Your TUMexchange Online Application – Step by Step

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Technical University of Munich
TUM International Center
Overview

- TUMexchange in Short
- Orientation on the TUMexchange Website
- Application form – Step by Step
TUMexchange – Countries & Partner University

150 partners in 26 countries
TUMexchange – Application requirements

• Matriculation at TUM at the moment of application as well as during your whole stay abroad

• Successful completion of at least four semesters of you Bachelor studies or successful completion of your intermediate diploma (Vordiplom) when starting your exchange semester

• Sound knowledge of the language of instruction at the partner university

• Good or very good course achievements. The required GPA (Numerus Clausus) can vary depending on the university’s popularity and cannot be determined explicitly
TUMexchange – Application requirements

Grant amounts

Prerequisites

- Enrollment in a TUM degree program at the time of application and throughout the duration of your stay abroad.
- Successful completion of at least four semesters of your bachelor's degree program or successful completion of your pre-diploma prior to the beginning of your stay at the host university.
- Firm knowledge of the language of instruction in the host country.
- Good to excellent grades. The numerus clausus varies depending on the popularity of a partner university and cannot be confirmed with certainty for the different departments of TUM.

Please note that exchange opportunities at some universities, especially in North America, are limited to Bachelor level! Please check those details in the document "Austauschinformationen - USA! in our Online Database ▸: Select the program ("TUMexchange") and country of your choice; then select the university of your choice from the list shown.
TUMexchange – Application procedure

Phase 1: Internal application at TUM International Center (Online)

• Application for maximum two universities

• Punctual completion of the online application for autumn term 2019/20 and spring term 2020
  Application period: Fr, 19.10.2018 from 9:00 am to Fr, 02.11.2018 5:00 pm

• Criteria: overall average grade of your Bachelor studies, knowledge of the language of instruction, motivation letter

• Acceptance/rejection by IC until the end of December 2018

Phase 2: External application at the partner university

• After the official nomination by TUM IC: Direct application at the partner university

• Acceptance by partner university

Phase 3: Organisation of your stay abroad

• Visa, up-to-date passport, insurance, flight, accommodation, scholarship etc. is your own responsibility
TUMexchange – Application procedure

Deadlines

Applications for the TUMexchange program are only accepted **once a year via our Online Application Portal**. Please note that there is no additional selection round for the summer semester. You can apply for the program online **within a two-week period from mid-October until early November**.

Next application round: **October 19, 2018 (9 am) until November 2, 2018 (5 pm)** for a stay abroad with TUMexchange **during the 2019/20 winter semester or the 2020 summer semester**.

**Important note:** After accepting the nomination for an exchange opportunity with TUMexchange you cannot apply for a semester abroad during the same time period with another TUM program (e.g. Erasmus+, departmental programs, etc.)! Those additional applications will not be considered!

Application procedure

The TUMexchange program provides for two separate consecutive application procedures:

1. **Phase 1 (internal):** Application to the TUM International Center for nomination at your preferred university. **You can apply for a maximum of two universities worldwide.** These two universities can either be located in the same country or in two different countries. We will only submit your nomination for an exchange opportunity to the relevant partner university if your application has been successful. **Important:** Direct applications to partner universities will not be accepted!

2. **Phase 2 (external):** Application at the partner university you have been nominated for. As soon as you have received your nomination for an exchange opportunity at your preferred university, you must inquire about the required application documents and deadlines via the Fact Sheets available from our [Online Database](#). The International Center will support you with your application at the partner university and handle the dispatch of your application documents via DHL. The timely preparation of your application documents, however, is your own responsibility.

Timing

- **Mid-October/early November:** Submission of the complete TUMexchange online-application for nomination for an exchange opportunity through the International Center.
- **By the end of December:** Confirmation/Rejection of nomination for an exchange opportunity by the TUM International Center.
TUMexchange - Website

Where can I find…?

