Stay abroad registration

- ➢ Log in to your MyTUDelft App
- ➢ Go to Stay Abroad
- ➢ Click on New request

- ➢ The following screen will appear
- ➢ Select "request for" Current degree programme; In case your stay abroad is part of a different programme than your current one (i.e. you are now a Bachelor student, but your exchange will be part of your Master programme) please select Future Degree programme and select the Master programme you will follow next year.
- ➢ Stay Abroad : Request registration contact and emergency information

➢ Click continue

➢ Check all mandatory boxes and perform the required actions as indicated in the checklist
➢ Click continue and submit
➢ Return to the Stay abroad page
➢ Click Contact information

Details:

Under "Details" you will find information that you have entered for your stay abroad.

Contact information:

Under "Contact information" you can find the following information:

Under the tab "Stay abroad" you can find the following:

Notes	
Supervision	
Register	
De-register	
Results	
Progress	
Courses	
Stay abroad	
Log off	

Stay abroad

Stay abroad	Request registration contact and emergency information	Status	Completed (05/10/2018)
Request for	Current degree programme	Decision	Approved
Degree programme	▮▮▮	Date submitted	05/10/2018
Start date (actual)	12/11/2018	Country	▮▮▮
End date (actual)	18/01/2019	City	▮▮▮
		Institution	▮▮▮

Travel information

Departure date	12/11/2018 🔍		Return date	18/01/2019 🔍
Additional travel info	▮▮▮			

Address abroad

Start date *	End date *	Street name	No.	Addition	Postal code	City / Country *	Telephone	
12/11/2018 🔍	18/01/2019 🔍	▮▮▮	▮			▮▮▮ ▼	▮▮▮	✖

Add address

Contact person

Start date *	End date *	Relation	Name *	Telephone *	E-mail	Emergency		
12/11/2018 🔍	18/01/2019 🔍	▮▮▮	▮▮▮	▮▮▮	▮▮▮	☐		✖
12/11/2018	18/01/2019	▮▮▮	▮▮▮	▮▮▮	▮▮▮	☑	✏️	✖

Add contact

You can make any amendment under "Travel information", "Address abroad" and "Contact person".