

2026/2027

EXCHANGE STUDIES DOCUMENT CHECKLIST

FORM NAME	OBTAIN FROM	RETURN TO	DEADLINE
☒ Application for exchange studies abroad	SoleMove	SoleMove	Follow updates on TalTech website
☐ Host university application documents	Host university	Host university	Check with host university
☐ Learning Agreement (LA)	taltech.ee/en/bilateral-agreements	SoleMove	Before the exchange or ASAP upon arrival
☐ Exchange Studies Plan (Välisõpingute plaan)	TalTech OIS	TalTech OIS	Before you leave for the exchange
☐ Confirmation of Arrival	taltech.ee/en/bilateral-agreements	SoleMove	ASAP upon arrival
☐ Changes to Original Learning Agreement During the Mobility page of LA, if any changes accord	taltech.ee/en/bilateral-agreements	SoleMove	Within one month of arrival
☐ Changes to Exchange Studies Plan if necessary	TalTech OIS	TalTech OIS	Within one month of arrival
☐ Certificate of Attendance	Coordinator at the host or home university	SoleMove	Within 30 days of the end of your exchange
☐ Transcript of Records	Host university	SoleMove, Dean's Office	At the end of your exchange or ASAP
☐ APEL applications, transfer form (ülekannete leht)	TalTech OIS	SoleMove	ASAP after the credit transfer

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