ERASMUS+ PROGRAMME – KEY ACTION 1 MOBILITY FOR STUDIES

ERASMUS+ APPLICATION - PROCEDURES AND DEADLINES

FALL & SPRING SEMESTER 2016-2017, WHOLE ACADEMIC YEAR 2016-2017



OFFICIAL NOMINATION

All incoming students wishing to come to the University of Cyprus as Erasmus+ exchange students or other exchange students must be OFFICIALLY NOMINATED by their home universities. A valid Erasmus+ t Agreement or other cooperation agreement must exist between their home department department and relative department at the University of Cyprus.

OFFICIAL NOMINATION PROCEDURE

A list of nominated students must be sent by e-mail at erasmus@ucy.ac.cy at the latest by

- May 15th 2016 for students coming in the 1st semester or full academic year
- October 15th 2016 for students coming in the 2nd semester

and must contain the following information for each student:

FAMILY NAME
FIRST NAME
DATE OF BIRTH
GENDER
PERIOD OF STAY (FALL SEMESTER, SPRING SEMESTER, WHOLE ACADEMIC YEAR)
ONE VALID E-MAIL ADDRESS
LEVEL OF STUDY (1st cycle, 2nd cycle, 3rd cycle)
HOME DEPARTMENT AND SUBJECT AREA
RECEIVING DEPARTMENT AT THE UNIVERSITY OF CYPRUS
(A list of the departments is available at the following link:
https://www.ucy.ac.cy/en/faculties-and-departments



ERASMUS+ APPLICATION DOCUMENTS, PROCEDURES AND DEADLINES

The deadline for receiving the Erasmus+ Application documents for students wishing to come to the University of Cyprus is

- the **15th June 2016** for the **FALL s**emester and whole academic year
- the **15th November 2016** and for the **SPRING** semester

Students must complete 1. the Erasmus Application form and 2. the **Erasmus+ Learning Agreement form** by completing the Tables A and B with the courses they will attend at the host university and the corresponding courses at the home university (Tables A and B). The learning agreement forms must be duly signed and stamped by their home universities and sent EITHER by e-mail OR normal post to the Mobility Support Office of the Research and International Relations Service before the above deadline at the following address:

University of Cyprus
Research and International Relations Service,
Mobility Support Office
P .O. Box 20537, 1678
Nicosia CYPRUS
Attention Ms Emma Zeniou
Fax no. +35722894471

Students must also include their **Official Transcript of Records (grades).**
Postgraduate students must also provide a copy of their Bachelor degree at the time of application.

All students must also provide **a document certifying good knowledge of the English Language** such as IELTS or other. We will accept certificates of knowledge of English up to level B1 only if these are provided and certified by the home university.

Once the complete application package is received, all documents are sent to the relevant departments for approval and signature. When the documents are approved and signed, acceptance letters are issued. Students receive them by e-mail and their home universities receive their application documents back signed.

Only after receiving the acceptance letter, the students may proceed to arrange their travel arrangements to Cyprus.



ACCOMMODATION PROCEDURES AND DEADLINES

FALL SEMESTER 2016/17

The Housing Office will be accepting accommodation applications for the Fall Semester 2016/17 (September to December 2016), from the 2nd of June until the 15th of June 2016, the latest. Students who miss the above deadline will have to make their own housing arrangements.

The deadline for receiving Accommodation Application forms from incoming exchange students wishing to come to the University of Cyprus for the FALL semester and whole academic year is strictly the **15th June 2016** and for the SPRING semester is strictly the **15th November 2016.**

Erasmus and other international students, attending classes at the University of Cyprus for the Fall Semester 2016/17, should contact the Housing Office via email, at housing@ucy.ac.cy, after the 15th of May 2016, in order to receive all relevant information.

Students that receive accommodation through the Housing Office are accommodated in single study bedrooms in student apartments nearby the main campus and the new campus. The rent costs €250/person/month including maintenance, water, electricity, and heating expenses. Furthermore, all applicants should pay a deposit of €200 before the end of the above deadline, in order for their application to be considered as valid. Deposits are returned to students after their departure. There is no Internet access in the Student Apartments but the Housing office provides the students with information of some local internet providers and they can make your own arrangements.

PRIVATE ACCOMMODATION

Exchange students are strongly advised to search for private accommodation, since accommodation in student halls is extremely limited and priority is given to newcomers, those registered for a full academic year based on a first to come first to serve basis.

The Housing Office publishes a List of Private Apartment/Houses for Rent, each academic semester, on a weekly basis, in order to help students in their search for private accommodation. This List is published for use by the students of the University Of Cyprus only, and is available on the website at the following link http://ucyweb.ucy.ac.cy/fmweb/en/announcements .

Applying for accommodation for the Fall Semester covers only the rental period between the 1st September to the 31st December 2016.

Applying for accommodation for the Spring Semester covers only the rental period between 1st January to 31st May 2017.