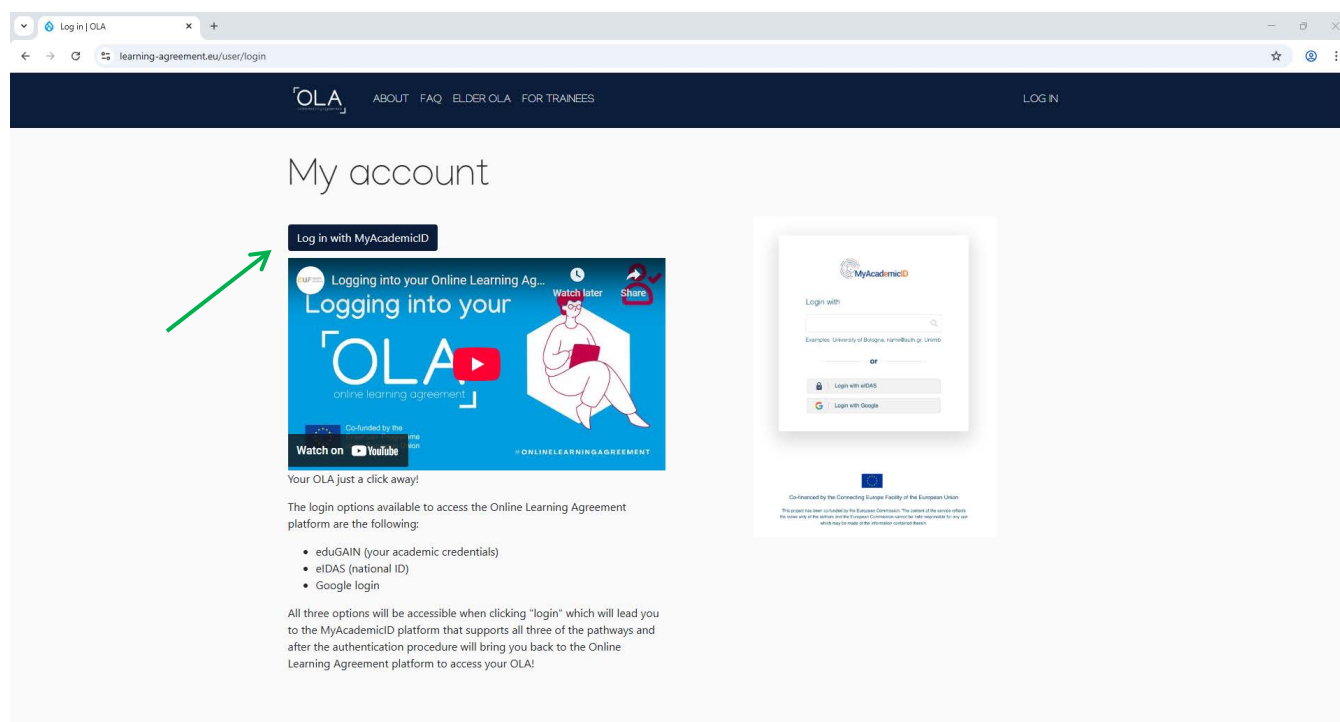
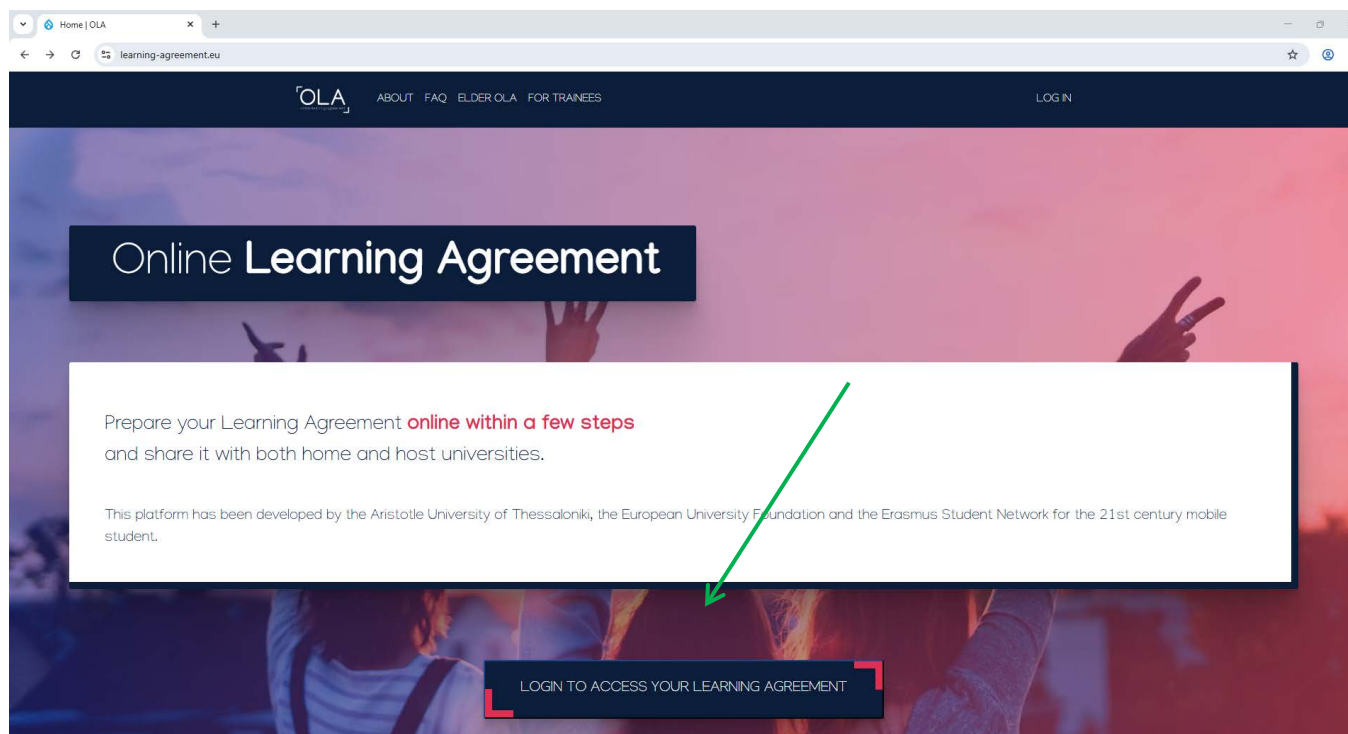
