



Republic of the Philippines
VISAYAS STATE UNIVERSITY
Visca, Baybay, Leyte

BOR RESOLUTION NO. 01, s. 2023

A RESOLUTION COURSED THROUGH REFERENDUM APPROVING THE STUDENT INTERNSHIP PROGRAM OF MR. ARVEN JACOB SALERA AND MS. DEXIE GRACE GELAGA AT THE UNIVERSITY OF ZAGREB, CROATIA THROUGH THE ERASMUS+ INTER INSTITUTIONAL AGREEMENT 2022-2030 (HIGHER EDUCATION AND STUDENT MOBILITY WHICH WILL COMMENCE FROM FEBRUARY TO JUNE 2023

WHEREAS, Republic Act 9158 converted the then Visayas State College of Agriculture (ViSCA) into a state university, the Leyte State University, on 11 August 2001 and was later renamed Visayas State University (VSU) by virtue of R.A. 9437;

WHEREAS, Section 7, Paragraph (b) of R.A. 9158 empowers the Governing Board “to receive and appropriate all sums as may be provided for the support of the University in the manner it may determine, in its discretion, to carry out the purposes and functions of the University”;

WHEREAS, the University of Zagreb in Croatia and the Visayas State University in the Philippines have agreed to cooperate for the exchange of students and/or staff in the context of the Erasmus+ Programme and will commit to respect the quality requirements of the Erasmus Charter for Higher Education in all aspects of the organization and management of the mobility, in particular, the recognition of the credits (or equivalent) awarded to students by the proper institutions while the institutions also commit to sound and transparent management of funds allocated by the students through the Erasmus+;

WHEREAS, Visayas State University and the University of Zagreb shall ensure equal academic treatment and services for home students and staff and incoming mobile participants and integrate incoming mobile participants into the institution’s everyday life, and have in place appropriate mentoring and support arrangements for mobile participants as well as appropriate linguistic support to incoming mobile participants;

WHEREAS, the receiving institution will guide incoming mobile participants in finding accommodation, according to the requirements of the Erasmus Charter for Higher Education;

WHEREAS, the higher education institutions recognize that the visiting students, researchers, and academic staff will sign a separate agreement on confidentiality and the protection of the intellectual property rights of the hosting university, when necessary;

WHEREAS, the proposal was endorsed by the University Administrative Council through referendum on 24 February 2023 to the VSU BOR Administrative and Academic Committee for the Committee’s endorsement to the Full Board for approval;

WHEREAS, the proposal was VSU BOR Administrative and Academic Committee has endorsed the proposal through a referendum to the Full Board for its approval.

THEREFORE, BE IT RESOLVED AS IT IS HEREBY RESOLVED to approve Student Internship Program of Mr. Arven Jacob B. Salera and Ms. Dixie Grace Gelaga at the University of Zagreb, Croatia through the Erasmus+ Inter Institutional Agreement 2022-2030 (Higher Education and Student Mobility which will commence from February to June 2023

IN WITNESS of our approval thereof, we hereby affix our signatures this 28th day of February 2023.

VSU BOARD OF REGENTS

HON. J. PROSPERO E. DE VERA III
*CHED Chairperson and Chairperson
VSU-Board of Regents*


HON. EDGARDO E. TULIN
Vice Chairperson and President, VSU

HON. FRANCIS JOSEPH G. ESCUDERO
*Chair, Committee on Higher, Tech. & Voc. Educ.
Senate of the Philippines*


HON. MARK O. GO
*Chair, Committee on Higher & Tech. Educ.
House of Representatives*

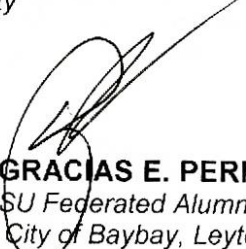
Represented by:


HON. MARK MICHAEL O. UNLU-CAY
Ex-Officio Member, SP – City of Baybay


HON. MEYLENE C. ROSALES
*Regional Director
National Economic & Dev. Authority-RO8
Government Center, Palo, Leyte*

