Exchange Programme Application

Please complete this form using PC. Upon completion of this form convert it to the PDF file format, print, sign and attach to your application.

SECTION A – PERSONAL DATA

1.Name (Please type your name and surname as they appear on your travel document)			
First Name	Last Name/Surname		
2. Have you previously applied for an exchange programme?	**3. Have you previously been an exchange student?**		
• Yes • No	• Yes • No		
4. If answer to question 3 is yes, please state the following:			
a) Name of the Host University	b) From	c) To	
5. Address:			
Apt/Street	City/Town	Zip/Postal Code	Country
6. Emergency Contact			
Full Name	Phone Number +		
7. Home/Permanent Phone (if any)	**8. Mobile Phone**		
+	+		
9. Telegram	**10. Email Address**		
11. Gender	**12. Date of Birth**		
• Female • Male	(dd/mm/yyyy)		
13. Country of Birth/ National of	**14. Country of Citizenship**		
15. Special Needs (Do you have any special needs: sight/hearing disability, dyslexia or other health problems that may require the provision of special facilities in your living or studying environment?)			
• Yes • No			
16. Description (If your answer to question 15 is yes, please enclose a description of your needs/special arrangements)			

SECTION B – ACADEMIC INFORMATION

17. Level of Study	18. Programme	19. Year of Study	20. Expected Graduation Year
• Undergraduate	Computer Science	• 2 • 3 • 4	(yyyy)
• Graduate	• Robotics • Data Science	• 1 • 2	(yyyy)

SECTION C – EXCHANGE PROGRAMME DETAILS

21. Preferred Country (* Option 1)	**22. Name of the Partner University** (Option 1)
23. Preferred Country (Option 2)	**24. Name of the Partner University** (Option 2)
25. Preferred Country (Option 3)	**26. Name of the Partner University** (Option 3)
27. Exchange Semester	
Spring 2019/20	
*** Please note that all the options are of the same value**	

SECTION D – PERSONAL STATEMENT

28. Please state your reasons of why you would like to join this exchange programme, so we get to know more about you and whether you are fit and qualified for going to that specific country and institution. Please write 300-500 words in paragraphs by including the following:

- Reason(s) why you apply for this study abroad programme
- Reason(s) why you put the preferred institutions
- Reason(s) why you put the preferred countries

29. Please mention any achievements/experiences you feel would be relevant to your application. These may include social/sporting/cultural or community activities in which you have been involved.

SECTION E – FINANCIAL RESOURCES

30. Expected Source of Funding

- Self
- Parents
- Loan
- Government (specify): _____
- Other (specify): _____

31. Will you be able to meet your financial obligations by the time of acceptance by the Partner University?

- Yes
- No

SECTION F – ADDITIONAL INFORMATION

32. Please give any other information you feel necessary to mention. (e.g. If you are unable to provide any of the requested documentation for special reasons, provide a written explanation with full details as to why that documentation is unavailable in this Section)

SECTION G – DECLARATION

33. I hereby certify that I have read and understood the instructions and information necessary for participating in the Exchange Programme and that all statements made are true and complete. I solemnly and sincerely declare that the documents submitted with the application are complete and correct. I understand that otherwise my admission to the selection process may be revoked. I also fully understand that I am required to finance myself during the exchange period abroad and that under current bilateral institutional agreements I am only granted a remission of the tuition fees at the partner university.

_____ _____/_____/_____

Signature of Applicant **Date** (dd/mm/yyyy)

SECTION H – DOCUMENT CHECKLIST

34. Please assemble all your documents as listed. Check ☑ ☑ each applicable item on the checklist and attach it to your email.

1. APPLICATION FORM Check that the application form is completed, signed and dated	•
2. COPY OF THE PERSONAL INFORMATION PAGE OF YOUR TRAVEL DOCUMENT	•
3. TRANSCRIPT OF RECORDS	•
4. LETTER OF RECOMMENDATION	•
5. PRELIMINARY STUDY PLAN	•
6. CURRICULUM VITAE	•
7. ADDITIONAL DOCUMENTS (if available) Any document you believe may be relevant to your application, which may help us to better understand your situation. As well, any record to demonstrate your language proficiency, adaptability, initiative, motivation, resourcefulness, or achievements.	•

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