****



###### Erasmus+

###### Mobility Programme

**Outgoing Application Form AY 2016/17**

|  |  |  |
| --- | --- | --- |
| 1. Complete this form in full. | **For office use only** | |
| 1. Select universities from the partner list for your degree programme only. |  | |
| 1. The completed form must be signed by the Erasmus Academic Coordinator before | Database |  |
| submission to IED (EO-020). | S.A.D. |  |
| 1. Submission deadlines: | Confirmation |  |
| **• 30th October 2015** for Autumn 2016 placements | Info Pack |  |
| • **31st March 2016** for Spring 2017 placements | Nomination |  |
|  |  |  |

|  |
| --- |
| **PERSONAL DETAILS** |

|  |  |  |  |
| --- | --- | --- | --- |
| **SURNAME** |  | **FIRST NAME** |  |
| **ID NUMBER** |  | **CURRENT QCA** |  |
| **E-MAIL ADDRESS**  **(NOT UL E-MAIL)** |  | | |
| **DATE OF BIRTH** |  | **PLACE OF BIRTH** |  |
| **GENDER** |  | **NATIONALITY** |  |
| **HOME ADDRESS** |  | | |
| **TERM ADDRESS** |  | | |
| **HOME TEL NUMBER** |  | **MOBILE NUMBER** |  |
| **DETAILS OF ANY SPECIAL NEEDS** |  | | |
| **PERSON TO CONTACT IN CASE OF EMERGENCY WHILE ABROAD** | **Name:** | **Relationship:** | **Contact number:** |
| **PASSPORT NUMBER** |  |  |  |

|  |
| --- |
| **UL COURSE DETAILS** |

|  |  |
| --- | --- |
| **UL COURSE**  (e.g. *LM044 – Applied Languages*) |  |
| **OPTIONS (if applicable)**  (e.g. languages) |  |
| **NUMBER OF CREDITS ACHIEVED BEFORE PLACEMENT** (e.g. *120*) |  |

|  |
| --- |
| **HOST UNIVERSITY DETAILS** |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **STUDY PERIOD** | **AUTUMN 2016 ☐** | **SPRING 2017 ☐** |  | |
| **#1. NAME OF INSTITUTION** |  | | **ACADEMIC AREA** |  |
| **#2. NAME OF INSTITUTION** |  | | **ACADEMIC AREA** |  |
| **#3. NAME OF INSTITUTION** |  | | **ACADEMIC AREA** |  |

|  |
| --- |
| **ERASMUS ACADEMIC COORDINATOR’S AUTHORISATION** |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **NAME OF ERASMUS ACADEMIC COORDINATOR** | |  | | |
| **SIGNATURE** |  | | **DATE** |  |

|  |
| --- |
| **DISCLAIMER** |

**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 (e-mail addresses) may be provided to future Erasmus students from UL.

……………………………………………………………………………………………………………………

Deadlines for submitting this form to IED are **30th October 2015** for Autumn 2016 placements and **31st March 2016** for Spring 2017 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.

|  |  |  |  |
| --- | --- | --- | --- |
| **SIGNATURE** |  | **DATE** |  |

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