

Extension of the mobility period at the host institution

Applies only to the students qualified for the first semester.

„Erasmus – educational mobility (KA103/2020 or KA131/21)”

(Announcement no 15/21/SMS/2021/2022)

The International Relations Office (IRO UW) informs that:

1. extension of studies is possible only with a consent of the host university and the home faculty/institute;
2. **students*** need to consult detailed terms and conditions of the extension with their Faculty Erasmus Coordinator;

Step by step procedure

Step 1

Obtain an approval from the host university on the form: ***Extension of short-term studies as an Erasmus Student*** available here: <http://bwz.strony.uw.edu.pl/wp-content/uploads/sites/358/2021/11/EXTENSION-OF-ERASMUS-STAY.doc>.

Please consult with the host university what **the end date of your physical mobility** will be (ex. the end of your exam session) before you complete the form.

Step 2

Send the form (stamped and signed by the host university) by email (only in a PDF form) to erasmusbwz@uw.edu.pl by **10.12.2021** at the latest.

Step 3

IRO will forward the form to your Faculty Erasmus Coordinator for the approval of the faculty.

Step 4

After obtaining the approval of the Dean, the Head of the Faculty and/ or the Erasmus Coordinator, IRO will update the details of your mobility in the USOSweb.

Step 5

After 10.12.2021 IRO will verify the available funds in the projects and then will inform students if they can receive the grant for the extended period of study.

Step 6

IRO will send you an annex to your financial agreement. A student is required to edit an e-LA for the second semester in the USOSweb and have it approved by the coordinator.

*Also Phd students

Warsaw, 08.11.2021.

Erasmus Section
International Relations Office UW