**Filling out your Erasmus Application**

**Application Process**

Please read carefully before filling out your Erasmus Application.

University of Galway uses an online application system for Incoming Erasmus students.

* A link to the online form will be sent to the e-mail addresses of all students who are formally nominated by their home universities.
* Please note that we can only accept applications from students who have been nominated by the Erasmus coordinator in the home institution, and where there is a valid Erasmus Bilateral Agreement between that institution and University of Galway in the relevant subject area.

Please be sure to observe our **DEADLINES**:

* Semester 1/Full Year: Midnight (GMT) on 31st May.
* Semester 2: Midnight (GMT) on 31st October.

Our online system will close on the dates of the respective deadlines, and no further applications can be submitted after that.

**Understanding the Application**

*Section 1: Personal Details*

* You will be asked to fill out your duration of studies, full name, date of birth and gender.
* Please **do not use any special characters** when filling in this information.
* **This information must be double checked for errors before submission.**
  + This information will be used to register you as a University of Galway student.

*Section 2: Address Details*

* You will be asked to fill out your permanent home address.
  + Please **do not fill in temporary student accommodation**.
* **This information must be double checked for errors before submission.**

*Section 3: Contact Details*

* You will be asked to fill out your phone number.
  + Make sure you **include a country code**.
* You will be asked to fill out a personal email address as well as your University email address.
* **This information must be double checked for errors before submission.**

*Section 4: Home University Details*

* You will be asked for the name of your Home University and Your Home University Academic Coordinator.
* **This information must be double checked for errors before submission.**

*Section 5: Course Details*

* You will be asked for the name of your Academic Coordinator.
  + This information can be found here: <https://openpress.universityofgalway.ie/visitingstudenthandbook2425sem1/chapter/erasmus-academic-coordinators-2-2/>
* You will be asked about your current area of studies at your Home University.
* You will be asked which College you are studying under at University of Galway.
  + The information can be found here: <https://www.universityofgalway.ie/colleges-and-schools/>
* You will be asked to specify further which course you will be taking within that College.
  + This should align very similarly with your current studies at Home.
* You will be asked to provide an Emergency Contact.
  + It is extremely important that this information is correct.
* **This information must be double checked for errors before submission.**