## Application form

**Please fill in the following application form with all information and documents required. Any mistake/error, intentional or not, in filling in this form will lead to the rejection of the application and to the immediate exclusion from the project, without any possibility of appeal.**

### **1. Personal details**

#### Applicant's personal details

|  |  |
| --- | --- |
| First/Family name: |  |
| Student number |  |
| Date of birth (Year-Month-Day) |  |
| Place of birth |  |
| Gender | ◻ Male ◻ Female |
| Passport No: |  |
| National No: |  |

#### **Contact details**

|  |  |
| --- | --- |
| Telephone |  |
| Primary email |  |
| Alternative email |  |

#### **Additional information**

|  |
| --- |
| I declare I have not resided nor carried out my main activity (studies, work, etc.)  for more than a total of 12 months over the past five years in one of the European countries. |

|  |  |
| --- | --- |
| How did you get to know the project? |  |
| Have you applied at the same time to other financial support (Project funded by the European Union or other) | ◻ Yes ◻ No |
| If yes, please specify which financial support. |  |
| Do you have any physical disability? | ◻ Yes ◻ No |
| If yes, please specify which physical disability. |  |

**Please indicate the program/degree you are currently enrolled in.:**

|  |  |
| --- | --- |
| Name of the faculty |  |
| Name of Department |  |
| Major |  |

### **2. Academic background**

|  |  |
| --- | --- |
| Number of Passed Credit Hours |  |
| Number of registered Hours |  |
| Accumulative GPA |  |
| High School Grade |  |

### **3. Recommendation Letters**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| No | Recommended by | Position | Email | Attached Yes/No |
| 1) |  |  |  |  |
| 2) |  |  |  |  |
| 3) |  |  |  |  |

**4. Motivation**

**Please state briefly the main reasons why you wish to participate in this project**

(Max 1000 characters)

|  |
| --- |
|  |

**5. Language skills**

|  |  |
| --- | --- |
| Mother tongue |  |
| Other |  |

#### **Other languages**

|  |  |
| --- | --- |
| Language |  |
| Listening |  |
| Reading |  |
| Writing |  |
| Speaking |  |

**6. Mobility Period**

* **5 months (one semester)**

**7. Field of Study**

**Please insert field of study**

|  |
| --- |
|  |

**8. Documents Required**

In case you have been selected, you will be requested to provide all or some of the following documents prior to be granted the scholarship

**Photo**

(Mandatory for all applicants)

**Passport**

(Mandatory for all applicants)

**Transcript of records**

(Mandatory for Undergraduate)

Must be issued by the home university, stating in detail all courses taken and grades obtained in the course. This document must be dated, signed and stamped by the institution, otherwise it will not be considered valid and the application will be immediately excluded. Please note that you must upload the transcript of records regarding ALL the years of your course.

**Support from home (University of Petra)**

(Mandatory for Undergraduate)

Statement of support from the Home University - This document must be dated, signed and stamped by the institution, otherwise it will not be considered valid and the application will be immediately excluded.

**Enrolment in degree course**

(Mandatory for Undergraduate)

Statement issued by the Home Institution (UOP) regarding the applicant’s enrolment in the degree course.

#### **Main activity**

(Mandatory for Academic Staff, Administrative Staff)

Statement of the Home Institution (partner) with a brief description of the applicant’s main activity. This document must be dated, signed and stamped by the institution, otherwise it will not be considered valid and the application will be immediately excluded.

#### **Language skills**

Certificate of language skills - This document must be dated, signed and stamped by the issuing institution. If the host institution you're applying to demands specific language skills (eg. Spanish or English), the upload of the correspondent language certificate is mandatory. If this document will not be provided, the application will be immediately excluded from the project without possibility of appeal.

#### **Declaration of Honour**

(Mandatory for all applicants)

Declaration of Honour from the applicant - This document must be dated and signed.

#### **Physical disability (Optional)**

Document that specifically proves your actual status of physical disability. For example: declaration of honour from a doctor’; recent medical exam; etc. In case you fail to do so we will not consider you as a candidate with a physical disability.

***I declare to have granted permission to have my name published in the website of the project or in any other format, for dissemination purposes of the selection process.***

***I declare, on my honour, that the information supplied by me in this application form is true and correct and that the documents uploaded are true.***

***I declare having knowledge that, as candidate, I will have to supply all documents to support my eligibility for this project. In case I fail to do so my application will be automatically and immediately excluded.***

***Signature: Date:***