

International Exchange, Study Abroad and Erasmus Online Application Instructions

Application pages:

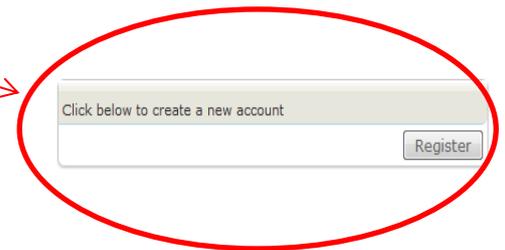
- [International Exchange](#)
- [Erasmus](#)

Welcome to our online application guide! Our online application system will allow you to save your application in stages and return to it at a later stage. When you finally submit your application you will receive an automated acknowledgement email to let you know that we have received it safely.

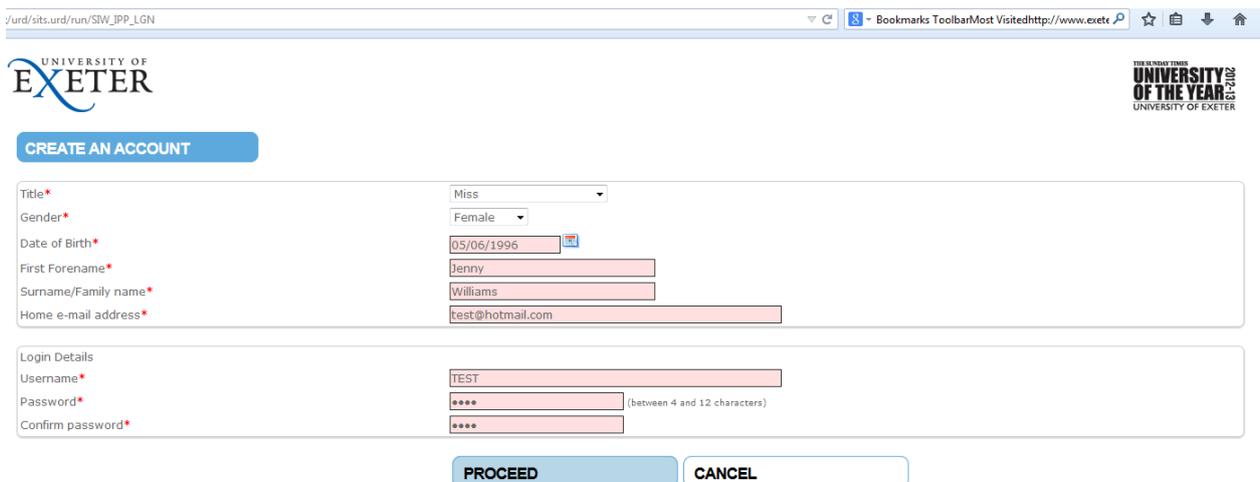
1. **Read the information found on the application webpages** above. This will ensure you have gathered all the documents you need in order to complete your online application.
2. Click **“You are now ready to apply online!”** on the application page.
3. **Create a new account**

You will first of all need to create an account. See **‘Click below to create a new account’** and click on **‘Register’**.





4. Enter your personal details and click ‘PROCEED’



5. COURSE SELECTION

Read the options carefully:

Taught or Research Application: Select **‘undergraduate’** in the first box.

Do **NOT** change the ‘College’ box on the default which says **‘Any School of Study’**

In the ‘Keyword search’ box, type the following:

'Study Abroad' if you are an International Exchange or Study Abroad student

'Erasmus' if you are an Erasmus student

Do **NOT** change the 'Full-Time or Part-Time' box on the default which says **'Any Mode of Study'**

Click **'SEARCH COURSES NOW'**

COURSE SELECTION

Please search for a course by specifying a Taught or Research application and any other options below.

