



## CONGRATULATIONS!

Your application for Erasmus study mobility has been endorsed and you have been qualified for a study period outside Hungary within the frames of the Erasmus+ Study Mobility Program. In order to be well prepared for this next adventure, let me share some important information with you.

### NOMINATION

You will be nominated as an Erasmus exchange student to your host institution of choice. You will receive further information about the application procedure from the host institution's International/Erasmus Office. Make sure to follow their regulations and application procedures accurately.

### LEARNING AGREEMENT

This is an official document required by the European Commission. After filling out your personal details and those of the sending and receiving institution, you will need to add all the courses you intend to take during your mobility (originally listed in your Study Plan). The '*Before Mobility*' part of this document must be printed out and signed by yourself and your supervisor at CEU before your travel. You will need to have this document originally signed at the host institution and bring/send it back to CEU after completing your mobility. You may want to change the courses during your studies abroad. This is possible through filling out and having signed the '*During Mobility*' part of the Learning Agreement. *Please remember:* in case you miss to return the Learning Agreement to CEU Erasmus Office, you will have to pay your grant back to the European Commission.

### GRANT CONTRACT

You will need to sign a Grant Contract before you leave CEU in order to receive the grant. Besides your personal data, you will need to provide your banking details. The financial support for the mobility period is calculated on a daily basis, corresponding to €400/450/500 per 30 days, depending on your host country. The grant is provided from the first until the last day of your study period officially confirmed by the receiving institution. No difference is allowed. In case there is an extension or contraction of the study period, the contract and the grant will be modified accordingly. Incautious planning might result in obligation of repayment of your grant.

### OUTGOING STUDENT INFORMATION

After having your Grant Contract signed, you will receive a Student Checklist and the Erasmus Students Charter where you will find all the information about the Program and the documents you need to return to the CEU Erasmus Office. The Brochure contains an **Erasmus Certificate of Arrival**, which has to be signed and stamped by the host university, then scanned and sent back to CEU Erasmus Office within 2 weeks after your arrival. It also contains an **Erasmus Certificate of Departure** which has to be signed and stamped not earlier than 5 days before your departure. Both originals and the Learning Agreement have to be returned to the CEU Erasmus Office within 5 working days after your return to Budapest.



## INSURANCE

It is compulsory to purchase a health insurance for the time period of the mobility at the host institution, as the CEU Health Insurance Plan is valid only within the territory of Hungary. For EEA students with a valid European Health Insurance Card (EHIC), medically necessary and emergency treatments are free of charge in the EU zone. You may get support and advice at the host institution as well. For contacting details please contact CEU Erasmus Office.

## VISA, ACCOMMODATION, ETC.

Guidance and support is provided by the host institution. For contacting details please contact CEU Erasmus Office.

## ERASMUS OFFICE

**Ms. DOROTTYA URAI**

*Erasmus Coordinator*

ACADEMIC COOPERATION AND SUPPORT

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