedure

As soon as the Coordinators return the documents approved and signed, we prepare the official Letter of Acceptance and send it to both the student and the partner University.

<b>Important Note:</b> No student should arrive at Aristotle University without having received the official Letter of Acceptance!
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## **Useful Information**

### **Academic Calendar**

For the Academic Calendar, please follow the link below:

[https://eurep.auth.gr/en/students/info/academic\\_calendar](https://eurep.auth.gr/en/students/info/academic_calendar)

### **Courses**

You can find information regarding the courses offered to Erasmus+ students at the link below:

<https://eurep.auth.gr/en/students/info/courses>

Furthermore, you can be informed about the available courses at the relevant Faculty/School's website:

<http://www.auth.gr/en/faculties>

and through the e-Study Guide:

<http://qa.auth.gr/en/studyguide>

### **ECTS Coordinators**

For more information about the list of courses available for Erasmus+ students, you can also contact the ECTS Coordinator of the relevant School. Their contact details are available at the link below:

<https://eurep.auth.gr/en/coordinators/studies>

### **Accommodation**

The University doesn't own or cooperate with Dormitories, as most exchange students prefer to rent private flats or rooms. However, in order to facilitate the students, information about accommodation can be found at the link:

<https://eurep.auth.gr/en/accommodation-list>.

Please keep in mind that the announcements of the accommodation list work **independently** from our office and any communication with the landlords is the students' responsibility.

For further assistance, you can also contact the **ESN** (Erasmus Student Network) via e-mail: [auth@esntheessaloniki.gr](mailto:auth@esntheessaloniki.gr), or their accommodation Facebook group:

<https://www.facebook.com/groups/AccommodationInThessalonikiByESN/?fref=nf>

Finally, we would like express our gratitude for your kind cooperation and we are looking forward to welcoming your students to the Aristotle University of Thessaloniki!

Should you require any further information and/or clarifications, please don't hesitate to contact us at: [erasmus-incoming@auth.gr](mailto:erasmus-incoming@auth.gr)