

Learning Agreement

Student Mobility for Traineeships

N Trainee	Last name(s)	First name(s)	Date of birth	Nationality ¹	Gender [Male/Female/Undefined]	Study cycle ²	Field of education ³
	TANI	Mert	07/05/1996	Turkish	Male	EQF level 8	0821
Sending Institution	Name	Faculty/Department	Erasmus code ⁴ (if applicable)	Address	Country	Contact person name ⁵ ; email; phone	
	Bursa Technical University	Institute of Graduate Studies / Dept. Of Forest Engineering	TR BURSA02	Mimar Sinan Yerleşkesi, Mimar Sinan Bulvarı Eflak Cad. No177, 16130 Yıldırım / BURSA	Turkey TR	Prof. Dr. Temel SARIYILDIZ Erasmus Dept. Coordinator temel.sariyildiz@btu.edu.tr Lect. Aline SARIYILDIZ erasmus@btu.edu.tr +90 224 300 37 62	
Receiving Organisation /Enterprise	Name	Department	Address; website	Country	Size	Contact person ⁶ name; position; e-mail; phone	Mentor ⁷ name; position; e-mail; phone
	University of Sarajevo	Graduate School / Dept. Of Forestry Horticulture	https://upis.unsa.ba/en/ustanove/faculty-of-forestry/	Zagrebačka St. No. 20, Sarajevo / Bosnia and Herzegovina	<input type="checkbox"/> < 250 employees <input checked="" type="checkbox"/> > 250 employees	Senior officer: Adnan Rahimić, MSc adnan.rahimic@unsa.ba	Prof. Dr. Dalibor Ballian d.ballian@sfsa.unsa.ba balliandalibor9@gmail.com m

Before the mobility

Table A - Traineeship Programme at the Receiving Organisation/Enterprise	
Planned period of the mobility: from July/2022 to September/2022	
Traineeship title: Erasmus+ KA107 internship	Number of working hours per week: 25
Detailed programme of the traineeship: Meeting with the office staff, orientation and introduction to buildings and facilities of the University of Sarajevo -Visiting forest sites around Sarajevo (Bosnia i Hercegovina). -Visiting Bardaca Wetland in Bardaca -Visiting Hutovo Blato in Čapljina -Visiting Livanjsko polje in Livno -Visiting Vrelo Bosne in Sarajevo -Visiting Trebević in Sarajevo -Visiting Državni park Sutjeska in Tjentište -Visiting Bosnian Pyramid of The Sun in Visoko -Visiting Sarajevo Regional Directorate of Forestry -Visiting Botanic Garden in Sarajevo -Visiting National Museum of Bosnia and Herzegovina -Visiting laboratories of the forestry faculty -Get some knowledge about ongoing projects and research in the Forestry Faculty	
Traineeship in digital skills ⁸ : Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
Knowledge, skills and competences to be acquired by the end of the traineeship (expected Learning Outcomes): Within the scope of the internship, it is aimed to gain experience, knowledge and skills on wetland forest ecosystems and global climate change. During the program, knowledge and forestry methods of wetlands in both countries will be compared.	
Monitoring plan: Prof. Dr. Dalibor Ballian will be responsible for the traineeship and will be the trainee's point of contact. Daily and Weekly meetings to follow the progress of the trainee will be organised. The work to be performed by the trainee each week will be decided according to the outcome of these meetings.	
Evaluation plan: The Learning Agreement "After the mobility" will be filled in and signed by the student's supervisor and will be reviewed at Bursa Technical University by the student's s the home university.	
The level of language competence ⁹ in English [indicate here the main language of work] that the trainee already has or agrees to acquire by the start of the mobility period is: A1 <input type="checkbox"/> A2 <input type="checkbox"/> B1 <input checked="" type="checkbox"/> B2 <input type="checkbox"/> C1 <input type="checkbox"/> C2 <input type="checkbox"/> Native speaker <input type="checkbox"/>	

Table B - Sending Institution

Please use only one of the following three boxes:¹⁰

1. The traineeship is embedded in the curriculum and upon satisfactory completion of the traineeship, the institution undertakes to:

Award ECTS credits (or equivalent) ¹¹	Give a grade based on: Traineeship certificate <input type="checkbox"/> Final report <input type="checkbox"/> Interview <input type="checkbox"/>
Record the traineeship in the trainee's Transcript of Records and Diploma Supplement (or equivalent).	
Record the traineeship in the trainee's Europass Mobility Document: Yes <input type="checkbox"/> No <input type="checkbox"/>	

2. The traineeship is voluntary and, upon satisfactory completion of the traineeship, the institution undertakes to:

Award ECTS credits (or equivalent): Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	If yes, please indicate the number of credits:
Give a grade: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	If yes, please indicate if this will be based on: Traineeship certificate <input type="checkbox"/> Final report <input type="checkbox"/> Interview <input type="checkbox"/>
Record the traineeship in the trainee's Transcript of Records: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
Record the traineeship in the trainee's Diploma Supplement (or equivalent).	
Record the traineeship in the trainee's Europass Mobility Document: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	

