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ERASMUS+ MOBILNOSTI

Štud. leto 2018/2019

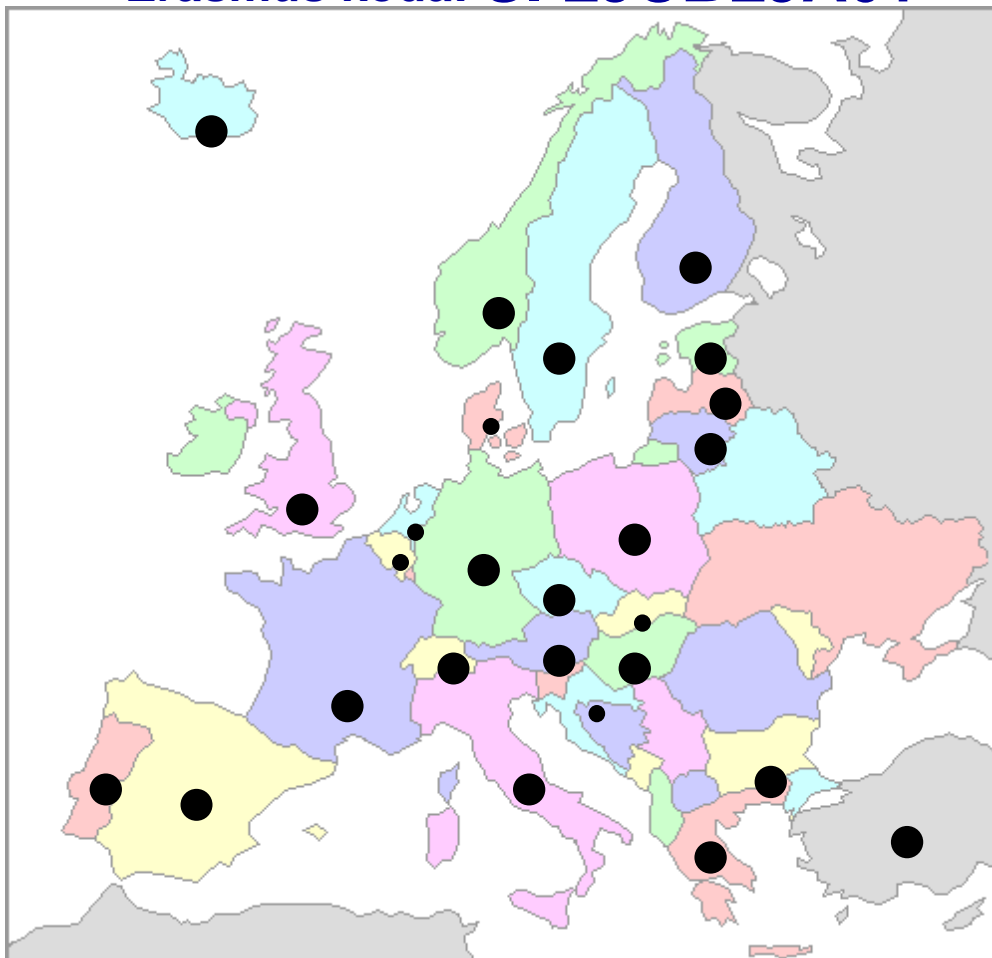
<http://www.erasmusplus.si/>



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Erasmus koda: **SI LJUBLJA01**



26 DRŽAV



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ERASMUS+ PRAKTIČNO USPOSABLJANJE

- MOBILNOST IZVEDENA V OBDOBJU OD 1. JUNIJA 2018 DO 30. SEPTEMBRA 2019 OZ. NAJKASNEJE 1 LETO PO DIPLOMIRANJU
- Splošna navodila, poslana s strani UL: Urška Ravnik (urska.ravnik@ul-lj.si)
- Spletni obrazec za finančno pomoč (urejanje štipendije)
- Destinacijo in kontakte iščete sami
- ŠVICA – ni financiranja s strani UL, temveč se prijavite na njihovo nacionalno agencijo – SWISS MOBILITY PROGRAMME!



