

Regarding courses/application website

- ▶ All available courses are provided in the updated Excel-file previously attached
- ▶ The 'Study Plan'-section should be left empty, since we can already see the courses that you've picked in the Learning Agreement. You do not have to specify your courses anywhere other than your Learning Agreement.
- ▶ Please make sure that you're picking your courses from the **Fall semester** course list
- ▶ METU handles a competitive course selection. This means that you will apply for all your courses individually, and at a later stage you'll receive further information about your selections from our Student Information Centre.
- ▶ It may occur that you have to change your learning agreement during the semester. Should this occur, then you have to gather all necessary signatures again.
- ▶ The student is responsible for picking the courses that he/she wants to follow. If you are not certain whether you meet the requirements mentioned in our course list, please consult with your home university for their approval.
- ▶ The Learning agreement will be signed as soon as the applicant has finalized and submitted their application.
- ▶ The acceptance letter will also be provided when the applicant has finalized and submitted their application.
- ▶ If you need a visa and have finalized your application, please write us an email
- ▶ If you make any changes to your application, please do not forget to click the grey 'Save Changes'-button!
- ▶ If you've finalized your application, please do not forget to click the orange 'Submit'-button!

Regarding documents

- ▶ The applicant has to upload all the documents specified in the application process. We do not require any other documents, not specified in our application platform.
- ▶ You are not required to translate your Transcript of records, as long as we can clearly distinguish your grades.
- ▶ European Health Insurance Card/other health insurance is a MUST – it has to be valid for your mobility period.
- ▶ Budapest Metropolitan University can not provide you with any sort of health insurance, it is the applicant's own responsibility to make sure they have adequate health insurance.
- ▶ Your Passport/ID must be uploaded in clear quality and also has to be valid.
- ▶ Always upload your documents to the application website. If you're having issues with uploading your documents to the website for whatever reason, please contact us via email and attach the documents that you couldn't upload.
- ▶ Some universities provide their students with their own Learning Agreement-format, not the Erasmus+ format. Please make sure that you know what the requirements are for Learning Agreements, and that your Learning Agreement contains all necessary information (we don't know if you're eligible for scholarships and such with any alternate Learning Agreement).

Regarding Art Courses

- ▶ Students who applied for an Art programme are requested to upload their portfolio as soon as possible, because the Art Faculty will have to approve of every student's portfolio before they can be accepted.
- ▶ Please send us an email once you've uploaded your portfolio, so we can start checking it.
- ▶ If you're experiencing difficulties uploading your portfolio to the website, please provide us with an email through which we can access your portfolio.
- ▶ The content of the portfolio is up to you.
- ▶ Any non-motion picture should be in a single pdf file. If you have any animation work, please provide a link for us.
- ▶ The fact that you applied for an art-programme doesn't mean that you only have to upload your portfolio. You have to upload your portfolio, as well as all of the other required documents.
- ▶ If your portfolio is not up to standard, your application could be denied by the Art Faculty.

Regarding Dormitory

- ▶ Budapest Metropolitan University has limited dormitory spots for Erasmus applicants. You will receive further information on the dorms' availability towards the end of June.