



Instructions to fill in the application form for Erasmus Incoming Students

1. Fill in with your details and the access code received from the Int. Student Mobility Office. Then proceed.



UNIVERSITÀ
DEGLI STUDI
DI BRESCIA

unibs.it



INFOSTUDENTE

CALL CENTER

800 90 40 81 da telefono fisso

199 40 10 32 da cellulare

MENU

Authorization code from ACCESS CODE

Enter the access code, name and family name.

Access authorization form

ACCESS CODE*

Name*

Family Name*

Date of birth*

(dd/mm/yyyy)

*Write your complete name and family name without accents.
If you have more than one name, write them all.

Legend:

★ Mandatory Field

Proceed

Home InfoStudente Email di ateneo

Informativa utilizzo cookie | © CINECA

NB The italian ID number will be automatically provided for the moment. You will have to collect it at the Tax Agency, once arrived in Brescia.

 Legend:

 **Mandatory Field**



A screenshot of the 'Warning: Italian' dialog box. The 'Forward' button is highlighted with a red circle, and a large red arrow points to it from the right.

3. Fill in with your permanent address, which is your home Country address.

Registration: Permanent address

The page shows the form to enter and modify the user's permanent address.

Permanent address

 Legend:

 **Mandatory Field**

Country*

GERMANY

The town entered was not found among those listed.*

Berlin

ZIP CODE

if in Italy

Locality

Address*

niederstrasse

(street, square, road)

Street no.*

1

Data inizio validità
(se non conosci tale data,
inserisci 01/01 dell'anno
corrente)
*

01/01/2019

(gg/mm/aaaa)

Telephone

☐ Y ☒ N

Current address is the same as permanent address*

Back

Forward



4. Fill in with your temporary address in Brescia (campus residences address or any other)

Registration: Current address

The page shows the form to enter and modify the user's current address.

 Legend:

 **Mandatory Field**


Current address

C/o	<input type="text"/>
Country*	Italy
Province*	Brescia
	if in Italy
Town/City*	Brescia
The town entered was not found among those listed.	<input type="text"/>
ZIP CODE*	25133
	if in Italy
Street	VIA DIOGENE VALOTTI, CAP 25133
	(digita l'indirizzo o parte di esso e seleziona quello corretto dall'elenco che si presenta)
Street no.*	3/B
Data inizio validità (se non conosci tale data, inserisci 01/01 dell'anno corrente) *	01/01/2019
	(gg/mm/aaaa)
Telephone	<input type="text"/>

Back


Forward

5. Fill in with your contact details and give consent to Unibs to use your personal details.



UNIVERSITÀ
DEGLI STUDI
DI BRESCIA

unibs.it



INFOSTUDENTE

CALL CENTER

800 90 40 81 da telefono fisso

199 40 10 32 da cellulare

MENU

A << ... 3 4 5 6

Registration: Delivery details

The page shows the form to enter and modify the user's delivery details.

Delivery address

Postal address*

☐ Permanent address ☒ Current address

Email*incoming.erasmus@gmail.com

If you can't find your international dialling code write it in the blank field (e.g.: for UK insert +44)

International dialling code--

International dialling code*+49

(international dialling code - number)

Mobile phone*1112233445

Maximum length 16 characters including the international dialling code

I authorize the processing of my Personal Data pursuant to art. 7 of Leg. decree no. 196 of 30 June 2003*☒ Y ☐ N

I authorize the processing of my Personal Data in compliance with current legislation*☒ Y ☐ N

I authorize the processing of my Personal Data in compliance with current legislation*☒ Y ☐ N

Back Forward

6. Check all the information you have just filled in (part one)

Registration: Registration Summary

The information entered in the previous sections can be reviewed on this page.

