Exchange Student Application for Admission to Uppsala University

Who can use this form
This form may only be used by exchange students nominated by universities with an official departmental agreement with Uppsala University. For central university-wide agreements, a fully online application must be used. Your home university coordinator will send you the link.

When to apply
You must first be nominated by your home university. Your university will have its own deadlines for the application. Uppsala University must have received your application (sent by your university) no later than April 15th for the following autumn semester, or October 15th for the following spring semester.

How to apply
1. Contact your home university for information and advice regarding your nomination
2. Use the list “Courses for Exchange Students” to find suitable courses, or use the departments’ webpages. See www.uu.se and http://www.uu.se/en/admissions/exchange/course/.
3. Get approval for these courses from your home university
4. Fill in the application form and submit it to your exchange coordinator to be signed. Your coordinator will then send your application to Uppsala University.
5. Note: Applications submitted directly by students and without endorsement from the home university will not be accepted.

Application checklist
- Course proposal form
- Transcript of records from current higher education institution
- A recent photograph
- Statement outlining special needs (if needed)
- Everything signed and given to home coordinator for submission to Uppsala
- Transcript of records from previous higher education institutions (if relevant)
- You must receive the Housing application link from your UU contact to apply later.
1. Your exchange

Your home university
I am applying for exchange from the following university

The agreement the above university has with Uppsala is a:
[ ] Departmental agreement  [ ] Don’t know? Ask your home university coordinator!

Type of exchange
[ ] Bilateral agreement
[ ] Erasmus
[ ] Nordplus
[ ] Linnaeus-Palme
[ ] Other (please specify)______________________________

Period of exchange
Tick the relevant semesters and fill in the year
[ ] Autumn semester (Sept-Jan) 20__
[ ] Spring semester (Jan-June) 20__

2. Personal details

Personal details
Family name_______________________________________
First (given) name_____________________________________
Date of Birth (YY/MM/DD)______________________________
Citizenship___________________________________________
Sex:  [ ] Female  [ ] Male
Email_________________________________________________

Mailing address
Details below are valid until _____________________________
Street address_________________________________________
Postcode_____________________________________________
Country_____________________________________________
City (and state where relevant)
____________________________________________________

Phone (inc. country + area code)
____________________________________________________
Person(s) to contact in case of emergency
Name and relation to applicant______________________________________

Street address_____________________________________________________

______________________________________________________________
Postcode Country

Phone (inc. country + area code) Email:

3. Academic background

Special needs (optional)
☐ Please tick this box if you have a disability which demands extra support and provide a brief statement outlining your needs.

Proposed major field(s) of study at Uppsala University
I intend to study within the following field(s) (see separate course proposal)

Present studies
Name of degree in progress at home institution:_______________________

Number of semesters completed in this degree by departure date to Sweden:____

This semester I am studying the following courses (that is, individual course units eg MATH1010, BIOL2234) at the following higher education institution(s) and have enclosed my transcripts of results

<table>
<thead>
<tr>
<th>Name of Institution</th>
<th>Complete course title</th>
<th>Credits</th>
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</tbody>
</table>
**Previous studies**
I have previously studied at the following higher education institutions and have enclosed my transcripts of results.

<table>
<thead>
<tr>
<th>Name of Institution</th>
<th>Degree title, level and/or main emphasis of studies</th>
<th>Dates of attendance (from-to)</th>
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</table>

**Language proficiency**
Use the following ratings: Excellent, Good or Poor

<table>
<thead>
<tr>
<th>Language</th>
<th>Reading</th>
<th>Writing</th>
<th>Speaking</th>
</tr>
</thead>
<tbody>
<tr>
<td>English</td>
<td></td>
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<tr>
<td>Swedish</td>
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</table>

**4. Declaration**

**Student declaration**
I certify that all information provided in the application is correct and complete. I hereby consent to my personal information being collected from or disclosed to relevant bodies for the verification of my previous qualifications. This information may be disclosed within Uppsala University for assessment of my application.

Signature:_____________________________________________________
Date:_________________ (YY/MM/DD)

**Home university endorsement**

To be completed by your exchange coordinator at your home university
I hereby confirm that the applicant is nominated for the student exchange bilaterally agreed on by our institutions respectively

Name_________________________________________________________
Position_____________________________________________________________________________________
Erasmus area code (for Erasmus exchanges only)_______________________________________________
University________________________________ Fax________________________
Phone (inc. country + area code) email__________________________
________________________________________________________
Signature:_________________________________________________
Date:_________________ (YY/MM/DD)
Course Proposal Form

About courses in Uppsala

While in many other countries students study multiple courses parallel, in Sweden it is common that students study one course at a time with each “block” including an exam period. But this varies at UU so to get a reasonable study load, it is important that you check the weeks the course will be held and the workload to find courses to combine.