HON. ANGEL C. ENRIQUEZ
*Regional Executive Director
Department of Agriculture-RO8
Tacloban City*


HON. FLORENTINO P. MORALES, JR.
*Faculty Regent - VSU System Faculty Union
VSU, Visca, City of Baybay, Leyte*


HON. DEOGRACIAS E. PERNITEZ
*President, VSU Federated Alumni Association
VSU, Visca, City of Baybay, Leyte*


HON. PRINCESS REY ANN LENE E. ROMO
*Student Regent - VSU Student Council Federation
VSU, Visca, City of Baybay, Leyte*



VISAYAS
STATE UNIVERSITY

OFFICE OF THE BOARD SECRETARY

2/F Administration Building
Visca, Baybay City, Leyte 6521-A PHILIPPINES
Phone: (053) 521-1000 Local 1001
Email: secretary@vsu.edu.ph
Website: www.vsu.edu.ph

February 27, 2023

Dr. J. Prospero E. De Vera III
Chairperson, VSU Board of Regents
Commission on Higher Education
4/F Education Development Center Building
Carlos P. Garcia Avenue
U.P. Diliman Campus Quezon City

Dear Mr. Chair:


The Visayas State University (VSU), through the undersigned, respectfully request approval from the VSU Board of Regents (BOR), through referendum, **the approval of one urgent proposal:**

1. **Student Internship Program of Mr. Arven Jacob B. Salera and Ms. Dixie Grace Gelaga at the University of Zagreb, Croatia through the Erasmus+ Inter Institutional Agreement 2022-2030 (Higher Education and Student Mobility which will commence from February to June 2023**

Mr. Chair, due to the limitations of time, the undersigned respectfully requests approval from your office to route the eight BOR Resolutions to the members of the Governing Board for their approval.

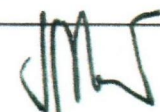
Thank you very much.

Sincerely yours,


Edgardo E. Tulin, Ph.D.
President
Visayas State University

☐ Subject Matter ALLOWED for Referendum
☐ Subject Matter NOT ALLOWED for Referendum

Remarks:



J. Prospero E. De Vera, III
Chair Person, VSU Board of Regents
Chairperson, Commission on Higher Education

Vision: A globally competitive university for science, technology, and environmental conservation.
Mission: Development of a highly competitive human resource, cutting-edge scientific knowledge and innovative technologies for sustainable communities and environment.



VISAYAS STATE UNIVERSITY
OFFICE OF THE BOR & UNIVERSITY SECRETAR
Visca, Baybay City, Leyte

CERTIFIED TRUE COPY FROM THE ORIGINAL


GUINALDO C. FERNANDEZ, JR.
BOR & University Secretary

Page 1 of 1

FM-VSU-03

01/05/2020

No



VISAYAS
STATE UNIVERSITY



**COLLEGE OF VETERINARY
MEDICINE**

Visca, Baybay City, Leyte, PHILIPPINES

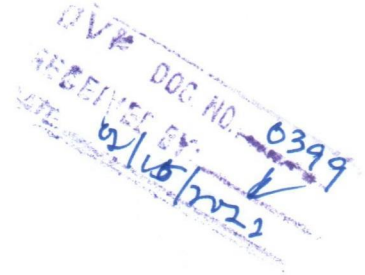
Telefax: +63 53 565-0600 Local 1038

Email: cvm@vsu.edu.ph

Website: www.vsu.edu.ph

15 February 2023

Dr. Edgardo E. Tulin
President
Visayas State University



Through: Dr. Beatriz S. Belonias
Vice President for Academic Affairs

Dear Dr. Tulin,

Good day, Sir!


