



INSTRUCTIONS FOR APPLICATIONS THROUGH HOME UNIVERSITY (ONLY FOR TG1 from Argentina, Brasil, Chile, Colombia, Uruguay and Venezuela)

Available grants

The available grants for TG1 applicants from UTN (Argentina), UNESP (Brazil), UAB (Chile), Univalle (Colombia), UdelaR (Uruguay) and UDO (Venezuela) are distributed in the following manner:

Universidad	Tipo de movilidad disponible	Meses
Universidad Tecnológica Nacional, Argentina	Post-Doc	6 months
UNESP, Brazil	PhD sandwich	6 or 10 months
Universidad Andrés Bello, Chile	Post-Doc	6 months
Univalle, Colombia	Post-Doc	6 months
Universidad de la República, Uruguay	PhD sandwich	6 or 10 months
Universidad de Oriente, Venezuela	Post-Doc	6 months



Process

If you are TG1 student from one of SUD-UE partner universities in Argentina, Brasil, Chile, Colombia, Uruguay and Venezuela the first thing you need to do is to contact your SUD-UE coordinator at home university and he/she will explain how the process will be. At the same time, the coordinator at home university will be the one in charge of gathering your data and documents and preparing your folder for SUD-UE application. You will not have to do the online application but will have to comply with all other requirements.

The contact details of home university coordinators are:

- Universidad Tecnológica Nacional, ARGENTINA: Adriana García, **abgarcia@fra.utn.edu.ar**
- Universidade Estadual Paulista UNESP, BRASIL: Maria Carolina Batisteli, **erasmus@reitoria.unesp.br**
- Universidad Andrés Bello, CHILE: Pablo Mandiola, **pablo.mandiola@unab.cl**
- Universidad del Valle, COLOMBIA: Veroushka Cadavid, **veroushka.cadavid@correounivalle.edu.co**
- Universidad de la República, URUGUAY: María Teresa Salvo, **msalvo@oce.edu.uy**
- Universidad de Oriente, VENEZUELA: Félix Óscar Bravo, **fobravo@udo.edu.ve**

On top of complying with all internal requirements established by your home university you will have to comply with the below described requirements, that are common to all SUD-UE applicants.

Personal data

You will have to facilitate some compulsory *Personal Data* to your home university coordinator. Your last name and name have to appear as in your passport. You should provide your home coordinator with your **valid e-mail address** because all the communication will be realised via mail. In your phone number please, include the country code. In addition, your home university may require other personal data considered relevant within the pre-selection process.



Host institution and programme you wish

Please, study the information on the following website: [STUDY FIELDS](#) and then present your preferences to your home coordinator regarding your host university and study field. The information on the website summarizes the available study possibilities at each host university and, most importantly, the language in which the courses are given. In some cases, you can find the specific website addresses to find more detailed information about the study programmes.

Please, be aware that you should only apply for a study field of which you **master the language** sufficiently to follow the courses. And, of course, this study field (study programme) should also be in accordance with your current or previous study programme.

IT IS ONLY POSSIBLE TO APPLY TO ONE COUNTRY PER PRIORITY. E.g. If you apply for the University of Deusto (Spain) in your 1st choice, you can't choose any university in Spain for your 2nd and 3rd choice. **IF YOU CHOOSE TWO UNIVERSITIES FROM THE SAME COUNTRY YOUR APPLICATION WILL NOT BE ASSESSED.**

Important notes:

» In case of **Doctorate mobility**, we highly recommend you to go online and find the research lines offered by the **Host University**. Your research topic/plan must be directly related to the areas of expertise than can be provided at the Host University. Successful doctorate applications must have a match between what is requested in the research topic by the applicant and what can be offered by the Host University.

» In case of **Academic and administrative Staff Mobility** you should select the Host University and the faculty in which you would like to realise your mobility.

Language competences

You should prove your command in the language in which the courses are led. It is compulsory to attach the corresponding certificate.

Reference



Your home coordinator will ask you to provide two references. We will consult these references. Therefore, it is important to give the correct and total contact data of your referee.

It is required: name, institution, email, address and phone number. Please remember that you are obliged to fill this section in.

Personal statement

Your home coordinator will ask you to provide a document indicating what particular skills and abilities make you an excellent candidate, why you are applying for this Erasmus Mundus Action 2 Programme and explain your academic interests and your work experience (if relevant).

Special circumstances

Please refer to [WHO CAN PARTICIPATE](#), description of [TARGET GROUPS](#)

Compulsory requirements

Your application form will only be considered for selection process if you have all the compulsory documents attached.

Undergraduate	Doctorate	Post-doctorate	Staff
<ul style="list-style-type: none"> - Students must have completed at least one year and not be enrolled in the last year of studies. - Passport - Proof of registration (if Target group 1) at partner university - Transcript of records - Language level test - Proof of TG3 belonging (for TG3 applicants only) 	<ul style="list-style-type: none"> - Passport - Proof of registration (if Target group 1) at partner university - Diploma leading to PhD (Bachelor and Master) - Transcript of records - Language level test - Research plan* 	<ul style="list-style-type: none"> - Passport - Proof of registration (if Target group 1) at partner university - Doctorate certificate (Bachelor, Master and Doctorate) - Language level test - Research plan* - CV in English 	<ul style="list-style-type: none"> - Passport - Proof of registration (if Target group 1) at partner university - CV in English - Work plan



* Research Plan: Essay describing in depth the research topic you would like to develop, the research methodology you will use, etc. The research topic must be related to the research lines offered by the programme you're applying to.

Compulsory documents for specific universities

Université François-Rabelais de Tours: Recommendation letter

Academic data

All data concerning the level of education (and diploma) required for your type of mobility are compulsory.

Concerning each level required for the type of mobility, you should remember to put the following data: Institution Name, Location, Start Date, End Date, Name of Programme/Degree and Average mark. In order to be eligible, you must have the required documents.

At the moment you are applying, you need to possess the diploma/certificate requested for the type of mobility you have been selected for. An overview of the requirements for each mobility type can be found in the above table.

In order to apply to any type of mobility (except for *Undergraduate mobility*) you should have successfully accomplished the previous programme.

For example, if you are applying to:

» Doctorate mobility, you need to have your Bachelor and Master degree at the time of applying;

» Post-Doctorate mobility, you need to have your Bachelor, Master and Doctorate degree at the time of applying.

Call of applications results Please, note that it is not possible to obtain any information on the processing of your application or the selection results. **You will be informed about the selection results by email.**

Non successful applicants will receive the instructions to be followed for the appeal process in the official communication of selection results.