



Universidade do Minho

	Undergraduate and Integrated Master	Master	Doctorate	Teaching/Non-Teaching Staff
Documents common to all types of mobility	- Copy of the passport (or other identification document); - Curriculum Vitae, using the Europass format (available at http://europass.cedefop.europa.eu); - Certificates of language skills (compulsory, if required by the host institution); - Letter of Motivation (maximum one page), explaining the reasons for the application, specific competences, academic interests, professional experience, commitment to return to the country of origin and benefits that the mobility grant will bring to the candidate and its context; - Proof of registration/contractual relationship with UMinho/Partner Institutions.			
Specific Documents	- Transcript of Records and/or Certificate of registration proving enrolment in this cycle of studies; - Proposed Learning Agreement: preliminary study plan to be developed at the host institution (available here), duly signed and approved by the Academic Coordinator of the relevant Department / area of studies, from the home institution. Learning Agreements not signed or signed only by the student will not be accepted and the application will be rejected.	- Certificate of Qualifications related to the 1st cycle of studies; - Transcript of Records and/or Certificate of registration proving enrolment in this cycle of studies; - Proposed Learning Agreement: preliminary study plan to be developed at the host institution (available here , duly signed and approved by the Academic Coordinator of the relevant Department / area of studies, from the home institution. Learning Agreements not signed or signed only by the student will not be accepted and the application will be rejected.	- Certificates of Qualifications, Transcript of Records and Diploma Supplements (if applicable) relating to all degrees and years of higher education attendance, including undergraduate, master's and doctoral studies; - Letter of Acceptance issued by the host institution, signed by the Adviser of the candidate in that same institution certifying the acceptance of the candidate if the scholarship is granted. This Letter of Acceptance represents the guarantee that the application is adequate to the area of interest of the host institution; - Proposed Learning Agreement: preliminary Work Plan to be developed at the host institution signed and approved by the parties involved (available here). List of Academic Coordinators, by area, can be consulted here .	 Preliminary work plan signed by the parties involved. List of Erasmus+ Coordinators, by area, can be consulted here. Preliminary work plan templates to be used by Teaching Staff and Non-Teaching Staff can be found here Preliminary work plans must be signed by the applicant, home and host institutions. An invitation e-mail from the host institution can be accepted.