

# Micro-credentials in Smart Urban Coastal Sustainability – How to apply?

## Instructions on how to apply for Micro-credentials in Smart Urban Coastal Sustainability

If:


- you meet the programme's requirements – you are a Bachelor student in one of the 9 partner universities of EU-CONEXUS and your English is on B2 level,
- you have already chosen the micro-credentials that you would like to participate in (available on EU-CONEXUS website),
- you have consulted the timetables of the classes (available at the website of each micro-credential separately),
- you have read the rules of the programme, [Guidelines for students](#),

you are ready to apply! 😊


**1** Enter [the EU-CONEXUS application platform](#)


**2** Choose the application period that is currently available:

**Apply now!**  
Fall semester 2025/26


 **Application deadline**  
2 Oct 2025, 23:59:59  
Central European Time


**Apply now!**  
Fall semester 2025/26

 **Application start**  
3 Oct 2025

 **Application deadline**  
30 Oct 2025, 23:59:59  
Central European Time

**Apply now!**  
Fall semester 2025/26

 **Application start**  
31 Oct 2025

 **Application deadline**  
23 Nov 2025, 23:59:59  
Central European Time

# Micro-credentials in Smart Urban Coastal Sustainability – How to apply?



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- 3** The application form will be displayed. Please fill it in, carefully reading the instructions. The form has 9 sections and all of them need to be filled in before submitting.

<

Next page >

🕒 Save as a draft

🚀 Submit

Time until deadline:  
in 1 month

Profile

Home university

Contacts

Education

Programme

School Information

Privacy Policy

Documents

Checklist

Please make sure the data provided is accurate and matches the information on your official documents to ensure the correctness of the certificates issued.

Given name \*

Family name \*

J.

Please write your name exactly as shown in your passport.

Gender \*

female

Citizenship \*

Choose a country

I have a double citizenship

Country of residence \*

Choose a country

City of birth \*

Birth

Date of birth \*

Date (yyyy-mm-dd)