- Special information about my preferred partner university: Fact sheets and application information in the online database
- Experience reports of former exchange students in the online database
- Chances – rates of selected students from the last years
- Information about financing options
- Checklist
TUMexchange – Website, Online Database

Countries

TUMexchange offers a selection of partner universities in the following countries: Argentina, Australia, Brazil, Canada, China, Chile, Colombia, Costa Rica, Cuba, India, Indonesia, Israel, Japan, Malaysia, Mexico, Morocco, New Zealand, Russia, Singapore, South Africa, South Korea, The Philippines, Taiwan, Thailand, USA and Vietnam.

Important: Semester dates at individual partner universities may differ significantly from those at TUM. Further, not all partner universities offer all fields of study offered at TUM or TUM only cooperates with certain departments of partner universities.

Important information about exchange opportunities at TUMexchange partner universities are available from the Online Database:

- Please open the Online Database;
- Select the program (“TUMexchange”) and country of your choice.
- Select the university of your choice from the list shown.
- You will find important information about your stay at the institution of higher education in question under the label “TUMexchange Application Information”.
- You will find the Fact Sheet of each partner university under the label "Exchange Information"
Please select three criteria: program TUMexchange, your subject area and country of your desired university.

Select your desired university.
### University of British Columbia

<table>
<thead>
<tr>
<th>Country</th>
<th>Canada</th>
</tr>
</thead>
<tbody>
<tr>
<td>City</td>
<td>Vancouver</td>
</tr>
<tr>
<td>Website</td>
<td><a href="http://www.ubc.ca">http://www.ubc.ca</a></td>
</tr>
<tr>
<td>Summerschool</td>
<td><a href="https://www.ubc.summerprogram.ubc.ca/">https://www.ubc.summerprogram.ubc.ca/</a></td>
</tr>
<tr>
<td>Exchange Information</td>
<td>Fact Sheet UBC 19/20, Forschungspraktika, Selbstorganisierte Praktika in Nordamerika (Schwerpunkt USA), Affidavit für finanzielle Unterstützung</td>
</tr>
</tbody>
</table>

**Exchange Information**

Austauschplätze sehr stark nachgefragt: Der Aufenthalt ist auf ein Semester beschränkt. An der School of Management ist das Austauschstudium auf das undergraduate Level beschränkt.


Sprachvoraussetzungen für die Bewerbung an der **Partneruniversität können fakultätsbedingt unterschiedlich sein.** Um möglichst vielen TUM Studierenden einen Austauschplatz anbieten zu können, ist an allen kanadischen Universitäten nur ein Aufenthalt von einem Semester möglich.

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**TUMexchange – University of British Columbia**

- BGU
- CH
- EI
- GOV
- IN
- MA
- MSE
- MW
- PH
- SG
- WI
- WZW / Out

**Subject Area**

- (WZW) Landscape Architecture and Landscape Planning / Landschaftsarchitektur und Landschaftsplanung,
- (WI) Business Administration / Wirtschaftswissenschaften, (WZW) Nutrition / Ernährungswissenschaften,
- (WZW) Biosciences / Biowissenschaften, (PH) Physics / Physik, (MA) Mathematics / Mathematik, (EI) Electrical and Computer Engineering / Elektrotechnik und Informationstechnik, (MSE) Munich School of Engineering,

**Program**

- TUMexchange

**Institution**

- Canada-University of British Columbia

**Study Level**

- Undergraduate / Bachelor, Postgraduate / Master
TUMexchange - Website

Important information about exchange opportunities at TUMexchange partner universities are available from the Online Database:

- Please open the Online Database.
- Select the program ("TUMexchange") and country of your choice.
- Select the university of your choice from the list shown.
- You will find important information about your stay at the institution of higher education in question under the label "TUMexchange Application Information".
- You will find the Fact Sheet of each partner university under the label "Exchange Information".

Please note that a monthly stipend or a special scholarship from TUM is NOT part of the program TUMexchange. Stays at a few selected partner universities however can be funded with Erasmus International. Moreover you can find useful information about scholarships from external providers that might fit for your stay abroad in our Scholarship section.