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ERASMUS+ PRAKTIČNO USPOSABLJANJE

- Minimalno trajanje mobilnosti je 61 dni
- Prakso lahko začnete kot študent ali kot diplomant – tekom praktičnega usposabljanja ne morete diplomirati
- Za strnjeno prakso v obsegu 61 dni morate ob koncu praktičnega usposabljanja prejeti ENO končno potrditev, ki zajema celotno časovno obdobje
- Prakso lahko opravljate v državah EU ter Islandiji, Liechtensteinu, Norveški, Makedoniji in Turčiji
- Informacija o finančni dotaciji bo znana s strani UL od junija dalje

Postopki in navodila za izvajanje mednarodnih študijskih izmenjav in praktičnega usposabljanja na UL MF

- Objavljeni aprila 2015
- Pred praktičnim usposabljanjem si navodila pozorno preberite!
- <http://www.mf.uni-lj.si/media-library/2015/07/8dbf862455d0a8261781af45202946e7.pdf>

Dokumentacija

NAJKASNEJE
EN MESEC
PRED
ZAČETKOM
MOBILNOSTI

- „Learning Agreement for Traineeship“
- Listina študenta - priznavanje obveznosti študenta UL MF na mobilnosti (za vse študente obvezno!)

http://www-test.mf.uni-lj.si/download_file/view/513/581

- Opravljeno praktično usposabljanje se vpiše v **prilogo k diplomi oz. v Europass Mobility Document (mladi diplomanti)**

https://europass.cedefop.europa.eu/en/documents/european-skills-passport/europass-mobility/examples/pdf_en_GB.pdf

- **DOKUMENTACIJA:** http://www.uni-lj.si/mednarodno_sodelovanje_in_izmenjave/program_erasmus_plus/erasmus_plus_mobilnost_studentov_za_prakso/
- Več informacij: <http://www.mf.uni-lj.si/vsebina/menu1/2402>



Higher Education
Learning Agreement for
Traineeships

Student's name
Academic Year 20.../20...

Trainee	Last name(s)	First name(s)	Date of birth	Nationality	Sex (M/F)	Study cycle ¹	Field of education ²
Sending Institution	Name	Faculty/ Department	Erasmus code ³ (if applicable)	Address	Country	Contact person name ⁴ ; email; phone	
	Name	Department	Address; website	Country	Size <input type="checkbox"/> 1-100 employees <input type="checkbox"/> >100 employees	Contact person ⁴ ; name; position; e-mail; phone	Mentor's name; position; e-mail; phone

Before the mobility

Table A - Traineeship Programme of the Receiving Organisation/Enterprise
Planned period of the mobility: from [month/year] to [month/year]

Traineeship title: ... Number of working hours per week: ...

Detailed programme of the traineeship:

Knowledge, skills and competences to be acquired by the end of the traineeship (expected Learning Outcomes):

Monitoring plan:

Evaluation plan:

The level of language competence⁵ in (Indicate here the main language of work) that the trainee already has or agrees to acquire by the start of the mobility period: A1 A2 B1 B2 C1 C2 Not applicable

Table B - Sending Institution
Please use only one of the following three boxes.⁶

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

Award ECTS credits (or equivalent)⁷ 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 Supportability 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 Supportability 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 Supportability 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

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



Higher Education
Learning Agreement for
Traineeships

Student's name
Academic Year 20.../20...

Table C - Receiving Organisation/Enterprise

The Receiving Organisation/Enterprise will provide financial support to the trainee for the traineeship: Yes No If yes, amount (EUR/month):

The Receiving Organisation/Enterprise will provide a contribution in kind to the trainee for the traineeship: Yes No
If yes, please specify: ...

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

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

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 3 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 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 (or the principles agreed in the partnership agreement for institutions located in Partner Countries).

Commitment	Name	Email	Position	Date	Signature
Trainee					
Responsible person ⁸ at the Sending Institution					
Supervisor ⁹ at the Receiving Organisation					

Ko boste našli institucijo, ki vas je pripravljena sprejeti, boste pripravili LA za praktično usposabljanje, v katerega boste zapisali vse vaše obveznosti v času opravljanja praktičnega usposabljanja. Dokument nato dostavite v mednarodno pisarno.

