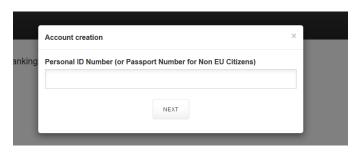
## Erasmus+ studies online application instructions STEP BY STEP

1. Press Create New Account

Sign in for users	with e-banking, mobile or electronic signature
SIGN IN	
Username *	
Password	
SIGN IN	CREATE NEW ACCOUNT
Forgot your passwor	rd?
	ch you have registered in this system ts and graduates VMU username

2. Insert your **Personal ID / Passport Number** (official identification number)

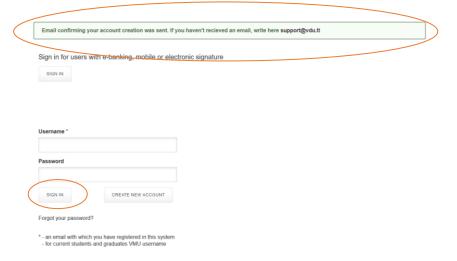




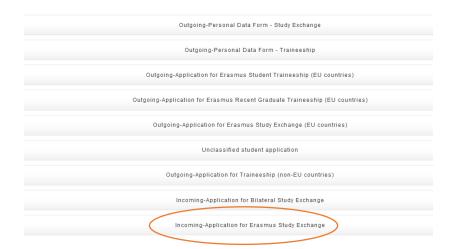
3. Enter required information (enter your name and surname as it is written in your ID/passport (use only Latin alphabet))



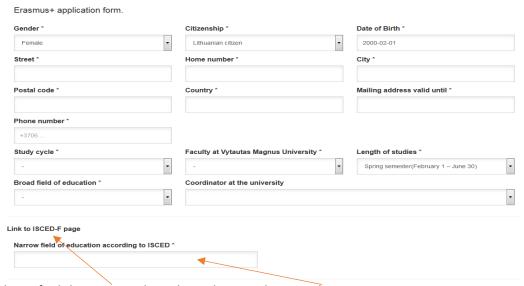
4. If your account creation was confirmed, sign in with your Username (e-mail) and Password



5. Choose Incoming-Application for Erasmus Study Exchange



6. Insert required personal information



Please find the ISCED code in the website and enter it here.

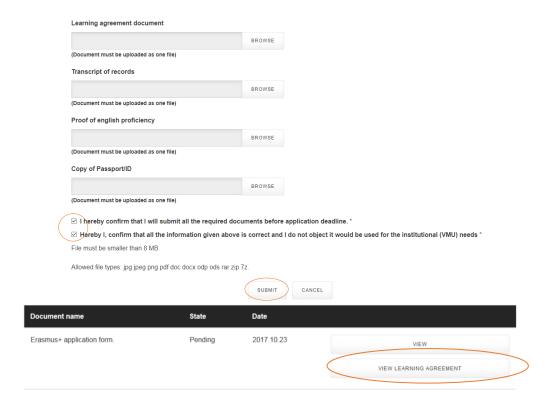
First study subject at VMU *			
	•		
Name of the first subject at your university *	Semester *	Number of ECTS credits *	
$\int$	1	1	
Second study subject at VMU			
-	-	/	
Name of the second subject at your university	Semester	Number of ECTS credits	
Please indicate courses from your H	<b>lome University</b> wh	ich will be recognized after the	exchange period.
Include information about the seme	ster and number of	FECTS as well.	
8. Fill in information about your Home	e University		
Name of the sending Institution * Mailling address (Street, House	Telephone number of the	Email address of the coordinator	
No., City, Postal code) *	coordinator *	•	
Mailing address country *			
9. Please note that the information y	ou are giving regar	ding accommodation IS NOT	the application for the
dormitory at Vytautas Magnus Un	iversity. You will g	et additional information abo	ut application for the
dormitory to your e-mail later			
ccommodation *			
Dormitory			
ontact persons name and Contact persons relationship to Contact persons phurname in case of emergency. You.*	one number * Contact persons email addr	ess *	
10. Submit the application form and	download the <b>auto</b>	omatically generated Learning	Agreement. It is not
necessary to upload the Learning ag			_
ID/Passport before saving the applic			
deadline and upload all necessary de			

11. Download the automatically generated Learning Agreement, sign it and bring it to your Home University to

get the Signature of the Sending Institution

7. Please indicate courses you are planning to study at Vytautas Magnus University

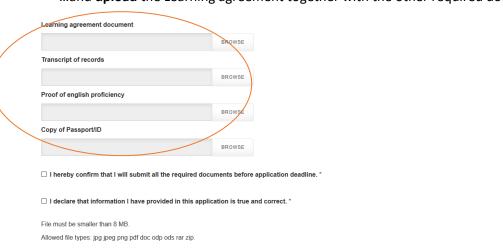
Course list (View)



12. When your Home University signs the LA, access your application form...



...and upload the Learning agreement together with the other required documents



Important! If all of the mentioned documents are not in the system your application will not be accepted. <u>DO NOT</u> send your documents to coordinators e-mails.

- 13. After completing the application form do not forget to **press SUBMIT**. After saving you will be able to sign in and correct given information.
- 14. Once your application form will be revised and you will be accepted for Erasmus+ studies at Vytautas Magnus University you will receive an e-mail from your coordinator. In order to download your official Letter of Acceptance and signed Learning Agreement you will have to sign in to your account in the application system.