



WROCŁAW UNIVERSITY OF ENVIRONMENTAL AND LIFE SCIENCES

Online Learning Agreement for Studies *Guidelines* INCOMING STUDENTS

OLA – visit https://learning-agreement.eu/ and click log in



OLA – log in



WROCŁAW UNIVERSITY OF ENVIRONMENTAL AND LIFE SCIENCES

OLA – log in with Google or use the credentials from your home university (if your university is part of eduGAIN)

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MyAcademicID			
Login with			
Examples: University of Bologna, name@auth.gr, Unimib			
or			
Login with elDAS			
G Login with Google			
Co-financed by the Connecting Europe Facility of the European Union			

OLA – log in with Google: choose your email account



OLA – register to MyAcademicID



WROCŁAW UNIVERSITY OF ENVIRONMENTAL AND LIFE SCIENCES

OLA – proceed with the registration

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ဂိ <mark>ဳ</mark> eduTE	AMS Registrar	Form Submitted registrations 🕞 Sign out	
MyAcademicIE	0 Registration		
Name"	Brad Pitt		
E-mail*	upwr.brad.pitt@gmail.com		
Username*	bradpitt2021 A username that will be provided to services.		
MyAcademicID Acceptable Use I have read and agreed with the MyAcademicID Acceptable Use Policy*	e Policy ♥ Confirm Neck & submit the form ▶ Submit		
Support: support@edutea	ms.org P	owered by Perun © 2021 CESNET & CERIT-SC, License: BSD-2	

OLA – check your email, activate your account and return to OLA

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	Before we activate your account, we need to verify that this is indeed your email address. Please visit following link to access services or the European Student Caro initiative and services directly supporting the digit	sation of Erasmus+.				+
	https://mms.prod.erasmus.eduteams.org/registrar/?vo=ERASMUS&i=177I&m=31p0y03cudk4szl7d40gazs70u6i8oe0h7v3u17ddleas98d11					
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OLA – complete "My account" section and click "Save"

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ſ	OLA ABOUT FAQ ELDER	OLA FOR TRAINEES	MY LEARNING AGRE	EMENTS MY ACCOUNT LOG OUT	
N	My account				
	Firstname * Brad Date of birth *	Gender *	Lastname * Pitt Nationality *		
	Field of education * Architecture and town planning (073	1) (818)	Germany (287) Study cycle * Bachelor or equivalent first cycle (EQ	0 F level 6) (19)	
2	I have read and agree to the Terms and Terms and Conditions and Privacy Policy	d Conditions and Privacy Policy *	3		
	it.auth *E	SN EUF EUROPEAN FOUNDATION	Co-funded by the Erasmust Programme of the European Union RELEASE NOTES PRIVACY P	Privacy Policy and Terms and Conditions We encourage you to review the documentation and let us know if you have any questions. OLICY TERMS AND CONDITIONS	

OLA – click "Create New"



OLA – complete the "Student Information" section

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	Please make sure that	all your personal and academic det	ails are correct	. You can edit this information ir	1 My Account.		
	1 Student Information S	2 ending Institution Receiving Information Inform	3 Institution nation	4 Proposed Mobility Programme	5 Commitment		
A	cademic year *						
	2020/2021						
	Student						
	First name(s) *		Last name(s)	•			
	Brad		Pitt				
	Email *						
	upwr.brad.pitt@gmail.com						
	Date of birth *	Gender *		Nationality *			
	01.01.2001	Male	\$	Germany (287)	0		

OLA – proceed with the "Student Information" section and click "Next"

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<u>[</u>		UT FAQ ELD	ER OLA FOR TRAINEES		MY LEARNING AGREEMENTS MY ACC	OUNT LOG OUT	
Fir	rst name(s) *			Last name(s)*		
E	Brad			Pitt			
Em	nail *						
l	upwr.brad.pitt@gmail.cor	n					
Da	ate of birth *	Gen	der *		Nationality *		
	01.01.2001	Ш	ale	\$	Germany (287)	0	
					Country to which the person belongs administratively a card and/or passport.	nd that issues the ID	
Fie	eld of Education *			Study cycle	•		
	Architecture and town pla	nning (0731) (8	18) O	Bachelor of	or equivalent first cycle (EQF level 6)	\$	
Fiel htt shc clo Insi	Id of education: The ISCED-F 20 p://ec.europa.eu/education/intr ould be used to find the ISCED is sest to the subject of the degre titution.	13 search tool avail mational-standard 013 detailed field c e to be awarded to	able at -classification-of-education-isced_en of education and training that is the student by the Sending	Study cycle: Sh Master or equi level 8).	ort cycle (EQF level 5) / Bachelor or equivalent first cycle valent second cycle (EQF level 7) / Doctorate or equivaler	(EQF level 6) / ht third cycle (EQF	
			Ν	ext			
	it.auth	*ESI		Co-fund Erasmu of the E	ed by the Privacy Policy and 1 + Programme We encourage you ropean Union documentation and have any questions	erms and Conditions to review the I let us know if you	
				RELE	ASE NOTES PRIVACY POLICY TERMS A	AND CONDITIONS	

