

## INFORMATION SHEET FOR STUDENT EXCHANGE PROGRAM

### (Academic Year 2018/2019)

#### Contact Information

Name of university:	Kaunas University of Technology	
University website:	<a href="http://ktu.edu/">http://ktu.edu/</a>	
Website for student exchange programme:	<a href="https://admissions.ktu.edu/">https://admissions.ktu.edu/</a>	
Contact Person:	<b>Inbound</b>	<b>Outbound</b>
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#### Faculty coordinator

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<b>International coordinator</b> Dovilė Sinkevičiūtė Radvilėnų rd. 19, room 247 Tel.: +370 37 300 166 e-mail: dovile.sinkeviciute@ktu.lt
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<p align="center"><b>Panevėžys Faculty of Technologies and Business</b> Dean: Daiva Žostautienė</p>
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#### Nomination and Application Deadlines

	Semester 1 (from...to...)	Semester 2 (from...to...)
Nomination:	From January 1 to May 1	From June 1 to October 1
Application:	From April 1 to June 1	From September 1 to November 1

#### Nomination Procedure

A student can be nominated to come to KTU when a valid bilateral agreement between home university and KTU exists or under academic exchange programmes between countries.

Write your nomination to the e-mail incoming@ktu.lt, indicating the name, surname and the faculty of the student.

## Application Procedure and required documents

### Application Procedure

You are welcome to apply for exchange studies at **KTU**!

Note that before you apply you must be nominated by your home university. Therefore, you have to contact exchange programme coordinator at the home university first of all.

A student can be nominated to come to KTU when a valid bilateral agreement between home university and KTU exists or under academic exchange programmes between countries.

### Application deadlines:

Autumn semester – **June 1**

Spring semester – **November 1**

### Online application for exchange students

### Supporting documents:

1. Learning agreement:

**for Erasmus+**

**for other programmes**

2. Transcript of records;

3. English language proficiency certificate (CEFR B2+, IELTS 5.5+, TOEFL IBT 70+ or equivalent);

4. Copy of valid passport (for non EU citizens) or ID card (only for EU and EEA citizens).

5. In case you would like to prepare thesis / final degree project at KTU, please fill additionally **Application form for final degree Project**.

### Note!

- You can save your online application at any time and continue to work on it at a later stage if you wish so.
- After the supporting documents are prepared/signed, they have to be scanned and saved on your computer.
- Scanned documents have to be uploaded in your online application.
- No documents have to be sent by post.
- You can apply for the accommodation in KTU dormitory by filling appropriate part of online application form.

## Visa Application Procedure and required documents

### Formalities for EU/EEA citizens after arrival to Lithuania

#### 1. Registration procedure in migration office

You have to present the following documents to Kaunas Migration Office:

1. A valid passport or ID card (plus a copy of this document);
2. An application form (obtainable at the Migration Office or KTU International Office);
3. European health insurance card (plus a copy of this document);
4. Certificate regarding enrolment at KTU (you will get it at KTU International Office);
5. Receipt from the bank indicating that you've paid 8,6 EUR for the document certifying your legal stay in Lithuania (the code of payment 5740).

In 5 working days Migration Office will prepare the document certifying your legal stay in Lithuania and will post it to KTU. International Office will inform you about the reception of this document.

After reception of the document, you must declare your living place in 7 working days at the Municipality Office (Seniūnija).

#### *2. Declaration of living place*

You have to present to Seniūnija the following documents:

1. A valid passport or ID card.
2. The document certifying your legal stay in Lithuania, received from Migration Office.
3. Living place declaration form (obtainable at KTU International Office or Dormitory)\*.

\*This form has to be signed by the central dormitory administration, which is located Gričiupio St. 13 (KTU dormitory No. 10), room 101.

NOTE. Students, studying in Lithuania less than 90 days within 6 months, don't have to do any formalities in Migration or Municipality offices.

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#### **Formalities for non-EU citizens**

Non-EU citizens coming to Lithuania for exchange studies, e.g. under Erasmus programme, (for 1-2 semesters) have to apply for a national multiple entrance visa prior to arrival to Lithuania. The visa is issued in 15 days (usually you can expect it within 7 days).

One of the main documents to get D type visa is Mediation certificate of KTU. International Office prepares and sends Mediation certificate together with acceptance letter to the exchange student by email.

