

EU-CORE

Application Platform User Guide

The EU-CORE Programme has its own application platform. Only applications fully submitted on its platform will be taken into account and reviewed by the Selection Committee.

The following guide is there to help you complete each step on the platform.
This guide is valid only for the EU-CORE application platform.

This application platform is only for STUDENTS Applications. For invited professors, please refer to this [webpage](#).

The application platform is fully available only in English.

Be careful when completing your application, once a part has been submitted, it is not possible to modify it, you will have to open a new application.

You will receive an email of confirmation after you have finished each step.

Link to the application platform: <https://eu-core.ec-nantes.fr/>

USER GUIDE CONTENTS

Link to the application platform: <https://eu-core.ec-nantes.fr/>

1. Create your account
2. Application form
3. Application files
4. Submit your application
5. Complementary information

1. CREATE YOUR ACCOUNT

Select the option “OPEN NEW APPLICATION”.

Fill out your information.

If you do not have a last name on your passport, please put “..”.

The email you put here will be the one used to contact you throughout the selection process.

Check the box at the end.

The screenshot shows the 'EU-CORE Application' page. At the top, there is the EU-CORE logo and the text 'Co-funded by the European Union'. Below this, the page title 'EU-CORE Application' is centered. The main content area contains four numbered instructions for users. To the right of each instruction is a button: 'OPEN NEW APPLICATION >>', 'FILL IN THE FORM >>', 'UPLOAD FILES >>', and 'VIEW AND SUBMIT >>'. A red line of text states: 'The deadline for Mundus scholarship's applications is 2026-01-31 23:59.' At the bottom left, it says 'Current CET date & time: 2025-09-29 10:39'. At the bottom right, it says '(C) EU-CORE 2024. [Contact us](#)'.

EU-CORE Application

1. If you are here for the first time and you want to apply to EU-CORE use the **OPEN NEW APPLICATION** button. When you do so you will receive an e-mail with your personal ID and password. These access data are necessary for the next steps (2-4). [OPEN NEW APPLICATION >>](#)
2. If your application is already open and you have received your ID and password you may **FILL IN THE FORM**. You may return here as many times as you wish until you press CONFIRM on the last screen. [FILL IN THE FORM >>](#)
3. If your application is already open and you have received your ID and password you may **UPLOAD FILES**. The list of required documents is available on [this website](#). You may upload/override your files as many times as you wish until you press CONFIRM. You do not have to complete point 2 (fill in the form) to upload your files. Points 2 and 3 may be done in random order. [UPLOAD FILES >>](#)
4. Here you may see, submit and (if necessary) re-open your application to add further information. You will be given an opportunity to see your application and attached files in the same way they will be seen by evaluators. If your application is ready (you completed points 1, 2 and 3) **you must submit it**. Please note that **ONLY APPLICATIONS SUBMITTED BY THE INDICATED DEADLINE WILL BE PROCESSED!** In order to check the deadlines, please refer to [this website](#). [VIEW AND SUBMIT >>](#)

The deadline for Mundus scholarship's applications is 2026-01-31 23:59.

Current CET date & time: 2025-09-29 10:39 (C) EU-CORE 2024. [Contact us](#)

The screenshot shows the 'EU-CORE Application' form. At the top, there is the EU-CORE logo and the text 'Co-funded by the European Union'. Below this, the page title 'EU-CORE Application' is centered. The main content area contains an 'Explanation' section with three bullet points. Below this is a form with five input fields: 'Last name (Family name)*', 'First name*', 'Birth date' (with a date picker), 'E-mail', and 'Citizenship' (with a dropdown menu). Below the form is a checkbox labeled 'I agree'. At the bottom right, there is a button 'OPEN NEW APPLICATION >>'. At the bottom left, it says '*As in passport'.

EU-CORE Application

Explanation:

- The "grey" fields are mandatory.
- Do not use the "next" and "back" buttons of your Internet-browser.
- Make absolutely sure your email address is correctly spelled, otherwise you will not receive your ID and password.

