



ERASMUS MUNDUS JOINT MASTER DEGREE

WACOMA

STUDENT APPLICATION_ CHECKLIST and F.A.Q.

Open to Students applying for the
EU-funded scholarships (EMJMD)
under the Erasmus+ framework
for the Academic Year **2019-2020**



ALMA MATER STUDIORUM
UNIVERSITÀ DI BOLOGNA



UNIVERSIDADE DO ALGARVE



UCA | Universidad
de Cádiz

Co-funded by the
Erasmus+ Programme
of the European Union





**Documents to be uploaded to the WACOMA STUDENTS application.
Checklist, Instructions, notes and F.A.Q.**

All details on how to apply are described [HERE](#). Applicants are requested to register to [Studenti Online](#) (a step by step guide is available in [F.A.Q.](#)) and to upload the following documents (all documents are mandatory).

Only complete applications will be evaluated.

Deadline: January the 15th, 2019 at 12:00 Central European Time (CET).

1. Copy of Diploma and Official Academic Transcript of Records with Grades, Final mark/grade and Syllabus of previous studies.
 2. Proof of English language proficiency (B2 – CEFR)
 3. CV
 4. Students Application Form
 5. Copy of Passport
 6. 2 reference Letters
 7. Proof of Residence
 8. Declaration on Honour
- Other supporting Documents [recommended]
 - Interview [according to the Selection Board]



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		<p>granted only to applicants complying with either one or both following conditions and provided they upload an official statement from their home university indicating that the language of instruction for the degree that have obtained was English.</p> <p>*** Applicants with full Higher Education in English (certified by the Academic Institution issuing the BA with an Official Statement or Certificate)</p> <p>***Applicants from English-speaking countries (Official Language) with full Higher Education in English (certified by the Academic Institution issuing the BA with an Official Statement or Certificate)</p>	<p>the score as soon as you take the test, usually IELTS as well as other International certificates results are displayed on the screen at the time of completing the exam while the certificate sent later, make sure to get the screenshot of the results.</p> <p>Important: In case the applicant does not fully meet the abovementioned English Requirement, the Academic Board will reserve the right to consider, assess and evaluate whether the documents provided are suitable for admission to the selection procedure or not. If so, please be informed that the English proficiency criteria would not be taken into account to sum up to 10% weight of the total score (see SELECTION CRITERIA).</p>
3	CV	<p>Preferably use the Europass sample provided.</p> <p>Please sign the CV.</p>	Other formats will be accepted provided they include all relevant information.
4	Students Application Form	<p>Use the Application form provided.</p> <p>Upload the Application Form. The application form shall be duly filled in, signed and dated. All fields are mandatory.</p>	
5	Copy of Passport (all pages and visa)	<p>Upload copy of valid Passport. Please Upload copy of all pages (Personal data, VISA stamp pages. For EU citizens upload a valid identity document.</p>	<p>Note on Visa for NON EU applicants: please include copy of any VISA obtained to travel to EUROPE in the last 5 years.</p> <p>Important 6-months validity rule: NON EU applicants shall comply with the Six Month Validity Passport Rule (European Countries will not permit a traveller to enter the country unless the passport is set to expire at least six</p>





			<p>months after the final day of travel to be allowed to travel internationally.</p> <p>NON-EU Selected Students will have to apply for a VISA for STUDY reason at the Italian Embassy or Consulate. Such procedure can only be started</p>
6	<p>2 reference Letters</p>	<p>The referees shall UPLOAD ONLINE a reference letter addressed to the EMJMD WACOMA Consortium by the deadline. Preferably use the form provided.</p> <p>The reference letters shall uploaded by the referee by January the 15th, 2019 at 12:00 (ECT - European Central Time - UTC +1).</p> <p>Please include a valid e-mail address of the referee you wish to request a letter of reference</p>	<p>Please make sure the referee has received the request to upload the reference letters.</p> <p>Please make sure to get a minimum of 2 reference letters.</p> <p>You will be able to insert 3 email addresses just in case a referee does not comply with your request you are given a third option.</p> <p>Important: the 2 reference letters are mandatory, in case your referees do not upload the letter by the deadline the application will be incomplete and will not be assessed.</p>
7	<p>Proof of Residence</p>	<p>Attach a scanned copy of a valid official document that certifies your residence (the address where you live) at the time of submitting your application.</p> <p>The residence certificate needs to be issued in accordance with your municipality's normal address registration rules. It must be an officially notarized copy in English or an official English translation. Applicants selected for an Erasmus Mundus Joint Masters Degree scholarship will be required to submit the original of the uploaded document at the time of enrollment.</p>	





		The Coordinating HEI may ask for additional relevant documents in order to determine the current "country of residence" of a student.	
8	Declaration on Honour	Attach a scanned copy of the Declaration on Honour signed. Applicants selected for an Erasmus Mundus Joint Masters Degree scholarship will be required to submit the original of the uploaded document at the time of enrollment.	
	➤ Other supporting Documents	<p>Recommended but not mandatory.</p> <p>Please upload any other relevant document you wish to be evaluated and assessed by the WACOMA Academic Selection Board.</p>	Should you wish to upload any other documents to support your application, please upload them according to the topic (Academic, language, CV...)
	➤ Interview [according to the Selection Board]	<p>The Academic Board may as well request to have an online (Skype) interview with candidates.</p> <p>In case a candidate is invited to sit an interview, the interview will become part of the selection process and will therefore be mandatory.</p>	

