

Checklist for your semester abroad

1. Planning

- Inform about the general application modalities.
- Choose your aimed university and get the applying papers ready.
- Proof the structure of the study course, including the exams terms.
- Estimate the coming costs (studying, Uni fees and living expenses).
- Financing: inform about Sponsorships and state grounds.
- Discover begin and end dates of your guest university, as well as public holidays (as those may differ from your home university).

2. Second phase of planning

- Applying for ERASMUS/Abroad-Bafög.
- Checking the expiring date of your ID and Passport.
- Apply for Visa.
- Figure out if your health insurance is covering you also abroad.
- If it is necessary apply for an international student ID and start searching for the right accomodation for your staying (both steps should be taken only after the guest university confirms your study place).
- Book and organise your needed public transportation.
- Inform your landlord (set a sub renting agreement)

3. Last phase of planning

- If you suffer under specific health problems, clear with you house doctor, how to best be prepared in advance for it (for example by bringing your vaccination passport with you)
- Prepare a copy of the most important documents.

4. On the place of staying

- There might arise the need of specific registration at public authorities in the place of staying, for example regarding the visa grant.
- Specific search for your Erasmus-kontakt-person on place.
- Get all the requested documents together that your home University is going to request from you, as soon as you will end your study period abroad.

5. Around the end of your staying

- Get the certificate of your staying and studying abroad.
- Collect all the proof documents for all the study and examination achievements of your studying abroad, for them to be counted as credits in your home university.
- Submit supporting proof documents for the ERASMUS-funding.

6. Other
