STUDENT APPLICATION PROCESS IN MOBILITY ONLINE SOFTWARE AT COMENIUS UNIVERSITY IN BRATISLAVA

- 1. STEP 1: Insert your date of birth in dd.mm.yyyy format
- 2. STEP 2: Choose your own login and password

Action successful!

Close Window Login to Mobility-Online

3. Registration successful, you can click on the "Login to Mobility Online" button to continue with the application

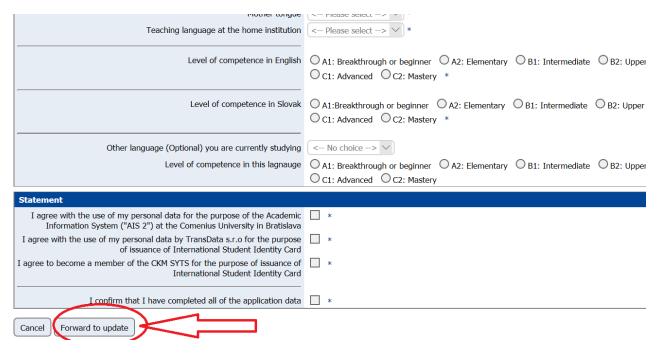
(Erasmus+ (SMS))

Step 1 of 2 - Input Registration number First you have to enter your registration code and your date of birth. If this site was executed via the link in the confirmation mail the registration code should be filled out by the system. Please confirm your entries and press the button [Next step] Registration number 388012872 Date of birth 02.03.1992 Step 2 of 2 - Input User Name and Password Now, you can enter your desired login and password (at least 6 characters, at least one uppercase letter, at least one digit, no special characters). Should your desired login already exist in the database, please try another one. For the purpose of password security, repeat the chosen password to confirm. Please proceed by clicking on the button: [Continue]. Login VeronikaHab Password ••••• Repeat password Registration successful Your registration was successful. By pressing the button [Login Mobility-Online] you will be forwarded to Mobility-Online. There you have the possibility to edit your application data again, to administer your personal data, download and print documents. Additionally you will receive an E-Mail with the confirmation of your registration. This E-Mail contains the link to Mobility-Online for future login.

4. Click on the "Complete application data"



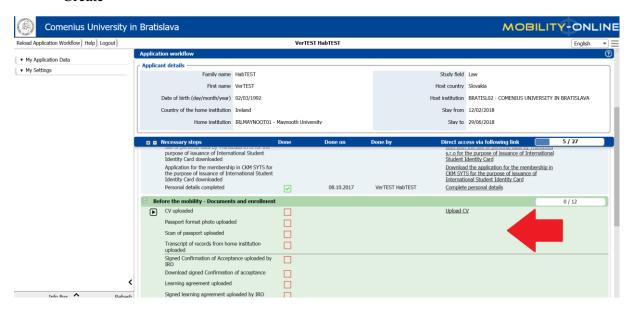
5. Before adding the details scroll down and click on "Forward to update"



6. Fill in the details and click on "Update"



- 7. In the last part of application data you checked the consents to use your personal data that we need for your student card now you can download and read the terms and conditions if you wish
- 8. The next compulsory step is to Complete personal details, fill them in and click on Create



- 9. Upload all 4 necessary documents
 - a. CV
 - b. Passport format photo
 - c. Scan of passport or other ID
 - d. Transcript of records from your home institution

Now the application procedure is complete. The deadline to compete these steps is <u>December 15, 2017.</u>

10. Wait for your faculty coordinator at CU to upload the Confirmation of Acceptance, you will be informed by an email.