

**FACULTY OF BIOTECHNOLOGY, UNIVERSITY OF WROCLAW**  
**Rules for Recognition of Erasmus+ Mobility Achievements**  
**2023/2024 academic year**

1. A student qualified for the exchange mobility prepares an on-line **Learning Agreement**:

- **Learning Agreement for study (LAS)** - the semester programme containing a list of courses along with ECTS credit points. At least the number of ECTS as in the appropriate semester at Faculty of Biotechnology should be earned during the mobility. Second-cycle students undertaking **research projects** should provide the following information in the **LAS**: name of the tutor at the host university, title of the research project, the number of ECTS corresponding to the number of points at the Faculty of Biotechnology in the semester of mobility (it is acceptable to provide the project title and tutor's name in a document other than the **LAS**, e.g. **Acceptance Letter**).

Foreign language classes, sports classes and BSc Seminar are not included in the required total ECTS number - these subjects have to be completed by a student at the University of Wrocław.

Mandatory internship can be credited on the basis of min. 2-month summer Erasmus+ traineeship or a one-semester mobility (studies or traineeship) for a research project, if such mobility is not shorter than 5 months.

**LAS** should be approved and signed by the responsible authorities of the home and host universities, as well as by the student before the mobility starts. It is the student's responsibility to complete **LAS** in accordance with deadlines at the host university and rules set by International Office of University of Wrocław.

A student has the right to make **changes to the LAS** within **4 weeks** from the beginning of the semester at the host university. Any changes to the Learning Agreement need to be agreed by all three parties.

- **Learning Agreement for Traineeship (LAT)** includes the name of the a tutor at the host institution, the title and a short description of the project/traineeship, the student's working time frames and the method of evaluation.

Second-cycle students undertaking traineeship during the teaching period earn the number of ECTS corresponding to the number of points at the Faculty of Biotechnology in the semester of mobility (foreign language and sports classes are not included in the required total ECTS number - these subjects have to be completed by a student at the University of Wrocław). Only a traineeship at a foreign university or research institution holding an Erasmus card for higher education (ECHE) may result in the completion of a semester of studies at the University of Wrocław.

Mandatory internship can be credited on the basis of min. 2-month summer Erasmus+ internship or a one-semester mobility (studies or traineeship) for a research project, if such mobility is not shorter than 5 months.

**LAT** is first filled in by a student, then by the responsible person from the host university/institution, and finally by the faculty Erasmus+ coordinator.

It is a student's responsibility to complete **LAT** in accordance with deadlines at the host university/institution and rules set by International Office of University of Wrocław.

2. Upon the exchange mobility, a student is obliged to submit to the faculty Erasmus+ Coordinator:

**Recognition of the mobility achievements for studies under the Erasmus + program:**

- the **Transcript of Records** – a list of completed courses and grades, and ECTS earned at the host university. The courses listed in this document must correspond to a previously agreed **LAS**.

or

- **written confirmation (Traineeship Certificate)** of a student's participation in a research project, containing project **title**, **dates** of laboratory placement, and an **assessment** (evaluation) of student's work. The document should be signed by the academic tutor at the host university.

It is student's responsibility to submit the above documents within a time limit enabling continuation of studies at the Faculty of Biotechnology or undertaking the diploma exam.

**Recognition of the mobility achievements for traineeship under the Erasmus + program:**

- **written confirmation (Traineeship Certificate)** of a student's participation in a traineeship, containing traineeship **title** and **dates** of placement. The document should be signed by a tutor or coordinator at the host university/institution.

3. The student earns ECTS for mandatory internship based on required documents submitted to the Faculty internship coordinator according to the deadline.

The document supplements Erasmus+ recruitment rules for students and PhD students of Faculty of Biotechnology, UWr, 2023/24 academic year.

Drafted by:

Date: 30/11/2022

Pełnomocnik Dziekana  
ds. współpracy z zagranicą  
*Julia Cielieci*  
dr Justyna Ciura-Pokorska