



LUND
UNIVERSITY

International Office

For official use only

Handläggare: _____

Ankom: _____

Photo

**APPLICATION FORM FOR ADMISSION AS AN EXCHANGE STUDENT AT
LUND UNIVERSITY 2007/2008**

Application for the

Autumn semester 2007 Spring semester 2008 Academic year 2007/2008 Calendar year 2008

1. Sending Institution (to be filled in by the coordinator)

Name and full address of sending institution: _____

Exchange programme: _____ Erasmus ID code (if applicable): _____

Coordinator:

Name: _____ Telephone: _____

Address: _____ Fax: _____

_____ E-mail: _____

Departmental contact person (who can answer questions about the student's academic background)

Name: _____ Telephone: _____

Address: _____ Fax: _____

_____ E-mail: _____

2. Student Personal Details

Family name: _____ Date of Birth (Day/Month/Year): _____

(As it appears in your passport)

First name: _____ Place of Birth: _____

Female Male

Current address: _____ Permanent address, if different (from current address): _____

Valid until: _____ E-mail: _____

Telephone: _____ Telephone: _____

Name and telephone number of next of kin (including country and area code): _____

How will you finance your stay in Sweden? _____

Have you had any kind of prior contact with the faculty(ies)/department(s) at Lund University at which you wish to study?

None Letter E-mail Visit Telephone

Name of the faculty (ies)/department(s): _____

Name of contact person(s): _____

Name of student: _____

Sending institution: _____

3. Academic Background

Main field(s) of study: _____

I am currently studying/have studied the following courses that can be considered as prerequisites for my period of study:

Number of higher education study years completed at the time of application: _____

Name of degree for which I am currently studying: _____

4. Language Proficiency

Mother tongue: _____

Language(s) of instruction at sending institution: _____

If English is **not** your mother tongue, state for how long you have studied English prior to exchange studies, inform us about the test(s) you have taken and your results by attaching supporting documents.

If you have prior knowledge of Swedish, please attach supporting documents.

5. Required Enclosures

In order for your application to be processed, the following supporting documents **must** be enclosed:

- Transcript of academic records (signed and authorised by authorised institution)
- Statement of purpose/motivation letter (maximum one page)

Please note that some departments have specific admissions requirements to certain courses. Therefore you are advised to check the departments' web site for further information (see page 4)

6. Pre-registration for Accommodation, Introduction Programme and Mentor

It is **compulsory** for nominated exchange students to fill in the **Pre-registration form online**: <http://www.lu.se/o.o.i.s/607>
The online Pre-registration form includes the applications for housing through the International Housing Office (IHO), the Mentor Programme and the Swedish Language and Orientation Programme. Exchange students are required to pre-register even if they do not wish to apply for housing through the IHO.

7. Where to Send the Application

(Check with your coordinator for correct address.)

Name of student: _____

Sending institution: _____

8. Study Plan at Lund University/Learning Agreement

Before filling in this agreement (in block letters) **you must read the instructions on page 4 ("Study information")**. Please note that for admittance **you must fulfil the specific admission requirements** for the courses that you are applying to. To be able to follow a course(s), you are required to document a sufficient command of the language in which the course is taught.

Details of the study plan/learning agreement. Please list courses and give alternatives in order of preference:

Autumn semester

Course code	Course title	Department	ECTS credits	Approved by Host Dep't	
				Yes	No
_____	_____	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>
_____	_____	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>
_____	_____	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>
_____	_____	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>
_____	_____	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>
_____	_____	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>

Spring semester

_____	_____	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>
_____	_____	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>
_____	_____	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>
_____	_____	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>
_____	_____	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>
_____	_____	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>

Student's Signature

I hereby declare that I have completed this form in good faith and that the enclosures are complete:

Signature: _____ Date: _____

Signature on Behalf of Sending Institution

I hereby certify that this student has been selected by his/her home institution to participate in the exchange programme with Lund University and that his/her application is complete. Furthermore, I certify that the student's proposed study plan is approved and that the courses applied for will be recognised:

Signature: _____ Date: _____ Official stamp or seal: _____

Signature on Behalf of Receiving Institution

We hereby acknowledge receipt of the

a) Application, b) proposed Learning Agreement, c) candidate's Transcript of Records.

Signature: _____ Date: _____ Official stamp or seal: _____

9. Study Information

Please read the information about the academic system at Lund University carefully before filling in your study plan!

The academic year is divided into two semesters of approximately 20 weeks each. The autumn semester starts on the 1st of September and runs to about the 19th of January. Spring semester starts on the 20th of January and ends on the 7th of June. Please note that some faculties might start earlier or later (e.g. LTH).

In Sweden, academic achievement is measured according to a credit system. For more information please check at: <http://www.lu.se/o.o.i.s/1515>

All education is organised within faculty areas; Humanities/Theology, Social Sciences, Science, Engineering, Medicine, Law and the Performing Arts.

Most courses are offered at least once a year and some every semester. Not all courses have the same duration. Some courses last the entire semester; others are between 3 to 10 weeks long. In general, Lund University students study only one subject at a time. Some departments offer courses as part time courses e.g. a 10 credit course given over one semester. These courses can be scheduled to evenings and may be taken in parallel with full-time courses.

Your application must include a realistic study plan. Make sure that the courses do not collide with one another, but rather that they are spread evenly over the semester. The proposed study plan on page 3 should contain course codes and titles, name of the responsible department at Lund University and number of credits. Please list your course selection in order of priority.

Exchange students are required to follow a full-time semester study plan of 20 credits.

Please make sure that you meet the specific admission requirements for the courses you select at Lund University. Remember to enclose documentation on course descriptions for all courses that you have taken and/or are going to take.

This information is crucial for the host department at Lund University which is going to evaluate your previous studies within the discipline before admittance to courses. If you are unsure about the type of documentation you are required to submit contact your contact person at Lund University.

For information about courses, please consult the catalogue “**Courses recommended for Exchange Students**” which is available on: <http://www.lu.se/o.o.i.s/603>

Most faculties/departments offer more detailed information on their homepages; you will find links to these on: <http://www.lu.se/o.o.i.s/1189>