**Linnaeus University**

**S VAXJO03**

>>> Lnu Inbound Mobility <inexchange@lnu.se> 8.2.2016 11:23 >>>

***Please note that the information in this e-mail is only valid for agreements with Faculty of Technology at Linnaeus University.***



Greetings from Faculty of Technology at Linnaeus University!

We are happy to inform you that we hereby open our nomination round for our Erasmus+ partners for autumn semester 2016 and full academic year 2016/2017!

*\* The nomination and application round for spring 2017 semester only opens in August. Preliminary deadline for nominations is September 15 and for applications October 1 2016. We will send out an e-mail when we start accepting nominations.*

**APPLICATION (Deadline April 15, 2016)**

When the nomination is confirmed, an e-mail with application information will be sent directly to the student with a copy to the coordinator. We will start sending out e-mails to nominated students when the application opens in mid-February. The e-mail contains personal and specific instructions on how to create an account for the online application, submit supporting documents and apply for courses. We deeply appreciate if you can inform your students about preparing their supporting documents before submitting their applications. The documents they will be asked to submit are:

-       Scanned copy of official transcript of records in English. Unofficial transcripts may only be accepted if they are confirmed (signed and stamped) by an official representative of home university before they are uploaded.

-       Course Application and Emergency Contact Form (link will be sent to student)

-       Certificate of English proficiency for non-native speakers (link will be sent to student)

-       Copy of passport (For EU citizens an identity card with nationality is sufficient).

-       For second/master level students a copy of bachelor degree or similar proof/certificate signed by home university (in English).

-       For design students: copy of portfolio must be e-mailed to [portfolio@lnu.se](mailto:portfolio@lnu.se) with copy to [inexchange@lnu.se](mailto:inexchange@lnu.se)

The application is **open until April 15**, 2016; however, we strongly recommend students to submit their applications before then in case there are any questions or doubts that need to be resolved. The applications are processed through the national university admission system and the deadline may not be postponed.

**COURSES FOR EXCHANGE STUDENTS**

Please note that students coming under agreements with Faculty of Technology may only choose courses from the course lists below and are not permitted to take courses from other Schools/Faculties, unless other information/exception is stated in the agreement. Beginners’ Swedish is though open for all students according to the rules below. Detailed instructions about choosing courses will be sent together with the application information to the students, nevertheless, here a few important notes to consider when nominating students:

* Full time studies for one semester is 30 credits (ECTS) and students are required to take all credits at Lnu, regardless if the courses will be recognized at home university within the study programme or not.
* Students must fulfill the specific prerequisites for each course they apply for.
* Students are admitted to courses on a first come, first served basis, based on their application date. The possibilities to switch courses after the application is processed are limited and there is no add/drop period after arrival to Linnaeus University.
* Each semester consists of four consecutive periods (not parallel). Most, but not all, courses at the Faculty of Technology are 7,5 credit part-time (50%) and in those cases students need to study two courses simultaneously during period 1-2 (first half of the semester), and then another two courses during period 3-4 (second half of semester). There are also a few full time (100%) courses which gives a full study load for the period(s) the course lasts, and a few part-time 25 % courses which needs to be combined with other courses to reach a full study load in total for each period.

We deeply appreciate your help in guiding the students to choose courses where prerequisites are fulfilled and that are eligible for credit transfer after the exchange.

**Course lists:**

Faculty of Technology, Undergraduate: [Kalmar](https://lnu.box.com/s/2vf86qjilsi9hiifd84qd4dhqfqplagf)  and [Växjö](https://lnu.box.com/s/8afa05iwfoeraune47jkrdobcjxcgzte)

Faculty of Technology, master level: [Kalmar](https://lnu.box.com/s/w7dofbbmknel28m10rcuxiq8ile0wjps) and [Växjö](https://lnu.box.com/s/uq9nvbphx0kr1jypc41q29o4gxfwozn4)

Swedish Language Courses for Exchange students: [Kalmar and Växjö](https://lnu.box.com/s/su4begrm6lqagttdyw8sh39j0t4m6x9i)

**The following rules apply for Swedish Language Courses for students at Faculty of Technology:**

30 credits of Faculty of Technology courses + Beginners’ Swedish 7,5 credits (37,5 credits total) OR

30 credits of Faculty of Technology courses + Introductory Swedish for International Students (noncredit) OR

22,5 credits of Faculty of Technology courses + Beginners’ Swedish 7,5 credits for 30 credits total.

