How to apply?

ERASMUS+ KA171

International Relations Service

ICM - UVa
Erasmus+

This document is a brief guide for the students and staff interested in applying for a grant under the framework of the Erasmus + International Credit Mobility KA171 at the University of Valladolid. The application will be done through the web platform https://uvamobplus2.uva.es/
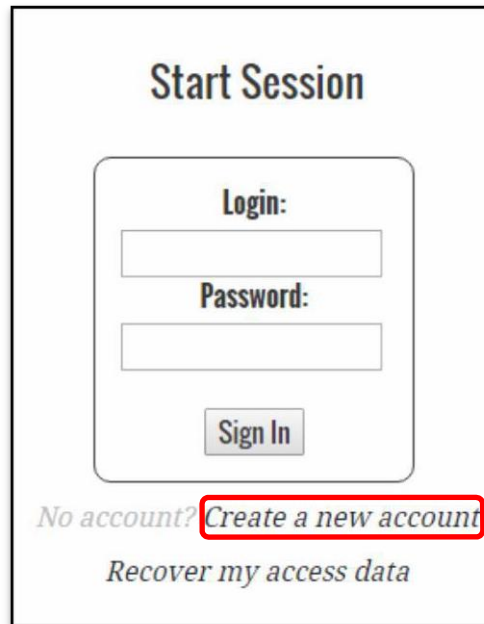
The following pages explain in detail the steps in order to complete the application.
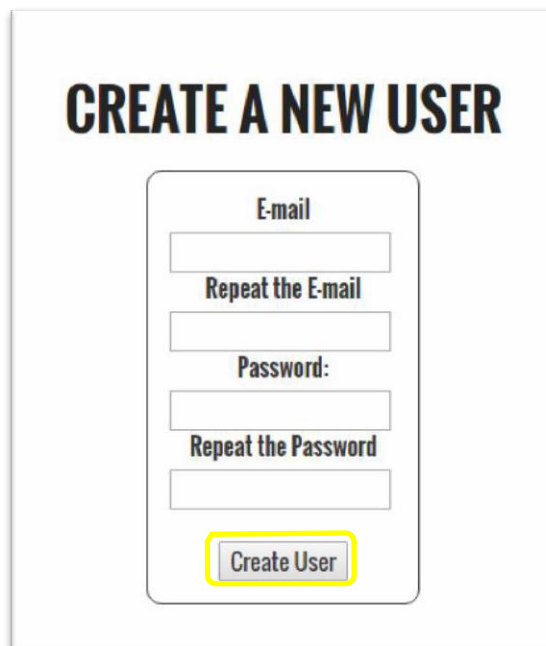
How to apply?

Step 1: Create a user account

The first step is to create a user account, in the login area, using the link shown in the image.
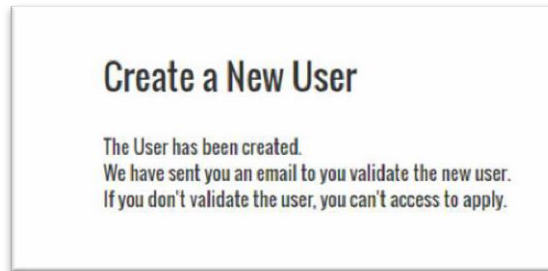Then you will see the form to access the personal area:

Start Session

Login:

Password:

Sign In

No account? Create a new account

Recover my access data

By clicking on the link highlighted in red you will access the following form in which you must
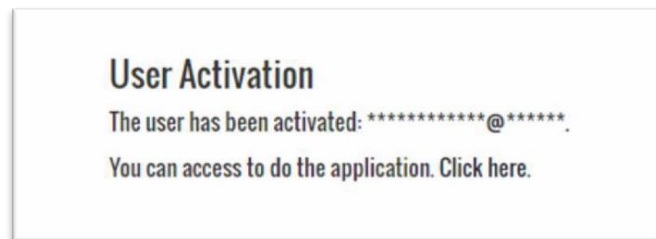enter your access data: email and password with a verification by repetition.