With endorsement from the Students Scholarship Committee (please see attachment), this office respectfully seeks your kind approval for our students: **Mr. Arven Jacob B. Salera** and **Ms. Dixie Grace A. Gelaga** to undertake their internship at the University of Zagreb, Croatia through the Erasmus+ Inter-institutional Agreement 2022-2030 (Higher Education Student and Staff Mobility). The said internship will commence in late February 2023 until their return in the middle of June 2023. This kind of engagement is first in the college and we look forward to a meaningful student mobility program and a sustained collaboration with the University of Zagreb, Croatia.


Thank you very much for your continued support.

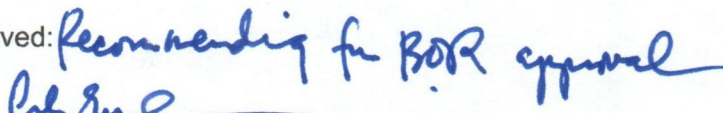
Very truly yours,

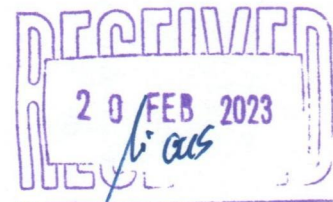

SANTIAGO T. PEÑA, JR.
Dean

Recommending Approval:


BEATRIZ S. BELONIAS
Vice President for Academic Affairs


ALELI A. VILLOCINO
VP for Student Affairs and Services

Approved: 
EDGARDO E. TULIN
President



Management
System
ISO 9001:2015

www.tuv.com
ID 910958749

Vision:
Mission:

A globally competitive university for science, technology, and environmental conservation.
Development of a highly competitive human resource, cutting-edge scientific knowledge and innovative technologies for sustainable communities and environment.

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FM-VSU-03

v0 05-04-2020

No. **2023-04**



January 24, 2023

Dr. Editha G. Cagasan
Chair, Student Scholarship Committee
Visayas State University

Dear Dr. Cagasan:

Attached is the list of students endorsed by the College of Veterinary Medicine for the student internship at the University of Zagreb, Zagreb, Croatia during the 2nd semester of AY 2022-2023. After the interview and evaluation of their grades, the two students chosen are the following:

Name	Course/ Year	Sex	Home Address	Age
Gelaga, Dixie Grace A.	DVM-6	Female	Banhigan, Dalaguete Cebu	24
Salera, Arvin Jacob B	DVM-6	Male	Brgy. Bawod, San Isidro, Leyte	23

In line with this, may I request the approval of the committee on the final list of the students listed above to undergo training in Zagreb, Croatia.

I am hoping for your favorable action on this request.

Thank you!

Sincerely,


SHEBELLE A. CUEVA
Clinics Coordinator

Recommending Approval:


HARVIE P. PORTUGALIZA
Head, DVCS


SANTIAGO T. PEÑA, JR.
College Dean


MANOLO B. LORETO, JR.
Dean of Students

Endorsed:


EDITHA G. CAGASAN
Chair, Students Scholarship Committee



Erasmus+

Key Action 1

– Mobility for learners and staff –

Higher Education Student and Staff Mobility

Inter-institutional¹ agreement 2022-2030²

between institutions from Programme and Partner Countries³

[Minimum requirements]⁴

The institutions named below agree to cooperate for the exchange of students and/or staff in the context of the Erasmus+ programme. They commit to respect the quality requirements of the Erasmus Charter for Higher Education in all aspects of the organisation and management of the mobility, in particular the recognition of the credits (or equivalent) awarded to students by the partner institution. The institutions also commit to sound and transparent management of funds allocated to them through Erasmus+.

A. Information about higher education institutions

Full name of the institution / country	Erasmus code or city ⁵	Contact details ⁶ (email, phone)	Website (eg. of the course catalogue)
Sveučilište u Zagrebu (University of Zagreb)	HR ZAGREB 01 OID: E10209270	Zeljka Pitner, IRO UNIZG (Ms); Phone: +385 1 46 98 105; @: zpitner@unizg.hr ; erasmus.noneu@unizg.hr	http://www.unizg.hr/homepage/international-relations/partnerships/erasmus/erasmus-ka107-partner-countries/
Visayas State University (VSU)	OID: E10098810	Ana Marquiza M. Quilicot amm.quilicot@vsu.edu.ph +63 53 565-0600 local 1038	www.vsu.edu.ph

¹ Inter-institutional agreements can be signed by two or more higher education Institutions (HEIs), at least one of them must be located in a Programme Country of Erasmus+.