**ACCOMMODATION**

For the 2016/2017 academic year we offer housing assistance  Nordplus and Erasmus+ students coming to Kalmar, but we can **not** offer accommodation assistance for students coming to campus Växjö. Please see details below:

***Campus Kalmar:***

Housing assistance is offered **provided that online application is completed no later than April 15***.*Eligible students will receive accommodation service automatically and do not need to apply separately for that. Rooms and apartments are distributed on a first-come, first-served basis. Students that are offered housing through Linnaeus University are required to pay three months' rent if exchange placement is cancelled later that four weeks prior to arrival.

***Campus Växjö:***

***NO housing assistance available.*** We strongly recommend all incoming Erasmus and Norsplus students applying for campus Växjö to start looking for housing as soon as possible. Information on how to apply for housing and contact details to the housing companies can be found at <http://linnestudenterna.se/in-english/accomodation/finding-accommodation/>

**USEFUL INFORMATION**

The academic term dates for 2016/2017:

Autumn semester 2016: 29 August 2016–15 January 2017. Mandatory Orientation is arranged a couple of days before the start of the semester (dates to be confirmed).

Spring semester 2017: 16 January 2017–4 June 2017. Mandatory Orientation for new students is arranged a couple of days before the start of the semester (dates to be confirmed).

Useful information about studying at Linnaeus University as an exchange student may be found on our [website](http://lnu.se/education/application-and-admission/exchange-studies?l=en) and also in our [Guide for International Students](https://lnu.box.com/s/lekicir11r7rwfvttofuzv9arbgw9yv8), which contains practical information for students that will be essential before arrival and throughout their stay in Kalmar or Växjö. All admitted students will also receive a Welcome Package with information which is handed out upon their arrival at Linnaeus University.

We look forward to another year of cooperation!

All the best from Linnaeus University,

International Office

>>> Lnu Inbound Mobility <inexchange@lnu.se> 11.3.2014 18:40 >>>



Greetings from Linnaeus University; Växjö and Kalmar!

**NOMINATIONS**

For those of you who have not yet nominated students for autumn semester 2014 or full year 2014/2015 – now is the time to do so! You do this by e-mailing [nomination@lnu.se](mailto:nomination@lnu.se). The following information should be included in your e-mail:

·    Name of the student(s)

·    E-mail address to student(s)

·    Semester(s) of exchange

·    Level of study (undergraduate/bachelor OR postgraduate/master)

·    Study location (Kalmar *OR* Växjö)

·    Subject area (for Erasmus partners only)

Please notice that the deadline for nominating students is 1 April, 2014.

**APPLICATION**

Shortly after we have received your nominations, the student receives an e-mail from us with log-in information and instructions on how to complete the online application. The student is supposed to email the following documents to  [inexchange@lnu.se](mailto:inexchange@lnu.se) in order for the application to be complete: Transcripts of Records in English, Language Proficiency Report (for those who will be studying in a language other than their first language) and a copy of their passport photo page. For EU citizens an identity card with nationality is sufficient.

Design students should also email their portfolio to [inexchange@lnu.se](mailto:inexchange@lnu.se) for their application to be complete. Student applying for master level courses/programmes must submit their proof of bachelor degree or the equivalent.

Please notice that the application must be submitted by 15 April, 2014.

**ACCOMMODATION**

Linnaeus University arranges accommodation for all incoming exchange students from outside of Europe, provided that they submit their online application within the stated deadline.

Rooms and apartments are distributed on a first-come, first-served basis. By requesting help from Linnaeus University the students certify that if they cancel their studies later than four weeks prior to the arrival, they are still required to pay three months' rent.

