

Erasmus+ and Bilateral Exchange Program Guide

Choosing locations, submitting your application correctly, and much more...

Key Considerations

Before submitting an application, it is essential to carefully assess your genuine interest in the exchange program and the potential impact that personal and family circumstances may have on your participation. It is also crucial to evaluate the financial feasibility of studying abroad, taking into account costs associated with international mobility (such as food, accommodation, transportation, and personal expenses). If needed, discuss these aspects in advance with your family or anyone who may provide financial support.

By submitting their application, students commit to participating and completing the exchange program if assigned to any of the requested destinations.

Poorly prepared applications and subsequent withdrawals after assignment create significant inconvenience for other students, preventing some from securing their top-choice destinations and others from benefiting from the opportunity altogether.

For this reason, the Academic Senate stipulates that **any withdrawals submitted at any time will be reported to the Deputy Rector for Teaching of the relevant School**, who will evaluate the reason provided. If the reason is deemed inadequate, **the withdrawal will be reported to the President of the Graduation Examination Committee**, as it may affect the evaluation of the student's overall academic record.

Choice of Locations

With so many destinations to choose from, it's no surprise that one of the most common questions students ask is how to identify the most suitable options for their exchange.

The first criterion to consider is the **academic offerings**, especially for students enrolled in specialized degree programs, such as Data Science or Management.

In this regard, a good starting point is the My Luiss portal, in the "Partner Universities" section, at the following [link: https://my.luiss.it/course/index.php?categoryid=1098](https://my.luiss.it/course/index.php?categoryid=1098)



Within each university's profile there is a section titled “**Courses Available for Exchange Students**”, where you can find a direct link to the host institution's course catalogue, the course syllabi, and a record of the recognitions granted during the previous year of mobility. This record does not constitute a binding precedent, nor can it be guaranteed that the courses offered in a given year will also be available the following year. There are no study plans that can be recognised in advance.

It's also important to review the “**Student Reports**” tab, which features reports offering insights into the experiences of previous exchange students. These can provide valuable perspectives on studying abroad.

Finally, being able to assess one's own competitiveness is another aspect that should not be underestimated. By consulting the document “**Exchange Requests by Destination**”, available in the [Partner Universities](#) section on MyLuiss, students can get an idea of which destinations are the most in demand for each field of study. The document shows the minimum and average scores with which specific destinations were awarded in the previous year. At the end of the document, the destinations that were not assigned are also listed. This document can help students make realistic choices regarding the destinations they apply for.

Gaining access to the most sought-after destinations is difficult without a very high score. It is also important to consider the number of applications in relation to the available places and whether these places are shared with students from other degree cycles. For some destinations, grade point averages higher than the minimum required by the call for applications or external language certifications will be explicitly required.

Academic Recognition Flexibility

Students departing for mobility in 2025-2026 will be guaranteed flexibility in the choice of courses to be taken abroad. The degree of this flexibility varies depending on the degree program of enrollment.

- **Students of all degree programs** (except Amministrazione, Finanza e Controllo; Data Science and Management; Management and Computer Science; Global Law - Italian Law track)
 - **To obtain recognition of elective courses**, it will not be necessary to identify foreign courses with syllabi similar to specific Luiss courses. It will be sufficient for them to be **consistent with the student's field of study** and not too similar in title or content to other courses included in the degree program.
 - To have **certain compulsory courses recognized**, it will not be necessary to identify foreign courses with syllabi similar to specific Luiss courses. They must, however, **be consistent with the educational objectives of your major/track/specialization or, if none are specified, your degree program**, and must not be too similar in title or content to other courses in your curriculum. A list of “flexible” mandatory courses that can be recognized as Core Abroad under their original foreign title is available [here](#).
 - **Note:** Students of the *Giurisprudenza* degree program may convert up to a maximum of five Luiss courses and up to two Core Abroad courses in place of

two of the four mandatory profile courses of the 4th and 5th year (at the student's discretion).

- **Other mandatory courses:** For those not included in the list, you must identify a foreign course with a program that demonstrates substantial congruence.
- **Students of Amministrazione, Finanza e Controllo and Data Science and Management.**
 - **Elective courses:** It will not be necessary to identify foreign courses equivalent to specific Luiss courses. It will suffice for them to align with your field of study and not be too similar in title or content to other courses offered in your degree program.
 - **Mandatory courses:** For those scheduled in the second year, you must identify foreign courses within the same scientific-disciplinary sector (subject area) as the corresponding Luiss courses and that align with the educational objectives of your degree program. A list of the courses involved, which can be recognized as Mandatory Abroad under their original foreign title along with their respective SSDs, is available [here](#).

Global Law students who select the Italian Law track

In light of the possibility of applying for a shortened program in the fourth year of the Single-Cycle Degree in Law, students who choose the Italian Law track **will be required to select foreign courses with syllabi very similar to those of the compulsory Luiss courses.**

Students will also have the opportunity to take abroad two Elective Abroad courses that are consistent with their field of study and not too similar in title or content to other courses included in their degree program.

