

Export your application form as a PDF file

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 - 1. Click the "PDF" button
 - 2. Open/save the PDF
 - 3. Open PDF in Adobe Acrobat
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Take note

The illustrations in the Application Forms wiki pages are for consultation purpose only and may not always reflect the latest implementation.

There may be minor changes to the screen appearance and layout which are described on the updated page: [How to complete the application form](#).

You have the possibility to export, and save/print your application as a pdf file. This page explains how.

Steps

1. Click the "PDF" button

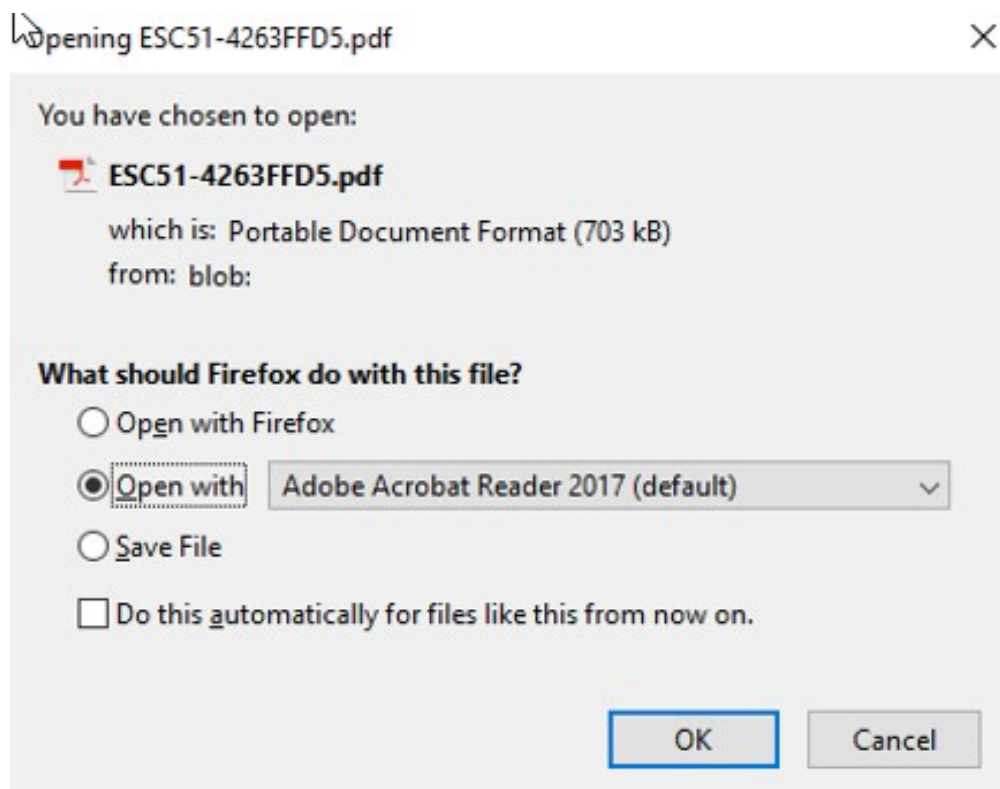
In your application form you will find the **PDF button** at the top right corner of the screen.

The screenshot displays the 'Application details' page. At the top right, there are two buttons: 'Submit' and 'PDF'. The 'PDF' button is highlighted with an orange rectangle and an orange arrow pointing to it. Below the buttons, there is a 'SUBMITTED' status indicator. The main content area is divided into a 'Content menu' on the left and a 'Context' section on the right. The 'Content menu' lists various sections with checkmarks, including 'Context', 'Consortium Summary', 'Participating organisations', 'Consortium Description', 'Follow Up', 'Annexes' (marked with a '1'), 'Checklist', and 'History'. The 'Context' section contains a note about the validity of the accreditation, a form for the 'National Agency of the Applicant Organisation' (with 'RO01 (ROMÂNIA)' entered), a 'Language used to fill in the form' dropdown (set to 'English'), and a link to further details about Erasmus+ National Agencies. At the bottom, there is a 'Protection of Personal Data' section with a link to the privacy statement.

2. Open/save the PDF

Depending on your selected browser and local settings you may be offered to open/save the PDF. If this is the case:

- A pop up will open, asking you to choose to either directly open the exported application form in your browser, in Adobe Reader or save it to your local machine.
- Choose the option most convenient for you and click **OK**.

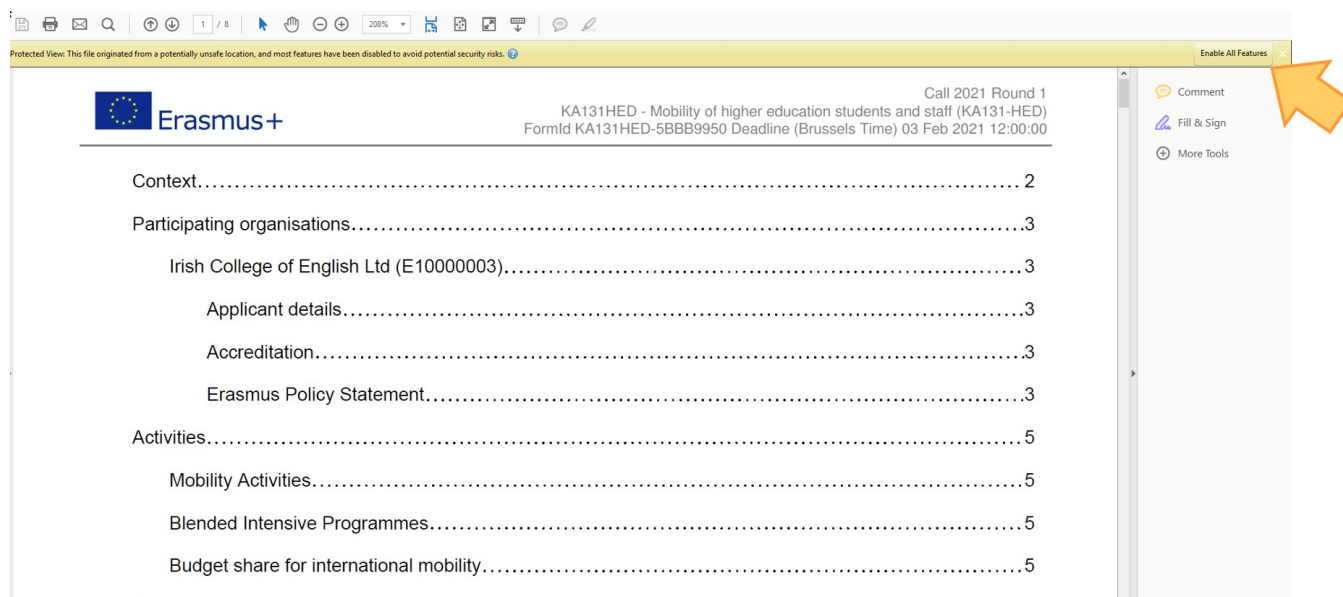


Alternatively the PDF document will be automatically downloaded to your local download folder from where it can be opened in either your browser's own PDF viewer or in Adobe Acrobat.

3. Open PDF in Adobe Acrobat

If you selected to open the extracted pdf file in Adobe Reader, you will notice a message on top of the document. This message informs you that the file is opened in protected view. You will not see any details of your application.

Click **Enable All Features**. The pdf will then display all details from your application and you can print or save your pdf.



Related articles

- [Add organisations to an application](#)
- [Annexes in applications](#)
- [Apply for grant or accreditation](#)
- [Associated Persons in applications](#)
- [Checklist in applications](#)
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