**How to take part in the Erasmus programme step by step**

# BEFORE:

1. Stay up-to-date — check the current information on the USil websites and social media
2. Come to the information meeting
3. Learn the recruitment rules and schedule
4. Contact your faculty coordinator
5. Learn the course offer and see if you meet the requirements set out by the universities
6. Participate in the recruitment process
7. After qualifying, prepare the documents and arrange for the nomination
8. Contact the International Exchange Office to sign up the grant agreement
9. Go abroad, study, and have fun

# DURING:

1. Send a scan of the Confirmation of Arrival to the International Exchange Office
2. Include course changes in the Learning Agreement During the Mobility
3. Would you like to extend your stay? Write to the International Exchange Office

# AFTER THE MOBILITY:

1. Get the Confirmation of Mobility and submit it to the International Exchange Office
2. Send the scans of all the other required documents
3. Wait for the remaining 20% of your grant