

## REQUEST FOR EXTENSION OF ERASMUS+ STUDENT MOBILITY (SMS)

### Student's Personal Data:

First Name and Family Name: \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

Host Institution: \_\_\_\_\_

Originally planned mobility period: \_\_\_\_\_

(Start and end date must correspond to the mobility dates as stated in grant agreement!)

Extended mobility period: \_\_\_\_\_

(Please indicate the start and end date for the entire mobility period)

I apply for the above stated extension of my Erasmus+ Student Mobility

\_\_\_\_\_  
Place, Date

\_\_\_\_\_  
Student's signature

### Approval of the Host Institution:

\_\_\_\_\_  
Name and Position of the Signatory

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Place, Date

\_\_\_\_\_  
Stamp

### Approval of the Home Institution (Departmental Erasmus+ Coordinator/ZIB):

\_\_\_\_\_  
Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Place, Date

\_\_\_\_\_  
Stamp

### **Procedure:**

1. The student fills in the form, signs and obtains the signature of the responsible person at the host institution.
2. The form must be sent by email to the student's Departmental Erasmus+ Coordinator/ZIB.
3. The Departmental Erasmus+ Coordinator/ZIB approves of the request for extension and sends the form by email to Annika Schwarz ([a.schwarz@verw.uni-koeln.de](mailto:a.schwarz@verw.uni-koeln.de)) at the International Office.

**Students must submit the Requests for extension to the home institution at least 30 days before the originally planned end date of the student's mobility period. Late submissions will not be considered.**