

# ACADEMIC PLACEMENT ABROAD

## Academic Year 2021/22

ERASMUS

EXCHANGE (outside Europe)

1. Complete this form in full. Incomplete applications will not be accepted.
2. Select universities from the partner list for your degree programme/academic area only.
3. The completed form must be signed by the relevant Academic Coordinator before submission.
4. The signed, completed form is to be uploaded to [SharePoint](#).

Tick the 2021/22 academic year and select the Internal Application form option. Use the following format to name your file: *IDnumber\_Name\_Erasmus* or *IDnumber\_Name\_Exchange*, as appropriate.

### Deadlines for Autumn 2021 placements:

The application form must be submitted to the Erasmus Academic Coordinator for approval by 13<sup>th</sup> November 2020.

The approved and signed form must be uploaded to the Erasmus SharePoint site by 20<sup>th</sup> November 2020.

### Deadlines for Spring 2022 placements:

The application form must be submitted to the Erasmus Academic Coordinator for approval by 19<sup>th</sup> March 2021.

The approved and signed form must be uploaded to the Erasmus SharePoint site by 26<sup>th</sup> March 2021.

*Make sure to sign the Statement and Consent section on page 5.*

*Please keep a copy of this form for your personal records.*

**STUDENT'S PERSONAL INFORMATION**

SURNAME \_\_\_\_\_ FIRST NAME \_\_\_\_\_

UL STUDENT NUMBER \_\_\_\_\_ CURRENT QCA \_\_\_\_\_

GENDER \_\_\_\_\_ NATIONALITY \_\_\_\_\_

DATE OF BIRTH \_\_\_\_\_ PLACE OF BIRTH \_\_\_\_\_

PERMANENT ADDRESS \_\_\_\_\_

EIRCODE \_\_\_\_\_ MOBILE NUMBER \_\_\_\_\_

E-MAIL ADDRESS (NOT UL E-MAIL) \_\_\_\_\_ *This email address will be communicated to the host institution if the UL address is deactivated.*

*Important: Students must continue to monitor their UL email account on a regular basis while off-campus.*

SPECIAL NEEDS \_\_\_\_\_ *Please enter details of any special needs that you wish the host institution to be informed of.*

CONTACT IN CASE OF EMERGENCY WHILE ABROAD	<u>Name</u>	<u>Relationship</u>	<u>Contact number</u>
	_____	_____	_____

DO YOU CURRENTLY HOLD A VALID PASSPORT?  Yes  No  
Valid until: .....

*When applying to the host institution, students will be required to have a passport that is valid until the end of the stay abroad.*

**STUDENT'S ACADEMIC INFORMATION**

UL DEGREE PROGRAMME \_\_\_\_\_

MAJORS / MAIN OPTIONS (if applicable) \_\_\_\_\_

STUDY PERIOD ABROAD      AUTUMN 2021       SPRING 2022

EXPECTED UL MODULES DURING PERIOD ABROAD (CORE & ELECTIVE):  
*Note: If your semester abroad is integrated in your degree programme (i.e. compulsory), leave this section blank.*

- |          |          |
|----------|----------|
| 1. _____ | 4. _____ |
| 2. _____ | 5. _____ |
| 3. _____ | 6. _____ |

STUDENT'S MAIN LANGUAGE OF INSTRUCTION AT HOST UNIVERSITY:

ENGLISH       FRENCH       GERMAN       SPANISH

**PREFERRED HOST UNIVERSITY – 1<sup>st</sup> PREFERENCE**

UNIVERSITY NAME \_\_\_\_\_ ACADEMIC AREA \_\_\_\_\_

*Students must adhere to the host university's academic calendar and must complete the full academic semester at the host university.*

SEMESTER DATES \_\_\_\_\_

CAMPUS LOCATION \_\_\_\_\_

ACCOMMODATION OPTIONS AVAILABLE University accommodation  Private accommodation  Other

*Students are responsible for booking their own accommodation for the semester abroad.*

COST OF LIVING PER SEMESTER IN € Flights..... Visa & Insurance..... Accommodation.....

Food..... College costs..... Personal expenses..... Travel..... TOTAL .....

