

Learning Agreement  
Student Mobility for Traineeships

Higher Education:  
Learning Agreement form  
Student's name  
Academic Year 20.../20...

5-Önlisans  
6-Lisans  
7-Y.Lisans  
8-Doktora

Trainee	Last name(s)	First name(s)	Date of birth	Nationality <sup>1</sup>	Sex [M/F]	Study cycle <sup>2</sup>	Field of education <sup>3</sup>
						5 / 6 / 7 / 8 Öğrenim düzeyinize göre birisini seçip diğerlerini siliniz	Öğrenim gördüğünüz alanı (tercihen ISCED kodunu) yazınız
Sending Institution	Name	Faculty/ Department	Erasmus code <sup>4</sup> (if applicable)	Address	Country	Contact person name <sup>5</sup> ; email; phone	
	Ankara University	Bu bölüme kendi fakültenizi yazınız	TR ANKARA01	Ankara University EU Educational Programmes Office Döğol St Tandoğan Campus Piri Reis Square 06100 Ankara	Turkey	Bu bölüme fakülte / bölüm koordinatörünüzü ekleyiniz	
Receiving Organisation /Enterprise	Name	Department	Address; website	Country	Size	Contact person <sup>6</sup> name; position; e-mail; phone	Mentor <sup>7</sup> name; position; e-mail; phone
	Karşı kurum bilgilerinizi işleyiniz				<input type="checkbox"/> < 250 employees <input type="checkbox"/> > 250 employees		

Before the mobility

Table A - Traineeship Programme at the Receiving Organisation/Enterprise

Son sayfadaki tablodan yardım alabilirsiniz ya da bölümünüzün İngilizce ismini yazabilirsiniz.

Before the mobility

Table A - Traineeship Programme at the Receiving Organisation/Enterprise

Planned period of the mobility: from [month/year] ..... to [month/year] .....

Traineeship title: ... (Number of working hours per week: ...)

Detailed programme of the traineeship: (Yapacağınız faaliyetleri ayrıntılı belirtiniz- bir zaman planı içerisinde belirtmeniz önerilir)

Knowledge, skills and competences to be acquired by the end of the traineeship (expected Learning Outcomes):

Monitoring plan: (Stajınız nasıl izlenecek belirtiniz)

Evaluation plan: (Stajınız nasıl değerlendirilecek belirtiniz)

The level of language competence<sup>8</sup> in \_\_\_\_\_ [indicate here the main language of work] that the trainee already has or agrees to acquire by the start of the mobility period is: A1  A2  B1  B2  C1  C2  Native speaker

Table B - Sending Institution

Please use only one of the following three boxes:<sup>9</sup>

1. The traineeship is embedded in the curriculum and upon satisfactory completion of the traineeship, the institution undertakes to:

Haftalık çalışma saati 25 den az olması ya da 40 dan fazla olması durumunda vize alırken problem olabilir

EU-learning-agreement-for-traineeships [Salt Okunur] [Uyumluluk Modu] - Word

Tablo Araçları Tasarım Düzen Ne yapmak istediğinizi söyleyin...

Oturum Aç Paylaş

**Evaluation plan:** **[Stajınız nasıl değerlendirilecek belirtiniz]**

The level of **language competence**<sup>9</sup> in \_\_\_\_\_ [indicate here the main language of work] that the trainee already has or agrees to acquire by the start of the mobility period is: A1  A2  B1  B2  C1  C2  Native speaker

**Table B – Sending Institution**  
Please use only one of the following three boxes:<sup>9</sup>

1. The traineeship is **embedded in the curriculum** and upon satisfactory completion of the traineeship, the institution undertakes to:

Award ..... ECTS credits (or equivalent)<sup>10</sup> Give a grade based on: Traineeship certificate  Final report  Interview   
Record the traineeship in the trainee's Transcript of Records and Diploma Supplement (or equivalent).  
Record the traineeship in the trainee's **Europass** Mobility Document: Yes  No

2. The traineeship is **voluntary** and, upon satisfactory completion of the traineeship, the institution undertakes to:

Award ECTS credits (or equivalent): Yes  No  If yes, please indicate the number of credits: ....  
Give a grade: Yes  No  If yes, please indicate if this will be based on: Traineeship certificate  Final report  Interview   
Record the traineeship in the trainee's Transcript of Records: Yes  No   
Record the traineeship in the trainee's Diploma Supplement (or equivalent).  
Record the traineeship in the trainee's **Europass** Mobility Document: Yes  No

3. The traineeship is carried out by a **recent graduate** and, upon satisfactory completion of the traineeship, the institution undertakes to:

1

Sayfa 1/5 1514 sözcük

Aramak için buraya yazın

15:56 4.06.2020

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Tablo Araçları Tasarım Düzen Ne yapmak istediğinizi söyleyin...

Oturum Aç Paylaş

**Accident insurance for the trainee**

The Sending Institution will provide an accident insurance to the trainee (if not provided by the Receiving Organisation/Enterprise): Yes  No   
The accident insurance covers:  
- accidents during travels made for work purposes: Yes  No   
- accidents on the way to work and back from work: Yes  No

The Sending Institution will provide a liability insurance to the trainee (if not provided by the Receiving Organisation/Enterprise): Yes  No

**Table C – Receiving Organisation/Enterprise**

The Receiving Organisation/Enterprise will provide financial support to the trainee for the traineeship: Yes  No  If yes, amount (EUR/month): .....

The Receiving Organisation/Enterprise will provide a contribution in kind to the trainee for the traineeship: Yes  No   
If yes, please specify: .....

The Receiving Organisation/Enterprise will provide an accident insurance to the trainee (if not provided by the Sending Institution): Yes  No   
The accident insurance covers:  
- accidents during travels made for work purposes: Yes  No   
- accidents on the way to work and back from work: Yes  No

The Receiving Organisation/Enterprise will provide a liability insurance to the trainee (if not provided by the Sending Institution): Yes  No

The Receiving Organisation/Enterprise will provide appropriate support and equipment to the trainee.

Upon completion of the traineeship, the Organisation/Enterprise undertakes to issue a Traineeship Certificate within 5 weeks after the end of the traineeship.

By signing this document, the trainee, the Sending Institution and the Receiving Organisation/Enterprise confirm that they approve the Learning Agreement and that they will comply with all the arrangements agreed by all parties. The trainee and Receiving Organisation/Enterprise will communicate to the Sending Institution any problem or changes regarding the traineeship period. The Sending Institution and the trainee should also commit to what is set out in the Erasmus+ grant agreement. The institution undertakes to respect all the principles of the Erasmus Charter for Higher Education relating to traineeships (or the principles agreed in the partnership agreement for institutions located in Partner Countries).

Commitment	Name	Email	Position	Date	Signature
Trainee			Trainee		
Responsible person <sup>11</sup> at the Sending Institution					
Supervisor <sup>12</sup> at the Receiving Organisation					

Sayfa 2/5 1514 sözcük

Aramak için buraya yazın

16:08 4.06.2020

Zorunlu stajını yapanlar

Gönüllü staj ise

Mezun durumda olanlar

Lütfen sadece kendi durumunuza uyan bölümü doldurunuz

Yaptıracağınız sigortaya göre doldurun

Karşı kurum tarafından doldurulacak

Fakülte veya bölüm veya enstitü Erasmus koordinatörün üzdür