Students Considering *Erasmus + Study Mobility*

1. **Before Applying**
   - Check for listing of partners
   - Student approaches language tutor/Head of Department to see if study mobility is viable for them (language competency)
   - Many programmes taught through English
   - Tutor may advise re: potential Institutes and refer to Head of Department

2. **Apply**
   - Student must have already identified Institute/modules before approaching International Office (Room 111B)
   - Complete Application Form for Erasmus Grant. - Please select more than one choice
   - Erasmus Administrator will explain Erasmus + Funding application process

3. **Once a study mobility has been secured, student will be given Erasmus + Grant Agreement,**
   - Students not studying through English must undertake a Language Assessment via Erasmus + online Linguistic Support.
   - This must be completed before any Grant/Payment Agreement is signed
   - Erasmus Administrator can allocate licence for on line Language course (through personal Login on OLS)

4. **All Paper work & Documentation must be submitted as per Erasmus + Application Guidelines before any payment installments are made.**
   - Grant Agreement/Learning Agreement/Certificate of Arrival/Receipt for 75% of grant/Online Survey/ Certificate of Attendance/ Online Survey/ Online Linguistic Support test/ Transcript of Results/ Grant receipt for final 25% - all forms available on the student intranet
   - It is mandatory to attend the Student Pre Departure meeting

5. **Difficulty Procedures:**
   - While on Erasmus + Study mobility, student should liase with their Erasmus+ Handbook and the International Office erasmus@gmit.ie TeL +353 91742456