² Higher Education Institutions have to agree on the period of validity of this agreement

³ Erasmus+ Programme Countries are the 28 EU countries, the EFTA countries and other European countries as defined in the Call for proposals. Eligible Partner Countries are listed in the Programme Guide.

⁴ Clauses may be added to this template agreement to better reflect the nature of the institutional partnership.

⁵ Higher Education Institutions (HEI) from Erasmus+ Programme Countries should indicate their Erasmus code while Partner Country HEIs should mention the city where they are located.

⁶ Contact details to reach the senior officer in charge of this agreement.

Tacloban City	HR ZAGREB 01	0841; 0888	Veterinary medicine; Agriculture, forestry, fisheries, veterinary, inter-disciplinary programmes	20 days (2 people x 10 days)	20 days (2 people x 10 days)
HR ZAGREB 01	Tacloban City	0841; 0888	Veterinary medicine; Agriculture, forestry, fisheries, veterinary, inter-disciplinary programmes	14 days (2 people x 7 days)	14 days (2 people x 7 days)

C. Recommended language skills

The sending institution, following agreement with the receiving institution, is responsible for providing support to its nominated candidates so that they can have the recommended language skills at the start of the study or teaching period:

Receiving institution [Erasmus code or city]	Optional: Subject area	Language of instruction 1	Language of instruction 2	Recommended language of instruction level ⁸	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
HR ZAGREB 01		Croatian	English	B2 according to CEFR or IELTS 5.5 – 6.5 or TOEFL 87-109 or equivalent test/certificate	B2 according to CEFR or IELTS 5.5 – 6.5 or TOEFL 87-109 or equivalent test/certificate
Tacloban			English	B2 according to CEFR	B2 according to CEFR

⁸ For an easier and consistent understanding of language requirements, use of the Common European Framework of Reference for Languages (CEFR) is recommended, see <http://europass.cedefop.europa.eu/en/resources/european-language-levels-cefr>

outbound mobile participants. The institution from the Partner Country should inform mobile participants of cases in which insurance cover is not automatically provided. Costs for insurance can be covered with the organizational support grants. See the information / insurance section for contact details.

Provide guidance to incoming mobile participants in finding accommodation. See the information / housing section for contact details.

During and after mobility

Ensure equal academic treatment and services for home students and staff and incoming mobile participants and integrate incoming mobile participants into the institution's everyday life, and have in place appropriate mentoring and support arrangements for mobile participants as well as appropriate linguistic support to incoming mobile participants.

Accept all activities indicated in the learning agreement as counting towards the degree, provided these have been satisfactorily completed by the mobile student.

Provide, free-of-charge, incoming mobile students and their sending institutions with transcripts in English or in the language of the sending institution containing a full, accurate and timely record of their achievements at the end of their mobility period.

Support the reintegration of mobile participants and give them the opportunity, upon return, to build on their experiences for the benefit of the Institution and their peers.

Ensure that staff are given recognition for their teaching and training activities undertaken during the mobility period, based on a mobility agreement.

E. Additional requirements

HRZAGREB01: In case of additional requirements (such as students and staff with disabilities), the partner institution may address the IRO Office UNIZG, @: zpitrner@unizg.hr.

University name: In case of additional requirements (such as students and staff with disabilities), the partner institution may address the IRO Office, @: amm.quilicot@vsu.edu.ph.

[To be completed if necessary. Other requirements may be added on academic or organisational aspects, e.g. the selection criteria for students and staff; measures for preparing, receiving and integrating mobile students and/or staff including cultural preparation before mobility; the recognition tools used]

[Please specify whether the institutions have the infrastructure to welcome students and staff with disabilities.]

