

CHECK LIST

Don't forget - For further information see the website.

BEFORE COMMING

- ◆ Contact the Erasmus office to check if all your documents have reached in time.
- ◆ Make sure that you have an approved Learning Agreement.
- ◆ Check all the details regarding your accommodation.
- ◆ Make sure that you have a valid passport, and if you need it, the necessary visa.
- ◆ Make sure that you have a European Health Insurance Card valid for the whole period of stay, or a valid insurance.
- ◆ Contact the Erasmus Office of your home University in order to know the documents that are needed (for instance Confirmation of LLP mobility/ Certification of arrival).

AT NOVA IMS

- ◆ Meet with the Erasmus Coordinator of NOVA IMS and participate in the welcome meeting where who will received all the information regarding NOVA IMS.
- ◆ Follow the instructions given by the Academic services in order to enroll properly in the courses.
- ◆ Make sure that you knew your schedule.
- ◆ Contact with the Erasmus office if you need to change your Learning Agreement .
- ◆ Contact with the Erasmus office if you need to renewal your Visa.
- ◆ Don't forget to see in regular bases your student email.

BEFORE LIVING

- ◆ Go to Erasmus Office in order to ask personally for your Confirmation of LLP mobility/ Certification of departure.
- ◆ Ask at the Academic Services your Transcript of Records and gives us the correct address to where you want us to send the document.