OLA – complete the "Sending Institution Information" section

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		FAQ ELDER OLA FOR TR	RAINEES	MY LEARNING AGREEMENTS	MY ACCOUNT LOG OUT	
_	Your Online Learning Agreeme	ent has been updated.			×	
	Select your home institution from	the list and indicate the co receive the in	ntact and responsible person vitation to review and sign th	It can be the same person bi agreement.	ut it is the responsible who will	
	1 Student Information	2 Sending Institution	3 Receiving Institution	4 Proposed Mobility	5 Commitment	
	Academic year *	mormation	mormation	riogramme		
	2020/2021 Sending					
	Sending Institution					
	Country *					

OLA – proceed with the "Sending Institution Information" section

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	ABOUT FAQ ELDER OLA FOR TRAINEES	MY LEARNING AGREEMENTS MY ACCOUNT LOG O	л
Responsible Person signs your OLA	Name * STIFTUNG FACHHOCHSCHULE OSNABRUECK × Faculty/Department Faculty of Agricultural Sciences and Landscape Architecture Address * Osnabrück	Erasmus Code * D OSNABRU02	
	Sending Responsible Person First name(s) *	Sending Administrative Contact Person First name(s)	
	Name 1 Last name(s) * Surname 1 Desition *	Name 2 Last name(s) Surname 2 Decision	Your home university should provide you with the details of the
	Position 1 Email * surname1@hs-osnabrueck.de	Position 2 Email surname2@hs-osnabrueck.de	RESPONSIBLE AND CONTACT PERSON
	Phone number	Phone number	
	Responsible person at the Sending Institution: an academic who has the authority to	Administrative contact person: person who provides a link for administrative	

OLA – complete the "Receiving Institution Information" section (UPWr)

All and the second second

My LEARNING AGREEMENTS My LEARNING AGREEMENTS My ACCOUNT LOG OUT Vour Online Learning Agreement has been updated. X Select your host institution from the list and indicate the contact and responsible person. It can be the same person but it is the responsible who will receive the invitation to review and sign the agreement.	Â
Your Online Learning Agreement has been updated.	
Select your host institution from the list and indicate the contact and responsible person. It can be the same person but it is the responsible who will receive the invitation to review and sign the agreement.	
1 2 3 4 5 Student Information Sending Institution Receiving Institution Proposed Mobility Commitment	
Academic year *	
2020/2021	
Receiving	
Receiving Institution	
Country *	

OLA – proceed with the "Receiving Institution Information" section

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		FOR TRAINEES MY LEARNING AGREEMENTS MY AC	COUNT LOG OUT
You will have to choose within 5 DEPARTMENTAL COORDINATORS (please check the part	Name * UNIWERSYTET PRZYRODNICZY WE WROCLAN Faculty/Department The Faculty of Environmental Engineering and o Address * Wrocław Receiving Responsible Person First name(s) *	Geodesy	
slide)	Hanna Last name(s)* Houszka Position* Erasmus Departmental Coordinator Email* hanna.houszka@upwr.edu.pl Phone number Responsible person at the Receiving Institution: the name and	Jowita Jowita Last name(s) Pyszczek Position Erasmus Coordinator Email jowita.pyszczek@upwr.edu.pl Phone number Indemail of the	It will be always Jowita Pyszczek, no matter which faculty you will be enrolled in

OLA – choose the right Receiving Responsible Person

BEFORE choosing the Receiving Responsible Person (within 5 Departmental Coordinators) you should:

- CHOOSE COURSES here: https://student.up.wroc.pl/lista/

IF the codes of the majority of your chosen courses start with the letter:

- **B** then choose dr Maja Słupczyńska (maja.slupczynska@upwr.edu.pl) from The Faculty of Biology and Animal Science
- I then choose dr Hanna Houszka (<u>hanna.houszka@upwr.edu.pl</u>) from The Faculty of Environmental Engineering and Geodesy
- **M** then choose dr Sylwia Prochowska (<u>sylwia.prochowska@upwr.edu.pl</u>) from The Faculty of Veterinary Medicine
- N then choose prof. Małgorzata Korzeniowska (malgorzata.korzeniowska@upwr.edu.pl) from The Faculty of Biotechnology and Food Science
- P then choose dr Marta Pasławska (marta.paslawska@upwr.edu.pl) from The Faculty of Life Sciences and Technology

OLA – proceed with the "Receiving Institution Information" section and click "Next"

→ C		© ☆ A :
ABOUT FAQ ELDER OLA FOR TRAINEES	MY LEARNING AGREEMENTS MY ACCOUNT LOG OUT	
First name(s) *	First name(s)	
Hanna	Jowita	
Last name(s) *	Last name(s)	
Houszka	Pyszczek	
Position *	Position	
Erasmus Departmental Coordinator	Erasmus Coordinator	
Email *	Email	
hanna.houszka@upwr.edu.pl	jowita.pyszczek@upwr.edu.pl	
Phone number	Phone number	
Responsible person at the Receiving Institution: the name and email of the Responsible person must be filled in only in case it differs from that of the Contact person mentioned at the top of the document.		
Previous	Next	
it.auth *ESN EUF UNIVERSITY FOUNDATION	Co-funded by the European Union Privacy Policy and Terms and Conditions We encourage you to review the documentation and let us know if you have any questions.	
	RELEASE NOTES PRIVACY POLICY TERMS AND CONDITIONS	

OLA – complete the "Proposed Mobility Programme" section

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		T FAQ ELDER OLA FOR TR	AINEES	MY	LEARNING AGREEMENTS	MY ACCOUNT LOG OUT		
	Your Online Learning Agreen	nent has been updated.				×		
	Indicate the set of courses you is to provide a transparent pre	l be studying abroad and tho aparation of your exchange t si	se that will be o make sure th uccessfully co	replaced in your degr nat you receive recog mplete abroad.	ee at home. The purpo nition for the education	ase of the Learning Agreement al components that you will		
	0	0		•	0	5		
	Student Information	Sending Institution Information	Receiving I Inform	nstitution Pr nation	oposed Mobility Programme	Commitment		
	Academic year *							
	2020/2021							
	Preliminary LA							
	Planned start of the mobility	•		Planned end of the m	obility *			
	01.10.2020			02.07.2021				
	Table A - Study programme	at the Receiving institution *						
	No Component added yet.							
	Add Component to Table A							

OLA – proceed with the "Proposed Mobility Programme" section

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		ABOUT FAQ ELDER OLA FOR TRAINEES		MY LEARNING AGREEMENTS MY ACCOUNT	LOG OUT	
	Academic year *					
	Preliminary LA					
	Planned start of the mo	bility *		Planned end of the mobility *		
Add as many	01.10.2020			02.07.2021		
components (courses) as you have chosen from the list of courses at UPWr	Table A - Study programme at the Receiving institution * No Component added yet. Add Component to Table A Web link to the course catalogue at the Sending Institution describing the learning outcomes: [web link to the relevant info]					
	https://student.up.wroc.pl/lista/ Course catalogue: detailed, user-friendly and up-to-date information on the institution's learning environment that should be available to students before the mobility period and throughout their studies to enable them to make the right choices and use their time most efficiently. The information concerns, for example, the qualifications offered, the learning, teaching and assessment procedures, the level of programmes, the individual educational components and the learning resources. The Course Catalogue should include the names of people to contact, with information about how, when and where to contact them. Show less This must be an external URL such as http://example.com. The main language of instruction at the Receiving Institution * The level of language competence *				d and learning, names of	
	English	¢		B2 Level of language competence: a description of the European Language Levels (CE available at: https://europass.cedefop.europa.eu/en/resources/european-language cefr	¢ EFR) is e-levels-	
	Table B - Recognition at the Sending institution *					
	No Component added y Add Component to Ta	et. able B				

