

# Online Application System

## **Step 1: Registration of an account (valid email address)**

Please fill in the form below. After you submit a confirmation email will be sent to you. Note that this is just the registration. You submit applications after you have received the confirmation email from this registration.

★ First name (given name)

Middle name

★ Last name (family name)

★ Email address

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**Step 2:** After 5 minutes reception on the account a personal link to the application form. Personal data and submit

Personal information			
First name (given name) Bianca	Middle name	Last name (family name) Buttiglione	
Email bianca.buttiglione@polito.it	Marital status Single	Gender Female	Date of birth 1984 December 18
Citizenship Cambodia	Passport number	Passport expires Year Month Day	
Address Middle Street	Postal/Zip code	City Kratie	
Country Cambodia	Phone number 39633756	Fax number	
Home University (if yours is not listed here, write its name to the right) (Help) Select	Home University (Help) University of Cambodia		
I accept that you send my name to my home University for validation Yes If you answered no, please state reason:		Mother tongue cambodian	
2nd language Select	Read Select	Write Select	Oral Select
3rd language Select	Read Select	Write Select	Oral Select
Other language	Read Select	Write Select	Oral Select
Previous educational record			
Check those educational diplomas you want to append to the application. (Help)			
<input type="checkbox"/> Secondary/high school <input type="checkbox"/> Bachelor <input type="checkbox"/> Master <input type="checkbox"/> PhD <input type="checkbox"/> Other			
References/Recommendations			
Select how many references/recommendation contacts you want to append to the application (Help)			
None			

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## Previous educational record

Check those educational diplomas you want to append to the application. ([Help](#))

Secondary/high school    Bachelor    Master    PhD    Other

### Master

Name of University/College	Location	
<input type="text" value="Institute de la Technologie du Cambodge"/>	<input type="text" value="Cambodia"/>	
Start date	End date/Estimated end date	Type of degree
<input type="text" value="2009"/> <input type="text" value="September"/> <input type="text" value="3"/>	<input type="text" value="2012"/> <input type="text" value="January"/> <input type="text" value="16"/>	<input type="text" value="University degree"/>
Subject of degree ( <a href="#">Help</a> )	3 key subjects ( <a href="#">Help</a> )	Average grade reached in your studies
<input type="text" value="3.5 - Design (Graphic Design, Industrial Design, Fashion, Textile)"/>	<input type="text" value="urban planning architecture"/>	<input type="text"/>

## References/Recommendations

Select how many references/recommendation contacts you want to append to the application ([Help](#))

### Reference 1

Name	Institution/Organization/Company	Email
<input type="text" value="Prof. Barrou"/>	<input type="text" value="Institute de la Technologie du Cambodge"/>	<input type="text" value="barrou@itc.com"/>
Address	City	Zip code
<input type="text" value="Caravan Street"/>	<input type="text" value="Kratie"/>	<input type="text" value="13100"/>
Country	Phone number	Fax number
<input type="text" value="Select"/>	<input type="text"/>	<input type="text"/>

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## Step 3: Confirmation that the application has been received

**Application for EM EuroAsia  
Full paid scholarship by the EU**

**Success**  
Your personal data has been received. You will receive the link to continue with applying to mobilities below. You will be able to apply for one or more mobilities.

**Information**  
Your personal data has been received. Under *Your application header* or click the *Apply for mobility* button in the search results until you reach the *Apply for mobility* page. Note that you will have to submit documentation to support your status group (a to c).  
Under *Your application header* or click the *Apply for mobility* button in the search results until you reach the *Apply for mobility* page. Note that you will have to submit documentation to support your status group (a to c).  
Under *Your application header* or click the *Apply for mobility* button in the search results until you reach the *Apply for mobility* page. Note that you will have to submit documentation to support your status group (a to c).

**Help**  
**Target group 1** - Only for students and academic staff who are currently registered at a partner University. Note that you must provide documents that prove you are currently enrolled in one of the partner universities.  
**Target group 2** - Citizens of Cambodia, Indonesia, Laos, Thailand or Vietnam enrolled in (or having obtained a university degree from) a higher education institution of these countries that is not a partner University.  
**Target group 3** - To apply for target group 3 you must have a citizenship from Cambodia, Indonesia, Laos, Thailand or Vietnam. You also have to fulfil at least one of the following requirements:  
1. Have a refugee status or asylum beneficiary.  
2. Have been the object of unjustified expulsion from a University on racial, ethnic, religious, political, gender or sexual inclination grounds.  
3. Belong to an indigenous population targeted by a specific national policy.

**Apply for mobility**  
Target group (Help)  
Select [More information about target groups](#)  
Type of mobility (Help)  
First select target group [More information about mobilities](#)  
Subject (Help)  
First select type of mobility [See all available mobilities](#)



# Online Application System

## ➤ Detailed Information

Detailed information about selected course/program
<b>EU code</b> 4.3 - Accountancy, Financial Management
<b>Mobility</b> 2 - Master
<b>Location</b> Universidade do Minho, Portugal
<b>Subject</b> Accounting
<b>Course/Program</b> Master Course in Accounting
<b>Language</b> Portuguese and English
<b>Language requirements</b> Portuguese and/or English or a common language between the candidate and the tutor
<b>Academic requirements</b> BSc in a related field or equivalent
<b>Max available positions</b> No information available
<b>Information</b> The expected learning results of the Master Programme in Accounting, demonstrate a concern to guide this course for graduates coming from different areas and with different experiences in the area of Accounting, Auditing and Taxation, as the offer of different and several optional curricula units. It is also aimed to those recently graduated that intend to specialize in the area of Accounting, namely Technical Accounting Officials, Official Accounts Inspectors, controllers, teaching staff and Accounting research.
<b>Homepage</b> <a href="#">Go to homepage</a>
<b>Duration</b> 20 months between Feb 1 2010 and Sep 1 2012
<b>Additional information</b> Tutorial support and exams held in English might be possible for some course units. There is also the