Last name (Family name)*

First name*

Birth date (DD/MM/YYYY)

E-mail

Citizenship

*As in passport

☐ I agree

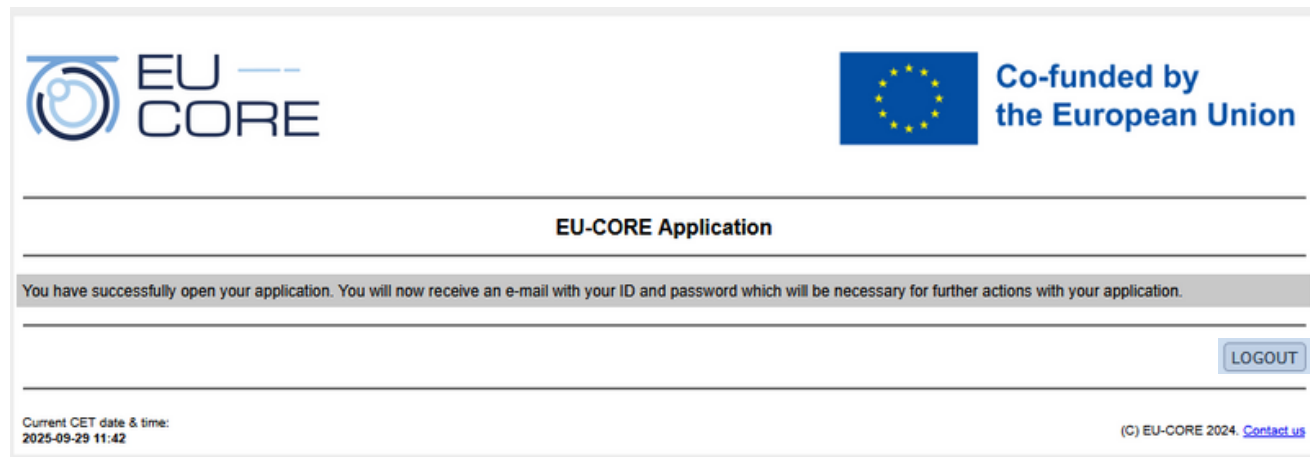
[OPEN NEW APPLICATION >>](#)

1. CREATE YOUR ACCOUNT

Your application is now open. You will receive an automatic email with your id and password.

Please do not loose them, they will not be given again.

To continue, “LOGOUT”. You will be redirected to the front page, where you can continue with STEP 2.



The screenshot shows the 'EU-CORE Application' page. At the top left is the EU-CORE logo, and at the top right is the European Union flag with the text 'Co-funded by the European Union'. Below the header, the title 'EU-CORE Application' is centered. A message states: 'You have successfully open your application. You will now receive an e-mail with your ID and password which will be necessary for further actions with your application.' A 'LOGOUT' button is located on the right side. At the bottom left, it shows the 'Current CET date & time: 2025-09-29 11:42'. At the bottom right, it says '(C) EU-CORE 2024. [Contact us](#)'.

2. APPLICATION FORM

STEP 2 is the application form.

To start, select the option “FILL IN THE FORM”

There are 4 pages to the application form.



The screenshot shows the EU-CORE Application form interface. At the top, there is a header with the EU-CORE logo on the left and the European Union flag with the text 'Co-funded by the European Union' on the right. Below the header, the title 'EU-CORE Application' is centered. The main content area contains four numbered steps, each with a description and a corresponding button:

1. If you are here for the first time and you want to apply to EU-CORE use the **OPEN NEW APPLICATION** button. When you do so you will receive an e-mail with your personal ID and password. These access data are necessary for the next steps (2-4). **OPEN NEW APPLICATION >>**
2. If your application is already open and you have received your ID and password you may **FILL IN THE FORM**. You may return here as many times as you wish until you press CONFIRM on the last screen. **FILL IN THE FORM >>**
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4. Here you may see, submit and (if necessary) re-open your application to add further information. You will be given an opportunity to see your application and attached files in the same way they will be seen by evaluators. If your application is ready (you completed points 1, 2 and 3) you must submit it. Please note that **ONLY APPLICATIONS SUBMITTED BY THE INDICATED DEADLINE WILL BE PROCESSED!** In order to check the deadlines, please refer to [this website](#). **VIEW AND SUBMIT >>**

The deadline for Mundus scholarship's applications is 2026-01-31 23:59.

