**Erasmus+ Learning Agreement**

**Student Mobility for Traineeships[[1]](#endnote-1)  
Short-Term Doctoral mobility**

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Student** | **Last name(s)** | **First name(s)** | **Date of birth** | | | **Nationality** | | | **Gender** |
|  |  |  | | |  | | | Kérem válasszon |
| [**Level of education (EQF level)**](https://europa.eu/europass/en/description-eight-eqf-levels) | | | **Field of education**  **(ISCED code)** | | | <**Field of education  (clarification)**> | | |
| Kérem válasszon | | | Kérem válasszon | | | Kérem válasszon | | |
| **Beneficiary organisation**  **Sending Institution** | **Name** | **Faculty** | | | **Erasmus code** | **Adress and Country** | | **Administrative contact person name; email** | |
| J. Selye University | Kérem válasszon | | | SK  KOMARNO 01 | Bratislavská cesta 3322,  945 01 Komárno, Slovakia | | Institutional coordinator :  **Mgr. Adriana Kinczerová** [kinczerovaa@ujs.sk](mailto:kinczerovaa@ujs.sk), [+421 35 3260 613](about:blank)  Faculty of Economics and Informatics **PhDr. Silvia Tóbiás Kosár, PhD.** [kosars@ujs.sk](mailto:kosars@ujs.sk), +421 35 3260 654  Faculty of Education **Dr. phil. Mgr. Attila Mészáros** [meszarosa@ujs.sk](mailto:meszarosa@ujs.sk) , +421 35 3260 870  Faculty of Reformed Theology  **doc. ThDr. Attila Lévai, PhD.** [levaia@ujs.sk](mailto:levaia@ujs.sk), +421 35 3260 657 | |
| **Receiving Institution** | **Name** | **Department** | | | **Website** | **Adress and Country** | | **Contact person[[2]](#endnote-2) name; position; email** | |
|  |  | | |  |  | |  | |
| **Size** | | | | | **Mentor**[[3]](#endnote-3) **name; position; email** | | | |
| ≤250 employees  > 250 employees | | | | |  | | | |

**After the Mobility – Short-Term Doctoral Mobility**

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| ***Table D - Traineeship Certificate by the Receiving Organisation*** |
| **Name of the trainee:** |
| **Name of the Receiving Organisation:** |
| **Sector of the Receiving Organisation:** |
| **Address of the Receiving Organisation** [street, city, country, e-mail address]**, website:** |
| **Start date and end date of the complete traineeship (incl. virtual component, if applicable): from [day/month/year] …………………. to [day/month/year] ……………….**  **Start date and end date of physical component: from [day/month/year] …………………. to [day/month/year] ……………….** |
| **Traineeship title:** |
| **Detailed programme of the traineeship period including tasks carried out by the trainee (including the virtual component, if applicable):** |
| **Knowledge, skills (intellectual and practical) and competences acquired (achieved learning outcomes):** |
| **Evaluation of the trainee:** |
| **Evaluation of the trainee: Rate the student's work on a scale of 1 to 5 (1-worst, 5-best) – Attendance register form**   |  |  | | --- | --- | | **Qualification of the student's written work:** |  | | **The student's oral communication skills:** |  | | **The quantity of work done by the student:** |  | | **The student's willingness to work:** |  | | **The student's adaptability:** |  | | **The student's initiative:** |  | | **The student's independence:** |  | | **The student's problem solving skills:** |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | | **Date** | **Arrival (hour)** | **Leave (hour)** | **Hours worked** | **Description of the work (e.g. – research, library visiting, consultation)** | **Place of mobility (adress, city, country)** | | 1. |  |  |  |  |  | | 2. |  |  |  |  |  | | 3. |  |  |  |  |  | | 4. |  |  |  |  |  | | 5. |  |  |  |  |  | | 6. |  |  |  |  |  | | 7. |  |  |  |  |  | | 8. |  |  |  |  |  | | 9. |  |  |  |  |  | | 10. |  |  |  |  |  | | 11. |  |  |  |  |  | | 12. |  |  |  |  |  | | 13. |  |  |  |  |  | | 14. |  |  |  |  |  | | 15. |  |  |  |  |  | | 16. |  |  |  |  |  | | 17. |  |  |  |  |  | | 18. |  |  |  |  |  | | 19. |  |  |  |  |  | | 20. |  |  |  |  |  | | 21. |  |  |  |  |  | | 22. |  |  |  |  |  | | 23. |  |  |  |  |  | | 24. |  |  |  |  |  | | 25. |  |  |  |  |  | | 26. |  |  |  |  |  | | 27. |  |  |  |  |  | | 28. |  |  |  |  |  | | 29. |  |  |  |  |  | | 30. |  |  |  |  |  | |

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| --- | --- | --- | --- | --- | --- |
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| **Commitment** | **Name** | **Email** | **Position** | **Date** | **Signature** |
| Trainee |  |  | *Trainee* |  |  |
| Responsible person[[4]](#endnote-4) at the beneficiary organisation | Kérem válasszon | | Faculty Coordinator |  |  |
| Responsible person[[5]](#endnote-5) at the beneficiary organisation | Mgr. Adriana Kinczerová | [kinczerovaa@ujs.sk](mailto:kinczerovaa@ujs.sk) | Institutional Coordinator |  |  |
| Responsible person [[6]](#endnote-6) at the receiving organisation |  |  |  |  |  |
| Supervisor[[7]](#endnote-7) at the receiving organisation |  |  |  |  |  |

1. In case the mobility combines studies and traineeship, the mobility agreement for studies template should be used and adjusted to fit both activity types. [↑](#endnote-ref-1)
2. **Contact person at the receiving organisation**: a person who can provide administrative information within the framework of Erasmus+ traineeships. [↑](#endnote-ref-2)
3. **Mentor**: the role of the mentor is to provide support, encouragement and information to the trainee on the life and experience relative to the organisation (culture of the organisation, informal codes and conducts, etc.). Normally, the mentor should be a different person than the supervisor. [↑](#endnote-ref-3)
4. **Responsible person at the beneficiary organisation**: this person is responsible for signing the learning agreement, amending it if needed and if the beneficiary organisation is the sending institution, is responsible for recognising the credits and associated learning outcomes on behalf of the responsible academic body as set out in the learning agreement. 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. [↑](#endnote-ref-4)
5. **Responsible person at the beneficiary organisation**: this person is responsible for signing the learning agreement, amending it if needed and if the beneficiary organisation is the sending institution, is responsible for recognising the credits and associated learning outcomes on behalf of the responsible academic body as set out in the learning agreement. 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. [↑](#endnote-ref-5)
6. **Supervisor at the receiving organisation**: this person is responsible for signing the learning agreement, amending it if needed, supervising the trainee during the traineeship and signing the Traineeship Certificate. The name and email of the supervisor must be filled in only in case it differs from that of the contact person mentioned at the top of the document. [↑](#endnote-ref-6)
7. **Supervisor at the receiving organisation**: this person is responsible for signing the learning agreement, amending it if needed, supervising the trainee during the traineeship and signing the Traineeship Certificate. The name and email of the supervisor must be filled in only in case it differs from that of the contact person mentioned at the top of the document. [↑](#endnote-ref-7)