Please also note that there are numerous exchange agreements between individual departments in addition to the centrally managed TUMexchange program. For further advice, please contact the International Affairs Delegates of your TUM department.

Important notice: If you are considering a position in the weapons industry, the military or intelligence, residing in one of the countries included on the attached list could limit your career options. The list of countries considered dangerous can change, more information on this topic can be found (in German) in the Handbuch des Bundesministeriums für Wirtschaft und Energie.

- Chances
- Grant amounts
- Prerequisites
- What is expected from TUMexchange students?
- Application procedure
- Application documents
- Checklist for TUMexchange students
TUMexchange – Application documents

1. Online form
2. Grade report
3. Letter of motivation
4. Verification of language of instruction
5. Curriculum vitae
2. Grade Report

Bachelor students
- Current online transcript (TUMonline)
- Grade sheet (Excel template online)
  → to calculate average grade for selection
  → include all passed, graded, validated and ECTS-weighted assignments from your online transcript
  → not important, if these grades will be counted towards your final result or if they are weighed differently in your degree program

Master students
- Bachelor's degree certificate with average grade and transcript

Medicine students
- Considered master students
- Hand in "Physikum“ (first state examination) with the average grade and transcript
2. Grade report

a. Applicants with a bachelor's degree certificate: Bachelor's degree certificate with average grade
NOTE: Students of the TUM Department of Medicine are automatically considered as master students and they should please hand in their "Physikum" (first state examination) with the average grade.

b. Applicants without a bachelor's degree certificate: The current transcript of your bachelor studies together with the Grade Sheet completed by yourself (see download below). The Grade Sheet is required in order to calculate your average grade for selection. **Please enter all your passed, graded, validated and ECTS-weighted assignments from your bachelor's studies appearing on your transcript in the Grade Sheet, regardless of whether these grades will be counted towards your final result or their weighting in your degree program.** Please do not include any ungraded or failed modules or courses without ECTS. Please do not enter grades from your master's degree on the Grade Sheet.

- Notenblatt_BSc.xlsx (BSc Grade Sheet; xls, 38.5 KB)
- Notenblatt_Diplom.xlsx (Diploma Grade Sheet; xls 82 KB)
- Notenblatt_Staatsexamen.xlsx (State Examination Grade Sheet; xls 48.5 KB)

Important: The average grade from the Grade Sheet **must** be rounded to two decimal places for the Online Application Form (e.g. 1.75). Please use a decimal comma instead of a decimal point to separate decimal places.

c. Applicants with a bachelor's degree from abroad: Please convert your average grade using the so-called **modified Bavarian formula** (cf APSO §16 (6)). Unfortunately we cannot consider foreign bachelor's certificates for selection without this conversion! Please submit your bachelor's certificate along with a supplement detailing the conversion in accordance with the Bavarian formula to confirm your grades.
3. Letter of motivation

- Only one document for your max. two preferred host universities

- Concentrate on point 2: *Please describe why and which study program you would like to study at the chosen partner university/ universities.*

- Study carefully the course offer of your preferred host universities and make sure that it fits well your study plan \(\rightarrow\) describe under point 2.

- Point 3: *Here you can list ways in which you are actively involved in social activities* is optional
TUMExchange – Application documents

3. Letter of motivation

- Please use this form for the letter of motivation. Please include your motivation for your first and your second preferred destination in ONE letter - do not hand in two separate letters!
- Please do not exceed a length of 3 pages.
- Please write your letter of motivation in English. You may also wish to use the services of the English Writing Center.
- Please focus especially on the academic goals you would like to achieve during your stay and the course offerings of your preferred university or universities.
TUMexchange – Template for Letter of Motivation

TUMexchange Program

Statement of Purpose

Please use English when filling in this form and write full sentences.

1. Please describe briefly why you are interested in going to the particular country/countries/region you have selected.

2. Please describe why and which study program you would like to study at the chosen partner university/universities. Explain your planned course choice and how it fits in your TUM studies.