It will *not* be possible to obtain recognition for the following courses, which must therefore be taken at Luiss:

- Civil Procedure Law 1
- Elective and free-choice courses (*corsi liberi*) that are preparatory for enrolment in the second degree with a shortened program. Interested students who take elective exams abroad may take at Luiss the exams required to obtain the shortened program as free-choice courses (*corsi liberi*).

Ranking Score

The ranking score is the primary indicator of merit and is calculated based on the following parameters:

- **Weighted average grade**
- **Credits earned**
- **Language skills**

A higher score increases the likelihood of securing a favorable placement. So, what can you do to boost your score and enhance your chances?



The most obvious answer is to pass all your exams with strong grades. However, many candidates overlook the advantage of leveraging proficiency in languages other than English when submitting their applications.

Each year, **some spots remain unallocated** because they require proficiency in languages other than English. In these cases, it's worth considering: Is it better to accept a placement in a non-English-speaking destination or not participate at all?

Diversifying your selection of universities by including institutions associated with more than one language can also grant additional bonuses for second and third languages. However, to qualify for these bonuses, it is not enough to simply demonstrate language proficiency – you must actively select locations tied to those languages.

Note: For students enrolled in bachelor's or master's degree programs, credits earned from internships will not count among the credits achieved or required for eligibility. Instead, a value equivalent to one-eighth (1/8) of the total credit weight of the internship will be added directly to your weighted average.

Language Skills

For some destinations, specific external language certifications will be required in the call for applications; however, in most cases, and for the purpose of awarding the language bonus that contributes to the calculation of the ranking score, there are various ways to certify your language skills.

For **English**, we accept certifications obtained **from 1 September 2024 onwards**, including: all levels from the Luiss English language course, IELTS (the TRF: Test Report Form must be provided), TOEFL, Cambridge, Duolingo English Test (results must be publicly available or shared with Luiss via the dedicated platform). We also accept assessments conducted at the Trinity School Language Academy in Rome, as well as degree certificates in linguistic subjects that clearly indicate the CEFR level achieved.

For **French, Spanish, and German**, certificates covering all skills must have been obtained from **1 September 2022 onwards**. The main certifications (DELE, DELF, DALF, TCF, TFI, Goethe-Zertifikat) will be accepted. For the TCF (Test de Connaissance du Français), it is necessary to pass both comprehension and written and oral expression tests. For master's students, any levels obtained during the bachelor's degree cycle will be accepted if clearly indicated in the degree certificate. Note: Self-declarations are not accepted under any circumstances. If you are unsure, please contact us and/or send us your certificate via email to relint@luiss.it.

We will then automatically assign, as a presumed level, the third band (B2.3–B2.4) to students enrolled in a degree program taught in English, or the second band (C1) to students with a foreign high school diploma or a Bachelor's degree completed in a foreign language (a diploma or degree certificate clearly indicating the language of instruction must be attached to the application).



These presumptions apply **only in the absence** of a different level recorded by the CLA from **1 September 2024**, even in previous study cycles, or in the absence of a different level obtained through the specific language test.

Ad hoc language tests take place in February, and the results will be added after the application. Precise dates and times are indicated in the call and on [this page](#); it is important not to miss them.

If a **language test** is included in the candidate's degree program and they fail to take it, they will not be eligible for the tests organized by the International Student Mobility Office. These tests are reserved exclusively for those who have no other way to certify their language skills at Luiss. Therefore, it is strongly recommended not to miss the December tests if they are part of your degree program.

Submitting Your Application

Be careful: the system may go into standby and redirect the applicant to the homepage if too much time is taken to complete the form.

The deadline for submitting applications is 21 January 2026, by 12:00 pm (noon), just before the end of the exam session. So, if a candidate completes an exam **after submitting their application**, will the related credits and changes to the weighted average grade not be considered? No worries! **All exams and credits valid for the degree, recorded by 18 February 2026, will count for the selection process.**

For this reason, except when waiting for the issuance of an external language certificate, there is no reason to delay submitting the application. Additionally, in case of unexpected issues or technical problems (for example, with uploading attachments), it is always better to have enough time to contact the office for assistance.

Please note that **uploaded documents must be perfectly clear, sharp, and legible**. Photos taken hastily with a smartphone may not be acceptable. It would be a real shame if your application were rejected simply because it was unreadable, especially after spending time, effort, and money obtaining, for example, an external certification.

Once submitted definitively, **the application cannot be modified**. For this reason, we always recommend carefully checking the chosen destinations, language test preferences, and that all required documents have been uploaded. The opposite mistake can also happen: failing to submit the application definitively. **Be careful, because applications left in draft will not be considered!**



After Applying

It is strongly recommended to **regularly check your Luiss email account**, especially from mid-March onwards. All official communications regarding your application will be sent there. During this period, once the locations have been assigned based on the rankings, you will receive an email informing you of the outcome of your application – whether positive or negative.