Country of birth \*

Choose a country

**4** You can save the draft of the application at any stage:

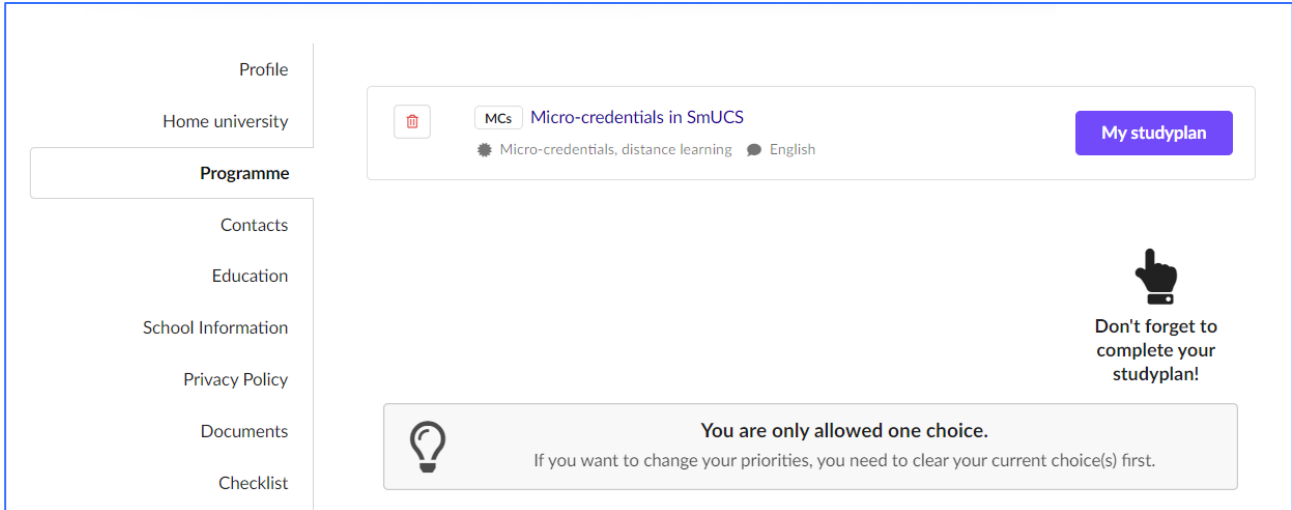
🕒 Save as a draft

🚀 Submit

2

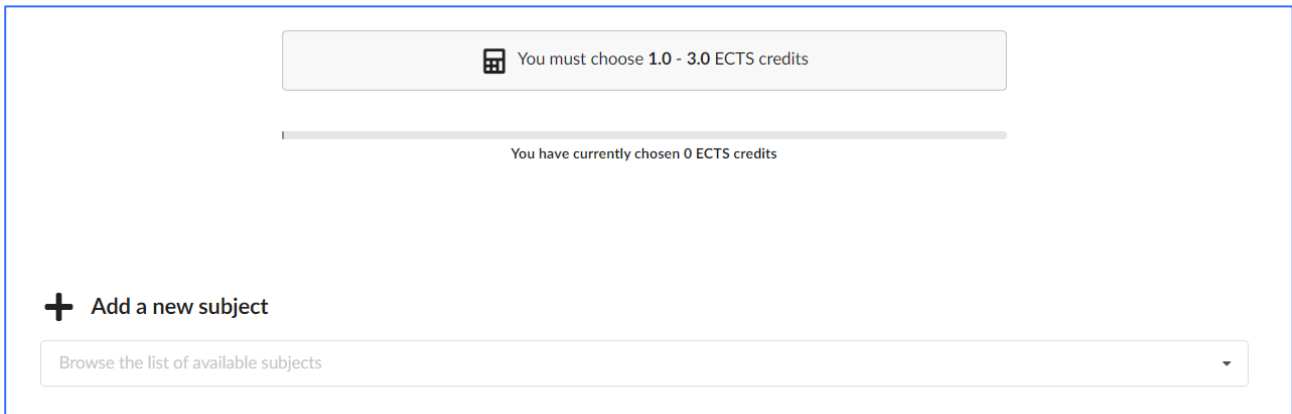
# Micro-credentials in Smart Urban Coastal Sustainability – How to apply?

## 5 Choosing the Programme and creating your own studyplan:



The screenshot shows a user interface with a sidebar menu on the left containing links: Profile, Home university, Programme (highlighted), Contacts, Education, School Information, Privacy Policy, Documents, and Checklist. The main content area has a header with a trash icon, 'MCs', and 'Micro-credentials in SmUCS'. Below this, it says 'Micro-credentials, distance learning' and 'English'. A purple button labeled 'My studyplan' is on the right. A lightbulb icon is next to a message: 'You are only allowed one choice. If you want to change your priorities, you need to clear your current choice(s) first.' On the right side, there is a hand icon pointing up and the text: 'Don't forget to complete your studyplan!'.

To be able to choose the micro-credentials you want to participate in, you need to complete your study plan. After clicking on "My study plan", you get redirected to the website where you can choose the micro-credentials from the dropdown list:



The screenshot shows a study plan selection interface. At the top, a grey box with a calendar icon says 'You must choose 1.0 - 3.0 ECTS credits'. Below this is a progress bar that is currently empty, with the text 'You have currently chosen 0 ECTS credits' underneath it. At the bottom left, there is a plus icon and the text 'Add a new subject'. Below this is a dropdown menu with the placeholder text 'Browse the list of available subjects'.

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Once you click on the arrow on the dropdown list, a list of the micro-credentials gets displayed. They are all visible once you scroll up and down.

**Catholic University of Valencia**

Classes starting in 10.2025:

01 Engagement, Inclusion and Social Transfer 1.0 ECTS Micro Credentials Fall semester English

Classes starting in 12.2025:

03 English Communication for Sustainable Development 1.0 ECTS Micro Credentials Fall semester English



**Klaipeda University**

Browse the list of available subjects

Each time you click on the chosen micro-credential, it gets added to your study plan.