Optional: 3. Here you can list ways in which you are actively involved in social activities (e.g. participation in buddy programs, Fachschaften) which may be important to qualify you for your stay abroad. You can also describe special circumstances of your application (e.g. hardship).
Verification of language of instruction

- Some verification has to be handed in until the internal deadline
- See document of “eligible verifications of language skills” on the website under application documents: 4. Verification of language skills in the language of instruction
- Language level certified at time of internal deadline may be lower than required level by host university
- Certificate of language level required by host university has to be presented at the external application deadline of the host university
- You may describe in point 2. of the letter of motivation how you plan to receive the required language level until the host universities application deadline
- Accepted language certificates by TUM (internal) and host university (external) might differ
- Certificates must also be handed in by native speakers, multilingual students as well as students with the citizenship of the country of their host university
TUMexchange - Verification of language of instruction

4. Verification of language skills in the language of instruction

Submission of a verification of language skills in the language of instruction is already mandatory for the internal application at the TUM International Center and cannot be handed in later. At the time of your application with the International Center, it is okay, if your language level is still lower than requested for the later external application at the partner university. Please be realistic about whether you can achieve the language proficiency level (usually B1 or B2, for partner universities in North America C1) required by the partner university until the external application deadline (see corresponding factsheet)!

- List of eligible verifications of language skills for the internal TUMexchange application at the TUM International Center
- Required verification of languages of instruction in participating countries
- Conversion of official English Tests scores into the Common European Framework of Reference for Languages (CEF)

If you are applying for two universities with different languages of instruction within the same region (e.g. a Brazilian and a Mexican university), you must submit verification of language skills for both languages.

Please note that different/additional verifications of language skills may be required at a later stage when applying at the partner university. Once you have been nominated for an exchange opportunity within the scope of TUexchange by the International Center, please consult the Fact Sheets on our Online-Database to find out what verification of language skills the partner university requires.
Which language certificates are accepted for the TUMexchange application?

1) Official language certificates (English: TOEFL; Cambridge; IELTS; TOEIC; French: DELF; DALF; TELC Français; Spanish: DELE, CELU) or certificates from private language schools. The chargeable language certificates will be accepted for internal TUMexchange application after the expiry of validity date.

2) DAAD Language Certificate (offered by TUM Language Center) The DAAD Language Certificate issued by an external university will be accepted for the TUMexchange application.

3) Proof of a language course taken at TUM, including the achieved language level (A1 – C2) and the final grade (printout from TUMOnline).

4) High School Certificate which proofs that you studied English/French/Spanish/etc. for at least six consecutive years (= level B2).

5) Proof that you were enrolled at least one year at a high school or a university where the respective language is the language of instruction (= level C1).Internships or Work&Travel stays, etc. do not count as a proof of language proficiency.

6) For applicants who are currently studying the basics of the respective language: Proof that you are currently taking a language course or that you have already registered for a language course: The screenshot of your online registration is sufficient! Please make sure that your name or matriculation number is visible in the Screenshot. And please don’t ask for any additional certificates at TUM Language Center!

Applicants whose mother tongue is also the language of instruction at the partner also have to hand in a language certificate. A foreign passport alone is no proof of C2 language level.

Please be aware that it is absolutely necessary to include one of these proofs to ensure that your application is complete. It’s not possible to hand in later the certificate.
TUMexchange online form

The Online form is available on our website only during the application period under „Application procedure“ and „Application documents“.

Application period: Fr, 19.10.18 (9 am) - Fr, 02.11.18 (5pm)
Authentifizierung

Bitte bei Login Ihrer Email-Adresse nur Kleinbuchstaben verwenden, auch wenn Sie bei der Registrierung Großbuchstaben verwendet haben.

Anmeldung

E-Mail*

Passwort*

Bitte geben Sie die Zeichen ein, die in dem Bild dargestellt sind.*

anderses Bild anzeigen
Code anhören

Das Captcha ist notwendig um Spam-Login zu vermeiden.

Anmelden

Passwort vergessen?

Registrierung

Bitte registrieren Sie sich hier mit Ihrer "TUM.de" E-Mail-Adresse. Jede Person sollte sich nur EINMAL in diesem System registrieren.