For International Summer School pathways, select 'Undergraduate' and search for 'summer school'
For International Exchange or Study Abroad, select 'Undergraduate' and search for 'study abroad'
For Erasmus, select 'Undergraduate' and search for 'Erasmus'
For Postgraduate Erasmus select 'Taught' and search for 'Erasmus'

The University of Exeter has a large number of courses to choose from, in order to help you find the right one for you simply fill in the boxes below.

Taught or Research Application: Undergraduate
College: Any School of Study
Keyword search: STUDY ABROAD
Full-Time of Part-Time: Any Mode of Study

SEARCH COURSES NOW

6. COURSE SELECTION (continued)

Choose your course. Most students will be based in Exeter but we do have a campus in Cornwall. Check the websites of the departments to see on which campus they are located.

COURSE SELECTION

Please select a course

Your search results: Results: 2

Click the name of the course to be shown the possible start dates you can apply for -

- Study Abroad / International Exchange - Semester 2
- Study Abroad / International Exchange - Semester 2 (Cornwall)

BACK TO COURSE SEARCH

7. COURSE SELECTION (continued)

If you are a one semester student click **'APPLY'**. (Do not worry that the mode of attendance states part-time, this means part-year/single semester for the purposes of this form)

COURSE SELECTION

Please select when you would like to start this course:

You are about to apply for **Study Abroad / International Exchange - Semester 2**.

Please state when you wish to begin this program

Year	Mode of attendance	Start date	End date
2014/5 ACADEMIC YEAR	Part Time	January 2015	June 2015

APPLY

BACK TO SEARCH RESULTS

8. PERSONAL INFORMATION

Enter your personal information. **Leave blank** the question highlighted in red: *'If you are a former student of INTO Exeter, please enter your reference number'*

<p>UNIVERSITY HOME</p> <p>POSTGRADUATE STUDY</p> <p>OUR DEPARTMENTS</p> <p>VISITING US</p> <p>CONTACT US</p> <p>ENTRY REQUIREMENTS</p> <p>STUDY ABROAD</p> <p>ACCOMMODATION</p> <p>LOCATIONS</p> <p>LOGOUT</p>	<p>PERSONAL INFORMATION SECTION HELP</p>	<p>Application Status Not Yet Started Compulsory Complete</p> <p>BEFORE YOU BEGIN</p> <p>PERSONAL INFORMATION</p> <p>QUALIFICATIONS</p> <p>REFERENCES</p> <p>FUNDING</p> <p>DOCUMENT UPLOADS</p> <p>DECLARATIONS AND SUBMIT</p>
<p>Title* Miss</p> <p>Forename* JENNY</p> <p>Surname* WILLIAMS</p> <p>Preferred Name* JENNY</p> <p>Previous Name</p> <p>Gender* Female</p> <p>Date of Birth (DD/MM/YYYY)* 05/06/1996</p>		
<p>Nationality* Choose...</p> <p>Do you hold Dual Nationality? <input type="radio"/> Yes <input checked="" type="radio"/> No</p> <p>Country of Birth* Choose...</p> <p>Country of Domicile* Choose...</p> <p>Country of Current Residence Choose...</p> <p>Have you been a permanent resident in this country in the past 5 years* <input type="radio"/> Yes <input checked="" type="radio"/> No</p> <p>Date of entry into the UK</p> <p>Do you have the right to permanent residence in the UK <input type="radio"/> Yes <input checked="" type="radio"/> No</p>		
<p>If you are a former student of INTO Exeter, please enter your Exeter reference number LEAVE BLANK</p>		
<p>If you are applying through an International Agent, please select the agent name Choose...</p>		
<p>If you wish another person to act on your behalf in relation to your application, please enter their full name</p>		
<p>Home Address line 1*</p> <p>Home Address line 2</p> <p>Home Address line 3</p> <p>Home Address line 4</p> <p>Home Address line 5</p> <p>Home Postcode*</p> <p>Home Telephone Number*</p> <p>Mobile Telephone Number</p> <p>Email Address* test@hotmail.com</p>		

9. QUALIFICATIONS

Qualification type: enter 'other'

Qualification type (if you have selected other above): type your **most recent qualification being undertaken**, for example, '**COMPLETED ONE YEAR OF BA HISTORY DEGREE**'

Country of study: enter your country of study

Institution name: **leave blank** and move to box below.