¹ Nationality
² Study cycle (EQF level)
³ Field of education to be used for awarding ECTS credits
⁴ Erasmus Charter for Higher Education
⁵ Content of the agreement depends on the international mobility framework
⁶ Content of the agreement depends on the international mobility framework
⁷ Mentor's experience should be a different person than the supervisor.

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LISTINA ŠTUDENTA NA PROGRAMU MOBILNOSTI MEDICINSKE FAKULTETE UNIVERZE V LJUBLJANI
(priznavanje obveznosti študentov medicinske fakultete univerze v ljubljani (mf ul) , opravljenih v času mobilnosti)

Ime in priimek študenta: Letnik študija: Semester:



RUBRIKA A: Seznam predmetov, opravljenih na gostujoči instituciji		RUBRIKA B: Predmeti na UL MF, ki bodo študentu priznani na podlagi potrdila o opravljenih obveznostih v tujini				
Predmet na gostujoči instituciji	Število ECTS/število tednov	Priznani predmet na UL MF	Število priznanih ECTS predmeta	Manjkajoče obveznosti, potrebne za priznanje celotnega predmeta na UL MF (<u>navedite obveznosti</u>)	Priznavanje izpita, opravljenega na mobilnosti (DA/NE)	Podpis predstojnika oz. nosilca predmeta in žig inštituta/katedre
Internal Medicine CR	14 ECTS	Interna medicina	14 ECTS	2 tedna vaj	(obvezno na UL MF)	
Surgery CR	7 w	Dodatne klinične vaje	7 tednov			

* s podpisom predstojnik dovoljuje študentu, da le-ta lahko na gostujoči univerzi opravi obseg, ki so pogoj za opravljanje izpita na MF UL.

Podpis in žig koordinatorja za programe mobilnosti na gostujoči univerzi

V listino študenta zapišete obveznosti, ki jih želite uveljavljati na UL MF v okviru EMŠ Medicina/EMŠ dentalna medicina ter dodatne obveznosti, za katere želite, da so vam ob koncu priznane in jih lahko uveljavljate pri razpisu za specializacije. Obvezne vsebine priznajo ustrezne katedre, dodatne pa mednarodna pisarna.

KAKO NAJTI INSTITUCIJO GOSTITELJICO?

- Osnovne podatke študentov iz preteklih let lahko najdete na naši spletni strani (poročila za pretekla leta): <http://www-test.mf.uni-lj.si/o-studiju/mednarodne-izmenjave/splosno/stran-2>
- Iščete samostojno z kontaktiranjem klinik, bolnišnic, tudi medicinskih fakultet, vendar v osnovi upoštevajte navodila na njihovih spletnih straneh

Po opravljenem praktičnem usposabljanju

- Potrdilo o opravljenem usposabljanju – prinesite v Mednarodno pisarno UL MF **v roku štirih tednov** po zaključku praktičnega usposabljanja
- V roku štirih tednov v Mednarodno pisarno pošljite pisno **poročilo** o opravljeni praksi
- V Mednarodni pisarni izdamo **Potrdilo o priznavanju mobilnosti**, redne in dodatne študijske obveznosti vpišemo v informacijski sistem (VIS), zapisane bodo v Prilogi k diplomi (Mladi diplomanti izpolnete Europass Mobility Document, ki ga podpišemo mi in gostiteljska organizacija)
- Potrdilo o priznavanju mobilnosti pred morebitno prijavo na določen izpit (npr. Interna medicina, Kirurgija...) posredujete tajništvu Katedre, kjer opravljate izpit



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After being at Lund University in Sweden, for example, a young Portuguese wrote: *"When I finished my Erasmus programme I felt not only Portuguese; but a bit Swedish (after spending one of my 22 years in Sweden)... a little bit Italian as well, and Spanish, German, French and so on ..."*.

A Greek student who was in Madrid, Spain, wrote: *"ERASMUS itself made me discover myself and transformed me into a citizen of the world."*