

ERASMUS MUNDUS JOINT MASTER DEGREE

WACOMA

STUDENT APPLICATION_ CHECKLIST and F.A.Q.

Open to Students applying for the EU-funded scholarships (EMJMD) under the Erasmus+ framework for the Academic Year **2020-2021**











Documents to be uploaded to the WACOMA STUDENTS application. Checklist, Instructions, notes and F.A.Q.

All details on how to apply are described <u>HERE</u>. Applicants are requested to register to <u>Studenti Online</u> (a step by step guide is available in <u>F.A.Q.</u>) and to upload the following documents (all documents are mandatory).

Only complete applications will be evaluated.

Deadline: December the 16th, 2019 at 12:00 Central European Time (CET).

- 1. Copy of Diploma and Official Academic Transcript of Records with Grades, Final mark/grade and Syllabus of previous studies.
- 2. Proof of English language proficiency (B2 CEFR)
- 3. CV
- 4. Students Application Form
- 5. Copy of Passport
- 6. 2 reference Letters
- 7. Proof of Residence
- 8. Declaration on Honour
- > Other supporting Documents [recommended]
- Interview [according to the Selection Board]











N.	DOCUMENT	INSTRUCTIONS	NOTES AND F.A.Q.
1	Copy of Diploma.	Upload suitable Bachelor Degree/ First cycle or equivalent (min. 180 ECTS / 3 years of study)	Non graduated students are allowed to apply provided they upload an official document issued by the University of origin stating the estimated date of graduation that shall take place before the beginning of the Programme (by August each year).
	Copy of Official Academic Transcript of records with grades, average mark, and Syllabus of previous studies	Upload a list of completed courses and grades obtained, corresponding to the bachelor degree or equivalent. Include an official certificate that reflects your average grade throughout the course of your Bachelor studies. In exceptional cases, you can calculate the average grade yourself and attach a signed declaration. Syllabus: include general course information, Course objectives, grading and evaluation.	Diplomas without Transcript of Records, Grades, Final mark/grade and syllabus shall not be considered.
2	Proof of English language proficiency (B2 –	Upload both the English Proficiency Form -duly filled in and signed- and attach a certificate and/or an official statement. **Accepted English language certificates:	Check carefully the **Accepted English language certificates and ***English language certificates Exemptions.
	CEFR)	-TOEFL (Test of English as a Foreign Language) Internet Based Test (iBT) total score 90 or above, with a minimum sub score of 21 for each part of the test; Paper Based Test (PBT) 577 or above; or Computer Based Test (CBT) 233 or aboveIELTS (academic version) total score of 6.5 or above, with a minimum sub score of 6.0 for each part of the test, i.e. speaking, writing, reading and listening.	Please note: The English proficiency is a pre- requisite and all applicants shall comply with it; nevertheless, applicants are advised to upload any relevant document to testify and certify their English knowledge so to allow the Academic Board assess their proficiency.
		-Cambridge English Language Assessment: Grade B2 First (FCE) and Grade C1 Advanced (previously CAE) Trinity College London ISE II.	Proficiency tests: In case you have registered to an International proficiency test by the deadline but the results shall be made available after the deadline, please make sure to upload
		***English language certificates Exemptions: exemption from the English language proficiency requirements will be granted only to applicants complying with either one or both following conditions and provided they upload an official statement from their home university indicating that the	the registration slip of your English Language proficiency exam and please make sure to send the score as soon as you take the test, usually IELTS as well as other International certificates results are displayed on the screen at the time











		language of instruction for the degree that have obtained was English. *** Applicants with full Higher Education in English (certified by the Academic Institution issuing the BA with an Official Statement or Certificate) ***Applicants from English-speaking countries (Official Language) with full Higher Education in English (certified by the Academic Institution issuing the BA with an Official Statement or Certificate)	of completing the exam while the certificate sent later, make sure to get the screenshot of the results. Important: In case the applicant does not fully meet the abovementioned English Requirement, the Academic Board will reserve the right to consider, assess and evaluate whether the documents provided are suitable for admission to the selection procedure or not. If so, please be informed that the English proficiency criteria would not be taken into account to sum up to 10% weight of the total score (see SELECTION CRITERIA).
3	cv	Preferably use the Europass sample provided. Please sign the CV.	Other formats will be accepted provided they include all relevant information.
4	Students Application Form	Use the Application form provided. Upload the Application Form. The application form shall be duly filled in, signed and dated. All fields are mandatory.	
5	Copy of Passport (all pages and visa)	Upload copy of valid Passport. Please Upload copy of all pages (Personal data, VISA stamp pages. For EU citizens upload a valid identity document.	Note on Visa for NON EU applicants: please include copy of any VISA obtained to travel to EUROPE in the last 5 years. Important 6-months vaidity rule: NON EU applicants shall comply with the Six Month Validity Passport Rule (European Countries will not permit a traveller to enter the country unless the passport is set to expire at least six months after the final day of travel to be allowed to travel internationally. NON-EU Selected Students will have to apply for a VISA for STUDY reason at the Italian











			Embassy or Consulate Such procedure can ank
			Embassy or Consulate. Such procedure can only be started
6	2 reference Letters	The referees shall UPLOAD ONLINE a reference letter addressed to the EMJMD WACOMA Consortium by the deadline. Preferably use the form provided. The reference letters shall uploaded by the referee by December the 16th, 2019 at 12:00 (ECT - European Central Time - UTC +1). Please include a valid e-mail address of the referee you wish to request a letter of reference	Please make sure the referee has received the request to upload the reference letters. Please make sure to get a minimum of 2 reference letters. You will be able to insert 3 email addresses just in case a referee does not comply with your request you are given a third option. Important: the 2 reference letters are mandatory, in case your referees do not upload the letter by the deadline the application will be incomplete and will not be assessed.
7	Proof of Residence	Attach a scanned copy of a valid official document that certifies your residence (the address where you live) at the time of submitting your application. The residence certificate needs to be issued in accordance with your municipality's normal address registration rules. It must be an officially notarized copy in English or an official English translation. Applicants selected for an Erasmus Mundus Joint Masters Degree scholarship will be required to submit the original of the uploaded document at the time of enrollment. The Coordinating HEI may ask for additional relevant documents in order to determine the current "country of residence" of a student.	meomprete and will not be assessed.
8	Declaration on Honour	Attach a scanned copy of the Declaration on Honour signed. Applicants selected for an Erasmus Mundus Joint Masters Degree scholarship will be required to submit the original of the uploaded document at the time of enrollment.	











Other supporting Documents	Recommended but not mandatory. Please upload any other relevant document you wish to be evaluated and assessed by the WACOMA Academic Selection Board.	Should you wish to upload any other documents to support your application, please upload them according to the topic (Academic, language, CV)
Interview [according to the Selection Board]	The Academic Board may as well request to have an online (Skype) interview with candidates. In case a candidate is invited to sit an interview, the interview will become part of the selection process and will therefore be mandatory.	







