



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.



Attach photo of
applicant

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) _____



Previous studies

I have previously studied at the following higher education institutions and have enclosed my transcripts of results.

Name of Institution	Degree title, level and/or main emphasis of studies	Dates of attendance (from-to)

Language proficiency

Use the following ratings: Excellent, Good or Poor

Language	Reading	Writing	Speaking
English			
Swedish			

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/> .
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:

Weeks	Load	Course Code	Department Name	Course Name	Credits
4-8	100%	1WW123	Law	Course xyz	7,5
9-13	100%	3XX123	Economics	Course abc	7,5
14-18	100%	1YY123	Economics	Course def	7,5
19-23	100%	2ZZ123	Business	Course klm	7,5

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

Weeks	Load	Course Code	Department name	Course Name	Credits
36-40	100%	1WW123	Chemistry	Course abc	7,5
41-45	100%	3XX123	Biology;	Course xyz	7,5
46-03	100%	1YY123	Biology;	Course jkl	15
		<i>note</i>	<i>“course jkl” goes for 10 weeks, 15 credits</i>		

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%)

Weeks	Load	Course Code	Department name	Course Name	Credits
4-13	50%	1WW123	English	“Course 1”	7,5
4-13	50%	3XX123	English	“Course 2”	7,5
14-18	100%	1YY123	Linguistics	“Course 3”	7,5
19-23	100%	2ZZ123	Sociology	“Course 4”	7,5



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 _____

Weeks	Load	Course Code	Department Name	Course Name	Credits	To Dept	OK

Spring semester, Jan-Jun, year _____

Weeks	Load	Course Code	Department Name	Course Name	Credits	To Dept	OK

note: Feel free to abbreviate the department’s name: eg: “Biology” instead of “Biology Education Centre”. “To Dept” and “OK” fields to be completed by department at Uppsala University once the course has been approved