

Application procedure FAQ's

I am currently not enrolled as a student. Can I apply for an exchange in Mobility Online?

No. You must be registered as a full-time TU Delft student from the moment you apply for an exchange. You should also be registered at the moment you apply for a scholarship, as well as during the semester you are studying abroad.

Where can I find an overview of the universities I can apply for?

On the home page, click on "Exchange possibilities." Most faculties have an additional list available on their website or Brightspace.

The university I wish to apply for does not appear on the dropdown menu.

Not all universities are available to all students. The options depend on your faculty, the study phase during your exchange and your study field. If the faculty overview shows the university is available to students, but it does not show up in the drop-down list, please contact your Faculty's international office.

Can I change my email address in Mobility Online?

No, all communication will be through your TU Delft student email address. It is important that you read your student email on a regular basis, also while abroad. It might be advisable to forward the TU Delft emails to your private email address automatically.

How many destinations should I choose and/or what should I do if I am only interested in one?

As we cannot guarantee you will be allocated to the university of your first choice, to increase your chances of going on exchange, we recommend you list up to 5 choices.

If you are only interested in going on exchange to the university of your first choice you can do so and choose only 1 destination.

Can I change the university destination choices or the documents I uploaded?

Before submitting your application, you can edit your university destination choices and the documents you want to upload.

After you have submitted your application, in the second step of the application process you can no longer change your university choices or your uploaded documents.

I must fill in a total number of credits and a GPA for the master, but I have not started my Master yet. What should I do?

As these are mandatory fields please fill in "0"

I have faculty specific questions. Where can I find such information?

Please visit the website or Brightspace page of your faculty.

Why do I have to fill in my IBAN bank account number?

Filling in the IBAN bank account number is mandatory. We will need it should you apply for a scholarship at a later stage. This information will not be used for any other purpose.

I did not follow a BSc programme at TU Delft. What BSc GPA should I fill in?

Please fill in the GPA of your previous degree and upload a transcript which reflects this.

If I have questions/technical issues during the application process, who can I reach?

In case of questions or technical issues always contact your own Faculty's international/exchange office first, even if this is during the Christmas break. Ensure that you document any technical issue you may experience by inserting a print screen to your email correspondence as evidence before the application deadline.

What happens after 1 January (23:59 CET)?

The application system will be closed, and no new applications can be submitted. The Faculty International Offices will start the evaluation of all applications. Within 6 weeks of the application deadline you will receive the outcome by email.

Can I apply at a specific faculty of the university I want to go to?

For most destinations you can only select the university. If your Faculty has several agreements with different Faculties at the host university, they will appear in the drop-down menu if not please indicate for which faculty you want to be nominated in your motivation letter.

Can I change the details imported automatically in the application form, such as name, email address?

The application form receives your personal details as they are entered in our TU Delft system, thus they can't be changed here, if your personal details are incorrect please email contactcentre-esa@tudelft.nl to have them rectified.

I cannot upload any documents, what can I do?

The application procedure is a step by step process. You need to finish the first step (complete Personal Details) before you can continue with the following. Therefore, you can only start with uploading documents after you filled in all your personal information and clicked on "confirm". The upload for each type of document is also a step by step procedure. This means that you need to start with uploading your Motivation Letter. Only then, the option to upload the next required document will be visible (and so on).

What happens after I submit my application?

You will not be able to edit your application anymore, your application and supporting documents will be automatically sent to your faculty. If you want your application to be considered for an exchange, you must submit before the deadline on January 1st (23.59ECT)

Do I need to finish the application in one session?

No, your application progress will be saved. You can resume it at a later point in time.

I accidentally withdrew my application, what can I do?

Please apply again. You will need to do the entire application process again.