**Nomination Instructions. Faculty of Fine Arts (University of Granada)
Universidad de Granada (E GRANADA01 )**

The procedure regarding the Erasmus+ incoming students for the Academic Year 2020/21. A few steps need to be followed:

**1st Step**: Home University nominates officially their Erasmus selected students by sending an e-mail to **vtribbaa@ugr.es** with the following information:

- Name and surname
- ID number
- E-mail contact of the nominated student.
- Period of stay (First term, second term or whole academic year)

**2nd Step**: We will contact your students directly asking them to fill out the online application whose instruction they will find in the following link **from the 1st of April** on (not before):

<https://oficinavirtual.ugr.es/apli/intercambio/alumnos_in/index.html>

* We need their names, surnames and ID/Passport Numbers in order to validate their applications.
* No paper-based documents are required; please ask your students to follow the online process as **we will only accept students who have done their online application**.
* It is not necessary to send any document (just a nomination e-mail) as all the important data will be saved through the application.

Deadlines for nomination:

First term and whole academic year students: **15th of May**
Second term students: **31st of October**

More information:
<http://internacional.ugr.es/pages/movilidad/estudiantes/entrantes>
<http://internacional.ugr.es/pages/guias-y-folletos/informationsheetweb>
 (Spanish infosheet)
<http://internacional.ugr.es/pages/guias-y-folletos/informationsheet2017english>
 (English infosheet)

Should you have any question about the application procedure, please send your request to **vtribbaa@ugr.es**

We are looking forward to receiving your students and we are also very grateful for your kind cooperation.

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International Office
Faculty of Fine Arts
University of Granada