Dear Erasmus student,

we are a happy, that you decided to spend your Erasmus stay here at Kiel University. In order to apply at MOBILITY ONLINE, please follow the instructions below.

It is not necessary to send the application via post!

Please note, that it is your responsibility to take care of the completion of your Learning Agreement. You find your Departmental Coordinator as well as other useful information on the website of the International Center Kiel Section ERASMUS Incomings:

You start your application here:

https://www.service4mobility.com/europe/BewerbungServlet?identifier=KIEL01 &sprache=en&kz_bew_art=IN&kz_bew_pers=S
The choice of “Faculty” and “Seminar/Institute” depends on the treaties between Kiel University and your university.

If you are not sure, what to pick have a look in the table “DKIEL01-Partner Universities and Departmental Coordinators”.

If you are unsure, to which Faculty and to which Seminar/Institute your subject belongs, have a look in the table “Subjects to Faculty and Subject Area”, provided on our Website.

If still non applies to your choice, please cross “yes” at “Application out of subject area” and fill out those fields accordingly.

Please note, that you still need to choose the faculty and an area of subject listed before - even if it does not match your actual choice.

Now, check your Mailaccount for the registration link.

If you can’t find it, check your spam folder.
After clicking on the link you will be forwarded to the registration process to set up your own application account.

You can now either proceed directly by pressing "Log in to Mobility Online". Or you proceed later by using the link in your mail "Registrierungsbestätigung".
This is the screen you will see after you've pressed "Log to Mobility Online".

If you want to apply for a dormitory room, please download the application form and send the completed document directly to Mrs. Sheen (csheen@uv.uni-kiel.de). We can't guarantee a room, if you send in your application after the deadline.

You can either use our Learning Agreement; then press "print Learning Agreement"
Or if you rather want to use the Learning Agreement of you Home University, then you can leave this step out.

Complete the Learning Agreement with courses you want to take during your stay in Kiel. Be sure that you get the credits for these course acknowledged by talking with the person in charge at your home university.

You find courses either in the Lecture Directory or on the website of the International Center under the section “ERASMUS Incomings”.

If you soley want to write your thesis during your ERASMUS stay - without taking any courses - then please find a person in Kiel who will mentor you during your stay. Please describe accurately the topic of your thesis.

After you have chosen your courses, please send your Learning Agreement to the regarding Departmental Coordinator in Kiel to check and sign it. If you chose courses other then from the institute, our universities have treaties in, then please ask the Departmental Coordinator for permission first.

If you have chosen courses from various institutes, then please send your Learning Agreement to every Departmental Coordinator in charge of this specific institute. For help you might use the table “DKIEL01- Partner Universities and Departmental Coordinator” on the website of the International Center section “ERASMUS Incomings".
Should you be unsure, as to whom your Departmental Coordinator would be, please contact the ERASMUS Incoming Officer: erasmus-incomings@uv.uni-kiel.de

UPLOAD YOUR LEARNING AGREEMENT ONLY AFTER IT IS COMPLETELY SIGNED. You might upload multiple Learning Agreements, if necessary.

After you uploaded your completed Learning Agreement we will check it and send you a letter of admission.

Regards stays starting in the winter semester

Should you want to stay for the summer semester at Kiel University, press "Initiate extension of stay". Hand in the completely signed document at the International Centers’ Information desk (attn: ERASMUS Incoming Officer).