

# INSTRUCTIONS FOR HOW TO APPLY FOR EXCHANGE STUDIES AS A DEGREE STUDENT AT ÅBO AKADEMI UNIVERSITY

#### **STEP BY STEP**

#### Step 1

Which language do you want to study in? -> This affects the countries/universities that you can apply to

#### Step 2

What subject do you want to study? Major? Minor?

Optional studies?

- -> This affects your choice of university and country
- -> Dicuss with you academic coordinator what you will be able to study on your exchange

#### Step 3

What part of the world do you want to study in?

-> Europe

Contact Harriet Klåvus – <u>harriet.klavus@abo.fi</u>

-> South Africa, Asia, North America, Nordics, ISEP Network

Contact Katie Fagerström katie.fagerstrom@abo.fi

-> Central and South America

Contact Sara Joas — <u>sara.joas@abo.fi</u>

### Step 4

Log in to SoleMove: saas.solenovo.fi/solemove

- -> Fill in the online application (Application form for <u>outgoing</u> student mobility).
- -> You can apply to a maximum of 3 universities in SoleMove (rank them in your order of preference).
- -> A study plan signed by your academic coordinator should be submitted for each university you apply to.
- -> Check the language requirements: Which certificate is needed? Request a language certificate from the Language Centre. Do you need to take an extra language test? (Often needed for USA and ISEP).
- -> Write your motivation letter for destionations outside of Europe (not for Erasmus or Nordplus).
- -> If needed, ask for a recommendation letter from 1-2 teachers/professors (in time/ before deadline) (not for Erasmus or Nordplus).
- -> Prioritize your applications.

If you want to go on exchange with ISEP, or to California or Australia, they should be listed as your first choice.

# Step 5

Submit your application in SoleMove and find out where you will be able to go on exchange (where we will nominate you) within 2 weeks of the application deadline.

<u>Step 7</u>

You will receive application information directly from your host university. Complete their online application.

# Step 6

Wait for ÅAU to nominate you to your host university. We will inform you when you have been nominated.

#### Step 8 ' Comple

Complete the SoleGrant application (in SoleMove, top of the page) to apply for your scholarship from ÅAU.

Accept the scholarship conditions. Erasmus students should also sign a separate Erasmus+Grant Agreement.

# Step 9

Apply for accommodation at your host university.

Apply for a VISA, if needed.

Check your passport - it should valid 6 months after your return to Finland (only relevant outside the EU).

# • <u>Step 10</u>

Buy a travel insurance with full coverage.

# <u>Step 11</u>

Enroll as present at Åbo Akademi University. You are still a degree student at ÅAU, just studying at a different university.

## <u>Step 13</u>

When you return home from the exchange you will receive the final **20%** of your scholarship, when your studies have been registered at ÅAU and your have completed our online feedback form in SoleMove.

## Step 12

GO ON EXCHANGE!!!

You will recieve **80%** of your scholarship before you go.

Full time studies = 30 ECTS / semester Absolute minimum = 20 ECTS / semester

## Questions?

Find more detailed instructions and lots more here:

www.abo.fi/en/study/study-abroad/go-onexchange/

CONTACT US AT:

exchange@abo.fi