# Erasmus + Mobility
## Student Application form

All applications for exchange programmes <u>must</u> be made through the Erasmus+ Coordinator in the sending institution      (Stand: April 2017)

| | |
|---|---|
| **Last/family name:** | ………………………………………………………. |
| **First name:** | ………………………………………………………. |

## Applying to Receiving Institution

| | |
|---|---|
| **Receiving institution:** | Host institution's name |
| **Principal study subject (instrument or subject of thesis)[1] at The Receiving Institution** | |
| **Study cycle[2] during the exchange period** | Bachelor (1st) ☐  Master (2nd) ☐  Doctorate (3rd) ☐ |
| **Study period according to The Receiving Institution's academic calendar:** | 1st Semester ☐  2nd Semester ☐  Academic Year ☐  Other Period (i.e.Term) ☐ |
| **Academic year:** | Academic year student applies for |

## Sending Institution

| | | | |
|---|---|---|---|
| **Name:** | **Hochschule für Musik Detmold** | **Administrative Unit:** | |
| **Institutional code: (if applicable)** | **D DETMOLD01** | **Erasmus+ Coordinator[3]:** | Vanessa Lange |
| **Address:** | Willi-Hofmann-Str. 5, 32756 Detmold | **E-mail :** | vanessa.lange@hfm-detmold.de |
| **Country :** | | **Phone :** | +49 5231-975770 |

## Student

| | | | |
|---|---|---|---|
| **Last/family name (s):** | | **First name (s):** | |
| **Date and place of birth:** | | **Nationality[4]:** | |
| **Sex [M/F]:** | M/F | **Phone:** | |
| **Current address** | | **Permanent address (if different):** | |
| **Current address is valid until:** | | **Emergency contact:** | |
| **E-Mail:** | E-mail | | |

## Current Studies (at <u>Sending</u> Institution):

| Field of Education ISCED Code[5]: | 0215 | | | | | |
|---|---|---|---|---|---|---|
| Study programme[6] (relevant for your study stay): | | | | | | |
| Principal study subject: | | | | | | |
| Study cycle: | | Study year: | 1st ☐ | 2nd ☐ | 3rd ☐ | 4th ☑ |
| Duration of the Study Programme: | Number of years : | | | | | |

## Study Period

| Period of study[7] | | Duration of stay (No. of study months) | Number of expected ECTS credits | Preferred professor(s) at Receiving institution for the main subject (if any) |
|---|---|---|---|---|
| dd/mm/yy (or month/year) | dd/mm/yy (or month/year) | | | |
| | | | | |

## Desired Courses at Receiving Institution
### (Preliminary Learning Agreement)

| Course component[8] code (if any) | Course component title (as indicated in the course catalogue) at Receiving Institution | Semester (autumn / spring or term) | Number of ECTS credits to be awarded by Receiving Institution upon successful completion |
|---|---|---|---|
| | | | |
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| | | | |
| | | | |
| | | | |
| | Total number of ECTS | | |

## Application Package:

### 1. Recording or Portfolio for Audition

*If Receiving institution requires you to send in a (certified) recording of your audition repertoire, please ask your teacher of your main subject to certify by signing that the recording is your own performance*

| List of pieces performed on your Recording (music performers) and/or scores indicated in your Portfolio (for composers): |
|---|
| |

Erasmus+

### 2. Motivation

| Please attach your motivation letter |
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### 3. Transcript of Records[9]

| Please attach your Transcript of Records (if requested by Receiving Institution) |
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### 4. Curriculum Vitae

| Please attach your CV (if requested by Receiving Institution) |
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## Student's Language Skills[10]

| Mother tongue: | | | |
| --- | --- | --- | --- |
| Please indicate your language skills other than mother tongue: | | | |
| 1. Language: Language 1 | Limited A1 ☐ A2 ☐ | Moderate B1 ☐ B2 ☐ | Fluent C1 ☐ C2 ☐ |
| 2. Language: Language 2 | Limited A1 ☐ A2 ☐ | Moderate B1 ☐ B2 ☐ | Fluent C1 ☐ C2 ☐ |
| 3. Language: Language 3 | Limited A1 ☐ A2 ☐ | Moderate B1 ☐ B2 ☐ | Fluent C1 ☐ C2 ☐ |
| I am aware of the obligation to pass the online language test (via OLS[11]) before my studies abroad, and I am interested in improving my language skills if recommended | | | ☐ |