F. Calendar

1. Applications/information on nominated students must reach the receiving institution by:

Receiving institution [Erasmus code or city]	Autumn term* [month]	Spring term* [month]
HR ZAGREB 01	WINTER / 1 ST SEMESTER October 1 to February 28	SUMMER / 2 ND SEMESTER March 1 to July 15



HR ZAGREB 01	Zeljka Pitner, IRO UNIZG (Ms); Phone: 00385 1 46 98 105; @: erasmus.noneu@unizg.hr	http://www.unizg.hr/homepage/international-exchange/exchange-students/before-coming-to-zagreb/
Tacloban City	amm.quilicot@vsu.edu.ph	www.vsu.edu.ph

4. Housing

The receiving institution will guide incoming mobile participants in finding accommodation, according to the requirements of the Erasmus Charter for Higher Education.

Information and assistance can be provided by the following persons and information sources:

Institution [Erasmus code or city]	Contact details (email, phone)	Website for information
HR ZAGREB 01	Petra.Sarenic@sczg.hr	http://www.unizg.hr/homepage/international-exchange/exchange-students/student-services/housing/
Tacloban	amm.quilicot@vsu.edu.ph	www.vsu.edu.ph

H. Organizational Support (OS)

Within the project the UNIZG will receive organizational support as contribution to any cost incurred by the institutions in relation to activities in support of student and staff mobility, both inbound and outbound, to comply with the Erasmus Charter for Higher Education and inter-institutional agreement between Programme and Partner Countries.

The financing mechanism of the OS: 500 EUR per participant.

The partners in the project agree to share the OS funding – the exact financial share will be based on the number of participants and determined between partners, in writing, in the last year of each project, 6 months before the project end.

I. Intellectual Property Right

The higher education institutions recognize that the visiting students, researchers and academic staff will sign a separate agreement on confidentiality and the protection of the intellectual property rights of the hosting university, when necessary.



Institution [Erasmus code or city]	Contact details (email, phone)	Website for information
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European
Commission

Erasmus+ inter-institutional agreement 2022-2030

K. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code or name and city]	Name, function	Date	Signature ¹⁰
HR ZAGREB 01	Professor Damir Boras, PhD, Rector	16.06. 2022	
Visayas State University (VSU)	Dr. Edgardo E. Tulin, PhD, University President	July 13, 2022	

¹⁰ Scanned copies of signatures or digital signatures may be accepted depending on the national legislation



Erasmus+

156514	REPUBLIKA HRVATSKA	
Veterinarski fakultet u Zagrebu		
Primljeno:	19.12.2022	
Klasifikacijska oznaka	Org. jed.	
604-04/22-01/87	251-61-34;	
Uredbeni broj	Prilozi	Vrijednost
251-61-34-22-02	0	-

Higher Education:
Learning Agreement form
Dixie Grace Gelaga
Academic Year 2022/23

**Learning Agreement
Student Mobility for Traineeships
Between Programme and Partner Countries
Erasmus+ KA107**

The student is responsible for filling in the GREEN boxes. The sending institution is responsible for filling in the YELLOW boxes.
The receiving institution is responsible for filling in the BLUE boxes.

