



ERASMUS+ MOBILITY PROGRAMME

Outgoing Application Form

AY 2017/18

1. Complete this form **in full**.
2. Select universities from the partner list **for your degree programme only**.
3. The completed form must be signed by the relevant Erasmus Academic Coordinator before submission to IED (EO-020).
4. Submission deadlines:
 - 28th October 2016 for Autumn 2017 placements
 - 31st March 2017 for Spring 2018 placements

For office use only

Database	
S.A.D.	
Confirmation	
Info Pack	
Nomination	

PERSONAL DETAILS

SURNAME _____ FIRST NAME _____

ID NUMBER _____ CURRENT QCA _____

E-MAIL ADDRESS (NOT UL E-MAIL) _____
NB: This email address will be communicated to the host institution as your contact address.

DATE OF BIRTH _____ PLACE OF BIRTH _____

GENDER _____ NATIONALITY _____

HOME ADDRESS _____

TERM ADDRESS _____

MOBILE NUMBER _____ HOME TEL NUMBER _____

SPECIAL NEEDS _____
Please enter details of any special needs that the host institution should be informed of.

PERSON TO CONTACT IN CASE OF EMERGENCY WHILE ABROAD

<u>Name</u>	<u>Relationship</u>	<u>Contact number</u>
<input type="checkbox"/> Yes Passport valid until: MM/YY		
<input type="checkbox"/> No		

DO YOU CURRENTLY HOLD A VALID PASSPORT? _____
NB: When applying to the host institution, students will be required to have a passport that is valid until the end of their Erasmus stay.

UL COURSE DETAILS

UL COURSE

(e.g. LM032 – Arts Joint Honours)

MAJORS / MAIN OPTIONS (if applicable)

(e.g. German advanced & Law)

YEARS OF STUDY COMPLETED

BEFORE STUDY PLACEMENT

HOST UNIVERSITY DETAILS

STUDY PERIOD

AUTUMN 2017

SPRING 2018

#1. NAME OF INSTITUTION

ACADEMIC AREA

#2. NAME OF INSTITUTION

ACADEMIC AREA

#3. NAME OF INSTITUTION

ACADEMIC AREA

STUDENT'S SIGNATURE

SIGNATURE

DATE

NB: Please note that your signature constitutes agreement to participate in the ERASMUS+ exchange programme.

ERASMUS ACADEMIC COORDINATOR'S APPROVAL

NAME OF ERASMUS ACADEMIC COORDINATOR

SIGNATURE

DATE

Eligibility

The Erasmus placement may be undertaken only if the student meets the minimum academic requirements to progress to the next year. The required standard is a minimum cumulative QCA of 2.00 or greater, with no deficient grades (F, I, NG, N). Students sitting repeat examinations before departure on ERASMUS must obtain sufficient results to progress to the next year.

Data Protection / Privacy statement

Personal information provided to the University will be treated with the highest standards of security and confidentiality in accordance with the Data Protection Acts 1988 & 2003. The information provided on this form will be held and used for the purpose of processing your application for study.

Permission

Contact details (UL e-mail address) may be provided to future Erasmus students from UL.

Fees

- Deadlines for submitting this form to IED are **28th October 2016** for Autumn 2017 placements and **31st March 2017** for Spring 2018 placements. Late submissions will incur an administrative fee of €20.
- Any change of destination after official nomination will incur an administrative fee of €20. Requests for change of destination must be justified with a valid reason.
- Failure to inform IED that you have withdrawn from the ERASMUS programme will result in a fine of €50. Reasons for withdrawal from ERASMUS may include (i) granting of alternative to external academic placement or exemption, (ii) failure of repeat examinations, (iii) granting of leave of absence.