

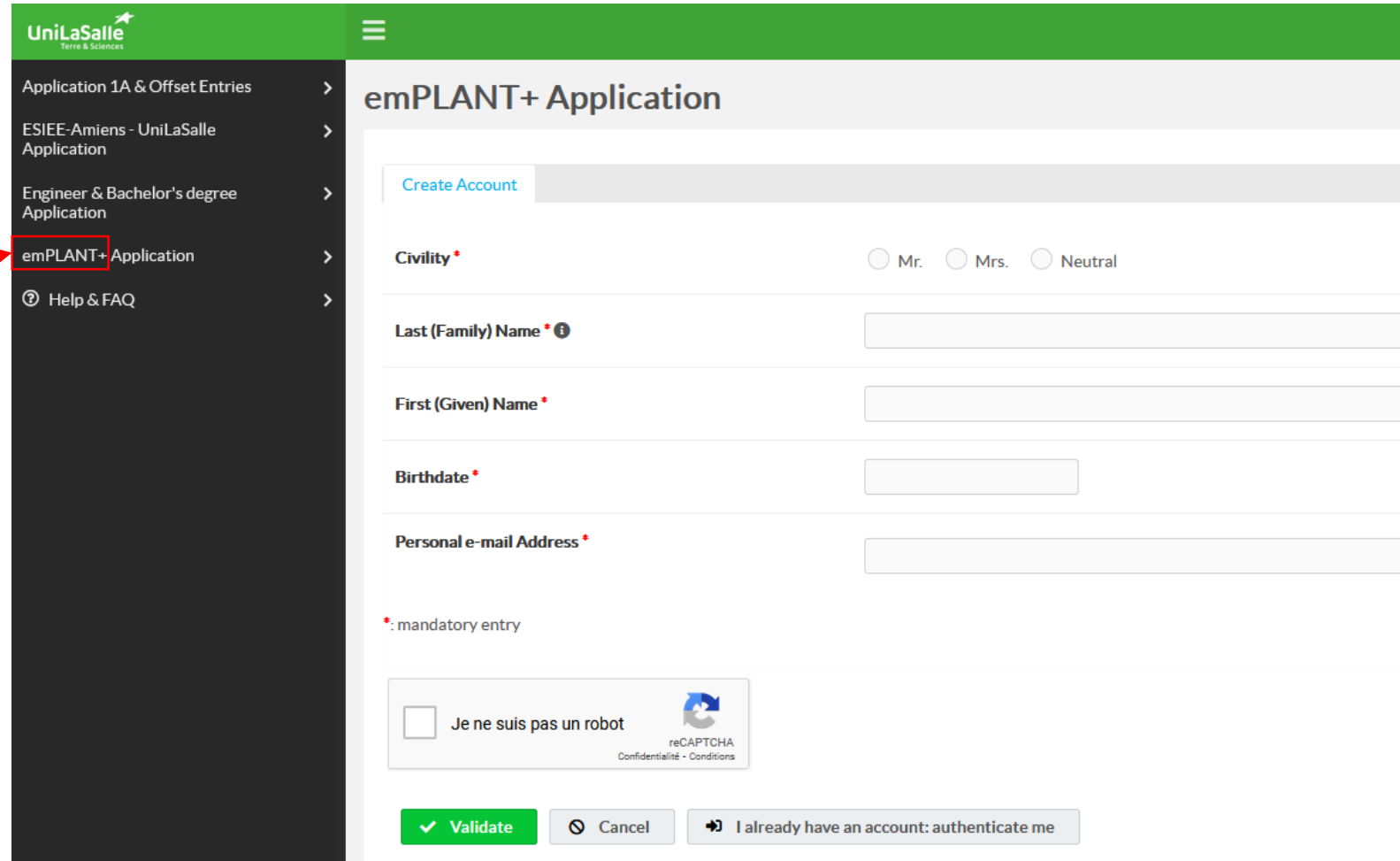


# Application tutorial

<https://emplant-master.eu/apply-now>

Click on « Apply now »

In order to access the emPLANT+ application form, you have to create an account.  
Fill in the information and then click on « Validate »



UniLaSalle  
Terra & Sciences

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## emPLANT+ Application

Create Account

Civility\*  Mr.  Mrs.  Neutral


Last (Family) Name\*

First (Given) Name\*

Birthdate\*

Personal e-mail Address\*

\*: mandatory entry


Je ne suis pas un robot   
reCAPTCHA  
Confidentialité - Conditions

**Be careful!** Make sure to apply to emPLANT+ and not to the other programs of UniLaSalle (except if you want to).

In applying to several programs, you create several application files.

