*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 do not need to submit your transcript of records but grades will be an important factor for the ranking.*

*Failure to pass for or absence from more than two subjects after the January exam period will result in the cancellation of your application.*

*Please complete this form electronically and send it to* [*mobility.es@vub.be*](mailto:mobility.es@vub.be) *by* ***December 15th****.*

# Destination

*You select 2 non-EU destinations, in order of preference, from* [*this website*](https://www.vub.be/en/studying-vub/all-study-programmes-vub/personal-development-during-your-studies/studying-abroad/non-eu-destinations-erasmus-exchange)*. Do* ***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** | … | … |

# EU back-up destinations

*You should also submit* ***a separate nomination dossier*** *for your* ***EU back-up destinations****. The deadline to submit this additional application is* ***February 15th****. You can only submit your EU nomination dossier after the January exam session.*

*You can find the nomination dossier for EU destinations 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-vub-social-sciences-programmes)*.*

# 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. Show us that you have looked at the course offer of your preferred destinations, as well as the teaching language of these courses.*

…

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