 Legend:

 **Mandatory Field**

Biographical data

Name	ERASMUS
Family Name	INCOMING
Gender	Female
Date of birth	01/01/1990
Nationality	GERMANY
Country of birth	GERMANY
The Town/City entered was not found among those listed.	Berlin
Tax Identification Number	NCMRMS90A41Z112U

Permanent address

Country	GERMANY
Town/City not listed	Berlin
ZIP CODE	
Hamlet	
Address	niederstrasse
Street no.	1
Permanent address valid since	01/01/2019
Phone number	
Current address is the same as permanent address	No

Current address

7. Check all the information you have just filled in (part two). Then click on forward.

Current address

Country	Italy
Province	Brescia (BS)
Town/City	Brescia
ZIP CODE	25133
Hamlet	
Address	VIA DIOGENE VALOTTI
Street no.	3/B
Current address valid since	01/01/2019
Phone number	
C/o	

Delivery Details


Correspondence address	Current address
Email	incoming.erasmus@gmail.com
Mobile phone	+49 1112233445
I agree to the handling of my Personal Data pursuant to art. 7 of Leg. decree no. 196 of 30 June 2003	Yes
I agree to the transmission of my Personal Data in compliance with current legislation	Yes
I agree to the disclosure of my Personal details in accordance with current legislation	Yes

back

forward




8. Now the registration of your personal details is complete. A reminder of your credentials (already provided by the International Student Mobility Office) is provided here.
Click on login to proceed with the specific application for the Erasmus Incoming Students.
NB So far you have only provided your personal details. **The application is not complete yet!**




UNIVERSITÀ
DEGLI STUDI
DI BRESCIA


unibs.it




INFOSTUDENTE

CALL CENTER

 800 90 40 81
da telefono fisso

 199 40 10 32
da cellulare



MENU

A << ... 5 6

Registration: Registration completed

All the required information has been entered correctly. To enter your new Personal Area you must login using the access keys showed below. We recommend you keeping this information safe for future access.

Personal Authorization Details:

Name	ERASMUS
Family Name	INCOMING
E-Mail	incoming.erasmus@gmail.com
Username	e.incoming
Password	AXSSVEF3

 The access keys have been sent successfully to the e-mail address you provided:

Login

Forgot

Exit

Legend:

 Mandatory Field


Home

InfoStudente

Email di ateneo




Informativa utilizzo cookie | © CINECA

9. Enter the credentials you just saw/you have received from the International Student Mobility Office.




UNIVERSITÀ
DEGLI STUDI
DI BRESCIA

unibs.it

**INFOSTUDENTE**
CALL CENTER
 **800 90 40 81** da telefono fisso
 **199 40 10 32** da cellulare


Accesso ai servizi online




Accedi

Se non ricordi lo username o la password puoi utilizzare gli appositi servizi di recupero

Oppure:

 **Entra con SPID**

ENTER YOUR USERNAME AND PASSWORD


Contatti
CALL CENTER Studenti
dal lunedì al sabato 8.00-20.00
Tel. 800904081 (da telefono fisso)
Tel. 199401032 (da cellulare)

Pagine Correlate

- › Servizio di Recupero Password
- › Servizio di Recupero Username
- › Informazioni sul Servizio di Gestione account
- › Informazioni sulla sicurezza

© 2017 Università degli Studi di Brescia
Piazza del Mercato, 15 - 25121 Brescia

10. Register the details of your ID/passport. This is mandatory to proceed.

Registration: ID Documents

On this page you can enter or edit the details of your ID documents

 Legend:

 **Mandatory Field**

Identity document

Type of document*

Identity Card

Error:Scegliere un tipo di documento di identità

Document number*

ab1122345

Error:Inserire il numero del documento di identità

Issued by*

Municipality

Error:Inserire il nome dell'ente di rilascio del documento di identità

Date of Issue*

15/05/2019

(dd/mm/yyyy)

Error:Insert the date of issue

Date of expiry*

15/05/2029

(dd/mm/yyyy)

Error:Insert the date of expiry


11. To proceed with the application form for the Erasmus mobility, click on the menu icon on the right.

Area Utenti Registrati - Benvenuto ERASMUS INCOMING

Dati Personali Nascondi dettagli ▼


Nome Cognome	ERASMUS INCOMING
Residenza	niederstrasse, 1
	tel:
Domicilio	VIA DIOGENE VALOTTI, 3/B 25133 Brescia
	tel:
E-Mail	incoming.erasmus@gmail.com
E-Mail di Ateneo	
Cellulare	+49 1112233445

