



## Guidelines for Online Erasmus+ Application

**Attention! Students are allowed to submit only one application.**

### Login to the platform

**Step 1:** Access through the given link

**Step 2:** Fill in your UTH email (xxxxxxx@uth.gr) and select "Next" (Then select corporate account)

Microsoft

### Χρειαζόμαστε λίγη περισσότερη βοήθεια

Φαίνεται ότι αυτή η διεύθυνση ηλεκτρονικού ταχυδρομείου χρησιμοποιείται με περισσότερους από έναν λογαριασμούς από τη Microsoft. Ποιο λογαριασμό θέλετε να χρησιμοποιήσετε;



Εταιρικός ή σχολικός λογαριασμός  
Δημιουργήθηκε από το τμήμα IT



Προσωπικός λογαριασμός  
Δημιουργήθηκε από εσάς

Κουραστήκατε να βλέπετε αυτό το όνομα;  
Μετονομάστε τον προσωπικό σας λογαριασμό  
Microsoft.

### Authentication and Authorization

**Step 3:** At the "Identification and Authorization Infrastructure" window, enter the username and password given to you by UTH (email credentials)



Πανεπιστήμιο Θεσσαλίας

Υποδομή Ταυτοποίησης και Εξουσιοδότησης

Ζητήσατε πρόσβαση σε  
urn:federation:MicrosoftOnline

Όνομα χρήστη / Username

Συνθηματικό / Password

Είσοδος / Login



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## Attention!

In case you see the message: **“Not registered in the directory”**, please follow the steps below:

1. Visit the website: <https://delos365.grnet.gr/>
2. Log in using your academic credentials.

If during login you see the message: **“Your account is under processing”**, please try submitting your application again via Microsoft Forms.

**If you cannot be identified:** A new "My AcademicID" window will appear. Click on the field labeled "Proceed to register on the MyAcademicID Service."

1. Fill in the required information.
2. Check the "Confirm" box and then "Submit"

Once the message "Email verification needed" appears, log in to your email. You will receive an email from [support@eduteams.org](mailto:support@eduteams.org). Click on the link in that email to activate your account.

## APPLICATION

**Step 4: At the start page you can select English language.**

Select START NOW

Once you have read the information about personal data, select "Yes" and "Next" to be able to continue

Application for Erasmus+ Mobility

Γεια σου, sfour@e365.uth.gr. Όταν υποβάλλετε αυτήν τη φόρμα, ο κάτοχος θα δει το όνομα και τη διεύθυνση ηλεκτρονικού ταχυδρομείου σας.

\* Απαιτούνται:

1. According to the General Data Protection Regulation (GDPR), your personal data is protected and it will be used only for this application procedure by the University of Thessaly \*

YES

Επόμενο

Αυτό το περιεχόμενο δημιουργήθηκε από τον κάτοχο της φόρμας. Τα δεδομένα που έχει εισαγάγει θα αποσταλούν στον κάτοχο της φόρμας. Ποτέ μην αποκαλύψετε τον κωδικό πρόσβασης σας.  
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On the next page, you can choose the type of mobility you are interested in, Studies or Traineeship

**Step 5:** Fill in the following spaces. Each student can submit only one (1) application.

**Step 6:** Then, you should "upload" the necessary supporting documents. Select "Upload file" for each document you want to upload.

#### Required Documents for Erasmus+ Application:

1. [TRAINEESHIP/INTERNSHIP Application form](#)

**Note:** You need to download the document, fill it out, and then upload it without a signature.

- Recent Transcript of Records or Certificate of Studies
- Short CV, include a brief explanation of your reasons for wanting to participate in the Erasmus+ program.
- Copies of language proficiency certificates (according to the language requirements of the University you are interested in)
- Copy of ID or Passport
- ONLY FOR TRAINEESHIP MOBILITY:** \*Acceptance Letter from University/Company.

#### \*The Acceptance Letter document must necessarily state:

- Traineeship Institution Details (logo, address, etc.), Contact information for the supervising person (name, title, telephone, e-mail, etc.),
- Specify the start and end dates of the traineeship
- A short reference to the trainee's duties, in order to ascertain the relation of the field of studies traineeship
- It must be clearly stated that the traineeship is under the Erasmus+ Program.
- The document should be signed and stamped by the responsible person at the institution.



**Step 7:** Once you have filled in all the required fields and uploaded all necessary supporting documents, click "Submit." After submission, a confirmation message will appear, indicating that your application has been successfully submitted.

**Attention!** This platform cannot send a submission email, so please keep a transcript of this page for your records.

## Application for Erasmus+ Mobility

✓ Ευχαριστούμε!

Your application has been Submitted

Διατηρήστε τις πληροφορίες μαζί σας αποθηκεύοντας την απάντησή σας.

Αποθήκευση της απάντησής μου

[Δημιουργία της δικής μου φόρμας](#)

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