Institution Name (if not listed above): type in the name of your institution.

Enter the start and approximate end dates of your qualification

Grade: enter your average grade achieved to date, for example your average GPA

Is this your final grading: enter 'no' (as you are on a study abroad, Erasmus or exchange programme you are part way through your degree programme)

Please upload any documentation to support the achievement of this qualification above: Upload your **transcript**

Is English your first language: **If English is NOT your first language you must upload your English proficiency test results.**

- UNIVERSITY HOME
- POSTGRADUATE STUDY
- OUR DEPARTMENTS
- VISITING US
- CONTACT US
- ENTRY REQUIREMENTS
- STUDY ABROAD
- ACCOMMODATION
- LOCATIONS
- LOGOUT

QUALIFICATIONS SECTION HELP

Academic Qualification 1

Qualification Type*

Qualification Type (if you have selected other above)*

Country of Study*

Institution Name*

Institution Name (if not listed above)*

Date Qualification started*

Date finished*

Major subject/discipline*

Grade*

Is this the final grading* Yes No

Please upload any documentation to support the achievement of this qualification below

No file selected.

Is English your first language* Yes No

Please upload any English proficiency test results (select 'Browse' to locate the file and then click 'Upload')

No file selected.

-
-
-

Application Status

Not Yet Started ---

Compulsory

Complete

- BEFORE YOU BEGIN
- PERSONAL INFORMATION
- QUALIFICATIONS**
- REFERENCES
- FUNDING
- DOCUMENT UPLOADS
- DECLARATIONS AND SUBMIT

10. REFERENCES

Enter your academic reference *details*. (You must upload the academic reference later in the application in the 'documents upload' section.)

- UNIVERSITY HOME
- POSTGRADUATE STUDY
- OUR DEPARTMENTS
- VISITING US
- CONTACT US
- ENTRY REQUIREMENTS
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- ACCOMMODATION
- LOCATIONS
- LOGOUT

REFERENCES SECTION HELP

It is your responsibility to contact your nominated referee to obtain a suitable academic reference. These can either be uploaded in the Document Upload section of this form, if you have these to hand, or, your referee can forward the reference directly to the Study Abroad team at inbound@exeter.ac.uk.

Referee name*

Job title

Employer Name

Relationship to you*

Referee's Email Address*

Application Status

Not Yet Started ---

Compulsory

Complete

- BEFORE YOU BEGIN
- PERSONAL INFORMATION
- QUALIFICATIONS
- REFERENCES**
- FUNDING
- DOCUMENT UPLOADS
- DECLARATIONS AND SUBMIT

-
-
-

11. FUNDING

Are you self funded? Self-funded means that you or your home university are paying for your tuition fees to Exeter. If you are on an International Exchange/ Erasmus programme tick 'no' as you are not paying tuition fees to Exeter.

FUNDING SECTION HELP

Are you self funded Yes No

Are you are applying through a Government or Sponsorship scheme? Yes No

Application Status

Not Yet Started ---

Compulsory

Complete

BEFORE YOU BEGIN

PERSONAL INFORMATION

QUALIFICATIONS

REFERENCES

FUNDING ---

DOCUMENT UPLOADS

DECLARATIONS AND SUBMIT

SAVE SAVE & CONTINUE VIEW ALL APPLICATIONS

12. UKBA PROGRESSION

Complete the UKBA progression fields to indicate which visa (if any) you will to apply for. Detailed information can be found on our [Immigration](#) webpages.

Application to Study Abroad / International Exchange - Semester 2 JENNY WILLIAMS Signed

UNIVERSITY HOME **UKBA PROGRESSION** SECTION HELP

Have you enrolled upon any previous studies in the UK? Yes No

Please upload any visas relating to your study periods shown above

No file selected.