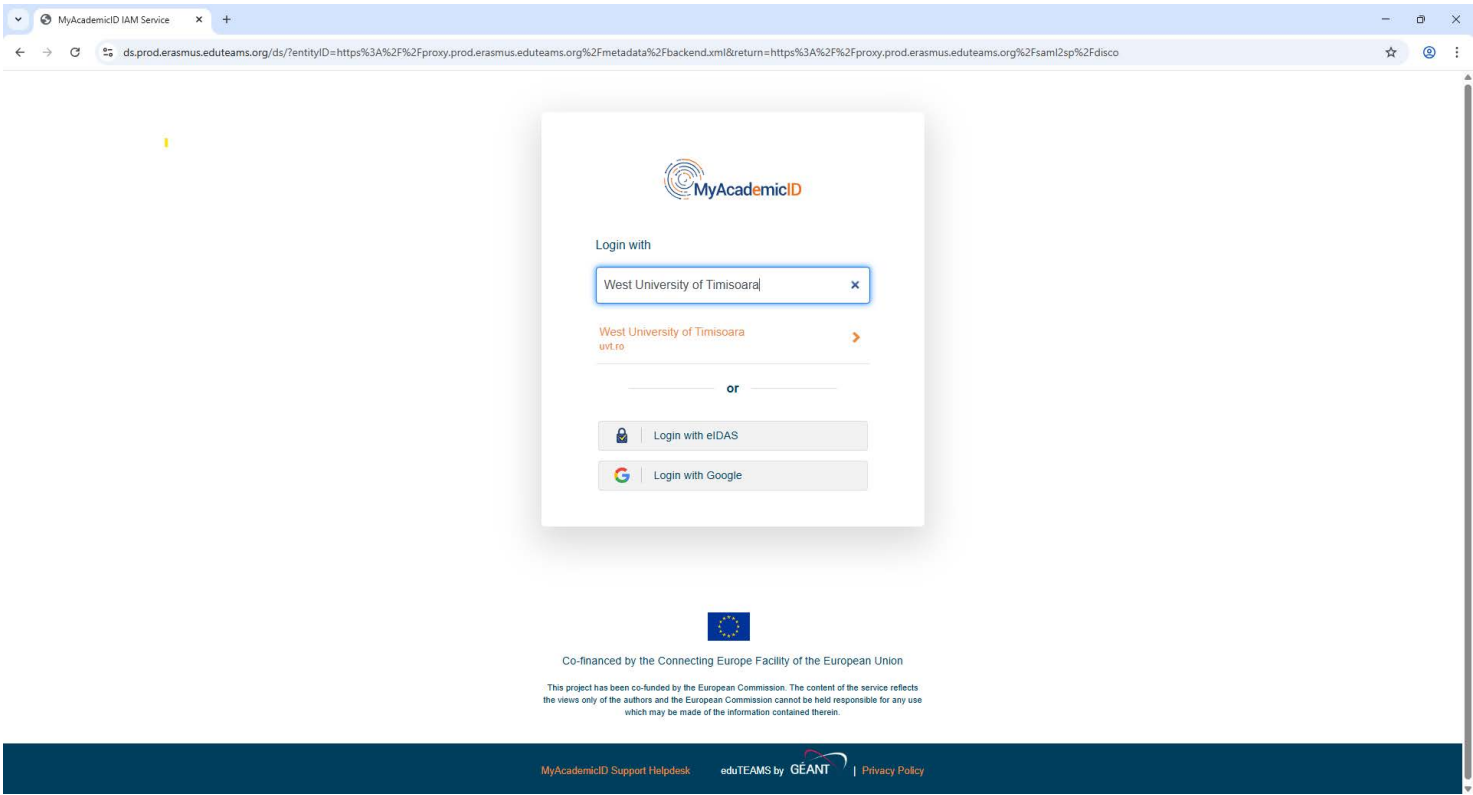