3. The traineeship is carried out by a recent graduate and, upon satisfactory completion of the traineeship, the institution undertakes to:

Award ECTS credits (or equivalent): Yes <input type="checkbox"/> No <input type="checkbox"/>	If yes, please indicate the number of credits:
Record the traineeship in the trainee's Europass Mobility Document (highly recommended): Yes <input type="checkbox"/> No <input type="checkbox"/>	




Accident insurance for the trainee

The Sending Institution will provide an accident insurance to the trainee (if not provided by the Receiving Organisation/Enterprise): Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Insurance provided by the trainee	The accident insurance covers: - accidents during travels made for work purposes: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> - accidents on the way to work and back from work: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
The Sending Institution will provide a liability insurance to the trainee (if not provided by the Receiving Organisation/Enterprise): Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	

Table C - Receiving Organisation/Enterprise

The Receiving Organisation/Enterprise will provide financial support to the trainee for the traineeship: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	If yes, amount (EUR/month):
The Receiving Organisation/Enterprise will provide a contribution in kind to the trainee for the traineeship: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> If yes, please specify:	
The Receiving Organisation/Enterprise will provide an accident insurance to the trainee (if not provided by the Sending Institution): Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	The accident insurance covers: - accidents during travels made for work purposes: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> - accidents on the way to work and back from work: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
The Receiving Organisation/Enterprise will provide a liability insurance to the trainee (if not provided by the Sending Institution): Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
The Receiving Organisation/Enterprise will provide appropriate support and equipment to the trainee.	
Upon completion of the traineeship, the Organisation/Enterprise undertakes to issue a Traineeship Certificate within 5 weeks after the end of the traineeship.	

By signing this document, the trainee, the Sending Institution and the Receiving Organisation/Enterprise confirm that they approve the Learning Agreement and that they will comply with all the arrangements agreed by all parties. The trainee and Receiving Organisation/Enterprise will communicate to the Sending Institution any problem or changes regarding the traineeship period. The Sending Institution and the trainee should also commit to what is set out in the Erasmus+ grant agreement. The institution undertakes to respect all the principles of the Erasmus Charter for Higher Education relating to traineeships.

Commitment	Name	Email	Position	Date	Signature
Trainee	Mert TANI	mert.tani@btu.edu.tr	Trainee	08/06/2022	
Responsible person ¹² at the Sending Institution	Prof. Dr. Temel SARIYILDIZ	temel.sariyildiz@btu.edu.tr	Erasmus Dept. Coordinator	08.06.2022	
Supervisor ¹³ at the Receiving Organisation	Prof. Dr. Ahmet LOJO	a.lojo@ffja.unia.es	Supervisor	28.06.2022	

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During the Mobility



Learning Agreement

Student Mobility for Traineeships

N Trainee	Last name(s)	First name(s)	Date of birth	Nationality	Gender (Male/Female/Undefined)	Study cycle	Field of education
	UZUN	Almira	21/12/1996	Turkish	Female	EQF level 8	0821
Sending Institution	Name	Faculty/Department	Erasmus code ⁴ (if applicable)	Address	Country	Contact person name ⁵ ; email; phone	
	Bursa Technical University	Institute of Graduate Studies / Dept. Of Forest Engineering	TR BURSA02	Mimar Sinan Yerleşkesi, Mimar Sinan Bulvarı Eflak Cad. No177, 16130 Yıldırım / BURSA	Turkey TR	Prof. Dr. Temel SARIYILDIZ Erasmus Dept. Coordinator temel.sariyildiz@btu.edu.tr Lect. Aline SARIYILDIZ erasmus@btu.edu.tr +90 224 300 37 62	
Receiving Organisation/Enterprise	Name	Department	Address; website	Country	Size	Contact person ⁶ name; position; e-mail; phone	Mentor ⁷ name; position; e-mail; phone
	University of Sarajevo	Graduate School / Dept. Of Forestry Horticulture	https://upis.unsa.ba/en/usta-nove/faculty-of-forestry/	Zagrebačka St. No. 20, Sarajevo / Bosnia and Herzegovina	<input type="checkbox"/> < 250 employees <input checked="" type="checkbox"/> > 250 employees	Senior officer: Adnan Rahimić, MSc adnan.rahimic@uns.ba	Prof. Dr. Dalibor Ballian d.ballian@sfsa.unsa.ba balliandalibor9@gmail.com m

Before the mobility

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Planned period of the mobility: from July/2022 to September/2022