Current CET date & time:
2025-09-29 10:39

(C) EU-CORE 2024. [Contact us](#)

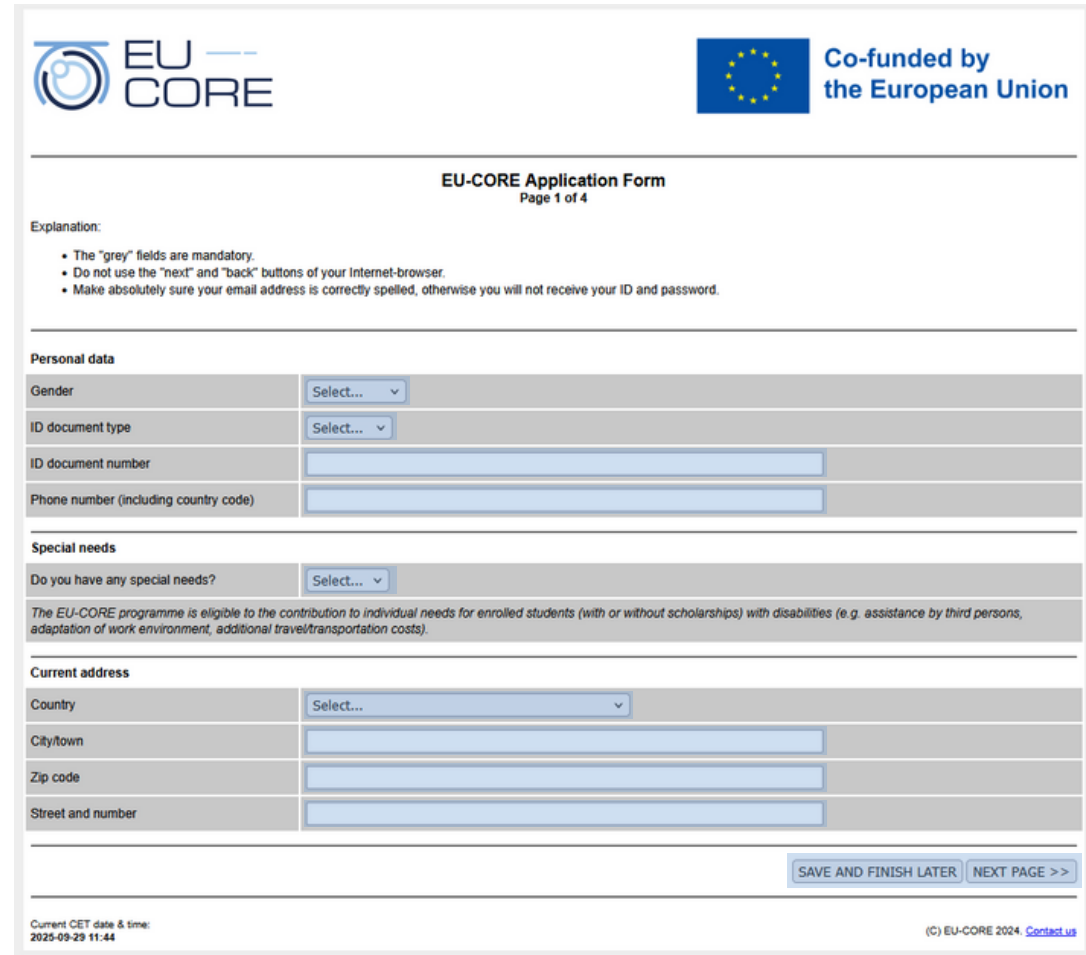
2. APPLICATION FORM

Fill in all the information.

Special Needs: if you answer “yes”, you will be asked to provide documents (medical records, statement, etc.) and/or more details on your condition.

Current address: please fill in the address where you currently reside.

You can either save and continue at a later date or move on to the next page



EU-CORE

Co-funded by the European Union

EU-CORE Application Form
Page 1 of 4

Explanation:

- The "grey" fields are mandatory.
- Do not use the "next" and "back" buttons of your Internet-browser.
- Make absolutely sure your email address is correctly spelled, otherwise you will not receive your ID and password.