How to fill in the form

1. Use the list “Courses for Exchange Students” to find suitable courses: [http://www.uu.se/en/admissions/exchange/courses/list/](http://www.uu.se/en/admissions/exchange/courses/list/).
2. Use the ISO week-date system to find out when the courses are given.
3. Ensure that you have 30 credits of courses for the entire semester (20 weeks). We do not recommend more than 37.5 credits per semester.
4. Fill in the course proposal and attach it to your application form and submit them to your exchange coordinator to sign. Your home university coordinator will then send your application to Uppsala University.
5. Note: Uppsala University cannot guarantee admission to the courses that you choose. Admission notification will come from your UU coordinator.

This proposal is important for your first semester at UU. Contact your UU coordinator no later than the middle of the preceding semester to select courses for your second semester if you will be studying for 2 semesters.

How your semester may look:

<table>
<thead>
<tr>
<th>Weeks</th>
<th>Load</th>
<th>Course Code</th>
<th>Department Name</th>
<th>Course Name</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>4-8</td>
<td>100%</td>
<td>1WW123</td>
<td>Law</td>
<td>Course xyz</td>
<td>7,5</td>
</tr>
<tr>
<td>9-13</td>
<td>100%</td>
<td>3XX123</td>
<td>Economics</td>
<td>Course abc</td>
<td>7,5</td>
</tr>
<tr>
<td>14-18</td>
<td>100%</td>
<td>1YY123</td>
<td>Economics</td>
<td>Course def</td>
<td>7,5</td>
</tr>
<tr>
<td>19-23</td>
<td>100%</td>
<td>2ZZ123</td>
<td>Business</td>
<td>Course klm</td>
<td>7,5</td>
</tr>
</tbody>
</table>

Or, you may take a course which goes over two periods.

<table>
<thead>
<tr>
<th>Weeks</th>
<th>Load</th>
<th>Course Code</th>
<th>Department Name</th>
<th>Course Name</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>36-40</td>
<td>100%</td>
<td>1WW123</td>
<td>Chemistry</td>
<td>Course abc</td>
<td>7,5</td>
</tr>
<tr>
<td>41-45</td>
<td>100%</td>
<td>3XX123</td>
<td>Biology;</td>
<td>Course xyz</td>
<td>7,5</td>
</tr>
<tr>
<td>46-03</td>
<td>100%</td>
<td>1YY123</td>
<td>Biology;</td>
<td>Course jkl</td>
<td>15</td>
</tr>
</tbody>
</table>

"course jkl” goes for 10 weeks, 15 credits

note

There are of course exceptions! If a course has a load that is less then 100% it is designed to be taken together parallel with another course (in this case 50% + 50% = 100%)

<table>
<thead>
<tr>
<th>Weeks</th>
<th>Load</th>
<th>Course Code</th>
<th>Department Name</th>
<th>Course Name</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>4-13</td>
<td>50%</td>
<td>1WW123</td>
<td>English</td>
<td>“Course 1”</td>
<td>7,5</td>
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<tr>
<td>4-13</td>
<td>50%</td>
<td>3XX123</td>
<td>English</td>
<td>“Course 2”</td>
<td>7,5</td>
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<tr>
<td>14-18</td>
<td>100%</td>
<td>1YY123</td>
<td>Linguistics</td>
<td>“Course 3”</td>
<td>7,5</td>
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<tr>
<td>19-23</td>
<td>100%</td>
<td>2ZZ123</td>
<td>Sociology</td>
<td>“Course 4”</td>
<td>7,5</td>
</tr>
</tbody>
</table>
Personal details

Name ____________________________________________________________

Date of Birth: ____ / ____ / ____ Home University ____________________________

Email __________________________

Please fill in your course proposal so that you have 30 credits per semester. Should you wish to indicate one or two “reserve” courses feel free to do so but mark them clearly as reserves in the field “course name” eg: Basic Swedish 1 (reserve).

**Autumn semester, Aug-Jan, year ________**

<table>
<thead>
<tr>
<th>Weeks</th>
<th>Load</th>
<th>Course Code</th>
<th>Department Name</th>
<th>Course Name</th>
<th>Credits</th>
<th>To Dept</th>
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*note: Feel free to abbreviate the department's name: eg: “Biology” instead of “Biology Education Centre”.

**Spring semester, Jan-Jun, year ________**

<table>
<thead>
<tr>
<th>Weeks</th>
<th>Load</th>
<th>Course Code</th>
<th>Department Name</th>
<th>Course Name</th>
<th>Credits</th>
<th>To Dept</th>
<th>OK</th>
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“To Dept” and “OK” fields to be completed by department at Uppsala University once the course has been approved.