Traineeship title: Erasmus+ KA107 internship	Number of working hours per week: 25
Detailed programme of the traineeship: Meeting with the office staff, orientation and introduction to buildings and facilities of the University of Sarajevo -Visiting forest sites around Sarajevo (Bosna i Hercegovina). -Visiting Bardaca Wetland in Bardaca -Visiting Hutovo Blato in Čapljina -Visiting Livanjsko polje in Livno -Visiting Vrelo Bosne in Sarajevo -Visiting Trebević in Sarajevo -Visiting Državni park Sutjeska in Tjentište -Visiting Bosnian Pyramid of The Sun in Visoko -Visiting Sarajevo Regional Directorate of Forestry -Visiting Botanic Garden in Sarajevo -Visiting National Museum of Bosnia and Herzegovina -Visiting laboratories of the forestry faculty -Get some knowledge about ongoing projects and research in the Forestry Faculty	
Traineeship in digital skills: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
Knowledge, skills and competences to be acquired by the end of the traineeship (expected Learning Outcomes): Within the scope of the internship, it is aimed to gain experience, knowledge and skills on wetland forest ecosystems and global climate change. During the program, knowledge and forestry methods of wetlands in both countries will be compared.	
Monitoring plan: Prof. Dr. Dalibor Ballian will be responsible for the traineeship and will be the trainee's point of contact. Daily and Weekly meetings to follow the progress of the trainee will be organised. The work to be performed by the trainee each week will be decided according to the outcome of these meetings.	
Evaluation plan: The Learning Agreement "After the mobility" will be filled in and signed by the student's supervisor and will be reviewed at Bursa Technical University by the student's supervisor at the home university.	

The level of language competence⁸ in English [indicate here the main language of work] that the trainee already has or agrees to acquire by the start of the mobility period is: A1 ☐ A2 ☐ B1 ☒ B2 ☐ C1 ☐ C2 ☐ Native speaker ☐

Table B - Sending Institution
Please use only one of the following three boxes:¹⁰

1. The traineeship is **embedded in the curriculum** and upon satisfactory completion of the traineeship, the institution undertakes to:

Award ECTS credits (or equivalent)¹¹ Give a grade based on: Traineeship certificate Final report Interview
Record the traineeship in the trainee's Transcript of Records and Diploma Supplement (or equivalent).
Record the traineeship in the trainee's Europass Mobility Document: Yes No

2. The traineeship is **voluntary** and, upon satisfactory completion of the traineeship, the institution undertakes to:

Award ECTS credits (or equivalent): Yes No If yes, please indicate the number of credits:
Give a grade: Yes No If yes, please indicate if this will be based on: Traineeship certificate Final report Interview
Record the traineeship in the trainee's Transcript of Records: Yes No
Record the traineeship in the trainee's Diploma Supplement (or equivalent).
Record the traineeship in the trainee's Europass Mobility Document: Yes No

3. The traineeship is carried out by a **recent graduate** and, upon satisfactory completion of the traineeship, the institution undertakes to:

Award ECTS credits (or equivalent): Yes No If yes, please indicate the number of credits:
Record the traineeship in the trainee's Europass Mobility Document (*highly recommended*): Yes No

Accident insurance for the trainee

The Sending Institution will provide an accident insurance to the trainee (if not provided by the Receiving Organisation/Enterprise):
Yes No Insurance provided by the trainee




The accident insurance covers:
- accidents during travels made for work purposes: Yes No
- accidents on the way to work and back from work: Yes No

The Sending Institution will provide a liability insurance to the trainee (if not provided by the Receiving Organisation/Enterprise): Yes No

Table C - Receiving Organisation/Enterprise

The Receiving Organisation/Enterprise will provide financial support to the trainee for the traineeship: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	If yes, amount (EUR/month):
The Receiving Organisation/Enterprise will provide a contribution in kind to the trainee for the traineeship: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> If yes, please specify:	
The Receiving Organisation/Enterprise will provide an accident insurance to the trainee (if not provided by the Sending Institution): Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	The accident insurance covers: - accidents during travels made for work purposes: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> - accidents on the way to work and back from work: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
The Receiving Organisation/Enterprise will provide a liability insurance to the trainee (if not provided by the Sending Institution): Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
The Receiving Organisation/Enterprise will provide appropriate support and equipment to the trainee.	
Upon completion of the traineeship, the Organisation/Enterprise undertakes to issue a Traineeship Certificate within 5 weeks after the end of the traineeship.	

By signing this document, the trainee, the Sending Institution and the Receiving Organisation/Enterprise confirm that they approve the Learning Agreement and that they will comply with all the arrangements agreed by all parties. The trainee and Receiving Organisation/Enterprise will communicate to the Sending Institution any problem or changes regarding the traineeship period. The Sending Institution and the trainee should also commit to what is set out in the Erasmus+ grant agreement. The institution undertakes to respect all the principles of the Erasmus Charter for Higher Education relating to traineeships.

Commitment	Name	Email	Position	Date	Signature
Trainee	Almira UZUN	almirauzun0@gmail.com	Trainee	08/06/2022	
¹² Responsible person at the Sending Institution	Prof. Dr. Temel SARIYILDIZ	temel.sariyildiz@btu.edu.tr	Erasmus Dept. Coordinator	08/06/2022	
¹³ Supervisor at the Receiving Organisation	Prof. dr. Ahmet LOZO	a.lozo@gsa.unsa.ba	Supervisor	28/06/2022	

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