

Dear Erasmus Partner,

I have the pleasure to inform you that the application procedure for the student exchange mobility at the Mendel University in Brno for the summer semester 2017/18 has started.

The nomination of your students coming to the Mendel University in Brno could be done only on-line through our University Information System (UIS).

You don't need to send nomination list by e-mail or by ordinary post. We don't require any paper documents except for our Learning Agreement form that your students should fill in, print and confirmed documents send us by email. The student is supposed to fill in the part about student information and sending institution information, receiving institution (Mendel University in Brno, CZ BRNO02, Zemědělská 1, Brno 613 00, contact person is me), chosen offered english courses with the proper codes and ECTS, level of English of the minimum B2 and send me signed and stamped from the sending institution and signed also from the student. It is not necessary to send their Learning Agreement by ordinary post any more. (That means students don't have to send us their CV, motivation letter or transcript of records any more as we believe in the quality of our partnership and respect your selection of student.)

All information concerning application procedure you can find at <http://www.iro.mendelu.cz/incoming-students/27646-exchange-students>.

Below please find the detailed instruction for the whole on-line application procedure. Please, read it carefully.

Nomination by the exchange coordinator:

The nomination website is accessible from March 1, 2017. The deadline for nominations for summer semester 2017 is June 15, 2017 Please meet this deadline, it is very important for us. The application procedure and acceptance of your students can take a few weeks and application for visa (for those who need it) in the Czech Republic can than take up to two months! Please consider that and visa needed students should be nominated earlier then the deadline is!

Please note that to accept your students we have to receive also their Learning Agreement on time. The Learning Agreement form that we require can be found here: <http://www.iro.mendelu.cz/incoming-students/exchange-students/erasmus/28140-documents-for-download>

The courses offer and other information for international students are here:
<http://www.iro.mendelu.cz/incoming-students/exchange-students/27647-erasmus>

After student's Learning Agreement is confirmed by both faculty and institutional coordinator of MENDELU, it will be send back to your student together with Letter of Acceptance and each on-line nominated student will receive an informative email message with his/her username and password for access to the information system of our university. The student has to complete his/her personal details on the above mentioned site before the the end of end of January 2017 for winter semester.

Best regards from Brno!