

## Fact Sheet – International Credit Mobility

**Partner University:**

**Universidad Nacional de Colombia**

**Website:**

<https://unal.edu.co/>

**Contact person at the International Office:**

[dre\\_nal@unal.edu.co](mailto:dre_nal@unal.edu.co)

### SELECTION PROCEDURE, CRITERIA, DEADLINES FOR APPLICATION

*Please list here your selection criteria for applicants (based on grading, recommendation, overall application etc.) as well as your application deadlines for different calls*

The deadline for the different Erasmus+ calls depends on the dates set by the host institution in the offer received, so it changes depending on the dates set by the offering institution. In any case, we try to keep it open for a reasonable period of time to receive applications.

On the other hand, our selection criteria for applicants include:

- Requirement's compliance: complete documents
- Academic Excellence
- Percentage of Career Progress
- Balance between campuses
- Language proficiency level
- Equitable distribution by area of knowledge
- Letter of motivation
- "Basic Enrollment Score", which reflects the students' socioeconomic condition. The closer this score is to zero, the more disadvantaged the student's socioeconomic situation is.

### WEBSITE TO PUBLISH YOUR ERASMUS+ CALL

*Please share the link to the website, where you usually published open calls for Erasmus+*

Our website suffered a cyberattack in 2023 and since then, our site has been unavailable. However, we publish Erasmus+ calls for applications on our social media channels and send them out via mass email to our university community.

Facebook: <https://www.facebook.com/DirecciondeRelacionesExterioresUNAL>

Instagram: [https://www.instagram.com/dre\\_unal/](https://www.instagram.com/dre_unal/)

### DOCUMENTS TO HAND IN WITH THE APPLICATION

*Please list the documents, that students have to hand in when applying for the Erasmus+ scholarship.*

- [Application form](#)
- Personal recommendation letter signed by a professor at Universidad Nacional de Colombia
- Letter of motivation explaining academic and cultural reasons
- Certificate of grades with academic history
- [Individual responsibility format](#)
- Language proficiency certificate established by the host institution

- Letter of financial support stating the additional financial resources necessary for mobility
- Academic approval of the academic program.

#### **RECOGNITION PROCEDURE FOR CREDITS COMPLETED ABROAD**

*Please describe, if and how credits completed abroad are recognized at your university and who is in charge of recognition (International Office or the individual Departments).*

Before students apply for the scholarship, they request and receive academic advice from the academic coordinator of their degree program in order to determine the equivalencies of the courses they will take during their mobility. Once this has been done, they obtain academic approval for their mobility. Subsequently, after they complete their mobility and our university receives their transcript, the internal process begins for the activity carried out within the framework of the mobility to be recognized within their study plan.

#### **DOCUMENTS TO HAND IN AFTER COMPLETING THE MOBILITY**

*Please list, if required, which documents students have to hand in after completing the mobility within the Erasmus+ programme.*

Students must submit specific documents after completing Erasmus+ mobility to initiate the credit recognition process within their study plan. The primary document is the Transcript of Records (or Certificate of Grades), issued by the host university, detailing completed courses, ECTS credits, and grades. This is essential, as home institutions cannot validate or recognize credits without it.