

# Erasmus+ Application Procedure

## ONLINE FORM & SELECTION

### APPLICATION PERIODS

Winter and/or Summer Semester 2025/26:  
15.10 - 15.12.2024

Summer Semester 2026:  
15.4.- 15.06.2025

### PREPARATION

Use our **Info-Portal** to search for exchange options for your field of study and study level. Pay attention to differing academic calendars, course offers and language requirements abroad! For some partner universities additional application requirements may apply. Check all requirements well in advance – keep in mind that successful applicants need to apply at the partner university once they have received a seat offer from the International Office in Siegen!

### ONLINE FORM

Submit your application via our **MoveON Outgoing-Portal**. Make sure to select the online form „EUROPE | Erasmus+ Studies: Step 1“ and select up to three exchange options. For each exchange option you will have to provide reasons for your choice of partner university and for your study plans abroad. These text elements will be considered in the selection process!

The following supporting documents are required:

- Enrolment Certificate (*Studienbescheinigung*)
- List of Achievements (*Leistungsübersicht*)  
First-year students must also submit the high school diploma/Bachelor certificate
- CV in English
- Proof of language proficiency in language of instruction  
High school certificate, language (course) certificate

### SELECTION

Selection criteria include the academic match between the degree programme and the exchange option, the academic purpose, academic achievements, proficiency in the main language of instruction (CEFR  $\geq$ B2), and, if applicable, the national language. Complete and duly submitted applications are reviewed by the respective departmental coordinators. Stay offers are published via our **MoveOn Outgoing-Portal** within 6 to 8 weeks after the application deadline. Participants are then nominated at the partner university and apply abroad.