Personal data

Gender	Select... v
ID document type	Select... v
ID document number	
Phone number (including country code)	

Special needs

Do you have any special needs?	Select... v
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The EU-CORE programme is eligible to the contribution to individual needs for enrolled students (with or without scholarships) with disabilities (e.g. assistance by third persons, adaptation of work environment, additional travel/transportation costs).

Current address

Country	Select... v
City/town	
Zip code	
Street and number	

[SAVE AND FINISH LATER](#) [NEXT PAGE >>](#)

Current CET date & time:
2025-09-29 11:44

(C) EU-CORE 2024. [Contact us](#)

2. APPLICATION FORM

Fill in all the information.

Institution full name: please put the name of the university, not the faculty

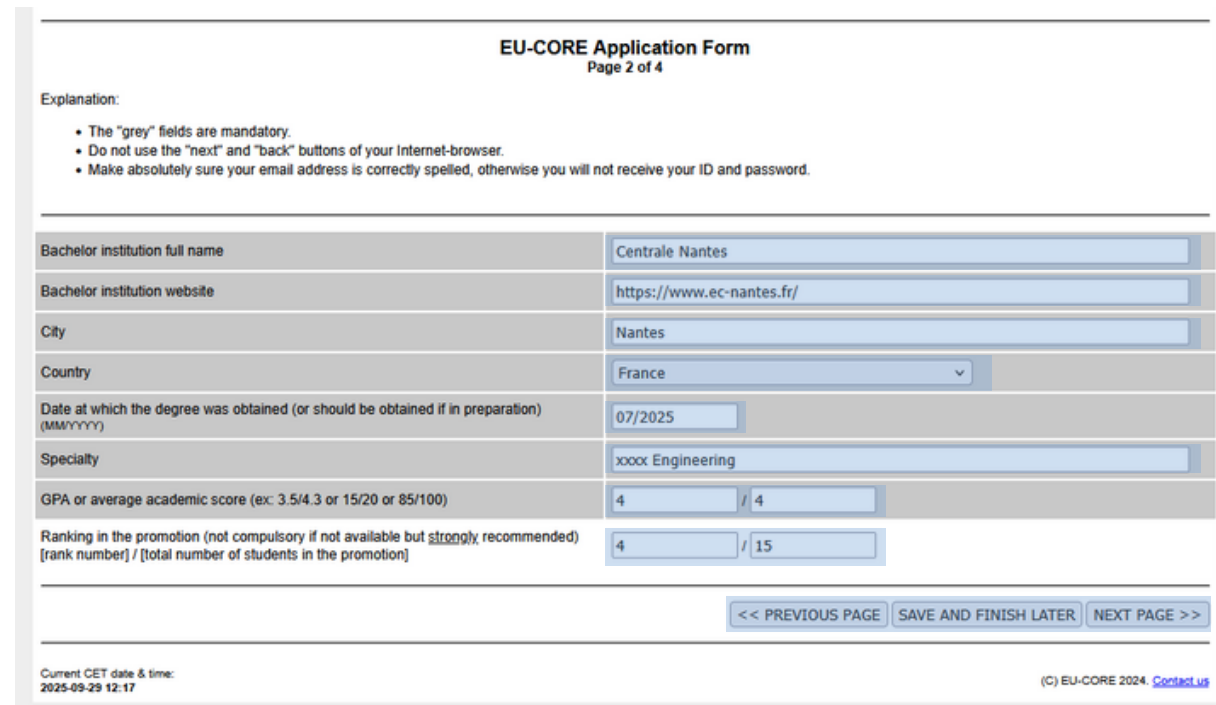
Institution website: please put the URL of the front page of the university in its original language

Speciality: put the background of your degree

GPA: the first number is for your GPA, the second number is for the maximum grade possible for the GPA at your institution.

Information should match your transcripts, information will be double checked by the Selection Committee.

