

CHECKLIST & DEADLINES FOR YOUR SEMESTER ABROAD

Application Deadlines for your Study

Abroad in Europe

(Please keep the deadline in mind and hand in the documents on time – we don't accept late documents)

Application Deadlines For ALL Faculties:

15th January for the following winter term or spring term of the following year

30th June for the following spring term

Please note, that these deadlines stay the same every year.

→ Upload the **signed** application form in **Mobility Online** no later than **January 15th** or **June 30th**.

Application Documents

(Please upload the documents to our application portal *Mobility Online*)

- Scan of **1 passport photo** (JPEG)
- Readable copy of your I.D. card or passport (front and back)** or a copy of your passport
- Readable copy of your health insurance card (front and back)** or a certification by your health insurance company **in English** (if you have private health insurance)
- Proof of Enrollment at FRA UAS** (download from **HIS**)
- A **detailed CV** in English
- Motivational letter** (~ 400 words) in English
- Transcript of Records** in English with your grades from FRA UAS (download from **HIS**)
- Language Certificate** to verify your linguistic proficiency at your guest university (e.g. TOEFL, IELTS, Cambridge English, DAAD etc.)
- Create a **course list** (download it in Mobility Online) Please create a list for each partner university. This way you can see if there are courses available for your study program.
- Sign **the application form** and upload it to **Mobility Online**.

STEP BY STEP TO YOUR SEMESTER ABROAD

Step 1: Go to the **application portal „Mobility Online“** and gather information about the European partner universities that are suitable for your degree and for which you would like to apply:
<https://www.frankfurt-university.de/international/wege-ins-ausland/bewerbungsunterlagen>
You can find the application portal on our Website. Click on „Apply now“

Step 2: Please compile the above listed **documents**. Each document should be saved as one **PDF file**, the picture as a **JPEG file**.

Questions or uncertainties left? Get in touch with me:

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Open Office Hours:

Tuesday: 10:00 - 12:00

Thursday: 13:00-15:00

Step 3: Download the course list from Mobility Online and fill in the courses you would like to take at the partner university and the courses that will be recognized for the chosen ones back here at FRA UAS. You can find the courses offered by the partner universities on their website. Search for English course offers for exchange students.

Please create one course list per university.

To receive the Erasmus+ grant you must pass at least **12 ECTS** at the partner university.

Step 4: Download **the application form** in Mobility Online, **sign and upload** it with your other documents before the deadline.

Step 5: After the deadline expires you will receive a **confirmation that your documents are complete** from the International Office and will receive further information about the upcoming process.