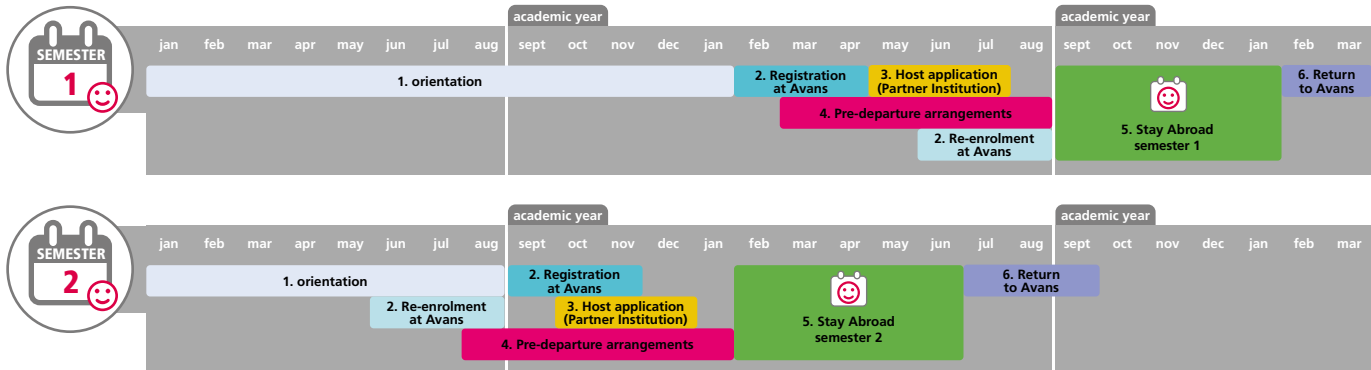


GOING ABROAD CHECKLIST - STUDY

If you're going abroad to study, then be sure to complete the steps below.



International office (IO) Avans school Student information desk Partner institution

STEP 1: ORIENTATION

- 1.1 I've been present at the Student information fair Going Abroad organized by the Avans International Office (IO) and/or school
- 1.2 I've explored my destination options and know where I want to go
- 1.3 I've checked the travel advice for the country I want to go to
- 1.4 I know it's financially possible for me to study abroad

STEP 2: REGISTRATION AT AVANS

- 2.1 I've arranged my **re-enrolment at Avans** in Studielink and/or I'm enrolled for this academic year *mid Jun. to 1 Sept. (only for sem1)*
- 2.2 My school has approved my choice of minor programme
- 2.3 I've registered a Study Abroad / Freemover request in Osiris *1 Mar. (sem1) / 5 Sept. (sem2)*
- 2.4 I've secured approval from my school for my Study Abroad / Freemover request in Osiris **DEADLINE 15 Mar. (sem1) / 20 Sept. (sem2)**
- 2.5 I've received confirmation of my nomination from the IO **DEADLINE 15 Apr. (sem1) / 15 Oct. (sem2)**

STEP 3: HOST APPLICATION (PARTNER INSTITUTION)

- 3.1 I've received confirmation of my nomination from the partner institution
- 3.2 I've completed my application at the partner institution
- 3.3 I've chosen courses at the partner institution
- 3.4 I've secured approval from my school for the courses I've chosen **DEADLINE 30 Jun. (sem1) or 30 Nov. (sem2) if applying for an Erasmus+ grant**
- 3.5 I've received final confirmation of my admission from the partner institution *before departure: 1 Aug. (sem1) or 1 Jan. (sem2)*

STEP 4: PRE-DEPARTURE ARRANGEMENTS

- 4.1 I've been present at the pre-departure sessions organized by the IO and/or school *Apr. (sem1) / Nov. (sem2)*
- 4.2 If applicable: I've obtained a visa/residence permit *up to 6 months before departure, depending on your destination*
- 4.3 If applicable: I've applied for an Erasmus+ grant in Osiris **DEADLINE 30 Jun. (sem1) or 30 Nov. (sem2)**
- 4.4 I've completed my Contact Information in Osiris *ASAP, but always before departure*
- 4.5 I've arranged insurance for my stay abroad *before departure*
- 4.6 I've arranged my finances
- 4.7 I've arranged my trip *before departure*
- 4.8 I've arranged accommodation for my stay abroad *before departure*
- 4.9 If applicable: I'm subletting my room
- 4.10 I've applied for public transport compensation from DUO. This form has been signed by the Student Information Desk *2 months before departure*
- 4.11 If applicable: I got my vaccinations from the GGD Municipal Health Service

STEP 5: STAY ABROAD

- 5.1 ENJOY!
- 5.2 If changes occur in my courses or study programme: I've obtained permission from my school for the changes.
- 5.3 If applicable: when receiving an Erasmus+ grant: I've uploaded the Learning Agreement DURING in Osiris.
- 5.4 If changes occur in my contact information: I've changed it in Osiris.

STEP 6: RETURN TO AVANS

- 6.1 I've received my transcript of records from the partner institution and delivered it at my school for ECTS credit recognition
- 6.2 I've received ECTS credit recognition in Osiris from my school
- 6.3 If applicable: I've completed my Erasmus+ grant file **DEADLINE 1 Apr. (sem1) / 1 Oct. (sem2)**
- 6.4 I've shared my experiences with students planning to go abroad