**PROMETEU Outgoing Student – Final Degree Project**

**DEGREE COURSE:**

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| **STUDENT** Name:       Surname:       UdG registration number:        Tel:       E-mail:      Host institution:       Country:       | Date and signature:      |

**TITLE:**

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| **DESCRIPTION** (Background, purpose and scope) (1): |

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| **TIMING:** Arrival date (dd/mm/yy):       Departure date (dd/mm/yy):       Expected presentation date (dd/mm/yy):       |

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| **ADVISOR** (EPS)**:**      Department: Tel:       E-mail:        | Date and signature for acceptance: |

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| **ADVISOR** (HOST INSTITUTION):      Department: Tel:       E-mail:        | Date and signature for acceptance: |

**INSTRUCTIONS FOR THE PROCESSING OF THE FINAL DEGREE PROJECT**

The following instructions indicate the order to be followed to process correctly the Final Degree Project. It is the student’s responsibility to execute these steps.

1. To start the Final Degree Project, the student must complete the first page of this document. The description of the project to be carried out must specify the background (the minimum information necessary to understand the project purpose), the purpose (the intention of the work to be carried out) and the scope (defining the limits of the project). This first page must be typed and no corrections will be accepted. **This document duly completed, signed and dated must be returned to** *“Universitat de Girona, Escola Politècnica Superior, building P-I, Relacions Exteriors, Campus Montilivi, C/ Maria Aurèlia Capmany 61, 17071 Girona, Spain”***no later than 1 month after the student’s arrival at the host institution.**
2. Upon his/her return from the host institution, the student must deliver to *Relacions Exteriors, EPS, P-I* a CD containing all the documents of the Final Degree Project that he/she has presented abroad. The CD cover should comply with the official format that can be downloaded from the EPS website: <http://www.udg.edu/eps/Intercanvis>/ (section: Estudiar fora, Prometeu).

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