*First name Last name*

Personal Information

Student number: …

VUB Email address: …

Program: …

*The* ***first step towards your journey abroad is a nomination by the faculty.*** *In order to get nominated you need to complete this* ***nomination dossier****. Keep in mind that being nominated is not the same as already having approval to go abroad. You need to meet the grade requirements mentioned on* [*the exchange website*](https://www.vub.be/en/studying-vub/all-study-programmes-vub/personal-development-during-your-studies/studying-abroad/eu-destinations-erasmus-exchange-for-vub-students/erasmus-and-exchange-for-solvay-business-school-students) *by June or September in order to receive permission.*

***You can submit a nomination dossier unless you have failed or were absent for more than 2 subjects after the January exam period.*** *You do not need to submit your transcript of records but grades will be an important factor for the ranking.*

*Please complete this form electronically and send it to* *mobility.es@vub.be* *by* ***February 15th****.*

# Destination

*You must make a* ***top-three selection,*** *in order of preference, of EU destinations chosen from the list on* [*the exchange website*](https://www.vub.be/en/studying-vub/all-study-programmes-vub/personal-development-during-your-studies/studying-abroad/eu-destinations-erasmus-exchange/erasmus-exchange-outgoing-for-social-sciences-programmes-vub)*. When choosing your destinations please select the right level (bachelor or master).*

*Also* ***check the course offer and teaching language at the host institution in advance****. Not all destinations will have a (large) course offer in English.*

|  |  |  |
| --- | --- | --- |
|  | **Destination** | **University** |
| **First choice** | … | … |
| **Second choice** | … | … |
| **Third choice** | … | … |

# Non-EU exchange

*Indicate below whether you also applied to a non-EU destination.*

|  |  |
| --- | --- |
| I also submitted a non-EU nomination dossier |  |
| I did not submit a non-EU nomination dossier |  |

# Timing

*Indicate below when you want to go on your exchange keeping in mind the limitations mentioned on* [*the exchange website*](https://www.vub.be/en/studying-vub/all-study-programmes-vub/personal-development-during-your-studies/studying-abroad/eu-destinations-erasmus-exchange-for-vub-students/erasmus-and-exchange-for-solvay-business-school-students)*.*

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| 3rd Bachelor  |  |  | First semester |  |
|  1st Master  |  |  | Second semester |  |
| 2nd Master |  |  | Whole academic year |  |

# Motivation letter

*Write a motivation letter (max. 2 pages) in which you briefly explain why you want to go on an exchange and why you have chosen the specific host institutions (all three choices). Show us that you have looked at the course offer of your preferred destinations, as well as the teaching language.*

…

**Only nomination dossiers submitted in time (at the latest February 15) will be considered. A digital copy in one pdf-document should be e-mailed to** **mobility.es@vub.be****.**