Visas are issued at the embassies, diplomatic missions or consular offices of the Republic of Lithuania abroad.

Here you can find [the list of embassies, diplomatic missions or consular offices of the Republic of Lithuania abroad](#).

Please contact the nearest Embassy of Lithuania to get the precise information about visa application procedure.

NOTE. Students, who have national D type visa don't need to declare living place after arrival to Lithuania.

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More information on the migration formalities, rights and responsibilities of aliens in Lithuania:

Migration Department <http://www.migracija.lt>

Ministry of Foreign Affairs of the Republic of Lithuania <http://www.urm.lt/>

#### Academic Programmes and Courses available for Exchange Students

Website:	<a href="https://admissions.ktu.edu/exchange-students/#courses">https://admissions.ktu.edu/exchange-students/#courses</a>
Course load requirement:	not more than 33 ECTS credits per semester.
Medium of teaching:	Classes or consultations
English Language requirement:	CEFR B2+, IELTS 5.5+, TOEFL IBT 70+ or equivalent
GPA requirement:	Depending on the one which is applicable by the home institution.

#### Important Dates

	Semester 1 (from...to...)	Semester 2 (from...to...)
Dormitory earliest check-in date:	From August 20	From January 25
Registration & Orientation:	From August 25 to September 2	From January 28 to February 4
Class begins:	From September 5	From February 1
Class ends:	December 23	May 31
Exam Period:	From January 2 to January 31	From June 1 to June 30
Weblink to academic calendar:	<a href="http://2017.ktu.edu/en/studies">http://2017.ktu.edu/en/studies</a>	

### Accommodation

Is campus accommodation guaranteed?	It is usually provided for the first-year students (students who are late, are not guaranteed a place in the dormitory).
Lodging fee:	1. 119-135 EUR – single room; 2. 87-111 EUR – double room / price for a person.
Application method:	Filling in the form with dormitory preferences, which is sent for the students after they are accepted.
Application deadline:	Send the dormitory preferences by August 1 or by January 1.

### Estimated Living Expenses

Meals:	Lunch for around 3 Euros. 1.50-7.50 EUR for pizza 4.50-9 EUR for a steak or sea food 1.50-2 EUR for a cup of cappuccino.
Accommodation provided by host university:	Dormitory 100 EUR (50-140)
Off-campus housing:	Average rent prices are from 150 EUR to 400 EUR per month for a flat (1-3 rooms).
Transportation:	5 EUR
Personal expenses:	Food 145 EUR Hygiene goods 30 EUR Materials for studies 30 EUR Entertainment 75 EUR
Other administrative fees (Miscellaneous fees):	Other 60 EUR

### Insurance Requirement

#### Health Insurance

All international students are supposed to have medical insurance valid in Lithuania for the study period (can be renewed every year). The insurance can be obtained in the student's home country or from a Lithuanian insurance company upon arrival.

#### Health insurance for EU citizens

Students from EU countries are not required to have any special health insurance. European health insurance card or form E111 confirming that a student has EU health insurance is valid in Lithuania.

#### Health insurance for non EU citizens

Students from non-EU countries may obtain their health insurance either in their country or in Lithuania.

1. If you come to Lithuania without visa, make the health insurance for 3 month and then extend it when you apply for visa or TRP.
2. If you came holding national visa D, it means you have health insurance for the period of visa. When you get TRP, it is more convenient to have health insurance obtained in Lithuania.

It costs approximately 115 EUR per year if you purchase it in Lithuania.

Students from non-EU countries applying for the temporary residence permit in Lithuania have to prove to the migration office that they have a valid health insurance.

The following requirements for the insurance contract (policy) have to be fulfilled:

1. The health insurance contract (policy) shall guarantee that all the basic medical assistance costs and travel expenses which may arise in connection with the return (for health reasons) of an alien to homeland (medical transportation, including escort by medical brigade or a doctor) will be covered.

The following shall be indicated in the insurance policy:

1. Number of Health insurance contract (policy);
2. Information about the insurance company (name, address of registered office, telephone and fax numbers);
3. Full name of insured person;
4. The amount of health insurance (not less than 5792,40 EUR);
5. Duration of health insurance contract (at least till the end of study period);
6. Territorial coverage of health insurance contract (policy);
7. Non-insured events (risks not covered).