

## Application for Erasmus+ cooperations and departmental partnerships

The application deadline for studying abroad at a university cooperation, departmental cooperation and Erasmus+ cooperation for the academic year 2024/25 is February 1, 2024. This deadline applies to stays abroad in the winter semester 2024/25 as well as in the summer semester 2025 (there is no additional application deadline for the summer semester).

Applying to study abroad at a partner university is a multi-stage application process. First, the application and selection takes place at the home university (depending on the type of cooperation, in the relevant department or at the International Office). After being selected and accepted for a place, students are nominated at the planned host university. Students must then also apply there by a certain deadline (depending on the individual university). The final decision on admission is made by the host university.

When applying for a place to study abroad, students have the opportunity to apply for three universities in order of priority. This can be a combination of departmental, Erasmus+ and university partnerships. To increase your chances of studying abroad, it is advisable to take the opportunity to apply more than one university! An overview of the available partnerships and places can be found on the school's [partnerships website](#). Information on the advantages and general application procedures of the Erasmus+ program can be found on the website of the [International Office](#).

### Application documents

The application consists of an online application and other accompanying documents (CV, transcript of records, letter of motivation, provisional course list, language certificates). Up to three preferences for host universities can be specified in the online application and the Erasmus+ grant can be applied for. The accompanying documents must be uploaded in the online application as well as submitted in PDF format together with the signed online application form by email to Mareike Tudor (mareike.tudor@uos.de) in the Office for Study Abroad & International Cooperation of FB01. Paper documents are not required. Please note the further information and [Erasmus Application Instructions](#).

### [Checklist and Timeline for Studying Abroad with Erasmus+](#)

PLEASE NOTE: [Applications for university partnerships](#) must be submitted to Ms. Teutloff in the International Office.

## Selection criteria

Students are selected on the basis of the following criteria:

- Language skills (in the language of the country and/or language of instruction)
  - Proof provided via language courses or language certificates
- Academic qualification (in particular on the basis of grades in previous studies)
  - Grades in the transcript of records
  - If you have already completed a Bachelor's degree, proof of the Bachelor's certificate and the corresponding transcript of records
- Study plans (primarily conveyed via the letter of motivation)
  - Academic or other interest in the stay abroad
- Preparation for the stay abroad
  - Feasibility of the stay abroad at the respective partner university

## Recognition of credits from studies abroad

In general, credits earned during studies abroad at a partner university (Erasmus+ partner university, departmental partnership or university cooperation) of Osnabrück University can be recognized for the degree program. The prerequisite for this is that a Learning Agreement must be concluded before the start of the stay abroad. This contains both the planned course attendance at the host university and the crediting of these courses for the home degree program. This agreement represents a binding confirmation of the agreed recognition. The Learning Agreement is signed by the student and the sending and receiving universities.

For students who complete a stay abroad via the Erasmus+ program, the Learning Agreement is mandatory and the agreement of approx. 30 ECTS per semester is a prerequisite for receiving the financial Erasmus+ grant. Ideally, the [Online Learning Agreement](#) (OLA) should be used. If the host university is not yet participating, the old word/pdf template can also be used. Templates of the forms and guidelines for completing the Learning Agreement can be found on the [website of the International Office](#).

Confirmation and approval of the recognition of credits from studies abroad is carried out individually and on a case-by-case basis by the departmental representatives responsible for recognition at the institutes. Whether and where a course can be recognized depends on the suitability of the content and the module structure of the respective degree programmes. An overview of the persons authorized to sign the Learning Agreement at the institutes can be found [here](#).