Instructions for submitting an application for the Meal Benefit provided to Erasmus Students via the University of Piraeus' Welfare Office

1) **Visit https://merimna.unipi.gr/**
   You will first need to have been fully registered as an Erasmus Student by your receiving Department's Registry Office and you will also need to have created an institutional account via the https://uregister.unipi.gr application.

2) **Upon login with your institutional account credentials, you will land on the following webpage. Select the UK Flag to switch to English.**

3) Select "My Applications" from the menu. The page needs a few seconds to get populated.

ΠΑΝΕΠΙΣΤΗΜΙΟ ΠΕΙΡΑΙΩΣ
UNIVERSITY OF PIRAEUS
Student Welfare

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My Applications

Welcome!

Καλώς ήλθατε στη διαδικτυακή πύλη υποβολής των αιτήσεων και των δικαιολογητικών σας για σίτιση - στέγαση του Πανεπιστημίου Πειραιά.
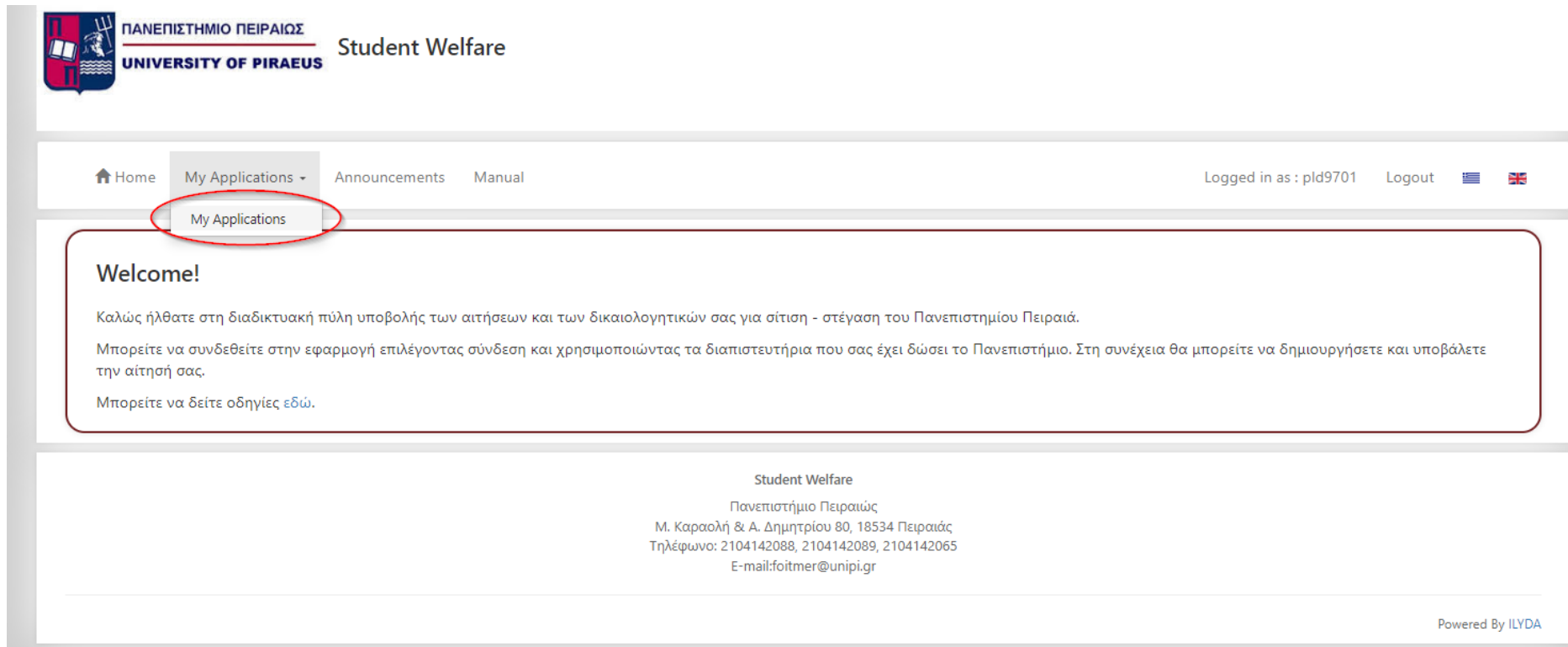
Μπορείτε να συνδεθείτε στην εφαρμογή επιλέγοντας σύνδεση και χρησιμοποιώντας τα διαπιστευτήρια που σας έχει δώσει το Πανεπιστήμιο. Στη συνέχεια θα μπορείτε να δημιουργήσετε και υποβάλετε την αίτησή σας.

Μπορείτε να δείτε οδηγίες εδώ.

Student Welfare
Πανεπιστήμιο Πειραιώς
Μ. Καραολή & Α. Δημητρίου 80, 18534 Πειραιάς
Τηλέφωνο: 2104142088, 2104142089, 2104142065
E-mail:foitmer@unipi.gr