You must choose 1.0 - 3.0 ECTS credits

You have currently chosen 1 ECTS credits

02 System thinking and system dynamic modelling  English Fall semester Micro Credentials 1.0 ECTS 

**+** Add a new subject

Browse the list of available subjects


You can add and delete the micro-credentials to your study plan until you submit your application. You can choose minimum 1 micro-credential and maximum 3 of them per each semester.

Once you finish choosing the micro-credentials you need to save your study plan on the upper part of the same website (without coming back):

**Study plan**

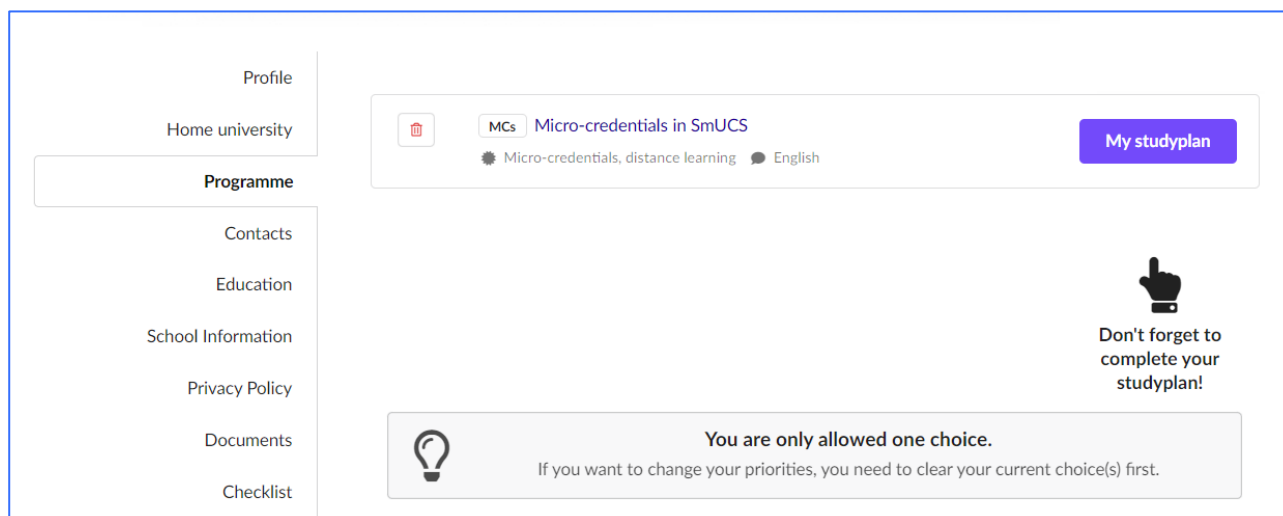
**MCs** Micro-credentials in SmUCS

Please compose your proposed study plan by adding all of the subjects/courses that you want to take. Please note that there is a limit on how many ECTS points worth of courses you can select. There may be additional limits and restrictions imposed on individual courses.