Information are filled out on the screenshot as an example



EU-CORE Application Form
Page 2 of 4

Explanation:

- The "grey" fields are mandatory.
- Do not use the "next" and "back" buttons of your Internet-browser.
- Make absolutely sure your email address is correctly spelled, otherwise you will not receive your ID and password.

Bachelor institution full name	Centrale Nantes
Bachelor institution website	https://www.ec-nantes.fr/
City	Nantes
Country	France
Date at which the degree was obtained (or should be obtained if in preparation) (MM/YYYY)	07/2025
Specialty	xxxx Engineering
GPA or average academic score (ex: 3.5/4.3 or 15/20 or 85/100)	4 / 4
Ranking in the promotion (not compulsory if not available but <u>strongly</u> recommended) [rank number] / [total number of students in the promotion]	4 / 15

<< PREVIOUS PAGE SAVE AND FINISH LATER NEXT PAGE >>

Current CET date & time:
2025-09-29 12:17

(C) EU-CORE 2024. [Contact us](#)

2. APPLICATION FORM

Fill in all the information.

Evidence of English proficiency: the type of document you will provide to prove your proficiency

Contact us'." data-bbox="430 148 971 578"/>

EU CORE

Co-funded by the European Union

EU-CORE Application Form
Page 3 of 4

Explanation:

- The "grey" fields are mandatory.
- Do not use the "next" and "back" buttons of your Internet-browser.
- Make absolutely sure your email address is correctly spelled, otherwise you will not receive your ID and password.

English language skills

Evidence of English proficiency	Select...
Native language	
Language of university study	

<< PREVIOUS PAGE SAVE AND FINISH LATER NEXT PAGE >>

Current CET date & time:
2025-09-29 11:48

(C) EU-CORE 2024. [Contact us](#)

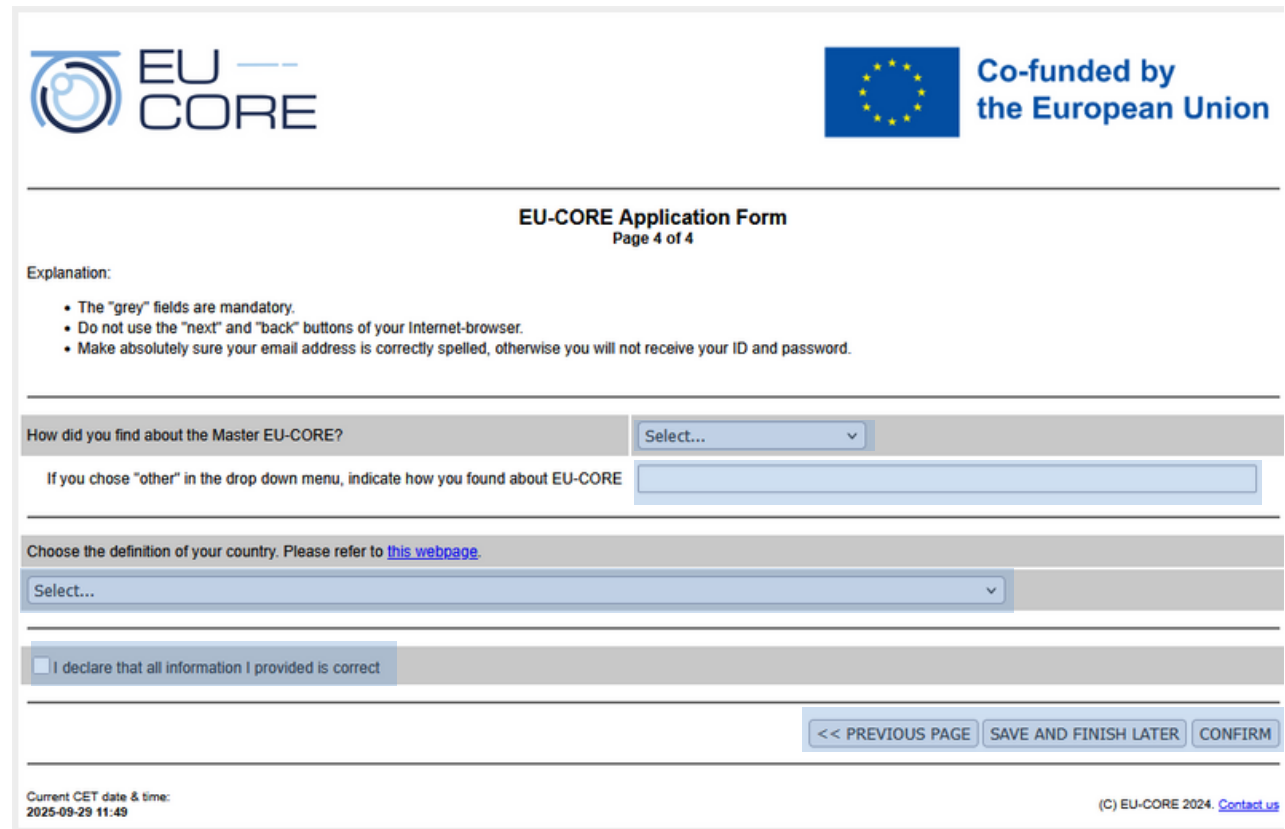
More information about the requirement of English proficiency on this [webpage](#)