12. Open the menu «International Mobility»



UNIVERSITÀ
DEGLI STUDI
DI BRESCIA


unibs.it



CALL
800 90 40 8
da telefono fisso

ita eng

ERASMUS INCOMING



Reserved Area

Logout

Change Password

Community

Home >

Registrars Office >

International mobility >

Area Utenti Registrati - Benvenuto ERASMUS INCOMING

Dati Personali Nascondi dettagli

Nome Cognome	ERASMUS INCOMING
Residenza	niederstrasse, 1
	tel:
Domicilio	VIA DIOGENE VALOTTI, 3/B
	25133 Brescia
	tel:
E-Mail	incoming.erasmus@gmail.com
E-Mail di Ateneo	
Cellulare	+49 1112233445

Home InfoStudente Email di ateneo

Informativa utilizzo cookie | © CINECA



13. Then open the Application Form for Incoming Students



Area Utenti Registrati - Benvenuto ERASMUS INCOMING

Dati Personali

Nascondi dettagli ▼

Nome Cognome	ERASMUS INCOMING
Residenza	niederstrasse, 1 tel:
Domicilio	VIA DIOGENE VALOTTI, 3/B 25133 Brescia tel:
E-Mail	incoming.erasmus@gmail.com
E-Mail di Ateneo	
Cellulare	+49 1112233445




14. Proceed with the application

Application Form for Incoming Students

Attraverso le pagine seguenti potrai procedere con la registrazione al sito. Al termine ti saranno consegnati un nome utente e un codice di accesso che ti permetteranno di accedere al sistema per modificare i tuoi dati e accedere ai servizi offerti.

Application Form for Incoming Students

15. Check your «Erasmus details». Then cilck on forward.



A1C1D1...>>

Program Selection: Resume

Please, confirm the data you entered.

Data Entered

Institution of Origin:	Coventry University
Program:	Erasmus Economia
Type of Program:	EXCHANGE PROGRAMS
Project:	Erasmus Economia
Origin:	Coventry University
Area:	
Departmental coordinator:	CARMEN MARCHIORI
Institutional coordinator:	
Level of Study:	Ambito di Mobilità: Exchange Programs
Department:	DIPARTIMENTO DI ECONOMIA E MANAGEMENT
Course of Study:	Erasmus Economia
Field of Study:	comune

Back

Forward

Legend:

Mandatory Field

Home

InfoStudiante

Email di ateneo

Informativa utilizzo cookie | © CINECA

16. Upload the scanned copy of your ID/passport and click on forward.

ID Documents

This page shows the list of IDs previously uploaded and offers the opportunity to upload new ones.

ID Documents uploaded

Type of Document	Number	Issuing institution	Date of issue	Expiry date	Status	Attachments	Actions
Passport	ab1122345	Government	15/05/2019	15/05/2029		No	 

Upload new ID document

Back

Forward

Legend:


 Documento Valido

 Documento Scaduto

 Dettaglio documento


 Cancella documento

17. Upload a profile picture. The picture must be a passport-like one, close-up, with your face well visible and blank background (**please do not upload social network-like pictures, they will be rejected!**). The picture will be used to print your Unibs Student Card, therefore it has to be suitable for official documents.



UNIVERSITÀ
DEGLI STUDI
DI BRESCIA

unibs.it



INFOSTUDENTE

CALL CENTER

800 90 40 81
da telefono fisso

199 40 10 32
da cellulare


MENU

Registration: Personal photo

Select the photo to be uploaded and press "Upload photo"

A << ... C 1 D 1 2 ... >>

Photo preview



The photo preview does not support visions on IE lower than 10.
NOTE: to upload the image click on "Upload photo"

Scegli file Nessun file selezionato

Note.
The following image formats are accepted:
Bitmap (*.bmp) or jpeg (*.jpg)
Maximum size: 3x4 cm at 500 dpi (equivalent to 576x768 pixels) (Max 60 MByte)

Upload photo

Legend:
* Mandatory Field

Back Forward

Upload a passport-like picture!

Home InfoStudente Email di ateneo

Informativa utilizzo cookie | © CINECA

18. Fill in with your planned mobility period and the semester. These dates are only provisional, the final ones will be reported on your arrival/attendance certificates.