OLA – proceed with the "Proposed Mobility Programme" section

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		ER OLA FOR TRAINEES	MY LI	EARNING AGREEMENTS MY ACCOUNT LOG O	UT	
	Preliminary LA					
	Planned start of the mobility *		Planned end of the mob	bility *		
	01.10.2020		02.07.2021	•		
UPWr	Table A - Study programme	e at the Receiving inst	itution *	Remove]	
	Component title at the Receiving Institut	ion (as indicated in the course ca	talogue) *			
	BASICS OF GRAPHIC ENGINEERING FO	BASICS OF GRAPHIC ENGINEERING FOR LANDSCAPE ARCHITECTS				
	An "educational component" is a self-contained an components are: a course, module, seminar, labora	An "educational component" is a self-contained and formal structured learning experience that features learning outcomes, credits and forms of assessment. Examples of educational components are: a course, module, seminar, laboratory work, practical work, preparation/research for a thesis, mobility window or free electives.				
	Component Code *	Number of ECTS credit awarded by the Receivi successful completion 1	s (or equivalent) to be ng Institution upon	Semester *		
	IAK-SE>BGELA	3		First semester (Winter/Autumn) 🗘		
		ECTS credits (or equivalent): "ECTS" system is not in place located in Partner Countries Bologna process, "ECTS" nee relevant tables by the name is used, and a web link to an should be added.	n countries where the in particular for institutions not participating in the ds to be replaced in the of the equivalent system that explanation to the system			
	Add Component to Table A Web link to the course catalogue at the Ser	nding Institution describing the le	arning outcomes: [web lir	ik to the relevant info]		
	https://student.up.wroc.pl/lista/					

OLA – proceed with the "Proposed Mobility Programme" section and click "Next"

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	OLA_	BOUT FAQ ELDER OLA FOR TRAINEES MY LEARNING AGREEMENTS MY ACCOUNT LOG OUT	
A sample course at your home university	Table B - Reco	gnition at the Sending institution •	
	Component title at th Project Planting De	e Sending Institution (as indicated in the course catalogue) *	
Add as many components (courses) as you have chosen at your home university	An "educational component components are: a course, Component Code * 4480331	It" is a self-contained and formal structured learning experience that features learning outcomes, credits and forms of assessment. Examples of educational nodule, seminar, laboratory work, practical work, preparation/research for a thesis, mobility window or free electives. Number of ECTS credits (or equivalent) to be recognised by the Sending Institution * Semester * 5 First semester (Winter/Autumn) * ECTS credits (or equivalent): in countries where the "ECTS" system is not in place, in particular for institutions located in Partner Countries not participating in the Bologna process, "ECTS" needs to be replaced in the relevant tables by the name of the equivalent system that is used, and a web link to an explanation to the system should be added.	
	Add Component to Ta Web link to the course of https://www.hs-osnab This must be an external URL	ble B atalogue at the Sending Institution describing the learning outcomes: [web link to the relevant info] rueck.de/en/university/faculties/agricultural-sciences-and-landscape-architecture-aul/international/modules-taught-in-english such as http://example.com.	
	Previous	Next	

OLA – complete the "Virtual Components" section (in case of online courses)

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	OLA ABOUT FAQ ELDER OLA FOR TRAINEES MY LEARNING AGREEMENTS MY ACCOUNT LOG OUT	
	Your Online Learning Agreement has been updated. ×	
	Student information Sending Institution Receiving Institution Proposed Mobility Virtual Components Commitment	
	Academic year * 2020/2021	
	Table C Please add the Table if you wish to indicate virtual component(s) at the receiving institution before, during or after the physical mobility to further enhance the learning outcomes. Add Component to Table C	
	Previous	
	it.auth reasmus Student Network EUR FUNDATION Co-Anded by the Ensmuse Programme of the European Union RELEASE NOTES PRIVACY POLICY TEMS AND CONDITIONS	

WROCŁAW UNIVERSITY OF ENVIRONMENTAL AND LIFE SCIENCES

OLA – read and sign the "Commitment" section



OLA – read and sign the "Commitment" section



OLA – check the status of your OLA



Good luck and enjoy your stay at UPWr!



WROCŁAW UNIVERSITY OF ENVIRONMENTAL AND LIFE SCIENCES



Anna Posadowska-Malarz Erasmus+ Institutional Coordinator International Relations Office Wrocław University of Environmental and Life Sciences Tel. +4871 320 52 87 Email: <u>anna.posadowska-malarz@upwr.edu.pl</u>

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