

NEXT STEPS FOR CANDIDATES WHO ARE NOMINATED FOR AN AWARD IN THE FIRST-ROUND PLACEMENT – June 2019

STEP 1 – Expression of Interest for a language course in Dutch, Spanish, Italian, German, French and English for certain categories (see the letter uploaded on your portal describing the language courses)

Complete the 'Expression of Interest for a language course' form on your portal **latest by 23 June 2019**.

STEP 2 – Open a Euro bank account

Open a Euro bank account in your name at a local bank that works internationally. Fill in the 'online **'bank details' form** on your portal, print, sign and scan it. Upload the scanned copy of this form on the portal again **latest by 30 June 2019**. You can find a sample template of the **'bank details' form** on www.abburs.eu . (<https://www.abburs.eu/en/assets/docs/2019-20/bank-detail-form-instructions-for-scholars.pdf>)

STEP 3 – Programme Details

- Complete the **'Programme Details'** section on your portal **latest by 31 August 2019** and specify whether you have a conditional or unconditional offer from the institution of your choice. Upload a copy of your offer letter.
- Confirm the university and country you have chosen for your study by the deadline above (31 August 2019) and indicate the tuition fee you are expected to pay.

STEP 4 – Contract signing

Once all above conditions are met, you are ready to sign a contract and we will get in touch with you to book an appointment to come to the EU Scholarship Office to sign the contract

- A copy of your contract will be available on the portal. Please read it carefully before you come to sign.
- **You need to sign a contract approximately 6 weeks before the start date of your programme**

STEP 5 – Payment of Grant

Once the contract is signed, the grant payment will be disbursed as described below:

- Payment of Tuition Fee to the host institution – upon receipt of the invoice from the host institution
- Payment of Living Allowance and travel allowance
 - you will be receiving the first instalment (70% of the living allowance plus travel allowance of 800 euro – those who choose to study in the Republic of Cyprus will not receive a travel allowance)

Important Notice for Short Term Nominees: Nominees for short term programmes must start their programme as of June 2019 at the earliest and Monday 13 January 2020 at the latest. The scholarship cannot be postponed.

The online forms can be found in the menu on the left-hand side of your portal
<https://apply.abburs.eu>