A << ... D 1 2 E 1 ... >>

Application Form for Incoming Students

The page shows the required data for the Application Form

Period of Study

Academic Year

2018/2019

Planned arrival date*

09/09/2019

(gg/mm/aaaa)

Planned departure date*

07/02/2020

(gg/mm/aaaa)

Expected duration*

6

Period of Study*

Primo Semestre

Back

Forward



19. Check the details you have filled in and proceed.

Application Form for Incoming Students

The page shows the Application Form Data

Origin

Institution of Origin:	Coventry University
Origin:	Coventry University
ERASMUS Code:	UK COVENTR02

Destination

Academic Year:	2018
Type of Program:	EXCHANGE PROGRAMS
Project:	Erasmus Economia
Program:	Erasmus Economia
Level of Study:	Ambito di Mobilità: Exchange Programs
Department:	DIPARTIMENTO DI ECONOMIA E MANAGEMENT
Course of Study:	Erasmus Economia
Field of Study:	comune

Period of Study

Academic Year	2018/2019
Planned arrival date	09/09/2019
Planned departure date	07/02/2020
Expected duration	6
Period of Study	Primo Semestre

20. Upload your Learning Agreement.

It should be signed by your coordinator. We will download it from here in order to check it and have it signed by Unibs coordinator.

Please wait for the International Student Mobility Office staff to give you feedback on the LA.



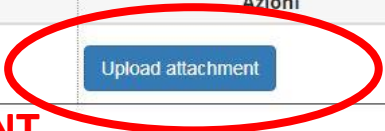
It might need some corrections and amendments.

A << ... E 1 F 1 G ... >>

Attachments to the application form

In this page you can upload documents useful to evaluation

List of Attachments

Tipologia di allegato	N. Allegati Max	Stato	N. Allegati	Titolo	Descrizione	Azioni
Preliminary Learning Agreement	1		0			  Upload attachment

Legend:


-  Upload Allegati effettuato
-  Upload Allegati obbligatorio
-  Upload Allegati non obbligatorio
-  Dettaglio
-  Modifica
-  Elimina
-  Informazione

Indietro


Avanti


**UPLOAD YOUR LEARNING AGREEMENT
(SIGNED BY YOUR COORDINATOR)**

21. When the LA is correctly uploaded, proceed clicking on *avanti* (forward)




UNIVERSITÀ
DEGLI STUDI
DI BRESCIA







INFOSTUDENTE

CALL CENTER

 800 90 40 81
da telefono fisso

 199 40 10 32
da cellulare



MENU

A<<...E1F1G...>>

Attachments to the application form

In this page you can upload documents useful to evaluation

List of Attachments

Tipologia di allegato	N. Allegati Max	Stato	N. Allegati	Titolo	Descrizione	Azioni
Preliminary Learning Agreement	1		1			
				Learning Agreement	my learning	  

Indietro

Avanti

Legend:

 Upload Allegati effettuato

 Upload Allegati obbligatorio

 Upload Allegati non obbligatorio

 Dettaglio

 Modifica

 Elimina

 Informazione


Home

InfoStudiante

Email di ateneo


Informativa utilizzo cookie | © CINECA

22. Fill in the Questionnaire for Incoming Students.



UNIVERSITÀ
DEGLI STUDI
DI BRESCIA

unibs.it



INFOSTUDENTE

CALL CENTER

800 90 40 81
da telefono fisso

199 40 10 32
da cellulare



MENU

A << ... F 1 G 1

Other forms list


In this page you can find available forms


Available forms


Form	Status	Actions
Questionario per Incoming Students *		 <div>Fill</div>


Back Forward

Legend:

 Mandatory Field

 Completed form


 Not completed form

 Not completed and compulsory form

Home InfoStudente Email di ateneo


Informativa utilizzo cookie | © CINECA

23. Click on *nuova compilazione* (new questionnaire) in order to fill it in.




UNIVERSITÀ
DEGLI STUDI
DI BRESCIA


unibs.it



INFOSTUDENTE

CALL CENTER

 800 90 40 81
da telefono fisso

 199 40 10 32
da cellulare

MENU

» Lista Questionari

Pagina riassuntiva con i questionari compilati o compilabili.

