

## Information for Outgoing Students (ERASMUS+)

### *Auslandssemester/Semester Abroad*

#### 1. Important Dates

WHEN?	WHAT?
<b>NOVEMBER - DECEMBER</b>	Attend the <b>departmental information event</b>
<b>JANUARY</b>	Create a top three list of potential host universities; ensure you have researched their English departments, courses, as well as the cities and countries of these host universities.
<b>BEGINNING OF FEBRUARY</b>	Start the application procedure. Apply first to our department and send a motivation letter (1 or 2 pages) along with your CV to Dr. Isabelle van der Bom. This is part of your PVL for the <i>Auslandssemester</i> . Your motivation letter should: <ul style="list-style-type: none"> <li>• Explain why you would like to study at your chosen university.</li> <li>• Specify which courses you would like to attend.</li> <li>• Discuss what you expect to gain from your study abroad in relation to your BA study programme, future career plans, or further studies.</li> <li>• Highlight what you feel you could contribute to the host university.</li> </ul>
<b>FEBRUARY - MARCH</b>	You will be informed about the outcome of the departmental selection process. Dr. van der Bom will nominate you to the selected host university.
<b>MARCH</b>	Once your nomination is confirmed, <b>you must submit a separate application to the host institution (by their deadline!)</b> . It is extremely important you keep an eye on your inbox and carefully follow the procedures they require. Please note: Your departmental Erasmus coordinator at TUC is not included in this communication, so managing this process is entirely your responsibility.
<b>MARCH 31</b>	Apply for an ERASMUS scholarship with the International Office (IUZ) by March 31st at <a href="https://www.tu-chemnitz.de/international/outgoing/erasmus/auslandsstudium.php#unterlag">https://www.tu-chemnitz.de/international/outgoing/erasmus/auslandsstudium.php#unterlag</a> <a href="https://www.tu-chemnitz.de/international/outgoing/erasmus/documents/Anleitung%20Learning%20Agreement%20E+%202016_17.pdf">en</a> . The online application form can be found at <a href="https://www.tu-chemnitz.de/international/move/index.html">https://www.tu-chemnitz.de/international/move/index.html</a> .
<b>APRIL - MAY</b>	The International Office informs you about their decision.
<b>APRIL - JUNE</b>	As soon as you receive your host university's confirmation email, get in touch with the ERASMUS coordinator at your host university.
<b>MAY</b>	Fill in your learning agreement ( <a href="https://www.tu-chemnitz.de/international/outgoing/erasmus/documents/Anleitung%20Learning%20Agreement%20E+%202016_17.pdf">https://www.tu-chemnitz.de/international/outgoing/erasmus/documents/Anleitung%20Learning%20Agreement%20E+%202016_17.pdf</a> ) and obtain necessary signatures.
<b>MAY - JULY</b>	Make your travel arrangements and find accommodation.

<b>JULY - MARCH of the following year (MAY VARY)</b>	Go abroad.
<b>UPON YOUR RETURN</b>	Submit your portfolio. Take the oral examination.

**Please note:** Preparations begin almost a year before the start of your semester abroad. For example, if your semester abroad begins in August, you must attend the first meeting in December of the previous year and start the application process in February.

## **2. Funding**

For questions regarding funding through ERASMUS or AuslandsBAföG, please contact Oliver Sachs at the International Office: [oliver.sachs@iuz.tu-chemnitz.de](mailto:oliver.sachs@iuz.tu-chemnitz.de).