Cum creez un **Online Learning Agreement for Studies** pentru o mobilitate de scurtă durată la un Blended Intensive Programme?

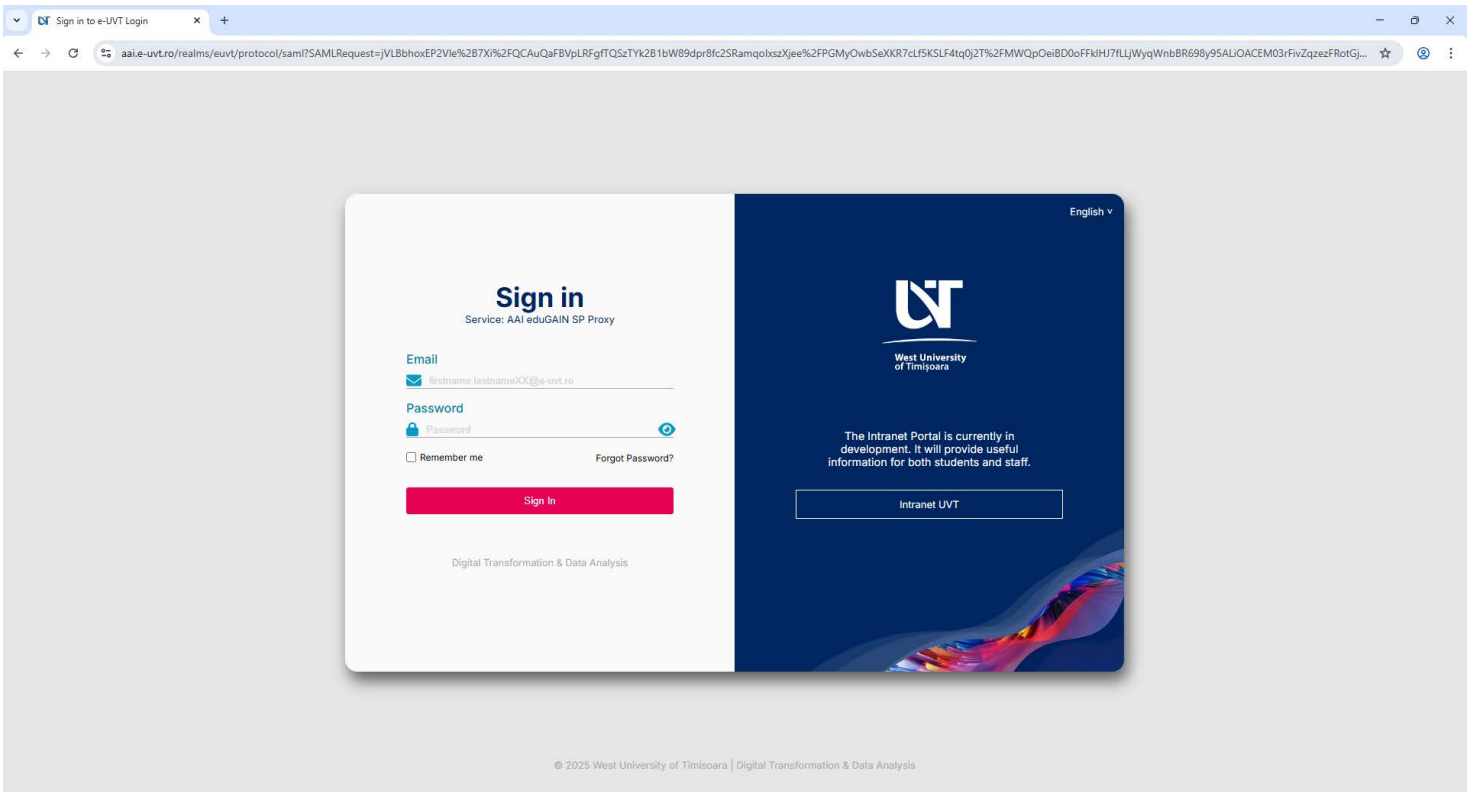
- I. Vă creați un cont pe platforma www.learning-agreement.eu utilizând adresa de e-mail instituțională de **student** care vi s-a asociat când ați devenit studenți la UVT (@e-uvt.ro):