Compilazioni del questionario "Questionario per incoming students"

il questionario "Questionario per incoming students" è compilabile per un massimo di 1 volta

 Nessun dato da visualizzare
Non è mai stata fatta nessuna compilazione!

Nuova compilazione

Legenda

 = Confermato  = Non Confermato  = Non Accessibile

Prosegui

Home

InfoStudente

Email di ateneo

Informativa utilizzo cookie | © CINECA

24. Fill in with the name/contact details of your University Erasmus Office

» Questionario

Compilazione del questionario "Questionario per incoming students"

Le domande contrassegnate con (*) sono obbligatorie.

Coordinatore istituzionale o Ufficio relazioni internazionali

Cognome

Nome

Telefono*

25. Fill in with the name/contact details of your University departmental/academic coordinator

» Questionario

Compilazione del questionario "Questionario per incoming students"

Le domande contrassegnate con (*) sono obbligatorie.

Coordinatore dipartimentale

Cognome*

Kopfer


Nome*

Hans

Telefono*


+49 123456789

26. This section is dedicated to your Italian language skills. Answer and click on *avanti* (forward).




UNIVERSITÀ
DEGLI STUDI
DI BRESCIA


unibs.it




INFOSTUDENTE

CALL CENTER

 800 90 40 81
da telefono fisso

 199 40 10 32
da cellulare



MENU

» Questionario

Compilazione del questionario "Questionario per incoming students"

Le domande contrassegnate con (*) sono obbligatorie.

Competenze Linguistiche

Stai studiando l'italiano?*

☒ Sì
☐ No

Are you studying Italian?

Possiedi sufficienti conoscenze di italiano per seguire le lezioni?*

☐ Sì
☒ No

Are you proficient enough to attend classes held in Italian language?

Disponi di certificazioni di conoscenza della lingua italiana?*

☒ Sì
☐ No

Do you have any Italian language certification?

annulla

Esci

Indietro

Avanti

Home InfoStudente Email di ateneo

Informativa utilizzo cookie | © CINECA

27. This section is dedicated to your English language skills. Answer and click on *avanti* (forward).

» Questionario

Compilazione del questionario "Questionario per incoming students"

Le domande contrassegnate con (*) sono obbligatorie.

Competenze Linguistiche

Stai studiando l'inglese?*

☐ Sì
☒ No

Are you studying English?

Possiedi sufficienti conoscenze di
inglese per seguire le lezioni?*

☒ Sì
☐ No

Are you proficient enough to attend classes held in English language?

Disponi di certificazioni di conoscenza
della lingua inglese?*

☒ Sì
☐ No

Do you have any English language certification?

[annulla](#) [Esci](#) [Indietro](#) [Avanti](#)

28. This section is dedicated to other language skills. Answer and click on *avanti* (forward).

» Questionario

Compilazione del questionario "Questionario per incoming students"

Le domande contrassegnate con (*) sono obbligatorie.

Competenze Linguistiche

Altre lingue conosciute?

Do you know any other language?

 annulla Esci Indietro **Avanti**

29. Would you like to have a bed-place (*alloggio*) in our Campus Residences?
Click on *si/no* (yes/no) and then click on *avanti* (forward).

NB This is not a reservation form, just a preference expression.

In case you are accepted in our Campus Residences, dates will be important in order to let them know your planned period of stay at Unibs. You will be contacted approx one month before your arrival by the Residence staff to confirm your final dates of stay.



MENU

» Questionario

Compilazione del questionario "Questionario per incoming students"

Le domande contrassegnate con (*) sono obbligatorie.

Alloggio

Necessiti di un alloggio?*

☒ Sì
☐ No

annulla

Esci

Indietro

Avanti

[Home](#) [InfoStudente](#) [Email di ateneo](#)

[Informativa utilizzo cookie](#) | © CINECA

30. Fill in with your planned dates of stay, then click on *avanti* (forward)

 » Questionario

Compilazione del questionario "Questionario per incoming students"

Le domande contrassegnate con (*) sono obbligatorie.

