



ERASMUS+ OUTGOING STUDENT GUIDE

2018/2019

ARCHIP

What is Erasmus+ and what benefits does the program have?

Erasmus+ is large educational platform launched by the European Commission which encompasses a number of activities. For university students, the most important one is the facilitation of student mobility between the program and partner countries.

In short, the Erasmus+ program enables students to take a semester abroad at a partner institution of their home university. They keep being enrolled in their home university, obtain scholarship that covers part of their expenses abroad and they do not have to pay tuition at the partner university.

When can I take the semester abroad?

ARCHIP students will be able to go abroad via Erasmus+ from spring 2018/19 on.

It is recommended to take the semester abroad in term 3, 4 or 5 of ARCHIP bachelor study plan. You can technically take the semester abroad in term 6 or during your master studies too – it would however almost certainly result in extending your studies for at least one semester (but if you don't mind, we don't mind!)

Where can I go?

Program and partner countries include the whole European Union as well as some other European countries.

Right now, our school has partnership with universities from the following countries (see the Erasmus section of our website for more info): Bulgaria, Croatia, Denmark, Germany, Iceland, Norway, Poland, Turkey, and the UK. If you have a university in mind, that you would love to go to but we don't have a formal agreement with it, feel free to contact our international office and Matěj will do his best to make a formal agreement happen.

Note, that some of the partner institutions do not offer a full architectural education in English so it is advised to check their English curriculum possibilities prior to applying.

For how long can I go?

If going abroad for Erasmus+, you have to take a full semester at the partner university. The scholarship will cover your stay for 90–150 days. If you feel that you want to stay for another semester, it is technically possible (depending on scholarship funds and the agreement we have with the partner university) and you have to contact our international office at least 30 days prior to the indicated end of your mobility.

What are the tuition / scholarship conditions?

Erasmus+ program offers a standard monthly scholarship depending on your country of destination: (generally) EUR 350 for Eastern Europe, EUR 450 for Western and

Southern Europe and EUR 510 for Scandinavia and the UK. This scholarship will be transferred to your account before you leave for your Erasmus+.

*(Example: Your Erasmus+ stay in the UK starts on September 9 and finishes on January 9. That is 123 days. Standard Erasmus+ scholarship month is 30 days. That means you'll get EUR 2091 (123/30*510) prior to your departure.)*

You don't have to pay any tuition at the partner university.

At ARCHIP, you'll have to pay the full tuition, seeing you are still a student. However, if you have to extend your studies at ARCHIP due to Erasmus+, you'll be charged proportionally for the credits you have to take in the additional semester.

(Example: You only bring 15 credits from your Erasmus stay in a spring semester. That means you have to take an additional, seventh semester at ARCHIP to finish your BA. In this semester, you only have to take 15 credits worth of courses. That means you'll have to pay 50 % of the regular tuition. If you're lacking credits from spring semester courses, you'll have to wait for a semester and then finish these courses in an additional spring semester. The same goes for fall semester – once done, you'll receive your diploma next June.)

How does the semester abroad work within the ARCHIP study plan?

There are two possible scenarios for this. You can either take the full workload at the partner university or take it easy but then extend your studies at ARCHIP for a semester.

When creating your study plan abroad, you should pick courses that are (somewhat) equivalent to the ARCHIP study plan. The way this works is that we will want you to pick the studio work (equivalent to our AD), and then two technical courses, two artsy courses and two socio-environmental courses. This will be individually consulted with our rectorate. If you manage to get credit from all of these abroad, congratulations, you passed the semester at ARCHIP as well.

(Example: You are taking a semester abroad in term 3 of ARCHIP study plan. Abroad, you select 7 courses: an equivalent of AD, and then 2 courses from each of the three categories. Abroad, this gives you 26 ECTS credits. Seeing however that you fulfilled all the Erasmus+ conditions, if you pass all these courses, you'll get full 30 ECTS credits at ARCHIP and will be able to continue to term 4 when you come back.)

If you feel like your Erasmus+ should be more of a life experience than educational experience, go for it. You'll still have to take a studio work abroad (that's obligatory) but then your workload depends on your preferences. On top of that, you can take anywhere between 0 and 20 credits worth of courses abroad (according to the rules of the partner university) and find ARCHIP equivalents using the same categories mentioned in the paragraph above. When you come back, you take the rest during your additional semester at ARCHIP and pay only for the credit proportion.

(Example: You are taking a semester abroad in term 3 of ARCHIP study plan. You decide to take it easy and enjoy the student life abroad. You only select 3 courses: an equivalent of AD, an artsy course which counts as an equivalent of History of Art, and a technical course which counts as an equivalent of Statics. Abroad this gives you 13 ECTS credits. When recounting it to ARCHIP equivalents, this gives you 15

ECTS credits (for AD, S, and HT1). Once you come back, you'll have to extend your studies and take NS, SM, HA3, MPL and PP courses, worth 16 ECTS credits, in additional semester. You only pay ca. 52% of the tuition for the additional semester.)

If you fail a course abroad, you can either try retaking it's equivalent when you can back to Prague (if possible) or you can add that course to the list of courses you'll have to do during your additional semester.

For individual requests, e-mail Matěj Čadek, our international office coordinator.

What deadlines should I keep an eye on?

The deadlines for Erasmus+ applications (the process will be specified online) is September 30 for the spring semester abroad and March 30 for the fall semester. However, the sooner you apply, the less stressful the admission process at a partner university will be.

Also note that some of our partner institutions requirements may include various language certificates which should be obtained in advance.

How does the process work, step by step?

1. I apply for Erasmus+ and specify my partner university preferences (details to be found online later).
2. If I am selected, the school nominates me for Erasmus+ and sends my details to the partner university.
3. I undergo an admission process at the partner university (if there is any) and receive a letter of admission.
4. I specify to my Erasmus+ coordinator the exact dates of my stay abroad. This is essential for my scholarship amount and it is not changeable after.
5. I create myself a study plan abroad and take it to our rectorate to go through it and sign it.
6. I get myself a travel insurance for the whole Erasmus+ stay and a bank account which enables SEPA payments (i.e. almost any European bank account).
7. I go through an obligatory European language test (the OLS) – the results don't affect the admission process but they monitor your language progress abroad.
8. If I haven't done so yet, I pay the tuition for my next ARCHIP semester. Once done, I sign the remaining paperwork (e.g. the participant agreement) and before leaving, I get the scholarship transferred to my account.
9. I study abroad.
10. At the end of my studies abroad, I get a transcript of records and a confirmation of study period (should be the same as indicated in your application, else your scholarship will be slightly reduced).



Erasmus+

11. I come back, hand in the paperwork and get my credits from abroad approved by ARCHIP. If everything's in order, you're good to proceed to another semester.