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## ➤ Choice of Type of Mobility and Subject

### Apply for mobility

Target group (Help)  
1. Currently registered with a partner University

Type of mobility (Help)  
Master

Subject (Help)  
Business studies and management sciences

### Available mobilities - Search result

#### 4.2 - Business Studies with technology

Location	Subject	Start date	Detailed information	
Italy - Politecnico di Torino	Industrial Engineering and Management	2009-09-01	<a href="#">Click to view detailed information</a>	<input type="button" value="Add to application"/>
Sweden - University of Borås	Business Administration	2010-01-18	<a href="#">Click to view detailed information</a>	<input type="button" value="Add to application"/>
Sweden - University of Borås	Business Technology	2010-01-18	<a href="#">Click to view detailed information</a>	<input type="button" value="Add to application"/>

#### 4.3 - Accountancy, Financial Management

Portugal - Universidade do Minho	Accounting	2010-02-01	<a href="#">Click to view detailed information</a>	<input type="button" value="Add to application"/>
Portugal - Universidade do Minho	Finance	2010-02-01	<a href="#">Click to view detailed information</a>	<input type="button" value="Add to application"/>

#### 4.4 - Tourism, Catering, Hotel Management

Spain - Universidad de Alcalá	Tourism and Business	2010-09-01	<a href="#">Click to view detailed information</a>	<input type="button" value="Add to application"/>
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# Online Application System

## ➤ Link to a Personal Upload Page

**Application for EM EuroAsia**  
**Full paid scholarship by the EU**

Summary of your application	Message board
<p><b>Submit personal information</b></p> <p>You have already submitted your personal information. As long as the application is open you can change your personal information. To do that, click the button <i>Personal information</i>.</p> <p style="text-align: center;"><input type="button" value="Personal information"/></p>	<p>Important information about your application will be posted here on the message board. Make sure you check it at least once a week during the selection process. You can do it here on this page or by subscribing to this page's <a href="#">RSS feed</a>.</p> <hr/> <p>You have no messages yet</p>
<p><b>Submit application</b></p> <p>You can fill in a new application as long as you are below the limit of how many applications you can submit (the limit is 2 applications). Click the button <i>Apply</i> to apply or change your current applications.</p> <p>Below is a list of your applied mobilities in priority order.</p> <ol style="list-style-type: none"><li>1. <a href="#">Automotive Engineering</a></li><li>2. <a href="#">Communication Engineering</a></li></ol> <p style="text-align: center;"><input type="button" value="Apply"/></p>	
<p><b>Upload required documents</b></p> <p>Before your application is complete you must upload all required documents. Click the button <i>Upload documents</i> to go to your personal application page and upload required documents.</p> <p style="text-align: center;"><input type="button" value="Upload documents"/></p>	

Are you using Internet Explorer and having problems submitting an application? Please see [this page](#).

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## ➤ Upload of Required Documents

<p><b>Welcome to the upload page</b></p> <p>Use the menu below to upload required documents.</p> <p><b><u>You have to close the application or it will not be considered during the selection!</u></b> Click the button <i>Close application</i> to do so. After you have closed your application no more changes can be done.</p> <p>For more information about what to upload, please place your mouse cursor above the document type name or go to our <a href="#">information page</a>.</p> <p>To upload into a category click on a document category below. All categories marked with a red bullet (in the left column) must be uploaded. The bullet shifts to green if that category is done.</p> <p>Please use your registration number (L120900265) in all correspondence with the <a href="#">administration</a> (<a href="mailto:info@em-euroasia.org">info@em-euroasia.org</a>).</p>	<p><b>Message board</b></p> <p>Important information about your application will be posted here on the message board. Make sure you check it at least once a week during the selection process. You can do it here on this page or by subscribing to this page's <a href="#">RSS feed</a>.</p> <hr/> <p>You have no messages yet</p>
<p><b>Uploaded documents</b></p> <p>Uploading of documents: <b>incomplete</b></p> <ul style="list-style-type: none"><li>• <a href="#">Proof of registration</a></li><li>• <a href="#">Official Transcripts of Record or Degree</a></li><li>• <a href="#">Verified appropriate Language skills defined by respective university</a></li><li>• <a href="#">Passport or official proof of identification</a></li><li>• <a href="#">Your Current CV Europass format</a></li><li>• <a href="#">Description of research topic (optional)</a></li><li>• <a href="#">Motivation Letter</a></li></ul>	
<p><b>Your submitted applications</b></p> <p>To see a print out form of your application, <a href="#">click here</a></p> <p>This is your applied mobilities:</p> <ol style="list-style-type: none"><li>1. <a href="#">Automotive Engineering</a></li><li>2. <a href="#">Communication Engineering</a></li></ol> <p>You can fill in a new application when you no longer are above the limit of how many applications you can submit (currently 2 applications).</p>	