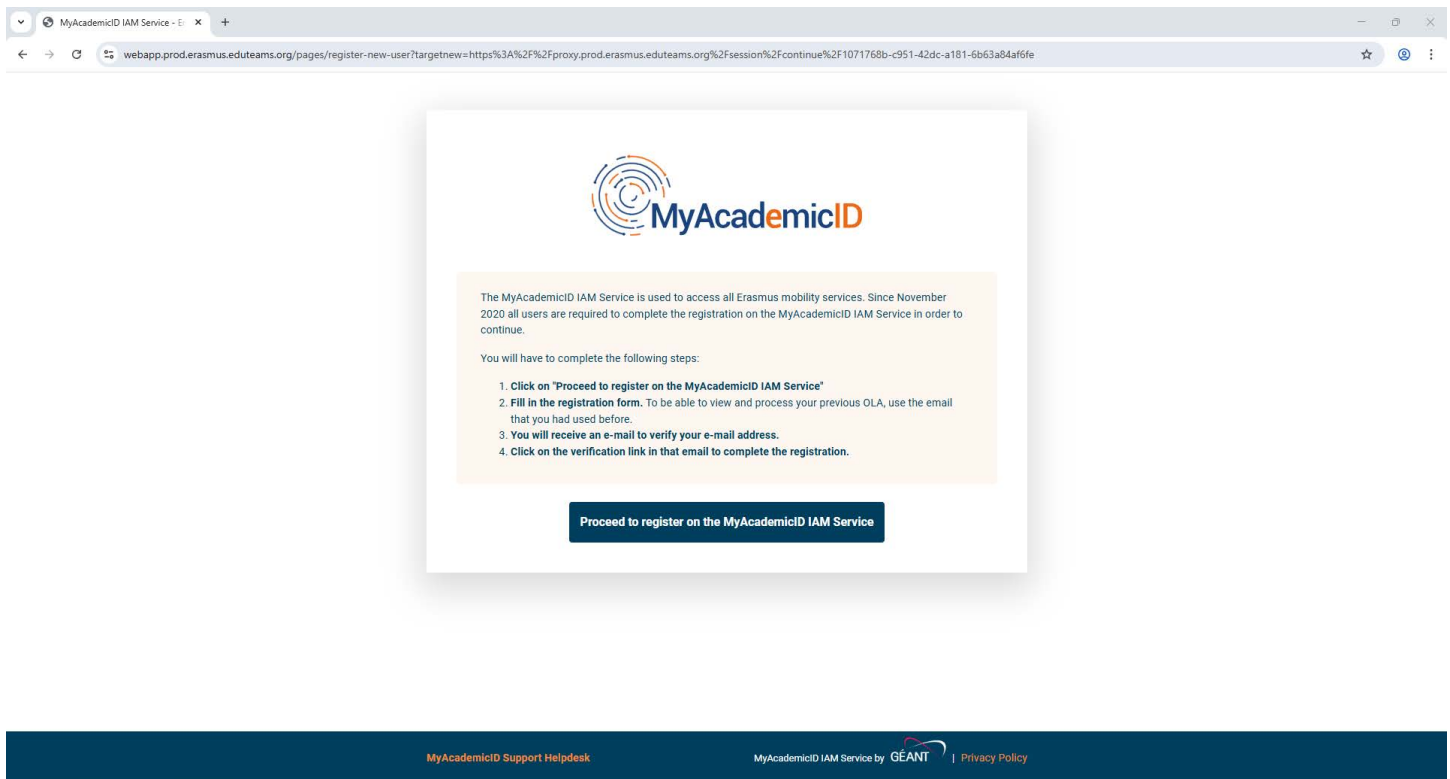
La câmpul *Login with* introduceți manual ”West University of Timisoara” și selectați universitatea din sugestia apărută:



Platforma vă va trimite să vă conectați cu adresa instituțională de @e-uvt.ro:

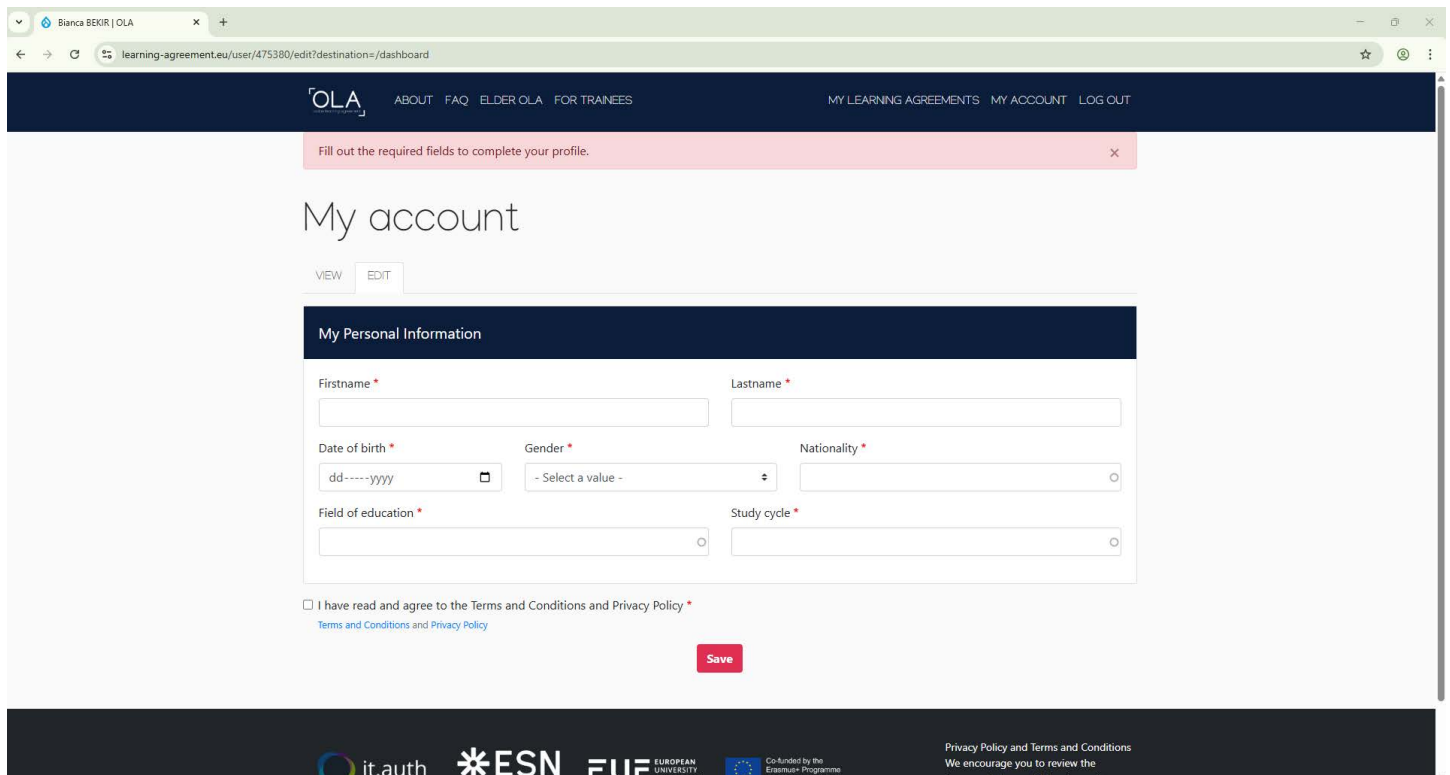


Urmați pașii care apar în fereastra MyAcademicID:



The screenshot shows a web browser window with the URL `webapp.prod.erasmus.eduteams.org/pages/register-new-user?targetnew=https%3A%2F%2Fproxy.prod.erasmus.eduteams.org%2Fsession%2Fcontinue%2F1071768b-c951-42dc-a181-6b63a84af6fe`. The page features the MyAcademicID logo at the top. Below the logo, a text block explains that the MyAcademicID IAM Service is used to access all Erasmus mobility services and that all users are required to complete the registration since November 2020. A list of four steps is provided: 1. Click on "Proceed to register on the MyAcademicID IAM Service", 2. Fill in the registration form, 3. You will receive an e-mail to verify your e-mail address, and 4. Click on the verification link in that email to complete the registration. A prominent blue button labeled "Proceed to register on the MyAcademicID IAM Service" is located at the bottom of the instructions. The footer of the page includes a "MyAcademicID Support Helpdesk" link and a "Privacy Policy" link.

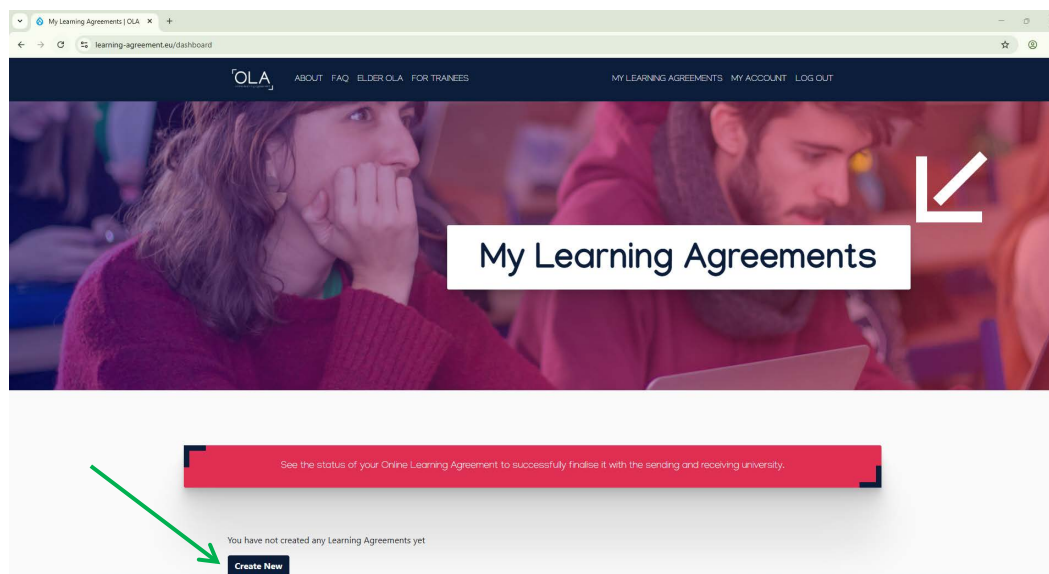
Apoi, va trebui să introduceți datele voastre care vor fi preluate de platforma OLA când vă creați Online Learning Agreements. Nu lăsați câmpuri libere:



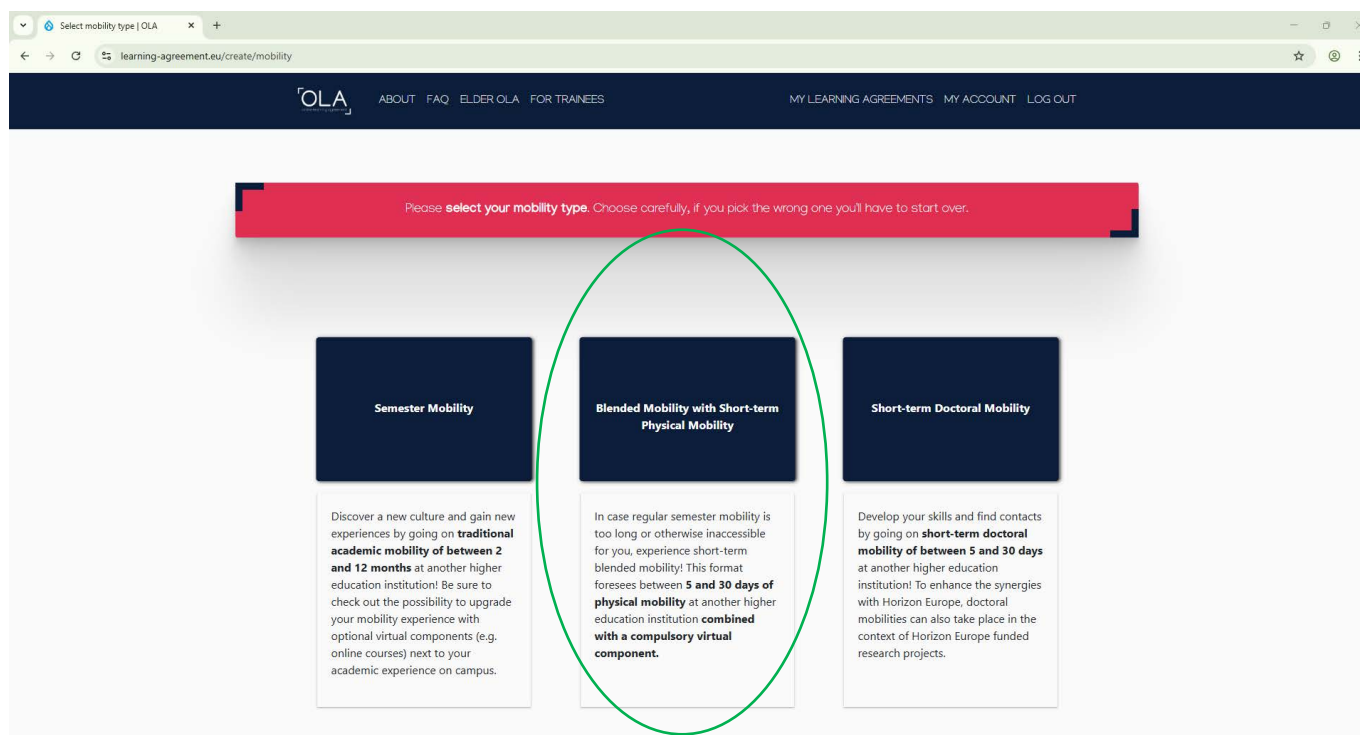
The screenshot displays the 'My account' page on the OLA platform. The page has a dark blue header with the OLA logo and navigation links: ABOUT, FAQ, ELDER OLA, FOR TRAINEES, MY LEARNING AGREEMENTS, MY ACCOUNT, and LOG OUT. A pink notification bar at the top of the main content area states: "Fill out the required fields to complete your profile." The main heading is "My account", with "VIEW" and "EDIT" tabs. The "EDIT" tab is active, showing a form titled "My Personal Information". The form contains several fields: Firstname, Lastname, Date of birth (with a calendar icon), Gender (a dropdown menu), Nationality (a dropdown menu), Field of education (a dropdown menu), and Study cycle (a dropdown menu). Below the form, there is a checkbox labeled "I have read and agree to the Terms and Conditions and Privacy Policy" with links to "Terms and Conditions" and "Privacy Policy". A red "Save" button is positioned at the bottom right of the form. The footer of the page features logos for it.auth, ESN, EUF, and the European Union, along with a link to the "Privacy Policy and Terms and Conditions".

- **Field of Education:** preluați codul și denumirea domeniului vostru de studii din această listă: https://ec.europa.eu/assets/eac/education/tools/iscedf/codes_en.htm. Pagina vă oferă instrucțiunile de căutare a ISCED Code (International Standard Classification of Education).
- **Study cycle:** nivelul de studiu cum este definit conform European Qualifications Framework (EQF): Bachelor or equivalent first cycle (EQF level 6) / Master or equivalent second cycle (EQF level 7) / Doctorate or equivalent third cycle (EQF level 8).

II. Este timpul să creați un Online Learning Agreement aferent mobilității voastre de scurtă durată. Click pe "Create New":



1. Când vă pregătiți de o mobilitate Erasmus+ la un Program Intensiv Mixt/ Blended Intensive Programme veți alege opțiunea opțiunea "**Blended Mobility with Short-term Physical Mobility**":



2. **Sending institution** reprezintă universitatea care trimite studentul participant la Programul Intensiv Mixt (BIP). În câmpul de mai jos, UVT ca sending institution se va putea găsi prin căutare cu denumirea în limba română. După ce ați selectat universitatea se va completa automat adresa și codul Erasmus+. Fiecare universitate care asigură fonduri Erasmus+ participanților la mobilități Erasmus+ are un singur cod Erasmus+ aferent instituției. Codul Erasmus+ al UVT este **RO TIMISOA01**.

În realizarea unui learning agreement, **"sending responsible person" se referă la persoana responsabilă să semneze (aprobe) documentul**, iar "Administrative contact person" este persoana care se ocupă de aspectele administrative ale mobilității (referentul de specialitate din cadrul Compartimentului Erasmus+): nominalizarea studenților, păstrarea comunicării între *sending institution* și *receiving institution*. "Administrative contact person" la UVT nu semnează Learning Agreements.

La UVT, **Sending Responsible Person** și **Sending Administrative Contact Person** sunt reprezentate totdeauna de două persoane diferite:

OLA ABOUT FAQ ELDER OLA FOR TRAINEES MY LEARNING AGREEMENTS MY ACCOUNT LOG OUT

Your Online Learning Agreement has been updated.

Select your home institution from the list and indicate the contact and responsible person. It can be the same person but it is the responsible who will receive the invitation to review and sign the agreement.

1 Student Information 2 **Sending Institution Information** 3 Receiving Institution Information 4 Mobility Programme 5 Commitment

Academic year *
2024/2025

Mobility Type *
Blended mobility with short-term physical mobility

Sending

Sending Institution

Country *
Romania

Name *
UNIVERSITATEA DE VEST DIN TIMISOARA

Faculty/Department *

Address *
Timisoara

Erasmus Code *
RO TIMISOA01

Sending Responsible Person

First name(s) *

Last name(s) *

Position *

Email *

Phone number

Responsible person at the Sending Institution: an academic who has the authority to approve the Learning Agreement, to exceptionally amend it when it is needed, as well as to guarantee full recognition of such programme on behalf of the responsible academic body. The name and email of the Responsible person must be filled in only in case it differs from that of the Contact person mentioned at the top of the document.