2. APPLICATION FORM

Fill in all the information.

Be careful when choosing the definition of your country. Refer to this [webpage](#).

Check the box.



The screenshot shows the final page of the EU-CORE application form. At the top, there are logos for EU-CORE and the European Union, with the text 'Co-funded by the European Union'. The title 'EU-CORE Application Form' and 'Page 4 of 4' are centered. Below this, an 'Explanation' section lists three mandatory field rules. The form contains two dropdown menus: one for 'How did you find about the Master EU-CORE?' and another for 'Choose the definition of your country. Please refer to [this webpage](#).' Below the second dropdown is a checkbox labeled 'I declare that all information I provided is correct'. At the bottom right, there are three buttons: '<< PREVIOUS PAGE', 'SAVE AND FINISH LATER', and 'CONFIRM'. The footer includes the current CET date and time (2025-09-29 11:49) and a copyright notice for EU-CORE 2024 with a 'Contact us' link.

EU-CORE Application Form
Page 4 of 4

Explanation:

- The "grey" fields are mandatory.
- Do not use the "next" and "back" buttons of your Internet-browser.
- Make absolutely sure your email address is correctly spelled, otherwise you will not receive your ID and password.

How did you find about the Master EU-CORE?

If you chose "other" in the drop down menu, indicate how you found about EU-CORE

Choose the definition of your country. Please refer to [this webpage](#).

☐ I declare that all information I provided is correct

<< PREVIOUS PAGE SAVE AND FINISH LATER CONFIRM

Current CET date & time:
2025-09-29 11:49

(C) EU-CORE 2024 [Contact us](#)

This is the last page of the application form, do not forget to confirm it.

Once you confirm the form, there is no possibility to make any modification after.

To continue, you will need to "LOGOUT". You will be redirected to the front page, where you can continue with STEP 3.

3. APPLICATION FILES

To upload a document, click on “choose file”.

Once a document has been uploaded in a category, you can see the name of your document next to the button

1. CV - The Europass format is not mandatory, you are free to use any format.
You have not uploaded this file during previous sessions.
 CV.pdf
2. Passport/ID - Scan the page which includes name, date of birth, etc.
You have not uploaded this file during previous sessions.
 Diploma.pdf
3. Certified academic degree(s) with diploma supplement (if available) of all higher education studies, with official translation into English. If the degree will be obtained after the deadline of application, a certificate from the institution indicating the situation of the student and the expected date of graduation must be provided.
You have not uploaded this file during previous sessions.
 Diploma.pdf
4. Transcripts - Certified transcripts of all higher education studies, with official translation into English.
You have not uploaded this file during previous sessions.
 Diploma.pdf
5. Motivation Letter. Use the mandatory template to be [downloaded from the website](#).
You have not uploaded this file during previous sessions.
 Motivation letter.pdf
6. Evidence of English proficiency. [Check eligibility document here](#).
You have not uploaded this file during previous sessions.
 Language test.pdf

I. Select files for upload

You must not exceed single file size of 5MB. Files must be uploaded in PDF format only. Your files must not be encrypted. Otherwise it is impossible to merge them. To check if our engine can merge your files press the button and make sure downloaded file is readable.

