PERIODIC ACHIEVEMENTS FORM

ERASMUS+

EXAM SESSION WINTER/SUMMER

**ACADEMIC YEAR 2018/2019**

**STUDENT DATA:**

SURNAME AND NAME: ………………………………………………………………………………, STUDENT’S ID: ………………………………

YEAR OF STUDY: …………………. SEMESTER …………………….

Field of study: …………………………………………………………

specialty .....................................................................................................................................................................................................

studies: full-time/part-time I cycle/ II cycle

**name and surname of tutor**: .............................................................................................................................................................................

#### Subject completed at the partnering university

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| No. | Subject title\*\* | Numer of hours | Form of classes | ECTS | Grade | **Date** | Tutor’s signature |
| **1** |  |  |  |  |  |  |  |
| **2** |  |  |  |  |  |  |  |
| **3** |  |  |  |  |  |  |  |
| **4** |  |  |  |  |  |  |  |
| **5** |  |  |  |  |  |  |  |
| **6** |  |  |  |  |  |  |  |
| **7** |  |  |  |  |  |  |  |
| **8** |  |  |  |  |  |  |  |
| **9** |  |  |  |  |  |  |  |
| **10** |  |  |  |  |  |  |  |
| **2.** \*\* - name of the subject in the original wording and in the translation into Polish | ECTSsum |  |
|  |

#### Subject completed at home university

|  |
| --- |
|  |
| **No.** | **Subject** | **Surname of teacher** | **ECTS points** | **Date** | **grade** | **Signature**  |
| **number** | **written** |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
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|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
| **CALCULATION OF ECTS POINTS** |
|  | **Required number of points**  | **The number of points obtained**  |
| Previous semesters | semester ........... |  |  |
| semester ........... |  |  |
| Ongoing semester |  |  |
| jointly |  |  |

**DEAN’S DECISION**

|  |  |  |
| --- | --- | --- |
| **decision** | **Date** | **Dean’s signature** |
| Semester......................... has been credited |  |  |
| Entry for the semester ...... ... with debt ........................ ECTS points by ..................... |  |  |
| Repeat the semester ......... in the academic year ............... .. ... |  |  |
| Granting leave ……………………………………………………………….. |  |  |
| Removal from the list of students …………………………………………………….. |  |  |

**Information for students participating in the Erasmus+ mobility**

***A student participating in the Erasmus+ mobility before leaving to a partnering University has to fill in and submit following documents:***

1. Learning Agreement (Study program agreed with Erasmus+ Faculty Coordinator)

In 3 copies (1 copy to student’s folder in COS)

Document LA should be signed by the Faculty Dean and Erasmus+ Faculty Coordinator

1. Transcript of Records (study program to be realized in the partnering university).

Document ToR – 1 copy

Document ToR should be evaluated and signed by COS officer and Erasmus+ Faculty Coordinator

Subjects having various forms i.e. lecture, practical class, laboratory are given as one subject and one grade, being an average of all grades

1. Application to the Vice-Dean for didactics for the Individual Study Program - form available at [www.cos.po.opole.pl/en](http://www.cos.po.opole.pl/en) in the study tab.
The student's file should contain an approved application for ISP, a copy of LA, an application form, and the original LA, after signing by a partnering university

***A student returns and completes the following documents upon return:***

1. Transcript of Records or Certificate (study program realized at a partnering university – original

version). The document have to be checked and approved in terms of content by the Erasmus+ Faculty Coordinator.

1. Periodic achievements form for the ERASMUS+ program (available at [www.cos.po.opole.pl/en](http://www.cos.po.opole.pl/en)) Completion of subjects is done by a tutor or Erasmus+ Faculty Coordinator. The semester is completed by the vice-dean for didactics.

Detailed information can be found at the website of International Relations Office at [www.iro.po.opole.pl](http://www.iro.po.opole.pl)