I shall be applying for a Tier 4 General Student Visa. *
The Tier 4 General Student visa allows students to work and can be extended, should I wish to extend my period of study.

I shall be applying for Student Visitor status. *
The Student Visitor is a six month maximum visa. It cannot be extended from within the UK and working is prohibited. Students are usually granted six month from the start of their study programme so may receive a slightly longer visa than those students applying for a Tier 4 General Student Visa.

I have a British/other European passport valid for the length of my study period and therefore do not need a visa to study in the UK. *

Application Status

Not Yet Started ---

Compulsory

Complete

BEFORE YOU BEGIN

PERSONAL INFORMATION

QUALIFICATIONS

REFERENCES

FUNDING ---

DOCUMENT UPLOADS

DECLARATIONS AND SUBMIT

UNIVERSITY HOME

POSTGRADUATE STUDY

OUR DEPARTMENTS

VISITING US

CONTACT US

ENTRY REQUIREMENTS

STUDY ABROAD

ACCOMMODATION

LOCATIONS

LOGOUT

SAVE SAVE & CONTINUE VIEW ALL APPLICATIONS

13. DOCUMENT UPLOADS

Upload any remaining supporting documentation to be submitted with your application. You should have uploaded the following before submitting your application:

- Your official transcript from your home university
- English Language Proficiency results (if applicable)
- An Academic Reference
- Personal Statement

- Your Study Plan
- Non-European nationals: a copy of the information page of your passport

We cannot make a decision on your application until we receive these documents.

/ International Exchange - Semester 2
JENNY WILLIAMS Signed In

DOCUMENT UPLOAD
SECTION HELP

Application Status

Not Yet Started ---

Compulsory ✖

Complete ✔

BEFORE YOU BEGIN

PERSONAL INFORMATION ✔

QUALIFICATIONS ✔

REFERENCES ✔

FUNDING ---

DOCUMENT UPLOADS ✖

DECLARATIONS AND SUBMIT ✖

Personal Statement*

Please write a brief statement about yourself and attach it to your application. You may wish to include why you want to study abroad, why you have chosen Exeter, and your academic and social interests.

Browse... No file selected.
 Upload

Additional Documents

To assess your application we require the following:

- Transcripts
- English Language Proficiency details
- An Academic Reference
- Personal Statement
- Your study plan

You can either upload these documents here, if you have these to hand, or you can forward them directly to the Study Abroad team at inbound@exeter.ac.uk.

We cannot make a decision on your application until we receive all the above documentation.

Additional Documents

In addition to the required documentation, please upload any documents which support your application to study. If you have uploaded these elsewhere in the application form, you do not need to add them here.

We would usually expect you to have provided the following documentation:

- Transcripts – Interim or Final - (in English or a certified translation) giving full details of subjects studied and grades/marks obtained.
- English Language Proficiency results
- References (one for taught programmes, two for research programmes)

Browse... No file selected.
 Upload

SAVE

SAVE & CONTINUE

VIEW ALL APPLICATIONS

14. DECLARATIONS AND SUBMIT

Complete the final declaration details

Submit!

DECLARATION AND SUBMIT
SECTION HELP

Application Status

Not Yet Started ---

Compulsory ✖

Complete ✔

BEFORE YOU BEGIN

PERSONAL INFORMATION ✔

QUALIFICATIONS ✔

REFERENCES ✔

FUNDING ---

DOCUMENT UPLOADS ✔

DECLARATIONS AND SUBMIT ✖

Do you have a disability Yes No

What is your ethnicity Choose... ▾

Do you have a criminal conviction* Yes No

What was your first source of information when choosing this course? Choose... ▾

Are you applying to any other programmes?* Choose... ▾

I confirm that all the information provided in my application is true and accurate.

Applicant Declaration and Sign Off* 31 July 2014

You will receive an automated email from the University to acknowledge receipt of your application.

Should you have any problems please contact inbound@exeter.ac.uk