

## Study at the Faculty of Engineering in Bilbao

### Step by step

(17-02-2023)

Before coming
<input type="checkbox"/> Check out our <a href="#">website</a>
<input type="checkbox"/> Your university selects you as an exchange student and submits your nomination through our nomination form (*) before 31 <sup>st</sup> May/31 <sup>st</sup> October, with your details: name and surname, gender, date of birth, two e-mail addresses (the one your University provided you with, and the email address you usually use) and Passport/Identity Card number  (*) They will receive an email with the link
<input type="checkbox"/> You receive an invitation to complete an online application form. Fill in your personal details and your coordinator's details. You will also have to upload the mandatory documents (Learning Agreement and your Passport/identity card copy). If you want to do here your Bachelor Thesis / Master Thesis, you have to send us your CV and a motivation letter, and we will look for a tutor for you. All the information about this procedure is available in the <a href="#">guide</a> . These are the deadlines: <ul style="list-style-type: none"> <li>- First semester (Winter semester): before 9<sup>th</sup> June</li> <li>- Second semester (Spring semester): before 10<sup>th</sup> November</li> </ul>
<input type="checkbox"/> Ask any questions to <a href="mailto:incoming.eib@ehu.eus">incoming.eib@ehu.eus</a>
<input type="checkbox"/> We check your Learning Agreement. If it is correct, we will send your acceptance email with information about our welcome meeting
<input type="checkbox"/> You send to <a href="mailto:incoming.eib@ehu.eus">incoming.eib@ehu.eus</a> the copy of your health insurance and travel assistance insurance, copy of your enrolment at your home University and a passport size photograph. <b>At least two weeks before arriving in Bilbao</b>
<input type="checkbox"/> Ask the Help Centre of our university for information to look for accommodation: <ul style="list-style-type: none"> <li>- <a href="mailto:helpcentre3.internacional@ehu.eus">helpcentre3.internacional@ehu.eus</a></li> <li>- <a href="http://www.ehu.eus/en/web/nazioarteko-harremanak/en-your-first-nights">http://www.ehu.eus/en/web/nazioarteko-harremanak/en-your-first-nights</a></li> </ul>
<input type="checkbox"/> You receive a message from one of our buddy students: please tell him/her your arrival details.

Once you are in Bilbao
<input type="checkbox"/> You come with your buddy to the Welcome Meeting, and pick up your enrollment and other information.
<input type="checkbox"/> Fill in the beginning of stay survey we will send you by email
<input type="checkbox"/> If you need to modify your Learning Agreement (only during the first four weeks of the semester): <ul style="list-style-type: none"> <li>- propose the changes to your home university</li> <li>- they send a new Learning Agreement signed</li> <li>- sign it and give it to our International Relations Office</li> <li>- our coordinator signs it</li> </ul>
<input type="checkbox"/> For any question, contact our International Relations Office or write to <a href="mailto:incoming.eib@ehu.eus">incoming.eib@ehu.eus</a>

At the end of your stay
<input type="checkbox"/> Fill in the end of stay survey we will send you by email
<input type="checkbox"/> We send by email your Transcript of Records to your home university (you will be in copy)