



1<sup>st</sup> April 2011

Dear Partners,

Please find enclosed the latest edition of *Malaga University's Erasmus Guide 2011-12*. We would also like to take the opportunity to thank you for your co-operation within the framework of the Erasmus programme; and we look forward to receiving your students during the coming academic year.

We would be very grateful if you could distribute this information to your students and departmental coordinators. It is important that the students are well informed, in particular about deadlines and admission requirements.

To be able to accept exchange students, the following requirements must be fulfilled:

1. First of all, please provide us with the *Official List of Incoming Erasmus Students* selected to study at the University of Málaga, together with their e-mail addresses - our main method of communication with students. The Official List is essential for acceptance.
2. Due to the fact that we receive yearly double the number of students that we send, Malaga University can *only accept the number of students stipulated in the Erasmus agreement*.
3. Likewise, please understand that *we cannot accept Erasmus students from areas of study different* from those stipulated in the Erasmus agreement, since this can lead to problems. (Exceptions may be made only in very special cases).

Thank you for your understanding.

Your outgoing Erasmus students should:

- Read the *Erasmus Guide* carefully.
- Print the enclosed *Erasmus Form* and return it to us by post by **1/06/11** (autumn semester and full academic year) and **01/11/11** (spring semester) at the very latest.
- Apply for the *Spanish Course* (read the procedure in the Guide).

*Please note that applications submitted after the above deadlines **WILL NOT BE ACCEPTED**.*

Thank you again for your co-operation and please do not hesitate to contact us should you have any questions.

Yours sincerely,

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International Affairs Office