Vorname*

Max

Nachname*

Mustermann

E-Mail*

maxmustermann@gmail.com

Bitte geben Sie die Zeichen ein, die in dem Bild dargestellt sind.*

anderses Bild anzeigen
Code anhören

Das Captcha ist notwendig um Spam-Login zu vermeiden.

Registrieren
Registration

- Use your TUM E-Mail address. Only register with this one single e-mail address.
- Write your e-mail address in lowercase letters
- Registration confirmation e-mail with registration link is sent immediately. Please check all your spam folders!
- If you did not get the registration e-mail, please write a short e-mail to tumexchange@zv.tum.de.
- Do not try to register with another e-mail address before that.
Authentifizierung

Bitte bei Login Ihrer Email-Adresse nur Kleinbuchstaben verwenden, auch wenn Sie bei der Registrierung Großbuchstaben verwendet haben.

Anmeldung

E-Mail
Passwort

Bitte geben Sie die Zeichen ein, die in dem Bild dargestellt sind.

Anderes Bild anzeigen
Code anhören

Das Captcha ist notwendig um Spam-Login zu vermeiden.

Anmelden

Passwort vergessen?

Registrierung

Vorname
Nachname
E-Mail

Bitte geben Sie die Zeichen ein, die in dem Bild dargestellt sind.

Anderes Bild anzeigen
Code anhören

Das Captcha ist notwendig um Spam-Login zu vermeiden.

Registrieren

Eine Bestätigungs-E-Mail wurde an diese Adresse geschickt. Bitte klicken Sie auf den Link in der E-Mail, um Ihr Konto zu aktivieren.
Liebe(r) Studentin, Liebe(r) Wissenschaftler,

um Ihre Registrierung abzuschließen und Ihr Passwort* zu definieren, klicken Sie bitte auf den folgenden Link: 
Konto aktivieren

*Für das Passwort benötigen Sie mindestens 10 Zeichen, davon mindestens eine Ziffer, ein Sonderzeichen und einen Buchstaben.

Bitte bewahren Sie die Zugangsdaten unbedingt sorgfältig auf, weil Sie sich für jede weitere Bewerbung oder für Folgeformulare zwingend mit diesen Daten anmelden müssen.

Bitte achten Sie darauf, dass Sie beim nachfolgenden Login für die email-Adresse nur Kleinbuchstaben verwenden.

Mit freundlichen Grüßen,

Moveon-Support
TUM International Center

Dear student,
Dear researcher,

To complete your registration and to define your password*, please click on the link below: activate account

* For the password you will need at least 10 characters: at least one number, one letter and one special character!

Please keep in mind your registration data - you will need these data for any changes in your application, for further other applications and follow-up forms.
Please use only lowercase letters for your email-address in the following login.

Best regards,

Moveon-Support
TUM International Center
Application Form: Information

Welcome to the Online Application for the TUMexchange program.

Application deadlines
October 19th (9 am), 2018 until November 2nd, 2018 (5 pm) !!!

Practical information
In order to complete the application for an exchange program, please pay attention to the following points. The different sections of the application are listed in the menu on the left. All sections should be completed. The fields marked with red stars are mandatory and must be completed. By dragging your cursor over the yellow „£“, you will find information on how to complete the corresponding field.

You have the option to complete and save your application in multiple sessions. When a section is completely filled out, please tick the box next to „Mark page as completed“. A green checkmark will appear next to the completed section in the menu on the left. You can submit your application once all the sections on the menu are marked with green checkmarks. It is not possible to change your application after you have sent it!

Technical requirements
The online application has been optimized to work with Firefox 5 or higher and Google Chrome. We cannot guarantee that it will function correctly with other browsers. You will need Adobe Acrobat Reader to print the application form. Adobe Acrobat Reader should be installed before beginning the application process. (Download Acrobat Reader).

For the application process, your browser must enable cookies and JavaScript. For security reasons, your login session will automatically be timed-out after 60 minutes, if you have not entered data during this time.

