

## Erasmus Intensive Language Courses (EILCs) 2011-12 ORGANISATION OF EILC CALENDAR FOR ORGANISING INSTITUTIONS

February/March 2011       •       Selection of Organising Institutions (OIs) by NA.         31 <sup>st</sup> March 2011       •       Deadline for OIs to complete and to send to NA the "EILC Organising Institution information form".         8 <sup>th</sup> April 2011       •       NAs send to the Commission the link to their EILC Organising Institution's information forms, already published on the NA website. <sup>1</sup> .         April 2011       •       Commission to put the links to all "EILC Organising Institution's information" form student application form etc. on the Commission EILC website: http://ec.europa.eu/education/programmes/Ilp/erasms/eilc/index_en.html         March - May 2011       •       All NAs inform their higher education institutions (HEIs) about the EILCs, E website and calendar for 2011-12.         •       HEIs inform their students about EILC 2011-12.       •         •       Students submit their applications to their home HEI, which sets its own into application deadline.         •       Deadline for HEIs to send student applications by e-mail <sup>2</sup> to OIs and a list of applic to their home NA.         Early June 2011       •       OIs select applicants in co-operation with their home NA.         22 <sup>nd</sup> June 2011       •       Deadline for OIs to send a list of selected and reserve students to sending HEIs.         •       EILC Organising Institutions inform all applicants - including the selected, reserve rejected students – about the selection results.	
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July 2011 their HEI's Erasmus office.	
• OIs send the infopack to "confirmed EILC students".	
June - August 2011 • Comenius/Grundtvig Assistants apply to the EILC Organising institution as soo	1 as
their Comenius/Grundtvig Assistant status has been confirmed.	
July/August 2011 • OIs select reserve students in case selected students withdraw.	
• <i>Comenius/Grundtvig Assistants</i> to be informed about selection results.	
For courses starting in winter/spring 2012	
<b>30<sup>th</sup> October 2011</b> • Deadline for HEIs to send student applications by e-mail <sup>3</sup> to OIs and a list of applied	ants
to their home NA.	
• Deadline for <i>Comenius/Grundtvig Assistants</i> to apply to the EILC Organ	sing
institution. <sup>4</sup>	
Early November • OIs select applicants in co-operation with their home NA.	
2011	
<b>20<sup>th</sup> November</b> • Deadline for OIs to send a list of selected and reserve students to sending HEIs.	
• EILC Organising Institutions inform all applicants - including the selected, reserve	and
rejected students – about the selection results.	
Late • Selected Erasmus students send confirmation of participation in EILCs to OIs three	ugh
November/early their HEI's Erasmus office.	
December 2011 • OIs send the infopack to "confirmed EILC students".	
• OIs select reserve students in case selected students withdraw.	
2011/January 2012	

<sup>&</sup>lt;sup>1</sup> If possible, NAs should send the forms before that date. <sup>2</sup> All applications should be sent <u>electronically (e-mail)</u>, without any paper copies. All other correspondence (selection results, confirmation of students, etc.) should be done by e-mail only, if possible.

 <sup>&</sup>lt;sup>3</sup> See footnote 2.
 <sup>4</sup> The following procedures for Erasmus students apply also to *Comenius/Grundtvig Assistants*, where appropriate.

For all courses			
March-April 2012	•	OIs send final list of students who have attended EILC 2011-12 to sending HEIs and	
		sending NAs.	

Explanations: OI=EILC Organising Institution, NA=National Agency, HEI= Higher Education Institution