Alloggio

Data di inizio*

09/09/2019

(gg/mm/aaaa -)

Data di fine*

07/02/2020

(gg/mm/aaaa -)

annulla

Esci

Indietro

Avanti

31. Would you like to attend our Italian language course? Answer *si/no* (yes/no) and click on *avanti* (forward)

[» Questionario](#)

Compilazione del questionario "Questionario per incoming students"

Le domande contrassegnate con (*) sono obbligatorie.

Corso di italiano

Desideri partecipare ad un corso di
italiano?*

☒

Sì

☐

No

[annulla](#)

[Esci](#)

[Indietro](#)

[Avanti](#)

32. In case you are interested in attending the Italian language course, choose the level, then click on *avanti* (forward)

» Questionario

Compilazione del questionario "Questionario per incoming students"

Le domande contrassegnate con (*) sono obbligatorie.

Corso di italiano

A quale livello vorresti il corso di
italiano?*

- ☐ Principiante
☒ Intermedio


annulla

Esci


Indietro

Avanti

33. Click on *conferma* to confirm the questionnaire you have just filled in.

 » Questionario

Riepilogo Questionario per incoming students

 Il questionario non è stato **CONFERMATO**.

 Tutte le domande del questionario sono complete.

Conferma

isci

 Stampa

PAGINA 1

 Coordinatore istituzionale o Ufficio relazioni internazionali

Come

Wilde

34. Click on *esci* to close the procedure. Your questionnaire has been acquired.



UNIVERSITÀ
DEGLI STUDI
DI BRESCIA

unibs.it




INFOSTUDENTE

CALL CENTER

 800 90 40 81
da telefono fisso

 199 40 10 32
da cellulare



MENU

» Questionario

Riepilogo Questionario per incoming students

 Il questionario è stato **CONFERMATO**.

Esci

 Stampa

PAGINA 1

Coordinatore istituzionale o Ufficio relazioni internazionali

Cognome	Wilde
Nome	Maria
Telefono	+49 258258258
E-Mail	

35. **IMPORTANT!** Before login out, click on *print* in order to print the application form receipt (2 pages) which you will have to bring to Unibs in two copies (with two pictures) upon arrival.

Application Form for Incoming Students

The page shows the Application Form Datas

Origin

Institution of Origin:	Coventry University
Origin:	Coventry University
ERASMUS Code:	UK COVENTR02

Period of Study

Planned arrival date	09/09/2019
Planned departure date	07/02/2020
Expected duration	6
Period of Study	Primo Semestre

Procedi con una Nuova Immatricolazione



This is how the application form receipt looks like

SENDING INSTITUTION

Home University: Coventry University

Erasmus code: UK COVENTR02

Erasmus Area: ...

Erasmus Office address: ...

Erasmus Officer: ...

Erasmus Office telephone: ...

Erasmus Office fax: ...

Erasmus Office e-mail: ...

MOBILITY PERIOD

U (undergraduates/ first semester)


Planned arrival date: 09/09/2019

Planned departure date: 07/02/2020

Months: 6

Accommodation: ...

Date 15/05/2019



UNIVERSITÀ
DEGLI STUDI
DI BRESCIA

Università degli Studi di BRESCIA
Piazza del Mercato, 15 Brescia - C.A.P. 25121

APPLICATION FORM FOR ERASMUS INCOMING STUDENTS

Academic year 2018/2019

STUDENT'S PHOTO

STUDENT DATA

Family name: INCOMING

First name: ERASMUS

Sex: F

Place of birth: Berlin

Date of birth: 01/01/1990

Country: GERMANY

Nationality: GERMAN

Tax code: NCMRMS90A41Z112U

Telephone number: ...

e-mail: incoming.erasmus@gmail.com

Current address

Address: VIA DIOGENE VALOTTI 3/B

City: Brescia (BS)

Country: Italy

Permanent address:

Address: niederstrasse 1

City: Berlin

Country: GERMANY

THE STUDENT IS ACCEPTED AS 2018/2019 ERASMUS INCOMING STUDENT WITH THE TITLE OF Erasmus Economia

Home

InfoStudente

Email di ateneo

Informativa utilizzo cookie | © CINECA

You have finished, thank you for filling in!