## Previous Studies in Erasmus Programme

| **Have you already been studying/working abroad as ERASMUS student/trainee?** | | Yes ☐ | No ☐ | |
| --- | --- | --- | --- | --- |
| **If "Yes", please indicate:** | Receiving Institution: | Former host institution's name | Former host institution's name | Former host institution's name |
| | Study cycle | Bachelor (1st) ☐ | Master (2nd) ☐ | Doctorate (3rd) ☐ |
| | Duration of stay (months) | Duration of stay (months) | | |

## Signatures of Sending  Institution

| **Student:** | Name, surname | | Date: | |
| --- | --- | --- | --- | --- |
| **Professor/Tutor (of the main subject):** | Name, surname | | Date: | |
| **Head of Department:** | Name, surname | | Date: | |
| **Erasmus + Coordinator:** | Name, surname | | Date: | |

## NOTES FOR GUIDANCE

**General Information**
All enquiries and applications for exchange programmes <u>must</u> be made through the responsible Erasmus Coordinator in your sending/home institution. To facilitate general procedures, please use e-mail until the point of mutual confirmation/signatures.

**Application form and deadline**
Please complete the form as fully and as clearly as possible. The Coordinator will inform you about the application deadline for your preferred receiving/host institution(s).

**Other forms**
Some institutions may require extra documentation with your application; you may for example be asked to complete a second application form and/or apply only for your study abroad.

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[1] **Principal study subject**
Only state your principal study discipline, in which you wish to be auditioned. If you wish to audition for more than one discipline, you should complete a separate application for each.
for a thesis, mobility window or free electives.

[2] **Study cycle:** Short cycle (EQF level 5) / bachelor or equivalent first cycle (EQF level 6) / master or equivalent second cycle (EQF level 7) / doctorate or equivalent third cycle (EQF level 8).

[3] **Erasmus+ Coordinator**/**Contact person**: a person who provides a link for administrative information and who, depending on the structure of the higher education institution, may be the departmental coordinator or will work at the international relations office or equivalent body within the institution.

[4] **Nationality:** Country to which the person belongs administratively and that issues the ID card and/or passport

[5] **ISCED code** search search tool available at http://ec.europa.eu/education/tools/isced-f_en.htm should be used to find the ISCED detailed field of education and training that is closest to the subject of the degree to be awarded to the student by the sending institution

[6] **Study programme**: i. e. performance studies, composition, pedagogical studies, doctoral studies, or similar.

[7] **Click on the date** and select a day from a calendar if you know the start and end day of your study period at the host institution. If you don't know exact dates, please indicate study months

[8] **Course** or an "**educational component**" is a self-contained and formal structured learning experience that features learning outcomes, credits and forms of assessment. Examples of educational components are: a course, module, seminar, laboratory work, practical work, preparation/research for a thesis, mobility window or free electives.

[9] **Transcript including full details of previous and current higher education study**. This has to be issued by the sending institution, not to be mistaken with the final 'transcript of records' which will be issued by the receiving institution at the end of the exchange period.

[10] **Language competence**
You will normally be expected to have some proficiency in the language used for tuition in the receiving institution and you will gain most benefit from your exchange if you have some proficiency in the country's native language.

**Language skills:** This information is only meant as a preliminary rating to assess the level of language proficiency. The actual level will be determined after the student's Erasmus+ nomination by the first OLS assessment. To facilitate your rating, the given options may be regarded in rough relation to the reference levels of the Common European Framework of Reference for Languages (CEFR – see http://europass.cedefop.europa.eu/en/resources/european-language-levels-cefr): A1 (limited) – C1/2 (fluent).

[11] **Erasmus+ Open Linguistic Support** (OLS) for students when mobility is taking place between Programme Countries (KA103). OLS is not available for International credit mobility (KA107). Coordinator of sending institution registers student for language assessment before his/her studies abroad, and registers student to the language course for improvment of the language skills if license is allocated. http://www.erasmusmais.pt/erasmusmais/images/pdfs/OLS-BEN-user-guide-01102014_final_clean.pdf