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 <u>www.learning-agreement.eu</u> 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:

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

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ID-2005 West University of Timinsura Digital Transformation & Data Analysis.

Urmați pașii care apar în fereastra MyAcademicID:



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

Fill out the required fields to complete your profile.	×	
My account		
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My Personal Information		
Firstname *	Lastname *	
Date of birth * Gender *	Nationality *	
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Field of education *	Study cycle *	
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- 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":

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← → ♂ 14, learning-sgreement.eu/dashboard		☆ ® !
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CONTRACTOR OF THE OWNER	,	
	X I SA	
See: the status of your Online Learning Agree Vou have not created any Learning Agreements yet Create New	ment to successfully findine it with the sending and receiving university.	

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**":

ſO	ABOUT FAQ ELDER OLA FOR	TRANEES MY L	LEARNING AGREEMENTS MY ACCOUNT LOG OUT	
	Please select your mobilit	y type. Choose carefully, if you pick the wrong o	one you'l have to start over.	
	Semester Mobility	Blended Mobility with Short-term Physical Mobility	Short-term Doctoral Mobility	
	Discover a new culture and gain new experiences by going on traditional academic mobility of between 2 and 12 months at another higher education institution! Be sure to	In case regular semester mobility is too long or otherwise inaccessible for you, experience short-term blended mobility: This format foresees between S and 30 days of physical mobility at enother kinker	Develop your skills and find contacts by going on short-term doctoral mobility of between 5 and 30 days at another higher education institution! To enhance the synergies with Horizon Europe, doctoral	

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* <u>să semneze (aprobe) documentul</u>, 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**:

	MYLEARING AGREEMENTS MY ACCOUNT LOGOUT
Your Online Learning Agreement has been updated.	×
Select your home institution from the list and indicate the contract and responsible person. It can be the same person but it is invitation to review and sign the agreement.	the responsible who will receive the
Student Information Sending Institution Receiving Information Information Information) Intitution Mobility Programme Commitment mation
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Mobility type * Blanded mobility with short-term physical mobility	
Sending	
Sending Institution	
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UNIVERSITATEA DE VEST DIN TIMISOARA Le Faculty/Department *	
Address * Timoowa	Erasimus Code * RO TIMISOA01
Sending Responsible Person	Sending Administrative Contact Person
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	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 acutalizată pe <u>site-ul DRI</u>. 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): Alice Andreea OPREA, alice.oprea@e-uvt.ro.
 - o <u>Sending Administrative Contact Person la UVT nu semnează</u> 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 primiți 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.

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Your Online Learning Agreement has been updated.	×
Select your host institution from the list and indicate the contract and responsible person, it can be the same person but invitation to review and sign the agreement.	It is the responsible who will receive the
O O Student Information Sanding Institution Reco	O O O O
Information	Information
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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	Receiving Administrative Contact Person
First name(s) *	First name(s)
Last name(s) *	Last name(s)
Position *	Position
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	RELEASE NOTES PRIVACY POLICY TERMS AND CONDITIONS

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.

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.

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	- Select a value -	- Select a value -	
		Level of language competence a description of the European Language Levels (CEHI) is available at https://europeas.cedetop.europa.eu/en/resources/european-tanguage-levels- cedr	
	Printous	Next	
		Privacy Adicy and Terms and Condition Contract houses and the Lansee them documentation and let us know if you have any quaditors. RELEASE NOTES PRIVACY POLICY TERMS AND CONDITION	n. 3

- 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/iscedf/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.

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	Study Programme at Receiving Institution and	recognition at the Sending Institution	
		Remove	
	Component title or description at the Receiving Institution *		
	Component Code *	Number of ECTS credits (or equivalent) to be recognised by the Sending Institution *	
		ICTS credits (or equivalent): in countries where the "ICTS" system is not in place, in	
		particular for institutions located in Partner Countries not participating in the Rosogna process, "RCTS" 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	
	Short description of the virtual component	added.	
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	- Select a value - P	Select a value - Evel of language competence: a description of the European Language Levek (CEFR) is	
		available at: https://europass.cedetop.europa.euren/resources/european-tanglungereven- cefr	
	Previous	Next	
		Privacy Policy and Terms and Conditions	<i>*</i>
		Co-shorted to the two the European Union the European Union We encourage you to review the documentation and let us know if you have a uniform	
		nave any questions	

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.

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	Your Online Learning Agreen	nent has been updated.			×	
All three parties signing the Learning Agreement, con su	imit to comply with all the agreed coesisfully carried out abroad with	arrangements, thereby ensu out any further requirements	ung that you wil receive rec 5.	ognition for the studies		
	O Student Information	2 Sending Institution	Receiving Institution	O Mobility Programme		
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	By digitally signing this do Agreement and that they principles of the Trainaus for instructions located in agreement. The Receiving to the student. The Sendin successfully completed ed communicate to the Sendin	cument, the student, the Sendir ill comply with all the arrange Janter for Higher discuston rel farther Countries). The Benefici- latitudion commits that the ed g institution commits to recogn caciloral components and to co no institution any problems or i	Ig Institution and the Receiving ments appreciatly all parties. Sen uting to mobility for studies for any institution and the student or visional the credits or equivalent ount them towards the student's changes regarding the study pr	Institution confirm that they app days and Receiving Institutions un the principles agreed in the Inter- hould also commit to what is set in line with it concertainty and a dayne. The student and the Re- degramme, responsible persons an	rove the Learning deftake to apply all the initiational appreement out in the transmuse grant and should be available itudion for the existing Institution will adjor study period.	
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	it.auth	⊭ ESN ∈u	Colora Co	Ite tea Privacy Programme Manar Union discourt Nume a	y Policy and Terms and Conditions courage you to review the entation and let us know if you ny questions.	

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.).