Sending Administrative Contact Person

First name(s)

Last name(s)

Position

Email

Phone number

Administrative contact person: person who provides a link for administrative information and who, depending on the structure of the higher education institution, may be the departmental coordinator or works at the international relations office or equivalent body within the institution.

Previous Next

it.auth ESN EUP EUROPEAN UNIVERSITY FOUNDATION Co-funded by the Erasmus+ Programme of the European Union

Privacy Policy and Terms and Conditions We encourage you to review the documentation and let us know if you have any questions.

RELEASE NOTES PRIVACY POLICY TERMS AND CONDITIONS

- **Sending Responsible Person** sau Responsible Person at the sending institution (UVT) este reprezentată de Coordonatorul Departamental Erasmus+ (**position: Erasmus+ Departmental Coordinator**) aferent facultății/ departamentului de care aparțineți. Datele acestuia le preluați din lista actualizată pe [site-ul DRI](#). Atenție la introducerea datelor, deoarece platforma OLA va transmite documentul online la semnat persoanei pe care o introduceți în câmpul dedicat: ""
- **Sending Administrative Contact Person** sau Administrative Contact Person at the sending institution (UVT) este referentul de specialitate din cadrul Compartimentului Erasmus+ din cadrul Direcției de Relații Internaționale (**position: Erasmus+ Outgoing Officer**). Sending Administrative Contact Person la UVT nu semnează Learning Agreements.

3. **Receiving instituion** reprezintă instituția care primește studentul la BIP-ul pe care îl găzduiește (universitatea gazdă parteneră cu UVT). La universitatea gazdă, **Receiving Responsible Person** și **Receiving Administrative Contact Person** este posibil să fie reprezentate de aceeași persoană sau de două persoane. Această informație, plus numele și datele de contact ale acesteia/ acestora le veți primi ori de la universitatea gazdă, ori odată cu pachetul informativ de pregătire a mobilității care vi se transmite din partea Compartimentului Erasmus+ de la UVT după ce ați trecut de selecția internă la UVT. **Atenție la introducerea datelor persoanei responsabile să semneze Learning Agreement, deoarece platforma OLA va transmite documentul online la semnat persoanei pe care o introduceți în câmpul dedicat.**

OLA

ABOUT FAQ ELDER OLA FOR TRANSIS MY LEARNING AGREEMENTS MY ACCOUNT LOG OUT

Your Online Learning Agreement has been updated.

Select your host institution from the list and indicate the contact and responsible person. It can be the same person but it is the responsible who will receive the invitation to review and sign the agreement.

1 Student Information 2 Sending Institution Information 3 Receiving Institution Information 4 Mobility Programme 5 Commitment

Academic year *
2024/2025

Mobility Type *
Blended mobility with short-term physical mobility

Receiving

Receiving Institution

Country *
Country of the institution

Name *
Name of the institution

Receiving Responsible Person

First name(s) *
Last name(s) *
Position *
Email *
Phone number

Receiving Administrative Contact Person

First name(s)
Last name(s)
Position
Email
Phone number

Responsible person at the Receiving Institution: the name and email of the Responsible person must be filled in only in case it differs from that of the Contact person mentioned at the top of the document.

Previous Next

it.auth ESN EUP European Union

Privacy Policy and Terms and Conditions
We encourage you to review the documentation and let us know if you have any questions.

RELEASE NOTES PRIVACY POLICY TERMS AND CONDITIONS

4. Mobility Programme

- Perioada de mobilitate raportată va fi strict aferentă componentei fizice a BIP-ului (nu se includ zilele de călătorie de dinainte și după BIP). Ex. pentru un BIP de 5 zile cu activitate de luni până vineri, iar zilele de călătorie includ cel puțin ziua dinaintea BIP-ului și cel puțin ziua de după BIP, perioada de mobilitate raportată în OLA trebuie să fie luni – vineri.
- **Planned start of the mobility:** prima zi a componentei fizice a BIP-ului.
- **Planned end of the mobility:** ultima zi a componentei fizice a BIP-ului.

OLA
Your Online Learning Agreement

ABOUT FAQ ELDER OLA FOR TRAINEES

MY LEARNING AGREEMENTS MY ACCOUNT LOG OUT

Your Online Learning Agreement has been updated.

Indicate the set of courses you'll be studying abroad and those that will be replaced in your degree at home. The purpose of the Learning Agreement is to provide a transparent preparation of your exchange to make sure that you receive recognition for the educational components that you will successfully complete abroad.

1 Student Information 2 Sending Institution Information 3 Receiving Institution Information 4 **Mobility Programme** 5 Commitment

Academic year *
2024/2025

Mobility Type *
Blended mobility with short-term physical mobility

Preliminary LA

Planned start of the mobility *
dd-----yyyy

Planned end of the mobility *
dd-----yyyy

Study Programme at Receiving Institution and recognition at the Sending Institution
No Component added yet.
Add Component

The main language of instruction at the Receiving Institution *
- Select a value -

The level of language competence *
- Select a value -
Level of language competence: a description of the European Language Levels (CEFR) is available at: <https://europass.cedefop.europa.eu/en/resources/european-language-levels-cefr>

Previous Next

it.auth ESN EUP Co-funded by the Erasmus Programme of the European Union

Privacy Policy and Terms and Conditions
We encourage you to review the documentation and let us know if you have any questions.