Student	Last name(s)	First name(s)	Date of birth	Nationality ¹	Sex [M/F]	Study cycle ²	Field of education ³
	Gelaga	Dixie Grace	January 7, 1999	Filipino	Female	Short cycle (EQF level 5)	08 – Agriculture, forestry, fisheries and veterinary
The Programme Country Institution / Receiving Organisation / host university	Name	Faculty	Erasmus code ⁴	Address	Country	Contact person name ⁵ email; phone <i>Insert the name and contact of UNIZG ECTS coordinator at the respective faculty/art academy</i>	
University of Zagreb		Faculty of Veterinary Medicine (FVM)	HR ZAGREB01	Vjekoslav Heinzel 55, HR-10000 Zagreb	Croatia	Assoc. Prof. Sven Menčik, PhD, DVM Phone: +385 1 2390 177 e-mail: erasmus@vef.unizg.hr; smenic@vef.unizg.hr	
		Department	Address; website	Size	Mentor ⁶ name; position; E-mail; phone		
	Veterinary Teaching Hospital (VTH)	www.vef.unizg.hr/en/	<input type="checkbox"/> < 250 employees <input checked="" type="checkbox"/> > 250 employees	Prof. Nikša Lemo, PhD, DVM, DECVD VTH Director, nlemo@vef.unizg.hr ; +385 1 2390 341			
The Partner Country Institution (home university)	Name	Faculty/ Department	Address	Country	Contact person name; email; phone		
	Visayas State University	College of Veterinary Medicine/ Department of Veterinary Clinical Sciences	Visca, Baybay City, 6521-A Leyte	Philippines	Shebelle A. Cueva, DVM shebelle.cueva@vsu.edu.ph +63 53 565 0600 local 1038		

¹ **Nationality:** Country to which the person belongs administratively and that issues the ID card and/or passport.

² **Study cycle:** Short cycle (EQF level 5) / Bachelor or equivalent first cycle (EQF level 6) / Master or equivalent second cycle (EQF level 7) / Doctorate or equivalent third cycle (EQF level 8).

³ **Field of education:** The ISCED-F 2013 search tool available at http://ec.europa.eu/education/tools/isced-f_en.htm should be used to find the ISCED 2013 detailed field of education and training that is closest to the subject of the degree to be awarded to the trainee by the sending institution.

⁴ **Erasmus code:** a unique identifier that every higher education institution that has been awarded with the Erasmus Charter for Higher Education (ECHE) receives. It is only applicable to higher education institutions located in Programme Countries.

⁵ **Contact person at the Programme/ Partner Country Institution:** a person who provides a link for administrative information and who, depending on the structure of the higher education institution, may be the departmental coordinator or will work at the international relations office or equivalent body within the institution.

⁶ **Mentor:** the role of the mentor is to provide support, encouragement and information to the trainee on the life and experience relative to the organisation (culture of the organisation, informal codes and conducts, etc.). Normally, the mentor should be a different person than the supervisor and the supervisor.



Table A - Traineeship Programme at the Receiving Organisation	
Planned period of the mobility: from [month/year] 16.02.2023 to [month/year] 16.06.2023	
Traineeship title. Clinical rotation at the Veterinary Teaching Hospital	
Number of working hours per week: 40 hours	Traineeship in digital skills?: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Detailed programme of the traineeship: <p>The main task of the practical training is to gain veterinary experience and skills in a small animal hospital and horse medicine and enhance the knowledge and skills from what the student has learned during her theoretical studies. Clinical training follows the "Day-One Skills" principles. The overall aim is to give the students a comprehensive approach to contemporary clinical veterinary medicine.</p> <p>A student will take a clinical rotation for 4 months period at the Clinical Departments of the Veterinary Teaching Hospital, Faculty of Veterinary Medicine, University of Zagreb.</p> <p>In rotation will be include the Surgery, Orthopaedics and Ophthalmology clinic, the Internal Disease Clinic, the Reproduction and Obstetrics Clinic, the Department of Veterinary Pathology (optional on request), the Department of Radiology, Ultrasound Diagnostic and Physical Therapy, the Department of Microbiology and Infectious Diseases with Clinic and the Department of Poultry Diseases with Clinic.</p>	
Knowledge, skills and competences to be acquired by the end of the traineeship (expected Learning Outcomes): <ol style="list-style-type: none"> 1. Obtaining a venous blood sample from appropriate site (Jugular vein, Cephalic vein, Saphenous vein) 2. Obtaining urine sample using appropriate techniques 3. Obtaining skin samples using appropriate techniques (Skin scraping, Tape strips, impression Smears, ear swabs) 4. Laboratory blood analyses and tests Count, Performing manual differential white cell count) 5. Performing standards urine tests (Urine specific gravity, Sediment examination) 6. Performing microscopic examination on skin samples to identify range of pathogens (Ectoparasites, Dermatophytes, Bacteria) 7. Preparing and staining bacterial smears for microscopic examination 8. Positioning of the animal and area of interest to obtain diagnostic radiograph 9. Preparing and using radiography imaging equipment 10. Preparing patient for ultrasound examination 11. Evaluating findings from diagnostic tools 12. Administration of medication by appropriate route (Oral, Topical, Subcutaneous, Intramuscular, Intravenous, Intravaginal) 13. Calculating drug dosage 14. Preparations for anaesthesia 15. Performing endotracheal intubation 16. Preparations for aseptic surgery 17. Inserting of the catheters into appropriate veins according to the species 18. Preparation and set up of the administration equipment 	

