



UPON ARRIVING IN CLUJ

- ▶ Check the rooms allocation in the student dorms (<http://bri.utcluj.ro/>)
If you arrive outside working hours please inform the Erasmus+ Office about the time of your arrival in order for them to facilitate your access inside the dorm;
- ▶ Bring the Arrival Certificate (received from your university) to the Erasmus+ Office (Memorandumului Street No. 28, room 107);
- ▶ Make an appointment with the local Erasmus Coordinator (at the faculty);
- ▶ Participate in our Welcome Day event for international students!!!
- ▶ Register at the Immigration Office (Alexandru Vaida Voievod Street, No. 51-53, (Complex Iulius Mall) Cluj).



DURING MOBILITY

- ▶ Make all needed changes to your Learning Agreement with the local Erasmus Coordinator within the first 15 days of the academic year/semester.
- ▶ Inform the local Erasmus Coordinator if you want to add Romanian Language Courses to your Learning Agreement.
- ▶ No changes in the Learning Agreement are allowed after the first month of mobility.
- ▶ Pick up your student card from the secretary of the faculty (issued within two weeks from your first meeting with the local Erasmus Coordinator).



END OF MOBILITY

TUCN obligations:

At the end of the mobility period, the student will receive from the TUCN:

- ▶ Transcript of Records / Transcript of work;
- ▶ Certificate of Attendance.

The Erasmus exchange students must:

- ▶ Inform the Erasmus Office of their departure date, at least 3 days prior to the departure;
- ▶ Send the Attendance Certificate Form provided by your university to the TUCN Erasmus Office at least 3 days prior to your departure (E-mail: international@staff.utcluj.ro), to be filled in and signed;
- ▶ Inform the hostel manager of your intention to leave 3 days in advance;
- ▶ Submit your feedback to Erasmus+ Office.

You will be able to collect your Certificate of Attendance from Erasmus+ Office 2 days before leaving TUCN.



Erasmus+ Office

Str. Memorandumului, nr. 28, Cluj-Napoca 400114, România

Tel: +40 264 202 594; +40 264 202 261

Fax: +40 264 591 690

Email: international@staff.utcluj.ro / Ludmila.LUTENCU@staff.utcluj.ro

Open Office Hours:

Monday to Friday, 11-14