 Save changes

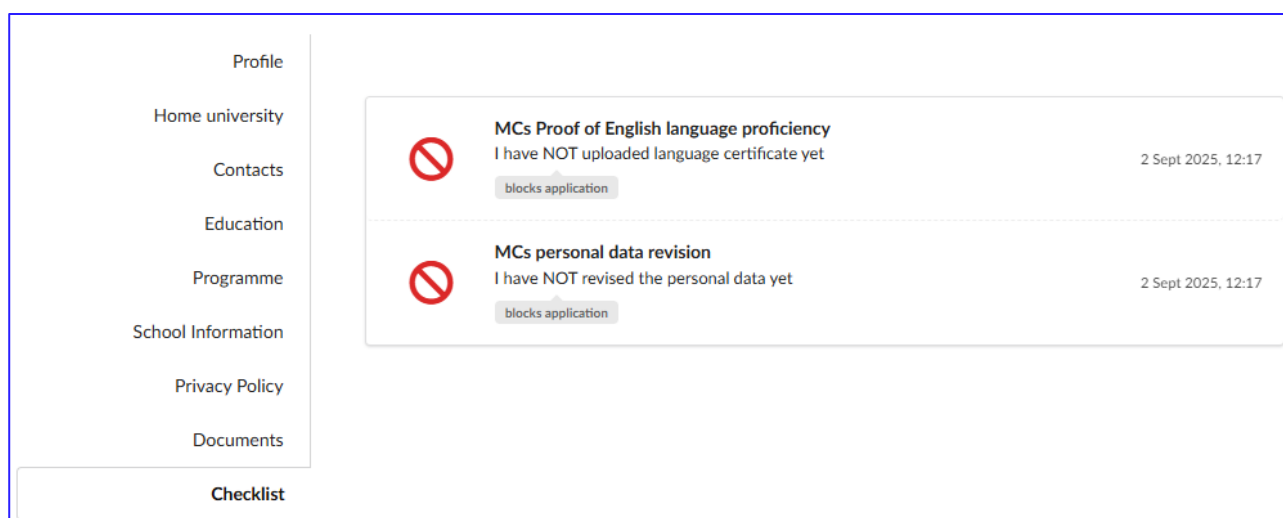
# Micro-credentials in Smart Urban Coastal Sustainability – How to apply?

After coming back to the application form, you continue filling in the information about yourself:



The screenshot shows a user profile page. On the left is a sidebar menu with links: Profile, Home university, Programme, Contacts, Education, School Information, Privacy Policy, Documents, and Checklist. The main content area has a header with a trash icon, 'MCs', and 'Micro-credentials in SmUCS'. Below this is a sub-header 'Micro-credentials, distance learning' and 'English'. A purple button 'My studyplan' is on the right. A hand icon with the text 'Don't forget to complete your studyplan!' is on the right. A light blue box with a lightbulb icon contains the text: 'You are only allowed one choice. If you want to change your priorities, you need to clear your current choice(s) first.'

**6** Once you get to the checklist, you need to fill in the tasks mentioned:



The screenshot shows a checklist page. The sidebar menu is the same as the previous page, but 'Checklist' is highlighted. The main content area has two items, each with a red prohibition icon. The first item is 'MCs Proof of English language proficiency' with the text 'I have NOT uploaded language certificate yet' and a timestamp '2 Sept 2025, 12:17'. The second item is 'MCs personal data revision' with the text 'I have NOT revised the personal data yet' and a timestamp '2 Sept 2025, 12:17'. Both items have a 'blocks application' button.

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- 7** In the task “MCs Proof of English language proficiency, there are 4 options and one to be chosen out of them:

## MCs Proof of English language proficiency

To be eligible, you need to have English level B2.

Please **attach relevant proof of your English language proficiency**. If you want to attach more than one file, please merge them together into one PDF.

If you **do not have any certificate or proof of English**, please check your level by completing **online English Placement Test** (max. 25 min: [academy.europa.eu/local/euacademy/pages/course/assessment-overview.php?title=english-placement-test](https://academy.europa.eu/local/euacademy/pages/course/assessment-overview.php?title=english-placement-test)) and attach the certificate provided in PDF.

Your home university will check your document and will contact you in case an additional verification of your English level is necessary.

Special case: If you are SETU/WIT student with English as your first language, choose this option and upload your identity document. For SETU/WIT students only.

Please choose one of the options below to best reflect your preference or current situation.

- ☒ I have NOT uploaded language certificate yet
- ☐ I am SETU/WIT student with English as my first language. I am uploading my ID/passport/driving licence (one of them).
- ☐ I am attaching my English certificate - sufficient proof of min. B2 level
- ☐ I have completed online English Placement Test test and I am attaching the certificate  
If you do not have any certificate or proof of English, please check your level by completing online English Placement Test. It will take you maximum 25 minutes to complete it. Later on, attach a PDF file with the certificate provided.