In most cases, the mobility period corresponds to the **first semester of the academic year following the application**. However, there are a few exceptions: **Law students from the Single-cycle degree program**, for certain locations, must decide the semester of mobility within **three days of receiving notification of the assignment**. When choosing the semester, these students must consider the availability of courses at the host university.

When making decisions, always consider the **academic offerings**. For universities with multiple campuses (e.g., EDHEC in Lille or Paris, or KU Leuven in Leuven, Brussels, Antwerp), course availability can vary between locations. Pay close attention to this when selecting your campus.

The academic calendar is almost always available on the websites of the host universities. Alternatively, it is often included in the fact sheets or as a separate attachment in the **“Key Documents”** section of each foreign university’s profile under **“Partner Universities”** on the MyLuiss platform.

Application for the Host University

Once students are selected for mobility, their names and required data are communicated to the host universities (**nomination**). In most cases, the host universities will contact the students directly, providing details about the documentation required to formalize their registration for the mobility period (**application**).

Although the process is essentially similar, each university has its own timelines, procedures, and requires specific types of documents. This information is published in the **“Admission Procedures”** section of each university’s profile on [MyLuiss](#), but it is typically also communicated via email to each candidate following the nomination. At this stage, it is crucial to pay close attention to the **deadlines for submitting the application**, as missing them may result in **not being accepted**. For non-European destinations, completing the application as quickly as possible is essential to expedite the issuance of the acceptance letter, which is required to apply for a visa.

Finding accommodation in many host countries is becoming increasingly difficult. Each year, the number of students on exchange rises, so acting promptly is essential to increase the chances of securing ideal housing. Not all universities provide housing services, although they generally offer at least informational support. Luiss has also signed agreements with **Housing Anywhere** (dedicated [link](#)), **Spotahome** (Luiss promo code: LUISS30), and **Uniplaces** (Luiss promo code: LUISS50) to provide additional assistance. Information will be sent to all assigned students. It is also advisable to read the



reports available on [MyLuiss](#) for each partner university and contact students for advice and connections regarding both university and private accommodations.

Once the application process is completed, the host universities review the submitted documentation. If it is correct and complete within the prescribed deadlines, **the acceptance letter is issued**. In some cases, this document is issued immediately; in others, processing times may vary and could extend beyond the application deadline.

For exchanges in non-European countries or countries not part of the Schengen Agreement, a visa valid for the entire duration of the stay abroad is required. Although the required documents for obtaining a visa may vary from country to country, the acceptance letter is always essential. For information on the other required documents, the most reliable source is the competent consular authority, that is, the embassy or consulate of the host country in Italy.

Study Plan Abroad

You have probably already heard of the **Learning Agreement**. This document specifies which courses students will take at the host university and, upon passing the corresponding exams, which courses will be recognized within the Luiss degree program.

The preparation of study plans, and therefore of the Learning Agreement, takes place for the first time **after the assignment of destinations to selected candidates**. These plans are provisional and can be modified later, but, according to EU regulations, they must be formalized **before departure**.

It is important to keep in mind that from the moment the plan is first formalized until the actual start of the mobility period, course availability may change. This happens at almost every university, and if necessary, changes can be made within **three weeks from the start of classes abroad**, in accordance with the deadlines and procedures of the host universities.

In most cases, the Learning Agreement does **not** replace the course enrolment procedure at the host university. Specific information about enrolment is provided directly by the partner institution and must be carefully followed, as deadlines are often tight, places are limited, and enrolment systems frequently operate on a **first-come, first-served** basis.

We know that completing a series of administrative procedures is necessary, but we make every effort to simplify them as much as possible and provide support to everyone who needs it. If anything is unclear, don't hesitate to ask!



Psychological Stress

Studying abroad for several months in a new country can be a transformative experience, but it also comes with significant challenges. Leaving behind familiar routines, adapting to a new educational system, speaking one or more unfamiliar languages daily, adjusting to a different diet and culture, and building new social connections are just some of the transitions students face in mobility programs.

While these experiences are enriching, they can also be overwhelming. Unfortunately, we have observed cases where students encounter issues such as **anxiety, panic attacks, and psychological stress**, sometimes leading to an early return home.

If you know that you are prone to feelings of anxiety or have difficulty managing significant changes, it is important to carefully evaluate whether this might impact your participation in a mobility program. Recognizing potential challenges beforehand is a proactive step toward ensuring a positive experience. Luiss offers a dedicated psychological support service called [Luiss ti ascolta \(Luiss Listens to You\)](#), which is available to all students. Reaching out for help is not a sign of weakness but a strong step toward managing and overcoming difficulties.

This guide is provided for informational and orientation purposes only and has no legal value. For complete and official information, always refer to the call for applications, which should be read very carefully.