



## How to apply for ERASMUS at BOKU

The Admission Procedure for international exchange students coming to BOKU Vienna (A WIEN03) includes **two mandatory phases**:

- The Home University **nominates** the student to BOKU
- The student submits the **application** at BOKU

Our university is using an **online system (Mobility-Online)** for the application procedure.

**Only students, who have been nominated in advance, will be able to complete the online application!**

In case you are not sure, if you have been nominated already, please contact the international office of your home university!

**From winter semester 2015/16 onwards BOKU applies new regulations for the admission of exchange students and the choice of courses:**

- Exchange students, who have received **less than 180 ECTS** so far (bachelor students, students of integrated master programmes,...), have to enrol in a **bachelor programme** at BOKU.  
You can also take master's courses to a certain extent, if you have the required pre-knowledge for the individual courses (see your transcript of records). This will be checked, before we sign the Learning Agreement.  
Language requirements: **German language skills at level B2** of the Common European Framework of languages. (BOKU does not offer enough courses taught in English at Bachelor level).
- Exchange students, who **hold a bachelor degree** (certificate!) have to enrol in a **master programme** at BOKU.  
Language requirements: **either German OR English language skills at level B2** of the Common European Framework of languages.
- Exchange students, who have gained **more than 180 ECTS** in their study (or in consecutive studies) but whose home university does not award a bachelor degree after 180 ECTS, have to enrol in a **master programme** at BOKU.  
Language requirements: **either German OR English language skills at level B2** of the Common European Framework of languages.
- Students who **hold a diploma degree or master degree**, have to enrol in a **PhD programme**.  
Language requirements: **either German OR English language skills at level B2** of the Common European Framework of languages.

**The application is ONLY possible through the online system Mobility-Online.**

Please find the link at: <http://www.boku.ac.at/int-in-e.html?&L=1>

**Please be aware that you have to be nominated by your home university to complete the following application steps!**

You have to complete the online application form, create a learning agreement and upload the **following documents** into Mobility-Online:

- your **academic transcript** stating the total number of ECTS credit points that you have received (an official list of courses you have attended so far)



- a copy of your bachelor's degree certificate if you want to register for a master programme. If you have gained more than 180 ECTS in your study (or in consecutive studies) but your home university does not award a bachelor degree after 180 ECTS, an official confirmation that you have passed 180 ECTS issued by your home university is sufficient (including the date of the last exam).
- a copy of your **Master's degree** if you want to register for a PhD programme
- a copy of a **German language certificate at level B2 of the Common European Framework of Languages – CEFR**  
(<http://europass.cedefop.europa.eu/LanguageSelfAssessmentGrid/en>) if you have received **less than 180 ECTS** so far (it is also ok if language certificate is indicated on the transcript of records)
- a copy of a **German OR English language certificate at level B2 of the Common European Framework of Languages – CEFR**  
(<http://europass.cedefop.europa.eu/LanguageSelfAssessmentGrid/en>) if you have received **more than 180 ECTS** so far (it is also ok if language certificate is indicated on the transcript of records)
- a copy of your **ID-card** (e.g. passport, page with your picture)
- one passport-sized **photograph**

BOKU might take up to 20 days to check your application.

In accordance with the BOKU academic year, applications **must be completed by the following deadlines:**

- **30<sup>th</sup> of June for entry in the winter semester**
- **30<sup>th</sup> of November for entry in the summer semester**

If you need a visa/residence permit for your stay, their application should be completed by March 31st / October 31st.

After your application has been accepted you will receive

- a confirmation e-mail with some basic information as well as
- a letter of admission (Zulassungsschreiben)

You will need this letter of admission as well as a valid passport and in order to enrol at our university after your arrival in Vienna. In the letter of admission you will find a link to an online **pre-registration** that you have to do prior to your arrival.

Further information: <http://www.boku.ac.at/int-in-e.html?&L=1>

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