RELEASE NOTES PRIVACY POLICY TERMS AND CONDITIONS

- Dați Click pe **Add Component** pentru a adăuga informațiile Programului Intensiv Mixt.
- **Component title or description at the Receiving Institution:** aici se introduce **denumirea** Programului Intensiv Mixt și o descriere scurtă a componentei fizice.
- **Component code:** preluați codul și denumirea **domeniului tematicii BIP-ului** (din această listă: https://ec.europa.eu/assets/eac/education/tools/iscdf/codes_en.htm)
- **Number of ECTS credits to be recognised at the Sending Institution:** numărul de credite pe care universitatea gazdă îl va oferi studenților participanți la BIP după încheierea mobilității.
- **Short description of the virtual component:** descriere activități, cursurile online, perioada, durata, conținut etc.

Your Online Learning Agreement has been updated.

Indicate the set of courses you'll be studying abroad and those that will be replaced in your degree at home. The purpose of the Learning Agreement is to provide a transparent preparation of your exchange to make sure that you receive recognition for the educational components that you will successfully complete abroad.



Academic year *

2024/2025

Mobility Type *

Blended mobility with short-term physical mobility

Preliminary LA

Planned start of the mobility *

dd----yyyy

Planned end of the mobility *

dd----yyyy

Study Programme at Receiving Institution and recognition at the Sending Institution

Component title or description at the Receiving Institution *

Remove

Component Code *

Number of ECTS credits (or equivalent) to be recognised by the Sending Institution *

ECTS credits (or equivalent): in countries where the "ECTS" system is not in place, in particular for institutions located in Partner Countries not participating in the Bologna process, "ECTS" needs to be replaced in the relevant tables by the name of the equivalent system that is used, and a web link to an explanation to the system should be added.

Short description of the virtual component

☒ Automatically recognised towards student degree

Automatic recognition comment

Add Component

The main language of instruction at the Receiving Institution *

- Select a value -

The level of language competence *

- Select a value -

Level of language competence: a description of the European Language Levels (CEFR) is available at: <https://europa.eu/eu-ropa/education-and-culture/european-language-levels-efr/>

Previous

Next

5. Commitment

- după ce semnați **olograf** în caseta dedicată și dați click pe "Sign [...]", platforma va transmite o notificare prin e-mail persoanei pe care ați introdus-o la "Sending Responsible Person" cu solicitarea de a semna online acest document. După ce Coordonatorul Departamental Erasmus+ la UVT semnează acest document prin platformă, aceasta îl va transmite în același mod persoanei responsabile de semnătură de la universitatea gazdă (persoana pe care ați introdus-o anterior la "Receiving responsible person").
- după ce toate părțile implicate (student, sending institution - UVT, receiving institution – universitatea gazdă) au semnat documentul Learning Agreement, platforma OLA vă va notifica prin e-mail, moment în care voi trebuie să vă conectați în platformă și să descărcați documentul în formatul lui PDF.
- adăugați documentul finalizat Learning Agreement în lista documentelor de pregătire a mobilității conform instrucțiunilor pe care referentul de specialitate de la Compartimentul Erasmus+ vi le-a transmis după ce ați trecut de selecția internă Erasmus+ la UVT.

OLA

ABOUT FAQ ELDER OLA FOR TRAINEES MY LEARNING AGREEMENTS MY ACCOUNT LOG OUT

Your Online Learning Agreement has been updated.

All three parties signing the Learning Agreement commit to comply with all the agreed arrangements, thereby ensuring that you will receive recognition for the studies successfully carried out abroad without any further requirements.

1 Student Information 2 Sending Institution Information 3 Receiving Institution Information 4 Mobility Programme 5 Commitment

Academic year *
2024/2025

Mobility Type *
Blended mobility with short-term physical mobility

Commitment

By digitally signing this document, the student, the Sending Institution and the Receiving Institution confirm that they approve the Learning Agreement and that they will comply with all the arrangements agreed by all parties. Sending and Receiving Institutions undertake to apply all the principles of the Erasmus Charter for Higher Education relating to mobility for studies (or the principles agreed in the Inter-Institutional Agreement for institutions located in Partner Countries). The Beneficiary Institution and the student should also commit to what is set out in the Erasmus+ grant agreement. The Receiving Institution confirms that the educational components listed are in line with its course catalogue and should be available to the student. The Sending Institution commits to recognise all the credits or equivalent units gained at the Receiving Institution for the successfully completed educational components and to count them towards the student's degree. The student and the Receiving Institution will communicate to the Sending Institution any problems or changes regarding the study programme, responsible persons and/or study period.

Clear

By clicking on "Sign and send" you also give express consent for your personal data contained herein to be transmitted to the HEI or Organisation of destination.

Previous Sign and send the Online Learning Agreement to the Responsible person at the Sending Institution for review

itauth ESN EUF European Union

Privacy Policy and Terms and Conditions

RELEASE NOTES PRIVACY POLICY TERMS AND CONDITIONS



Pentru a putea realiza corect Learning Agreement for Studies vă invităm să studiați și să preluați informațiile necesare din sursele care pe care atât UVT cât și universitatea gazdă vi le-au pus la dispoziție (prin e-mail, site-uri, verbal, online sessions etc.).