

# BEFORE MOBILITY

## OVERSEAS + RUSSIA + SWITZERLAND

### 1) APPLICATION TO A PARTNER UNIVERSITY



- Student is nominated to the partner uni by the International Office (OZS).
- Student submits an application according to the partner uni instructions.

### 2) LEARNING AGREEMENT

- Student completes Learning Agreement (LA), i.e. a form with courses s/he wants to study.



### 3) ACCEPTANCE LETTER

- Student receives a confirmation of admission.
- A copy of the acceptance letter/e-mail has to be forwarded to OZS and then uploaded into the InSIS checklist.

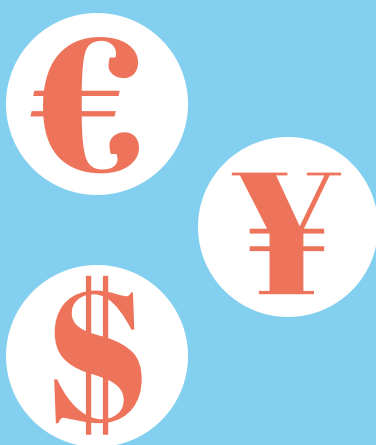
### 4) EMERGENCY CONTACT

- Student fills in the emergency contact details.



### 5) FINANCE

- Bank account details have to be filled in InSIS.
- Overseas and Russia - student receives a grant automatically.
- Switzerland: student applies for the SEMP scholarship according to the instructions from the partner uni.



### 6) PRACTICAL INFORMATION

- Visa and insurance are student's responsibility.
- Student makes her/his accommodation arrangements on her/his own.



For useful tips and more information check the students' reports in InSIS.