**Be careful!** You can create only **one account** with your personal information, so please make sure to write everything correctly. If you applied last year, you already have an account. Please **DO NOT** create a new account. Just log in with your former ID and password

As soon as you click on « Validate » to create a new account, you receive the following e-mail (check your spam box if you haven't received it):

 N  
jeu. 30/09/2021 10:12  
noreply  
[Application / registration portal] Account creation # Confirm your email address  
À [REDACTED]

Dear [REDACTED],

Please click on this link to confirm your email address and set your password: [https://inscription.unilasalle.fr/faces/ConfirmEmail.xhtml?token=Q7fmsEb3My4MhUj2ay1agRbYfyWWY-5dIdiiNGH1\\_yHEw79cfHHZ343awXkr4Lp-ooSPAybSdM17yqxkARxP\\_g&email=prenom.nom@unilasalle.fr](https://inscription.unilasalle.fr/faces/ConfirmEmail.xhtml?token=Q7fmsEb3My4MhUj2ay1agRbYfyWWY-5dIdiiNGH1_yHEw79cfHHZ343awXkr4Lp-ooSPAybSdM17yqxkARxP_g&email=prenom.nom@unilasalle.fr)

Once your email address has been confirmed, you can log back into the application/registration portal at <https://inscription.unilasalle.fr>.

Best regards,

By clicking on the first link you are able **to set up a password** for your account. Indeed, you can fill in the application form in several times so log out and log in as many times as you want to before submitting your application.

After clicking on « Validate », you can check your information. If everything is OK, click on « Next ».  
If not, click on « Edit » to modify something.

### Application

#### emPLANT+

[Start your application](#)

To start your application, check your information, click Validate and then click Next.

**Civility \***  Mr.  Mrs.  Neutral

**Last (Family) Name \***

**First (Given) Name \***

**Birthdate \***

\*: mandatory entry

**! Careful:** If the « Next » button doesn't appear at first, click on « Edit » and again on « Validate ». Then click on « Next »

As soon as you click on « Validate » to validate definitively your information, you receive the following e-mail:



no-reply@unilasalle.fr



Dear 

Welcome to the emPLANT+ online application portal. Your application has been successfully initiated.

You can access and complete your file at any time by logging on to <https://inscription.unilasalle.fr> and entering your personal email address and the password chosen at the time of confirmation of your email address (operation carried out by following the instructions of the email entitled "[Application / registration portal] Account creation # Confirm your email address").

We are happy to count you as one of our future emPLANT+ applicant.

Best regards,

emPLANT+ Executive Board

The 1<sup>st</sup> screen of the application form is an information page.  
Please make sure to read it carefully and to click on all the links available.

## Information



You are going to apply to emPLANT+ for academic years 2022-2024.

Please check the application tutorial before starting, in clicking [here](#).

The Erasmus Mundus Master Program in Plant Breeding, emPLANT+, is a two years Master's Degree offered by a consortium of six leading European universities:

- Institut Polytechnique UniLaSalle (ULS) in France (coordinator)
- Swedish University of Agricultural Sciences (SLU) in Sweden
- Hungarian University of Agriculture and Life Sciences (MATE) in Hungary
- University of Natural Resources and Life Sciences, Vienna (BOKU) in Austria
- Università Degli Studi Di Milano (UMIL) in Italy
- Universitat Politècnica de València (UPV) in Spain

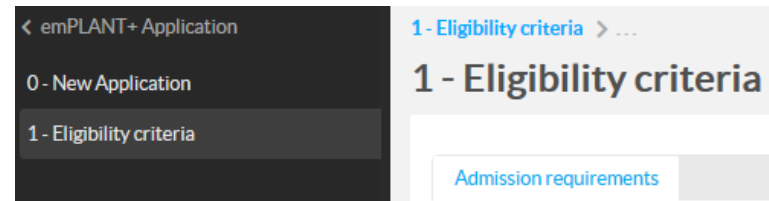
During their studies, students are going to spend their two years in two different universities of the consortium.

### IMPORTANT BEFORE APPLYING

- Please check the [emPLANT+ curriculum](#) to know which mobility track fits better with your interests
- Make sure you are eligible to emPLANT+ by checking the [admission requirements here](#)
- Please check the [application procedure page](#) for more information about the requirements to apply
- Make sure to check the [>detailed list of compulsory documents here](#)
- Be sure to know what is a Program Country and a Partner Country by checking [here](#)
- Please check the [Frequently Asked Questions](#) section before sending an e-mail with your query
- Be aware that your **application will be rejected** without any possibility of appeal if your application is **not complete** or if you have **uploaded wrong documents**.