[academy.europa.eu/local/euacademy/pages/course/assessment-overview.php?title=english-placement-test](https://academy.europa.eu/local/euacademy/pages/course/assessment-overview.php?title=english-placement-test)

If the above statuses don't fully reflect your current situation, please add additional comments below:

Additional comments


If you choose the 1<sup>st</sup> option: “I have NOT uploadad language certificate yet”, your application will be put on hold. Remember to save the draft, so that the application is prepared for when you are ready to continue with it. The system will send you reminders to complete this task every 3 days.

If you choose the 2<sup>nd</sup> option: “I am SETU/WIT student with English as my first language. I am uploading my ID/passport/driving licence (one of them)”, being a student of South East Technological University or Waterford Institute of Technology in Ireland, and English native speaker, you just need to upload a photo/scan of your ID, passport or driving licence. No need for English level proof here. This refers only to students with English as the first language. If you are a foreign student studying at SETU/WIT, you are still required to upload a certificate or take a test.

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If you scroll down, below of the text, on the right-hand side, you can find a box that allows you to submit the document:


If you have been instructed to attach documents to this task you can do so below:

  
Click to select documents or simply drop them here

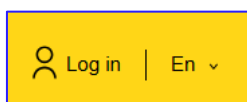
If you choose the 3<sup>rd</sup> option: “I am attaching my English certificate – sufficient proof of min. B2 level”, you should upload an official certificate that demonstrates your level of English (B2 is the minimum English level required for this programme). It can be **any official certificate (IELTS, TOEFL, CEFR, Cambridge or equivalent) or exam you have taken at your university.**

If you scroll down, below of the text, on the right-hand side, you can find a box that allows you to submit the certificate:

If you have been instructed to attach documents to this task you can do so below:

  
Click to select documents or simply drop them here

If you choose the 4<sup>th</sup> option: “I have completed online English Placement Test and I am attaching the certificate”, you need to click in the link indicated in the application, log in/register using EU login:



Then, choose “Start assessment”:


## English Placement Test

⌚ Less than an hour    📊 Novice

**Start assessment**

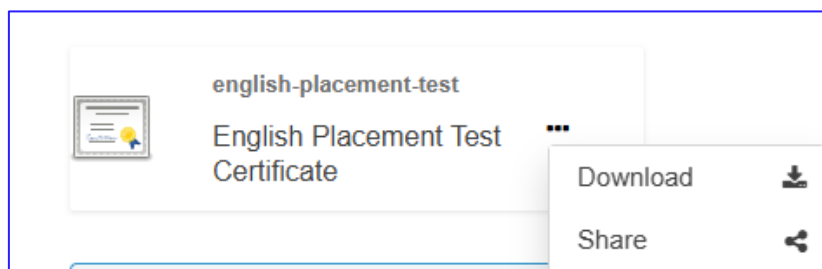
### Assessment details

Knowing your language level is a great starting point to reach your learning goals faster! Take a few minutes to complete the placement test below and let us recommend the course that suits you best.

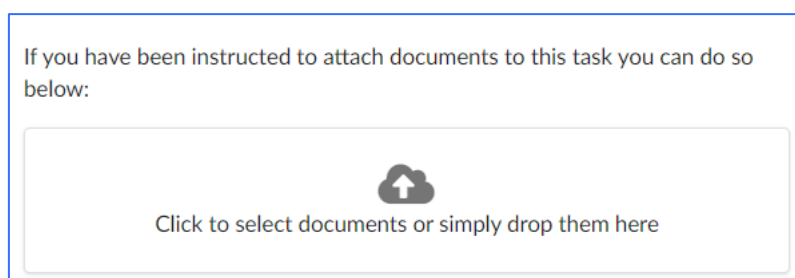


# Micro-credentials in Smart Urban Coastal Sustainability – How to apply?


Once you finish the test, you will be able to download the pdf with the result of the test:



Coming back to the application form where you left it: if you scroll down, below of the text, on the right-hand side, you can find the window that allows you to submit the certificate:



Correctly updated document should be displayed like this:


 **MCs Proof of English language proficiency**  
I have completed online English Placement Test test and I am attaching the certificate

To be eligible, you need to have English level B2.  
Please **attach relevant proof of your English language proficiency**. If you want to attached more than one file, please merge them together into one PDF.

