Uputstvo kako ispuniti Ugovor o učenju

Ugovor o učenju (Learning Agreement) se popunjava samo u dijelu "Before the Mobility", koji definiše plan aktivnosti i predmete koje ćete pohađati tokom mobilnosti.

General information

Student	Last name(s)	First name(s)	Date of birth	Nationality*	Gender [Male/Female/Undefined]
	Vaše prezime	Vaše ime	U formatu dd/mm/yyyy	Država čiji pasoš posjedujete	Vaš spol
	ESI*, if applicable		Study cycle*	Field of education* (ISCED)	Field of education (clarification)
	n/a		bachelor, master, integrated ili PhD	ISCED šifra studijskog programa (link)	Naziv studijskog programa

Sending Institution	Name	Faculty/Department	Erasmus code*/ City	Country	Administrative contact person name*; email; phone
	University of Sarajevo	Naziv članice UNSA	BA SARAJEV01	Bosnia and Herzegovina	ime, prezime i email koordinatora sa kojim ste sastavljali ovaj ugovor
Receiving Institution	Name	Faculty/Department	Erasmus code*/ City	Country	Administrative contact person name*; email; phone

The level of language competence* in _____ [indicate here the main language of instruction] that the student already has or agrees to acquire by the start of the study period is:
A1 ☐ *A2* ☐ *B1* ☐ *B2* ☐ *C1* ☐ *C2* ☐ *Native speaker* ☐

Unosite jezik na kojem ćete pratiti predavanja - najčešće English i označavate nivo u kojem ga poznajete

Mobility type and duration

Learning agreement for studies type (select one)	Estimated duration (to be confirmed by the Receiving Institution)
• Long-term mobility ☐ / Virtual component *(only if applicable)* ☐ • Short-term mobility with a mandatory virtual component ☐ • Short-term doctoral mobility ☐ / Virtual component *(only if applicable)* ☐	Planned period of the physical mobility: • Academic year [year/year] ..... • from [day (optional)/month/year] ..... • to [day (optional)/month/year] .....
In case the mobility combines studies and traine hip, this template should be used and adjusted to fit both activity types.	

U većini slučajeva, za sve mobilnosti duže od 2 mjeseca odabirete long-term mobility (najčešće se radi o boravku u trajanju od jednog semestra). Doktoranti koji borave u trajanju od 5 do 30 dana odabiru Short term doctoral mobility.

Unosite akademsku godinu u kojoj planirana mobilnost, i planirane datume odlaska i povratka

Zajedno sa Vašim akademskim koordinatorom provjeravate odabir inostranih predmeta koje unosite u Tabelu A – *Study Programme at the Receiving Institution*, kao i broj ECTS bodova. Ukoliko podaci o predmetima nisu dostupni na web stranici, od kontakt osobe s inostranog univerziteta možete zatražiti listu predmeta i detaljnije informacije o programu kako biste lakše procijenili i odabrali odgovarajuće predmete za upis u tabelu. Sa istom kontakt osobom potrebno je provjeriti i mogućnosti mobilnosti – da li će vaš boravak uključivati samo slušanje predmeta ili i rad na istraživanju (npr. za završni rad). Važno je naglasiti da svoj završni rad (tezu) ne možete braniti na inostranoj instituciji domaćinu, odnosno ne možete diplomirati, magistrirati ili doktorirati tokom Erasmus mobilnosti.

Before the mobility

Table A
Study Programme at the Receiving Institution (physical component of the mobility)

Component code* (if any)	Component title at the Receiving Institution	Term [e.g. autumn/spring; term]	Number of ECTS credits* (or equivalent) to be awarded by the Receiving Institution upon successful completion
			Total: ...

Web link to the course catalogue at the Receiving Institution describing the learning outcomes: [*web link to the relevant information*]

Tabelu B (*Study Programme at the Sending Institution*) ispunjavate samo u slučaju da je nastava organizovana online, što u većini slučajeva neće biti primjenjivo jer ste odabrani za fizičku mobilnost.

Table B If applicable, description of the virtual component at Receiving Institution			
Component code (if any)	Component title or description of the study programme at the Receiving Institution	Short description of the virtual component*	Number of ECTS credits (or equivalent) to be awarded by the Receiving Institution upon successful completion
			Total: ...

U Tabelu C (*Recognition*) unosite predmete koji će vam biti priznati po povratku s mobilnosti. To su najčešće predmeti s Univerziteta u Sarajevu koji će biti priznati na osnovu rezultata ostvarenih u inostranstvu, u skladu s prethodnim dogovorom s akademskim koordinatorom. U slučaju da na matičnoj instituciji nemate predmeta koji bi vam mogli biti priznati, u Tabelu C (Recognition) možete prepisati predmete iz Tabele A i dodati oznaku „elective". Na ovaj način ti predmeti biće priznati kao slobodni izborni predmeti i unijeti u Dodatak diplomi (Diploma Supplement) zajedno s ostalim informacijama o vašoj mobilnosti.

Table C Recognition at the Sending Institution (physical and virtual components, if applicable)				
Component code (if any)	Component title at the Sending Institution (as indicated in the course catalogue)	Term [e.g. autumn/spring; term]	Number of ECTS credits (or equivalent) to be recognised by the Sending Institution	Automatic recognition*
				Yes ☐ No ☐
				Yes ☐ No ☐
				Yes ☐ No ☐
				Yes ☐ No ☐
				Yes ☐ No ☐
				Yes ☐ No ☐
			Total: ...	Yes ☐ No ☐
Provisions applying if the student does not complete successfully some educational components*: *[web link to the relevant information]*				

Commitment of the three parties

By 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 third countries not associated to the Programme). The Beneficiary Organisation 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 or as agreed otherwise 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.

Commitment	Name	Email	Position	Date	Signature
Student			*Student*		
Responsible person at the Sending Institution*					
Responsible person at the Receiving Institution*					

Vaše ime i prezime, email i potpis

Svaka UNSA članica sama određuje, obavezno potvrditi sa akademskim koordinatorom ko je zadužen na Vašoj članici za potpisivanje Ugovora o učenju

Ostaviti prazno

Tokom mobilnosti može doći do promjena u studijskom planu. Ako neki predmet više nije dostupan, potrebno je ažurirati Ugovor o učenju (dio During mobility) i unijeti novi predmet koji ga zamjenjuje. Sve izmjene moraju biti odobrene od strane matične institucije (prodekana) i institucije domaćina (koordinatora). Ne vršite izmjene samostalno — neodobrene promjene mogu uzrokovati probleme prilikom priznavanja rezultata. Izmjene radite u onim tabelama koje ste popunili u dijelu "before mobility" i na koje se izmjena odnosi.