

Dear Colleagues,

the International Student Service (I.S.S.) of the University of Udine (I UDINE01) is pleased to inform you that our “official nomination period” has started.

Because of this reason, we would like to provide you some important information about:

- Exchange Students “official nomination procedure”
- Deadlines for the Academic Year 2020/21 “official nomination - Exchange Students”

We invite you to share the “information package” with the Contact Person in charge for your "Outgoing Students".

If you have any questions, do not hesitate to contact us using the following e-mail address:

- iss@uniud.it

Exchange Students “official nomination procedure”

In order to communicate the “official nomination” of your Students, you are invited to mail us using the following e-mail address:

- iss@uniud.it

Please email iss@uniud.it with the following information for each of your nominated students:

- name of student (**full name/s**)
- surname of student (**full name/s**)
- F/M (female / male)
- date of birth
- place of birth
- country of birth
- permanent address (**full address**)
- e-mail address
- study cycle (i.e. bachelor, master, doctorate)
- field of academic study (according to the subject area defined in the agreement)
- length of study period (i.e. Semester 1, Semester 2 or full academic year)

INCOMPLETE DATA WILL NOT BE CONSIDERED.

Deadlines for the academic year 2020/21 - “official nomination - Exchange Students”

- winter semester / full academic year (Semester 1 or full academic year): **30th June 2020 (extended deadline for Covid-19)**
- spring semester (Semester 2): **30th September 2020**

After receiving the “official nomination”, we will forward to you and each of your Outgoing Students an e-mail message containing all the information about the study period at the University of Udine and all the instructions about the “pre-registration procedure”.

We will be able to activate the “pre-registration procedure” only after receiving your “complete official nomination”.

We strongly invite you to follow the procedure requested and to respect the deadlines fixed: **HELP US TO HELP YOU!**

For further information, you are invited to use the following link:

- www.uniud.it/en/uniud-international/incoming-exchange-students

We are looking forward to welcoming your Students.

Best regards,

Alessia Bruno | Massimo Plaino

UNIVERSITÀ DEGLI STUDI DI UDINE | UNIVERSITY OF UDINE

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