**During Mobility**

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|  | ***EXCEPTIONAL CHANGES TO THE PROPOSED MOBILITY PROGRAMME***  (to be approved by e-mail or signature by the student, the responsible person in the sending institution and the responsible person in the receiving organisation/enterprise) | |
| **Planned period of the mobility: from [month/year] ……………. till [month/year] …………….** | | |
| **Traineeship title: …** | | **Number of working hours per week: …** |
| **Detailed programme of the traineeship period:** | | |
| **Knowledge**, **skills and competences to be acquired by the trainee at the end of the traineeship**: | | |
| **Monitoring plan:** | | |
| **Evaluation plan:** | | |

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| By signing this document, the trainee, the sending institution and the receiving organisation/enterprise confirm that they approve the proposed 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 student 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 (or the principles agreed in the inter-institutional agreement for institutions located in Partner Countries). | | | | | | |
| **Commitment** | **Name** | **Function** | **Phone number** | **Email** | **Date** | **Signature** |
| Trainee |  | *Trainee* |  |  |  |  |
| Responsible person[[1]](#endnote-1) at the Sending Institution |  | *Erasmus DepartmentCoordinator* |  |  |  |  |
| Supervisor[[2]](#endnote-2)at the Receiving Organisation |  |  |  |  |  |  |

1. **Responsible person in the sending institution**: this person is responsible for signing the Learning Agreement, amending it if needed and recognising the credits and associated learning outcomes on behalf of the responsible academic body as set out in the Learning Agreement. [↑](#endnote-ref-1)
2. **Responsible person in the receiving organisation (supervisor)**: this person is responsible for signing the Learning Agreement, amending it if needed, supervising the trainee during the traineeship and signing the Traineeship Certificate. [↑](#endnote-ref-2)