All documents to be uploaded in the platform needs to be in English language.

If the document need to be translated, only a translation made by a certified translator will be accepted. Combine both the original language document and the certified translation.

1. CV - The Europass format is not mandatory, you are free to use any format.
You have not uploaded this file during previous sessions.
 No file chosen
2. Passport/ID - Scan the page which includes name, date of birth, etc.
You have not uploaded this file during previous sessions.
 No file chosen
3. Certified academic degree(s) with diploma supplement (if available) of all higher education studies, with official translation into English. If the degree will be obtained after the deadline of application, a certificate from the institution indicating the situation of the student and the expected date of graduation must be provided.
You have not uploaded this file during previous sessions.
 No file chosen
4. Transcripts - Certified transcripts of all higher education studies, with official translation into English.
You have not uploaded this file during previous sessions.
 No file chosen
5. Motivation Letter. Use the mandatory template to be [downloaded from the website](#).
You have not uploaded this file during previous sessions.
 No file chosen
6. Evidence of English proficiency. [Check eligibility document here](#).
You have not uploaded this file during previous sessions.
 No file chosen

II. Upload selected files

After you selected some files for upload press **UPLOAD FILES**. After your files are uploaded successfully you will see green **UPLOADED** status for each uploaded file. Never press **UPLOAD FILES** button more then once. It may cause an error. Remember, that the upload process may take some time depending on files size and your connection speed.

III. Finish

Once your files are uploaded you may either press **FINISH LATER** button or **CONFIRM**.

Press **FINISH LATER** if you plan to upload some files later.

Press **CONFIRM** after uploading all mandatory documents. Once you have pressed **CONFIRM** you may submit your application (assuming your application form is also confirmed).

Current CET date & time:
2025-10-29 11:53

(C) EU-CORE 2024.
[Contact us](#)

3. APPLICATION FILES

Once you have selected all your documents,
click on “UPLOAD FILES”

Once the documents have been uploaded
into your application, “UPLOADED” will be
written below the button in green

1. CV - The Europass format is not mandatory, you are free to use any:
[Click here to see the file uploaded during previous sessions.](#)
 No file chosen
UPLOADED
2. Passport/ID - Scan the page which includes name, date of birth, etc
[Click here to see the file uploaded during previous sessions.](#)
 No file chosen
UPLOADED
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[Click here to see the file uploaded during previous sessions.](#)
 No file chosen
UPLOADED
4. Transcripts - Certified transcripts of all higher education studies, wil
[Click here to see the file uploaded during previous sessions.](#)
 No file chosen
UPLOADED
5. Motivation Letter. Use the mandatory template to be [downloaded fr](#)
[Click here to see the file uploaded during previous sessions.](#)
 No file chosen
UPLOADED
6. Evidence of English proficiency: [Check eligibility document here.](#)
[Click here to see the file uploaded during previous sessions.](#)
 No file chosen
UPLOADED

I. Select files for upload

You must not exceed single filesize of 5MB. Files must be uploaded in PDF format only. Your files must not be encrypted. Otherwise it is impossible to merge them. To check if our engine can merge your files press the button and make sure downloaded file is readable.

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You have not uploaded this file during previous sessions.
 No file chosen
- Passport/ID - Scan the page which includes name, date of birth, etc.
You have not uploaded this file during previous sessions.
 No file chosen
- Certified academic degree(s) with diploma supplement (if available) of all higher education studies, with official translation into English. If the degree will be obtained after the deadline of application, a certificate from the institution indicating the situation of the student and the expected date of graduation must be provided.
You have not uploaded this file during previous sessions.
 No file chosen
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You have not uploaded this file during previous sessions.
 No file chosen
- Motivation Letter. Use the mandatory template to be [downloaded from the website](#).
You have not uploaded this file during previous sessions.
 No file chosen
- Evidence of English proficiency: [Check eligibility document here](#).
You have not uploaded this file during previous sessions.
 No file chosen

II. Upload selected files

After you selected some files for upload press **UPLOAD FILES**. After your files are uploaded successfully you will see green **UPLOADED** status for each uploaded file. **Never press UPLOAD FILES button more then once.** It may cause an error. Remember, that the upload process may take some time depending on files size and your connection speed.