Your contact at the TUM
If you require help or have any questions, please contact us: tumexchange@tum.de

• Online session expires after 60 minutes, if you do not introduce anything & the form is not saved automatically

→ make sure to save the form regularly
Click on all yellow info buttons to make sure not to miss any important information

Press „Save progress“ after filling in each section/page

Click „Mark page as complete“ → a green checkmark will appear for the section in the left menu

TUM Department: choose the department you are registered in at this moment
You can give one or two „Wishes of stay“, to add a second university klick on the „+ wish of stay“-button

Startsemester: In which semester do you want to go abroad? For a whole academic year enter Wintersemester → if the stay abroad starts in 2019 choose Wintersemester, if it starts in 2020 Sommersemester

Other start semester possible: If you apply for a stay of 1 semester, let us know if you are flexible regarding which semester you go abroad

Department: Usually the TUM Department you are registered in at TUM. If you want to take courses of a different department abroad, choose the corresponding TUM Department here (only possible with prior knowledge).
Application Form: Language Skills

Language Skills

It is mandatory to hand in a certificate which proves your proficiency of the language of instruction at the respective hosting university. The document cannot be handed in later. Please indicate your current level of the university’s language of instruction (only the level that you are able to prove with an appropriate certificate).

Your current level can be lower than demanded by the partner university - please be aware that you have to be able to submit a language certificate with the demanded level at the time of the application deadline at the partner university. You can find more information in our online database, especially in the factsheets of the partner universities. Language certificates are also obligatory for native speakers, multilingual applicants as well as applicants who have the citizenship of the country of destination.

Language of instruction at the partner university (1)

<table>
<thead>
<tr>
<th>Language*</th>
<th>Please select</th>
</tr>
</thead>
<tbody>
<tr>
<td>Level*</td>
<td>Please select</td>
</tr>
</tbody>
</table>

Proficiency of the national language (in case it differs from the language of instruction) is not mandatory. However, if you have any knowledge of the national language you can state it in this section. You don’t need to hand in any specific certificate to prove your proficiency of the national language. Confirmation of participation is sufficient.

Language of the country (1)

<table>
<thead>
<tr>
<th>Language</th>
<th>Please select</th>
</tr>
</thead>
<tbody>
<tr>
<td>Level</td>
<td>Please select</td>
</tr>
</tbody>
</table>

• Only the language of instruction is obligatory to proof by an certificate

• Level (language of instruction): Enter your current level which you can proof with a certificate

• If you already have knowledge of the language of the country of our partner university, you can let us know here
Please click „Yes“ in this section to make sure that we can share your e-mail address with and give you the e-mail contacts of your fellow students who will stay at the same host university as you. Only then a communication about accommodation, course choice etc. with your fellow students will be possible.
Application Form: Documents to upload

Documents to upload

You can upload only one document in each section of the documents mentioned below. If your document contains several pages, please merge the document to one single file before you upload it.

- Letter of Motivation (written in English)*
- CV (written in English)*
- Language Certificate – Language of Instruction*
- Language Certificate – Language of the country
- Are you currently enrolled in a bachelor program at TUM?*
- Grade sheet*
- Transcript*
- Are you currently enrolled in a master program at TUM?*

- Only PDF files accepted
- One file per section
- All documents in total must not exceed 8 MB! otherwise the PDF file of your application cannot be created.
- Remind that you have to hand in different documents to proof your grade as bachelor or as master student
Double and triple check that you filled in each section completely and correctly

You can only hand in one application and after sending it no changes will be possible anymore

No documents can be handed in later, after your application has been sent!
Application Form: Submit application 2
International Center

Application Form: Submit application 3

Welcome mailinhangelique@gmail.com  Log out

Application Form for the TUMexchange program 2019/20

Your form has been submitted successfully. You can use the link below to view your file.

Your file is being generated. This can take a few minutes. Please wait a moment!

