



Please fill in the following form and save a copy for your personal records.

Semester of exchange:

Second nationality:

Email:

Home address (if different):

c/o:

Street and house number:

Postcode:

City:

Country:

Person to notify in case of emergency:

Name:

Phone:

Email:

Current studies:

Date of university entrance qualification (i.e., your school leaving certificate: High School degree, A-Level or the like):

Begin of studies at home university:

Faculty/school/department:

Degree/qualification pursued:

Study level: Bachelor Master

Number of semesters prior to mobility:

Details of mobility:

Start semester:

Duration of stay: 1 semester 2 semesters

Age at the beginning of mobility:

Planned date of arrival:

Language skills:

English

German

Further languages:

Accommodation:

Do you want to apply for a room in a student dormitory?

Yes

No

Remarks:

Disability and special needs:

Do you have any disability or special needs?

Yes

No

If yes, please specify:

Confirmation of the coordinator at your home university

(to be completed by your international coordinator):

University:

Name:

Function:

Department:

Phone:

Email:

Date, place, signature (international coordinator), stamp

Finalize your application:

- Send this file to the PDF printer of your computer to save your application as PDF for your personal records.
- Print the file and have it signed by your home university's international coordinator (see page 3 of this document).
- Do not forget to sign it yourself (see signature field below).
- Scan the signed application form.
- Upload all required documents in the MySpoho portal:
 - This application form
 - Transcript of Records from home university
 - Passport photograph
 - Copy of passport or national ID card
 - Copy of European health insurance card (EU citizens only)
 - Application for housing (if desired)

Date, place, signature (prospective exchange student)