The number of applicants to Linnaeus University has increased significantly and we are under more pressure than ever regarding housing. We can therefore no longer guarantee housing for incoming **Erasmus students and students from the Nordic countries**. We will though do our best to provide as many students as possible with accommodation. We would like to stress that rooms and apartments are distributed on a first-come, first served basis.

Due to the shortage of housing, we strongly recommend all incoming Erasmus students and students from the Nordic countries to also look for housing on their own. Information on how to apply for housing and contact details to the housing companies in both Kalmar and Växjö can be found at <http://linnestudenterna.se/in-english/finding-accommodation/accommodation-links>/

**USEFUL INFORMATION**

Please find enclosed links to useful information about studying at Linnaeus University:

Guide for international students: <http://lnu.se/polopoly_fs/1.91162!Guide%20for%20international%20students.pdf>

This guide contains practical information for students that will be essential before arrival and throughout their stay in Kalmar or Växjö. All students will receive their own copy of the guide in their Welcome Package, which is handed out upon their arrival at Linnaeus University.

Study at Linnaeus University: <http://www.e-magin.se/v5/viewer/files/viewer_s.aspx?gKey=v3jmqvbx&gInitPage=1>

All printed information and other necessary information can be found on our homepage:

<http://lnu.se/education/exchange-students?l=en>

We look forward to another year of cooperation!

All the best from Linnaeus University,

International Office

>>> International Relations Office <intrel@lnu.se> 5.3.2013 10:51 >>>



Greetings from Linnaeus University; Kalmar and Växjö!

For those of you who have not yet nominated students **for autumn semester 2013** – now it is the time to do so! You do this by e-mailing [nomination@lnu.se](mailto:nomination@lnu.se). And the following information should be included in your e-mail:

·    Name of the student(s)

·    E-mail address to student(s)

·    Semester(s) of exchange

·    Level of study (undergraduate/bachelor OR postgraduate/master)

·    Study location (Kalmar OR Växjö)

·    Subject area (for Erasmus partners only)

Please notice that the deadline for nominating students is 1 April.

Shortly after we have received your nominations **the student receives an e-mail from us with log-in information and instructions** on how to complete the online application. The student is supposed to attach the following documents electronically in order for the application to be complete: Transcripts of Records in English, Language Proficiency Report (for those who will be studying in a language other than their first language) and a copy of  their passport photo page. For EU citizens an identity card with nationality is sufficient.Design students should also email their portfolio to [inexchange@lnu.se](mailto:inexchange@lnu.se) for their application to be complete. Student applying for master level courses/programmes must submit their proof of bachelor degree or the equivalent.

Please notice that the application must be submitted **by 15 April**.

Linnaeus University arrange **accommodation** for all incoming exchange students provided that they submit their online application within the stated deadline. Rooms and apartments are distributed on a first-come, first- served basis. By requesting help from Linnaeus University the students certify that if they cancel their studies later than four (4) weeks prior to the arrival, they are still required to pay three months' rent.

Please find enclosed links to useful information about studying at Linnaeus University:

**Guide for international students:**

<http://lnu.se/polopoly_fs/1.63487!guide_for_international_students.pdf>

This guide contains practical information for students that will be essential before arrival and throughout their stay in Kalmar or Växjö. All students  will receive their own copy of the guide in their Welcome Package, which is sent out together with the Proof of Admission once they have been formally accepted to Linnaeus University.

**Study at Linnaeus University:**

<http://www.e-magin.se/v5/viewer/files/viewer_s.aspx?gKey=v3jmqvbx&gInitPage=1>

All printed information and other necessary information can be found on our homepage:

<http://lnu.se/education/exchange-students?l=en>

We look forward to another year of cooperation!

All the best from Linnaeus University,

Office of External Relations and The Student Mobility Team

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Office of External Relations

Linnaeus University

SE-351 95 Växjö

+46 772-28 80 00 Telephone

[intrel@lnu.se](mailto:intrel@lnu.se)

<http://www.Lnu.se>