CREATE A NEW USER

E-mail

Repeat the E-mail

Password:

Repeat the Password

Create User

Once the form has been filled in correctly and the yellow button has been clicked, an email will be sent to the email address entered to validate the creation of the account and the following message will appear on the website.

Create a New User

The User has been created.
We have sent you an email to you validate the new user.
If you don't validate the user, you can't access to apply.

Once you have received the email you must click on the email validation link. If this has been done correctly, the following message will appear.

User Activation

The user has been activated: ************@******.

You can access to do the application. Click here.

Step 2: Fill in the application

In order to start filling in the application you must log with the user name and password of step 1

List of application deadlines:

Once you access the personal area, all the application periods that have been opened are displayed. Once you have logged in, click on the contents of the green box to access the home page of the personal area. To close the session, click on the contents of the box marked in blue.

To start the application you must click on the link highlighted in red. Once you click on the link, the page shown below will be displayed, showing the different data to be saved.

List of data to be filled in the application form

By clicking on each of the options in the list (the list is marked with the red box) you will access each section where you will be shown the data you must fill in. As you complete each section, a message ✔ will appear when the compulsory information has been filled in.

It is recommended to follow the order of the list because to fill in some sections it is necessary to have completed some of the previous ones.

The mandatory fields of all forms are shown with a reddish outline. In the following images you can see the mandatory fields highlighted with a red arrow. To save the data entered in any of the forms it is necessary to click on the "Save" button highlighted with a red box in the following image.

User:_____ (Log Out)

Personal details

Applicant's personal details

Surname/Family name

Forenames/Given names

Date of birth

dd / mm / aaaa

Place of birth

Gender

- - Gender - - ▾

Nationality

- - Nationality - - ▾

ID/Passport (at least one)

Identity no.

Passport no.

Permanent Address

Street and number

Postcode

City

Country

- - Country - - ▾

Contact details

Telephone

Email

miguelangel.nuevo@uva.es

Alternative email

Additional Information

How did you get to know the project?

Have you applied at the same time for another financial support?

No ▾

If yes, please specify which financial support

Are you in a particularly vulnerable socio-economic situation?

No ▾

Do you have any physical disability?

No ▾

If yes, please specify which physical disability

[Save] [Back]

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Casa del Estudia...
Ampliar el mapa

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Proposal for Undergraduate and Master

You can choose the courses according to the type of mobility

The first step is to select the course you want to take at UVa, this field is highlighted in red in the previous image. Once you have selected the course you wish to take, a table will be displayed in which you can select a subject, as shown in the following image.

The next step is to select the subjects you wish to take. To add a new subject click on the button highlighted in green. Remember that the maximum number of ECTS to select is 30 credits. To select a subject it is necessary to select it in the field highlighted in blue in the image above and fill in the field highlighted in red with the subject to be recognised at the home university.

In the following image you can see an example of the drop-down list of subjects.

In the following image you can see the result of adding a new subject, as a result of clicking on the green button mentioned above.

Proposal for Doctorate, Teaching and Administrative STAFF

You have to write a text with a description of what you propose to do at the UVa
(up to 2500 characters)

DOCUMENTS UPLOAD

In this form you will see a table with the list of documents you have to upload in order to complete the application.

The first column shows the document to be uploaded, this column is highlighted in red in the previous image. The second column shows the button that will allow you to select the file to upload specified in the first column, which is highlighted in blue in the previous image. The third column shows the upload status of the file specified in the first column, which is highlighted in green in the previous image.

Once one or more files have been selected, they can be uploaded by clicking on the button highlighted in yellow in the previous image.

Complete the Application

Once all the items on the list have been completed, the option to finalise the application will be enabled. To finalise the request it is necessary to click on the button marked with a red square, as shown in the following image.

When you have finished the application, the date and time you finished the application will be displayed as shown in the image below. You will also be able to check all the data entered in the application on the next line.