

REQUIRED DOCUMENTS FOR STUDENT MOBILITY FOR STUDIES (SMS)

APPLICATION DOCUMENTS:

- Application form (included in zip folder)
- Accommodation form (included in zip folder)
- Transcript of records (authorized translation or document endorsed by your university) for the years of study of the current study cycle prior to the mobility
- Document issued by your university in which the position of the student in the academic ranking of the study cycle is mentioned (xth place out of the total number of students) or equivalent
- Motivation letter written in Romanian, English or French
- Language proficiency certificate for the language in which the mobility will take place, if the latter is different from the language of study at the sending university

Originals of these documents are asked for upon the arrival of the student in UPT.

POST-SELECTION DOCUMENTS:

- Copy of personal ID card or passport (document which states the student's official address)
- Copy of bank account statement for a bank account in Eur
- Copies of insurances for health, accident and civil liability valid for the duration of the student's stay in Romania
- Copy of visa once obtained (the application for visa can be done online <http://evisa.mae.ro/>)
- Learning Agreement for Studies in UPT format (included in zip folder) signed by all parties in the "Before the mobility section" – for optimization we prefer this document to be signed electronically with an adobe signature; however if you cannot sign electronically 2 original hard copies must be brought by the student upon arrival
- Financial contract – can only be issued once the above documents have been sent to us via e-mail; the student must sign 2 copies of the contract which he/ she must bring in original ; a scanned copy will be required via e-mail beforehand in order to make the initial grant payment (80%) for the student

DOCUMENTS TO BE PRESENTED DURING THE MOBILITY (ONCE THE STUDENTS ARE REGISTERED IN UPT):

- Changes to Learning Agreement (in the "During the mobility" section of the Learning Agreement) – only if it is the case
- Residence permit obtained from the Immigration Office (all students must register with the Immigration Office within 90 days of arrival; typically the application preparation starts once the students have arrived in Timisoara and are registered at the university; we will help the students with the procedure)
- Request for extension of the mobility – only if it is the case; due to limited funding from the National Agency, UPT does not guarantee that the extra period of stay will be financed; however we believe

that a grant of 750 Eur/ month should be enough to cover an extra short period of stay for your students and we would be happy to host them

DOCUMENTS TO BE PRESENTED AT THE END OF THE MOBILITY:

- “After the mobility” section of the Learning Agreement with the recognition of the student’s academic accomplishments signed by all parties
- Certificate of attendance (issued by us; you will receive an original)
- Transcript of records (issued by us; you will receive an original)
- Activity report (a composition by the student of min an A4 page highlighting his/ her Erasmus experience – positive and negative aspects) – original required
- Online questionnaire from the European Commission (only relevant to UPT)