**Guidance**

Applying for the European programme involves three stages:

 **1. Website:**

Before completing the application form, please ensure you have read the programme information on the
[European Incoming Exchange](https://www.durham.ac.uk/global-durham/global-opportunities/incoming-opportunities/european) homepage. This page details all information regarding the European programme.

**2. Application Process:**

To make an application, you will need to complete the application form (below) and submit additional materials. This includes:

**2a. Application form**

* **Personal Details**

Please complete sections 1-4, which includes the information required so that we can register your application.

* **Accommodation**
* Unfortunately we are unable to offer university managed accommodation, students should source their own accommodation on the private market.
* **ModuleChoices**In section 5 you must provide a list of modules you would like to take at Durham University. For a choice of modules please refer to the Module Handbooks that can be found here: [Programme Info](https://www.durham.ac.uk/global-durham/global-opportunities/incoming-opportunities/european/programme-info/). Your application cannot be processed without this part of the form completed.

**50% OF YOUR MODULE SELECTION MUST BE WITHIN THE DEPARTMENT WITH WHICH YOUR HOME UNIVERSITY HAS AN AGREEMENT WITH. YOU MAY CHOOSE MODULES FROM NO MORE THAN 3 DEPARTMENTS.**

Please be aware that some departments have restrictions which can be found in the Module Handbook for the relevant department. ***The Department of English Studies is one of the top ranked English Departments in the UK and thus has a very high student intake for its programmes. Regrettably, this means that the Department will only be able to consider students on \*direct\* links.***

**2b. Additional Materials**

* **Transcript of Records:**

Please attach the latest record of your results from your home university.

* **Statement of Language Proficiency**

To be completed by the Coordinator/ an academic staff member at the sending institution.

If you require a visa to study in the UK:

* A Statement of Language Proficiency form provided by Durham University and completed by the sending institution or
* An IELTS Certificate(6.5 overall with no element below 6) or TOEFL Certificate (Overall score of 92 with no component under 23) which must meet the direct entry requirements and have been taken within two years of the start of the academic programme.
* **Passport:**To process your application we require a copy of the personal details page of your passport which must be valid for the duration of your stay. Please include the copy with the application.

**3. Submission:**

The application form must be emailed with the additional materials attached to incoming.exchange@durham.ac.uk.

**Application Form**

**THIS FORM SHOULD BE TYPED AND THEN EMAILED DIRECTLY TO** **incoming.exchange@durham.ac.uk**

Please complete all of the application form in full. We will not be able to process your application otherwise. Deadlines for applications

* 31st May 2025 for Study Period 1 (October - December / January) and for full-year (October - June)
* 31st October 2025 for Study Period 2 (January – March / January - June)

**European Exchange applicants must be nominated by their home university prior to submitting an application.**

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| **Section 1. Personal Details** |
| **Family Name:**       | **Forename(s):**       |
| **Gender (on passport):** Male [ ]  Female [ ]  |  |
| **Date of Birth: DD/MM/YYYY:** | **Nationality**:       |
| **Country of Residence:** | **Country of birth:** |
| **Your current address**:       | **City:**       |
| **Country:**       | **Postcode/Zip**:       |
| **Email Address (to send correspondence):** |

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| **Section 2: Student Support Information** |
| Do you have any disability or special needs of which we should be aware? Yes [ ]  No [ ]  |
| If yes, please provide details and indicate any special requirements you may have. You can continue on a separate sheet if necessary. It is important to provide this information so we can ensure you receive the support you require.       |

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| **Section 3: Home University Details**  |
| Current Diploma/Degree:       |
| Home University       |
| Grade Point Average (GPA):       |
| Number of study years (university level) prior to departure:       |

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| **Section 4: Period of Study** |
| **Period 1 (Michaelmas Term)****Period 2 (Epiphany Term)Period 2 (Epiphany and Easter Term)****Full Academic Year** | [ ]  October - December / January[ ]  January – March[ ]  January - June[ ]  October - June |

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| **Section 5: Module Choices** |
| **Module Code** | **Module Title** | **Number of credits** |
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| **Section 6: Transcript of Records**  |
| When emailing this form, please attach the latest record of your results from your home university. |

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| **Section 7: English Language Proficiency**  |
| * Please submit the Statement of Language Proficiency form with your application or an IELTS Certificate(6.5 overall with no element below 6) /TOEFL Certificate (Overall score of 92 with no component under 23) and has been taken within two years prior to application.
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| **Section 8: Student signature** |
| *I confirm that I have completed this application form to the best of my knowledge and the information provided by me is correct on the date of the application. I will inform the Global Opportunities Team of any changes immediately.* |
| **[ ]  By ticking this box, you are acknowledging that all information provided in this form is true and correct. Durham University also reserves the right to contact your home university to clarify any information.** |
| **[ ]  I confirm that I am happy for the information contained in the application form to be forwarded onto Departments and Colleges within Durham University in order to process my application.** |
| **[ ]  I confirm that I am happy for a copy of my official Transcript of Records to be sent via email to my home university.**  |

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| **Self checklist – to be included:** |
| [ ]  Completed application form including: [ ]  Personal details [ ]  The module choices which state the modules you wish to study at Durham [ ]  Ticking the box to “sign” the form. |
| [ ]  A copy of the personal details page of your passport |
| [ ]  Statement of language proficiency/certificate of Language Proficiency |
| [ ]  Most recent transcript of records |

**Notes on completing Module Choices (Section 5)**

Before you complete your Module Choices you should read through the relevant sections in the Module Handbooks. When making your module choices, please also consider the following:

1. **Number of Modules and Credits**

Ask the Exchange Coordinator at your home university about the credit requirements for your European studies at Durham.

When defining your workload please consider that modules are structured to run for the full academic year with final examinations in June. Some modules are available for one term only and these are highlighted in the Module Handbooks. If you are coming for the full academic year these one term modules are not available to you.

A Durhamstudent would usually take 6 modules for a complete academic year.
This equals 60 ECTS (120 Durham credits).
You are strongly advised to read about module structure and ECTS credits in the Module Handbooks.
2. **Module Choices**

**You will have to choose modules in the Durham department your home department has the link with.**

If you would like to take modules in other Durham departments please be aware that you might not be able to do so or that special requirements do exist and that limitations apply. To find out what is available in another department please refer to the Module Handbook of the respective department or contact the Exchange Co-ordinator.

In general, students are not allowed to take modules from more than 3 departments, the majority, at least 50%, of which should be taken in the department the agreement has been established with.
 **ENGLISH DEPARTMENT**

**Please be aware that unless your home university has a direct link with the English Studies department here at Durham, you will not be able to take modules within this subject area. Please do not select English modules if you are not a direct English student as these will not be approved.**

**PLEASE NOTE:** **Your application will not be processed without Section 5: Module Choices completed.**

1. **Registering for modules**
Your module choices will be approved provisionally by the academic departments here at Durham after the application deadline. You will be required to enrol onto the modules when you arrive at Durham (you will not be able to do this prior to arriving even though it is part of the online enrolment process). Please be aware that the modules approved on this form are provisional and may change when you arrive. We cannot guarantee that your modules will not change. We can sign your Learning Agreement prior to arrival but again these modules are only provisional at this stage.