MODULE PRE-SELECTION (30 ECTS credits required) 1. \_\_\_\_\_ 4. \_\_\_\_\_

2. \_\_\_\_\_ 5. \_\_\_\_\_

3. \_\_\_\_\_ 6. \_\_\_\_\_

**PREFERRED HOST UNIVERSITY – 2<sup>nd</sup> PREFERENCE**

UNIVERSITY NAME \_\_\_\_\_ ACADEMIC AREA \_\_\_\_\_

*Students must adhere to the host university's academic calendar and must complete the full academic semester at the host university.*

SEMESTER DATES \_\_\_\_\_

CAMPUS LOCATION \_\_\_\_\_

ACCOMMODATION OPTIONS AVAILABLE University accommodation  Private accommodation  Other

*Students are responsible for booking their own accommodation for the semester abroad.*

COST OF LIVING PER SEMESTER IN € Flights..... Visa & Insurance..... Accommodation.....

Food..... College costs..... Personal expenses..... Travel..... TOTAL .....

MODULE PRE-SELECTION (30 ECTS credits required) 1. \_\_\_\_\_ 4. \_\_\_\_\_

2. \_\_\_\_\_ 5. \_\_\_\_\_

3. \_\_\_\_\_ 6. \_\_\_\_\_

**PREFERRED HOST UNIVERSITY – 3<sup>rd</sup> PREFERENCE**

UNIVERSITY NAME \_\_\_\_\_ ACADEMIC AREA \_\_\_\_\_

*Students must adhere to the host university's academic calendar and must complete the full academic semester at the host university.*

SEMESTER DATES \_\_\_\_\_

CAMPUS LOCATION \_\_\_\_\_

ACCOMMODATION OPTIONS AVAILABLE University accommodation  Private accommodation  Other

*Students are responsible for booking their own accommodation for the semester abroad.*

COST OF LIVING PER SEMESTER IN € Flights..... Visa & Insurance..... Accommodation.....

Food..... College costs..... Personal expenses..... Travel..... TOTAL .....

MODULE PRE-SELECTION (30 ECTS credits required) 1. \_\_\_\_\_ 4. \_\_\_\_\_

2. \_\_\_\_\_ 5. \_\_\_\_\_

3. \_\_\_\_\_ 6. \_\_\_\_\_

**UL ACADEMIC COORDINATOR'S APPROVAL**

NAME OF ACADEMIC COORDINATOR \_\_\_\_\_

ACADEMIC AREA \_\_\_\_\_

The above student is to be nominated to the following university:

*Important: The above destination is not confirmed until the student has been officially nominated by UL and has received an Acceptance letter from the host university.*

COMMENTS \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

## STUDENT'S STATEMENT & CONSENT

I confirm that I have thoroughly researched the institution(s) listed above and am fully informed of semester dates, courses on offer, accommodation and cost of living at the host institution(s).

### Eligibility

- The external academic placement may be undertaken only if the student meets the minimum academic requirements to progress to the next year. The required standard is a minimum cumulative QCA of 2.00 or greater, with no deficient grades (F, I, NG, N). Students sitting repeat examinations before going abroad must obtain sufficient results to progress to the next year.

- In line with the UL Student Fitness to Study policy, students must be fit to participate and function in university life in order to undertake a semester abroad (<https://ulsites.ul.ie/executive/ul-fitness-study-policy>).

- Students who are in breach of the UL Code of Conduct and/or on disciplinary or academic probation at UL may not take part in the programme.

I confirm that I currently meet the eligibility criteria listed above and that I am fit to study and in good academic standing with the University of Limerick. Should my circumstances change, I will inform the International Office ([outgoing.erasmus@ul.ie](mailto:outgoing.erasmus@ul.ie)) immediately.

### Consent

I understand that my personal and academic information will be communicated to the host university for the purpose of undertaking a study placement abroad.

I understand that my contact details, i.e. name & UL e-mail address (or personal email address if applicable) may be provided to other Erasmus/Exchange students from UL sharing the same destination.

### Note on Erasmus mobility grant

Students undertaking an Erasmus academic placement are entitled to the Erasmus mobility grant (€300-350 per month). To be eligible, the period abroad must be at least 3 months. Students may only receive EU funding for the period that they are present at the host university.

NB: The Erasmus mobility grant is meant to assist students with travel and initial moving costs. It will not be sufficient to cover all expenses during the semester abroad. Students must ensure that they have access to sufficient financial means to fund their semester abroad. Early returns will result in students having to refund the EU monies.

SIGNATURE \_\_\_\_\_

DATE \_\_\_\_\_