Powered By ILYDA

4) Select "Create New Application" and then from the "Choose Welfare" option, choose the one mentioning "Erasmus" on the title
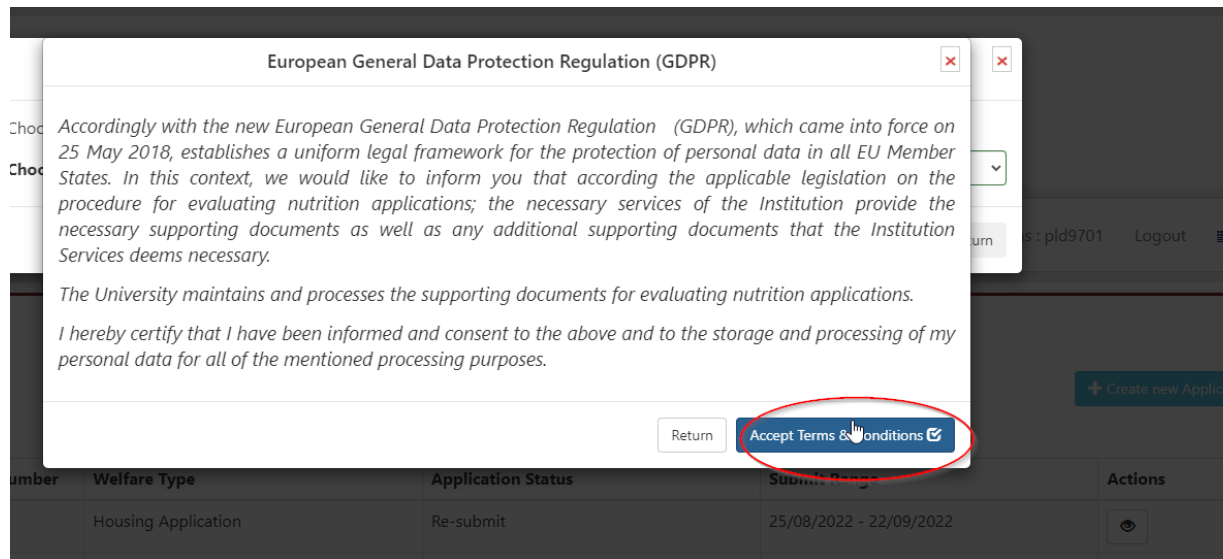
5) Accept the GDPR Consent Statement

6) The application you just created will appear in a few seconds under the "My Applications" section (please be patient as the website needs about five seconds to display the newly created application. When the new application appears, select on the green "Pencil" icon to edit it.
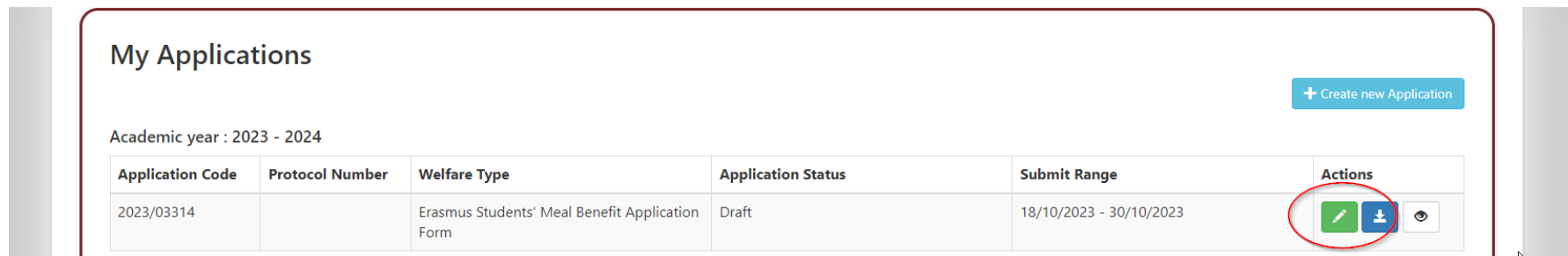
7) **On the "Student Information" page of your application, please review your data and check the two checkboxes. If any of the displayed data is erroneous, please contact your receiving department's Registry Office to make the necessary corrections.**

8) **On the "Attached Files" page of your application, please attach a) An ID Document (preferably your Passport), b) The Arrival Form issued to you by the University of Piraeus' Erasmus Office, c) Your acceptance Letter.**

   Once all data is correct and all necessary files have been attached, please select "Preview Application for Submit".

9) On the application preview page, please review your data once more and then select "Submit Application" on the top right corner.

10) If all necessary information has been provided, you will receive the following message:
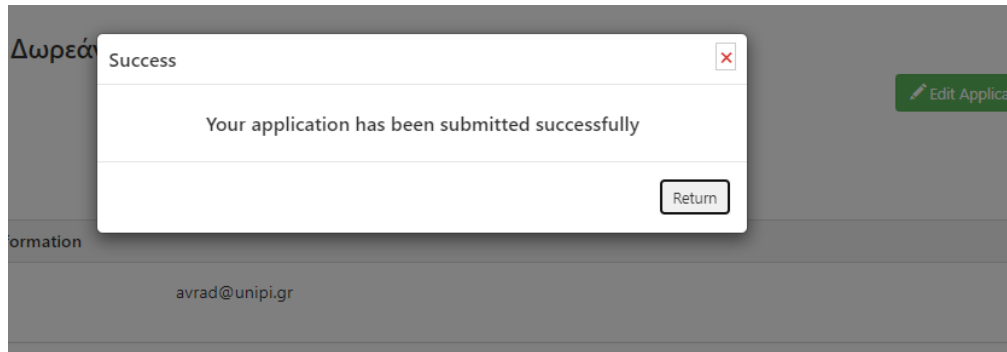
This message implies that your application has been submitted to the University's Welfare Office and it will be reviewed by the staff in order to grant you the benefit. You will be notified with an email message when your application is approved.

11) In case something is missing or there is some other sort of error with your application, you will receive an email message from the Welfare Office instructing you with the actions you need to take. *Please read the message carefully, as it is bilingual and the English text is interspersed with the text in Greek. Your application will appear as "Re-Submit" on the "My Applications" section.*
In order to resubmit your application, you need to first select the green "pencil" icon to edit your application, then, after having performed all necessary corrections, select "Preview Application for Submit" and "Submit Application", as in the previous steps.