

Dear students,

All of you have been nominated for international student exchange.

The following step is to complete the learning agreement.

This document is a requisite to recognize your courses after your return.

I am sending you the learning agreement in attachment.

Way to fill learning agreement:

1. Write in the head of the page, right side your SURNAME and name, all pages will be automatically updated.
2. You can find the Erasmus code of the receiving institution next to the name of the host institution in the following link: <http://www.zsem.hr/en/international-partners-international-office-eng/> (Europe).
3. If your exchange is out of Europe, omit Erasmus code.
4. In table "A" you must write the list of courses that you are going to attend in the host university. Write the subjects with the name of the courses used in the Host University and codes. If you don't find the codes of the courses, leave these fields empty.
5. In the table "B" you must write the name of the courses, with the names used at ZSEM. This is in the case of the courses that are going to be recognized as core courses. Write also the semester when these courses are usually offered at ZSEM (spring/fall).
6. If the courses are going to be recognized as electives, please write the name used in the host university and instead semester (spring/fall) write elective.
7. In the second page write your name where it says student.
8. Where it says responsible person at the sending institution, it should be only the name of the coordinator of the year that you are going to be abroad. Erase the other names and e-mails.
9. Print the form, sign it, and ask the years' coordinator to sign it too. Finally bring it to the International Office.
10. The Erasmus+ coordinator is going to send you in few days the application for Erasmus financial support. But it is important to start with the Learning agreement now.

11. Only pages 1 and 2 should be filled and printed. (Please send me only pages 1 and 2) The others are going to be filled during the mobility if you decide to change courses after your arrival to the host university.

I am going to look forward to your learning agreements.

Kind regards,

International Office
ZSEM