Once you have checked all the points listed above, you can start your application. You can do it in one time or in several times. Don't forget to keep the e-mail received when you registered: your password and the link to that platform are in it. Use them to log in to your application form.

You can follow the progress in your application thank to the menu on the left hand side of the screen.



In each screen, you have to fill in the information. All boxes with the sign \* are **compulsory**.

In each screen, you have to **validate** your information. You can recheck them and edit them if needed.

If everything is OK, then click on « **Next** » to switch to the following screen.

1 - Eligibility criteria

2 - Personal information

3 - Documents

4 - Validation

You have 4 parts to fill in. Within those 4 parts you can have **several sub-parts**, such as in **part 2**-Personal Information and **part 3**-Documents

In **part 2**, you have all those sub-parts to fill in (from A to H):

[A - Basic information](#) > [B - Academic background](#) > [C - Language skills](#) > [D - Employment experience](#) > [E - Referees](#)

> [F - Proposed mobility track \(Year 1\)](#) > [F - Proposed mobility track \(Year 2\)](#) > [G - Motivation](#) > [H - Additional information](#) >

! Make sure to click on « Next » at the end of each sub-part to have access to the next sub part.



In **part 3 - documents**, you have all those sub-parts to fill in (from A to I, some documents are not compulsory):

You have to upload all the documents in one time, otherwise you can't switch to the part 4.

If you upload only 2 or 3 documents for example, it won't be saved and you will have to upload them again the next time.

## Uploads

Accepted file formats are the following : PDF, PNG and JPG

A - Passport \*

Allowed extensions : jpg,pdf,png,jpeg

 Add...


B - Diploma / Certificate of degree \*

Allowed extensions : jpg,pdf,png,jpeg

 Add...

C - Transcript of records \*

Allowed extensions : jpg,pdf,png,jpeg

 Add...

D - Language skills

Allowed extensions : jpg,pdf,png,jpeg

 Add...

E - Curriculum Vitae \*

Allowed extensions : jpg,pdf,png,jpe

 Add...

F - Recommendation letter 1 \*

Allowed extensions : jpg,pdf,png,jpeg

 Add...

F - Recommendation letter 2 \*

Allowed extensions : jpg,pdf,png,jpeg

 Add...

G - Proof of place of residence \*

Allowed extensions : jpg,pdf,png,jpeg

 Add...

