

## Request for extension of Erasmus study abroad period

**Student's Personal Data:**

**Name, first name:** \_\_\_\_\_

**E-Mail-Address:** \_\_\_\_\_

**Host Institution:** \_\_\_\_\_

**Original length of stay (from...to...):** \_\_\_\_\_

**Extension (from...to...):** \_\_\_\_\_

I apply for the above stated extension of my study abroad period

\_\_\_\_\_

Place, Date

\_\_\_\_\_

Student's Signature

**Approval of the Host Institution:**

\_\_\_\_\_

Name and function of signatory

\_\_\_\_\_

Signature

\_\_\_\_\_

Place, Date

\_\_\_\_\_

Stamp

**Approval of the Sending Institution (Departmental Erasmus Coordinator):**

\_\_\_\_\_

Name

\_\_\_\_\_

Signature

\_\_\_\_\_

Place, Date

\_\_\_\_\_

Stamp

**Procedure:**

1. The student logs into his/her Mobility-Online-Account at the University of Bonn and ticks the box that he/she is interested in extending the Erasmus-study period. Within one week, an information E-mail will be sent to the student.
2. The student fills in this form, signs it and obtains the signature of the responsible person at the host institution.
3. It has to be faxed /mailed (as scan) to the student's Departmental Coordinator at the University of Bonn
4. The Departmental Coordinator of the University of Bonn approves the application and sends the form back to the student by E-Mail.
5. The student uploads the form into his/her Mobility-Online-Account at the University of Bonn (no more than 30 days before the original end of the stay and no later than January, 15<sup>th</sup>). Further information will be sent to the student by E-mail.