If you **do not have any certificate or proof of English**, please check your level by **completing online English Placement Test** (max. 25 min: [academy.europa.eu/local/euacademy/pages/course/assessment-overview.php?title=english-placement-test](https://academy.europa.eu/local/euacademy/pages/course/assessment-overview.php?title=english-placement-test)) and attach the certificate provided in PDF.

Your home university will check your document and will contact you in case an additional verification of your English level is necessary.

Special case: If you are SETU/WIT student with English as your first language, choose this option and upload your identity document. For SETU/WIT students only.



**English\_Placement\_Test\_Certificate.pdf (page 1)**  
176.4 KiB  
02/09/2025

☐ I have NOT uploaded language certificate yet  
☐ I am SETU/WIT student with English as my first language. I am uploading my ID/passport/driving licence (one of them).  
☐ I am attaching my English certificate - sufficient proof of min. B2 level  
☒ **have completed online English Placement Test test and I am attaching the certificate**  
If you do not have any certificate or proof of English, please check your level by completing online English Placement Test. It will take you maximum 25 minutes to complete it. Later on, attach a PDF file with the certificate provided.  
[academy.europa.eu/local/euacademy/pages/course/assessment-overview.php?title=english-placement-test](https://academy.europa.eu/local/euacademy/pages/course/assessment-overview.php?title=english-placement-test)

If the above statuses don't fully reflect your current situation, please add additional comments below:

Additional comments


If you have been instructed to attach documents, please do so below:

Click to select documents or simply drop them here



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8 When it comes to the second task, “MCs personal data revision”:



### MCs personal data revision

I have NOT revised the personal data yet

Please review and update the sections “Profile” and “Contacts” in your application, ensuring that all personal information is accurate and up-to-date. It is essential that your data is correct to ensure the proper issuance of your certificate.

EU-CONEXUS issues certificates upon the completion of micro-credentials. To guarantee that the certificates reflect accurate and verified information, we require that all personal data in your application is truthful.

Please note that EU-CONEXUS is not responsible for issuing certificates with inaccurate or unverified information. It is the student's responsibility to ensure that all data provided is correct.

☒ I have NOT revised the personal data yet

☐ I have already revised/fixed my personal data

If the above statuses don't fully reflect your current situation, please add additional comments below:

Additional comments

your only task is to verify your data in “Profile” and “Contacts” sections of your application, to make sure the data is correct:

Profile

Home university

Contacts

Education

Programme


School Information

Privacy Policy

Documents

Checklist

9 Correctly completed Checklist should be displayed like this:




#### MCs Proof of English language proficiency

I am SETU/WIT student with English as my first language. I am uploading my ID/passport/driving licence (one of them).

resolved

1 Sept 2025, 14:38



#### MCs personal data revision

I have already revised/fixed my personal data

resolved

1 Sept 2025, 21:12

# Micro-credentials in Smart Urban Coastal Sustainability – How to apply?



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**10** Once your application is completed, you need to submit it:

Save as a draft

Submit

If there are some mistakes in the application, the platform will let you know about it:

EU-CONEXUS

Some of the fields were not correctly filled

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<

Next page >

Save as a draft

Submit

Time until deadline:  
in 2 weeks

Profile

Home university

Programme

**Contacts !**

Education

School Information

Privacy Policy

Documents

Checklist

**Email \***

d.jastrzebowska@ucv.es

This email address has been verified

Change my email address

**Telephone**

Please include the country code, e.g +372 12345678

**Mobile \***

Value is required and can't be empty

**Address**

**Street address \***

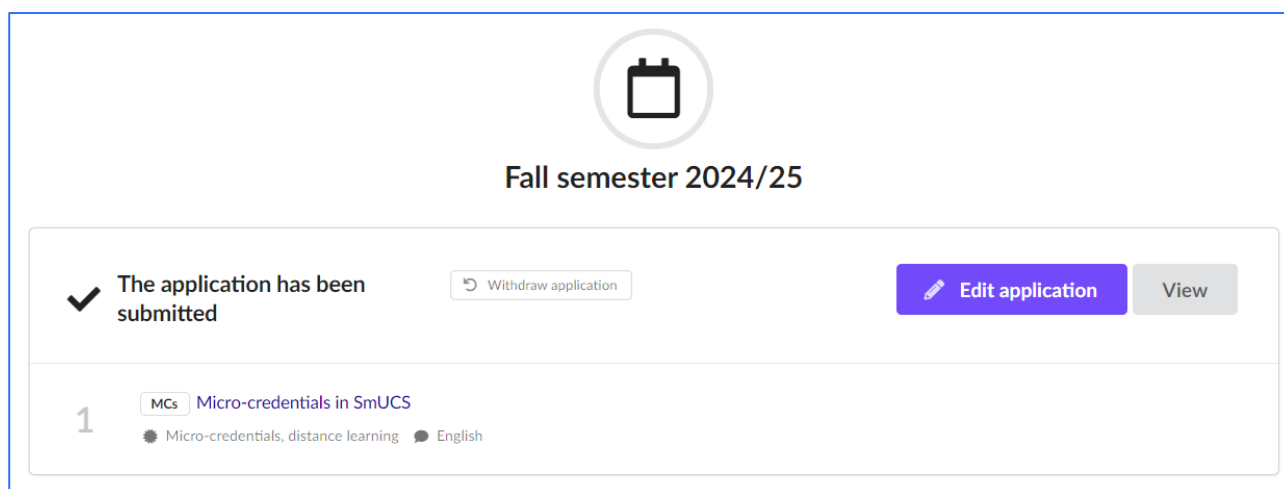
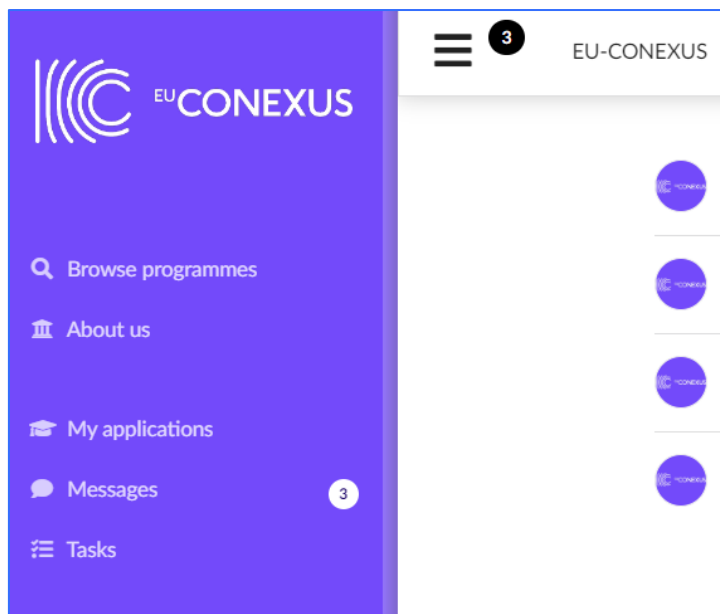
The supplied value is an empty string

**City, province, region \***

The supplied value is an empty string

# Micro-credentials in Smart Urban Coastal Sustainability – How to apply?

- 1 1 After submitting the application, you can take a look at it at the menu on the left-hand side of the platform, at “My applications”:



And that is all 😊 If you need more specific help with your application, send an e-mail to the Micro-credentials Officer of your university. List of the Officers might be found [on our website](#) in “Contacts” section.

Thank you for your attention and for applying for Micro-credentials programme!

Regards,  
EU-CONEXUS Team