Submit Application

1. Please make sure that you have completed all mandatory fields and uploaded all necessary documents.
2. You can submit your application once all the sections on the menu are marked with green checkmarks.
3. No further changes will be possible after submitting your application.
4. Important Information: If the PDF will not generate after you submit the online form now, please go back to the applicant portal and download the PDF in the field of applications!
Application Form: Submit application

1. Please make sure that you have completed all mandatory fields and uploaded all necessary documents.
2. You can submit your application once all the sections on the menu are marked with green checkmarks.
3. No further changes will be possible after submitting your application.
4. Important Information: If the PDF will not generate after you submit the online form now, please go back to the applicant portal and download the PDF in the field of applications.
You can also find the pdf file of your application in the online portal (first side with different application forms) at the bottom under “Your applications”.
Dear student,

This is to confirm the receipt of your online application for the TUMexchange program – thank you.

We are now processing your application and you will receive the definite result of the selection process via email before Christmas. Meanwhile, please do not contact us in order to ask about the status of your application as this will delay the notification of the selection results.

If your application was successful and you are nominated for an exchange spot, you have to reconfirm/reject the acceptance of this nomination through the Online Portal. Please make sure that you have access to your email account you used for your TUMexchange application at any time until the end of the selection process. Do not forget to check all SPAM folders too, as serial e-mails are often sorted there.

It might not always be possible to nominate you for the semester that you chose in your application so please check closely for which semester you have actually been nominated. Qualified students who we could not nominate for their first or second priority might get an offer for a third university. In this case please examine carefully, if the university and the course offer are appropriate for your studies.

Kind regards

Your TUMexchange Team (tumexchange@tum.de)

TUM International Center

You will receive a confirmation e-mail within few minutes. Please check all your spam folders!

TUM International Center
TUMexchange online application – Hints 2

Hand in your application early preferably in the first week. Most students hand in last minute which may cause technical overloads and it will take us longer to answer the many questions.

Sent Application

• Do not upload more than 8 MB in total, otherwise the PDF file of your application cannot be created.

• The creation of the PDF file takes a moment.

• Download the PDF file right away or find it in the online portal (first side with different application forms) at the bottom under “Your applications”.

• You will receive a confirmation e-mail within few minutes. Please check all your spam folders!

• You can only sent one application and cannot change anything after you have sent it. No documents can be handed in later after you have sent the application.
TUMexchange – Funding through Erasmus+
International

• Since 2015: Erasmus scholarships also for stays outside of Europe (! limited number !)

• Applies only for selected partner universities. This year: Universities in Australia, Israel, Japan, Russia

Check [http://www.international.tum.de/erasmusglobal/](http://www.international.tum.de/erasmusglobal/)

• Financial support = Individual support (700€/month) + Travel cost support (varies by country (Russia: 275,- €; Israel: 360,- €; Australia, Japan: 1.500,-€)).

Application and nomination procedure:

• After selection of students through **TUMexchange**: Students will be contacted per mail by IC (Feb. 2019)

• **Socio-economic criteria** will be considered during the selection of students (such as earning capacity, cultural and social background, special circumstances etc.)
TUMexchange Team at International Center

Sara Basurco
Argentina, Brazil, Chile, Columbia, Costa Rica, Cuba, Israel, Mexico, Morocco, South Africa

Consultation hours: Thursday 10.00 am-12.00 pm
Appointment: phone +49 89 289 22345 or e-mail: basurco@zv.tum.de

Larissa Danschina
Australia, Canada, India, Indonesia, Malaysia, New Zealand, Philippines, Russia, Singapore, Thailand, South Korea, USA, Vietnam

Consultation hours: Tuesday 10.00 am-12.00 pm
Appointment: phone +49 89 289 22133 or e-mail: danschina@zv.tum.de

Benjamin Kraft
China, Japan, Taiwan.

Consultation hours: Monday 10.00 am-12.00 pm
Appointment: phone +49 89 289 25438 or e-mail: kraft@zv.tum.de
Good Luck with your TUMexchange application!

www.international.tum.de/tumexchange/

Larissa Danschina
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Benjamin Kraft
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