III. Finish

Once your files are uploaded you may either press **FINISH LATER** button or **CONFIRM**.

Press **FINISH LATER** if you plan to upload some files later.

Press **CONFIRM** after uploading all mandatory documents. Once you have pressed **CONFIRM** you may submit your application (assuming your application form is also confirmed).

Current CET date & time:
2025-10-29 11:53

(C) EU-CORE 2024
[Contact us](#)

Confirm to validated STEP 3. No modifications are possible once you have confirmed.
To continue, you will need to “LOGOUT”. You will be redirected to the front page, to
continue with STEP 4.

4. SUBMIT YOUR APPLICATION

STEP 4 is the last step of the application process.

Read the recap of your application form and check out your files.

Once everything is correct, click on “SUBMIT” at the top of the page.



Application of ingrid aubé (ID: eu3-0002) [Show my files](#) [Print This Page](#) [Logout](#)

APPLICATION IS NOT SUBMITTED! If it is ready press this button to submit it: [SUBMIT](#)

Personal Data	
Last name	aubé
First name	ingrid
Birth date	04/12/1999
E-mail	ingrid.aube@ec-nantes.fr
Citizenship	France
Gender	female
ID document type	passport
ID document number	xxxxxxxx
Phone	xxxxxxxxxx
Special needs	No
Current address	
Country	France
City/town	ccc
Zip code	44300
Street	xxxxxxxx
Education	
Bachelor institution full name	Centrale Nantes
Bachelor institution website	https://www.ec-nantes.fr/
City	xxxxxxxx
Country	France
Date at which the degree was obtained (or should be obtained if in preparation)	07/2025
Specialty	xxxx Engineering
GPA	4/4
Ranking in the promotion	4/4

Reminder: no modifications are possible, once you have confirmed a part of the application, if you notice an error, you will have to open and start a new application from scratch.

4. SUBMIT YOUR APPLICATION

Read carefully.

Click on “I agree” to confirm and submit your application.



The screenshot shows the application submission interface. At the top, there are logos for EU-CORE and the European Union, with the text 'Co-funded by the European Union'. Below this, the form is titled 'Application of (ID: eu3-0002)'. It states 'As applicant to the Erasmus+ EMJM scholarship and by pressing "I agree":'. There are three bullet points: 'I declare not to have already benefited from an EMJM scholarship during the 2021-2027 period.', 'I commit to not benefit from another EU funded scholarship scheme to follow the same EMJM course for the entire period of the course.', and 'I declare to be aware that the financial support shall be repaid by the scholarship holder in case of fraud or false declaration.' At the bottom of the form, there are two buttons: 'I agree' and 'I do not agree'. The footer of the form shows 'Current CET date & time: 2025-09-29 11:57' and '(C) EU-CORE 2024. [Contact us](#)'.

Once your application is submitted, it will appeared as it at the top of the page in green. You will also receive an email to confirm that your application is fully submitted.

[Show my files](#)[Print This Page](#)[Logout](#)

APPLICATION IS SUBMITTED!

5. COMPLEMENTARY INFORMATION



Co-funded by
the European Union

For any issues or questions, please reach out to us via email “eucore@ec-nantes.fr”

DEADLINES:

Students applying for Erasmus+ EMJM and Consortium scholarships: 31 January 2026 (11:59 PM GMT +1)

Students applying as self-funded students: 15 May 2026 (11:59 PM GMT +1)

DATA PROTECTION

In creating your personal account on this platform and applying to EU-CORE, you authorize EU-CORE Management Office to process your personal data as part of student recruitment and enrolment. This data is treated as confidential. Only the relevant staff of EU-CORE Management Office, EU-CORE Consortium and authorized commission members may access the data for strictly internal purposes. In accordance with the General Data Protection Regulations (GDPR), you have the right of access to and, if necessary, rectification or deletion of your personal information, by contacting: eucore@ec-nantes.fr, and enclosing valid proof of ID.