H - Declaration on Honor \*

Allowed extensions : jpg,pdf,png,jpeg

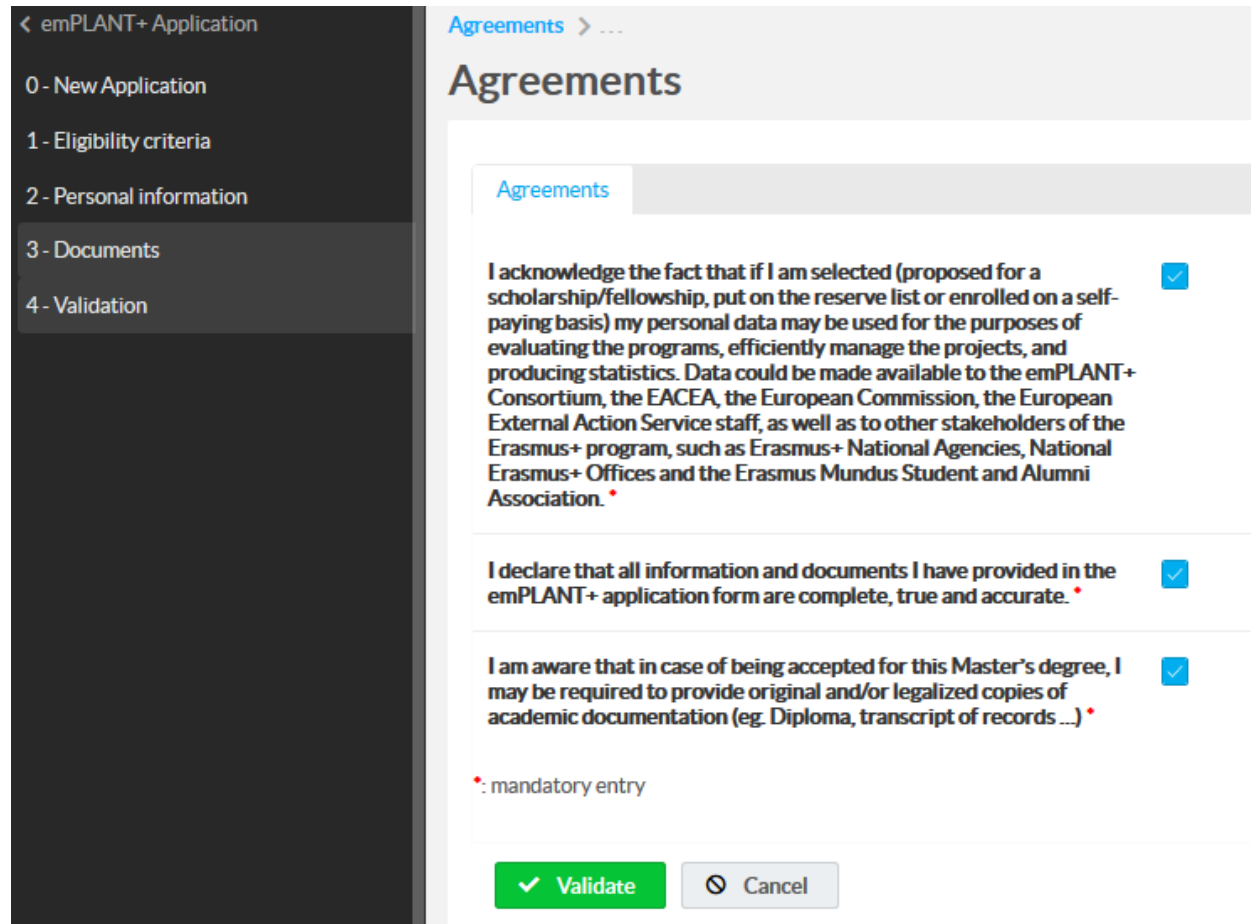
 Add...

I - Other documents

Allowed extensions : jpg,pdf,png,jpeg

 Add...

## Part 4 - Validation



< emPLANT+ Application

0 - New Application

1 - Eligibility criteria

2 - Personal information

3 - Documents

4 - Validation

Agreements > ...

### Agreements

Agreements

I acknowledge the fact that if I am selected (proposed for a scholarship/fellowship, put on the reserve list or enrolled on a self-paying basis) my personal data may be used for the purposes of evaluating the programs, efficiently manage the projects, and producing statistics. Data could be made available to the emPLANT+ Consortium, the EACEA, the European Commission, the European External Action Service staff, as well as to other stakeholders of the Erasmus+ program, such as Erasmus+ National Agencies, National Erasmus+ Offices and the Erasmus Mundus Student and Alumni Association. \*

I declare that all information and documents I have provided in the emPLANT+ application form are complete, true and accurate. \*

I am aware that in case of being accepted for this Master's degree, I may be required to provide original and/or legalized copies of academic documentation (eg. Diploma, transcript of records ...) \*

\*: mandatory entry

✓ Validate    ⌛ Cancel

The last screen (part 4) is the validation part you see above. It is compulsory to tick the 3 boxes.

Click on « Validate » and « Next » **ONLY if you have finished to fill in the previous parts.**

Indeed, if you validate this part, your application file is **automatically submitted** and **you can't come back** to your file to make any changes.

After the validation part (part 4), you receive an e-mail which is the acknowledgement that the Executive Board has well received your application file.

[emPLANT+] Your application form has been submitted

**no-reply@unilasalle.fr**

Dear [REDACTED],

We have well received your application form for emPLANT+.

It is going to be carefully verified to check if it is complete. There are 3 different possibilities after verification:

- You answer to the requirements and your file is complete. Then it is validated and will be assessed at a later stage by the emPLANT+ consortium
- You don't answer to the requirements and/or your application is not complete and/or you have uploaded wrong documents. Your application is rejected without any possibility of appeal
- Your file needs a slight change. We ask you to modify it

Best regards,

emPLANT+ Executive Board

## Additional information

If you have any question concerning the application, don't forget to have a look at the Frequently Asked Questions (FAQ) of the emPLANT+ website: [link](#)

If you don't find your answer, you can contact [emplant@unilasalle.fr](mailto:emplant@unilasalle.fr)

Make sure to check all the requirements and information on the emPLANT website ([application procedure](#), [list of documents to provide](#)) before sending an e-mail with your question to the emPLANT+ Executive Board.