⁸ **Traineeship in digital skills:** any traineeship will be considered as such when one or more of the following activities are practised by the trainee: digital marketing (e.g. social media management, web analytics); digital graphical, mechanical or architectural design; development of apps, software, scripts, or websites; installation, maintenance and management of IT systems and networks; cybersecurity; data analytics, mining and visualisation; programming and training of robots and artificial intelligence applications. Generic customer support, order fulfilment, data entry or office tasks are not considered in this category.

At the end of the traineeship, trainee should be able to explain and perform a clinical examination, a based assessment, diagnostic methods (including clinical findings and interpretation), clinical decision-making, understand pathophysiological mechanisms, appropriate treatment, management and follow-up for the surgical and medical diseases of modern specialized animal hospital from admission until the discharge from Hospital.

Also, the trainee will be able to independently set up an appropriate diagnostic and treatment plan for the cases. Furthermore, trainee will use appropriate and correct veterinary terminology and will be able to present The cases.

Consequently, trainee will elaborate and enhance clinical competencies and skills, and will be able to see her/his possibilities and limitations.

To take responsibility and to act as a resource in a modern small animal hospital.

Monitoring plan:

(The monitoring plan should describe how and when the trainee will be monitored during the traineeship by the Receiving Organisation/Enterprise, the Sending Institution, and, if applicable, a third party)

On a daily basis, clinical diary of activities will be written as an official part of the VTH procedure. Periodically (generally once a week) a meeting will be held with a trainee to discuss the progress of the training and to define the present and future plans. The update on progress will include a discussion of the actions completed: e.g. a number of patients and diagnosis, completed activities, clinical approach, collegiality etc.

Evaluation plan:

(The evaluation plan should describe the assessment criteria that will be used to evaluate the traineeship and the learning outcomes)

During the mobility period, the acquired skills and participation in the Hospital's activities and duties will be evaluated during the course of the mobility period. Special attention will be paid to the trainee's academic skills and knowledge, communication and teamwork skills, initiative, and decision-making and adaptability to workflow and surroundings. The final report will include conclusive remarks.

The level of language competence⁸ in English [indicate here the main language of work] that the trainee already has or agrees to acquire by the start of the mobility period is: A1 ☐ A2 ☐ B1 ☐ B2 ☒ C1 ☐ C2 ☐ Native speaker ☐

Table B – Commitment of the Sending Institution before the mobility

Please use only one of the following boxes:

Recognition linked to the Traineeship Programme

- please select 1. or 2. (and delete the box which is not applicable) and mark the required information in the selected box

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

VSU will recognize the results achieved in the following way: 70% from Host Training Establishment (HTE) evaluation report and 30% from Case presentation by the student at VSU:

Give a grade based on: Traineeship certificate ☒ Final report ☐ Interview ☐

Record the traineeship in the trainee's

Transcript of Records Yes ☒ (mandatory)

Diploma Supplement (mandatory if sending institution in EHEA) Yes ☐ No ☒

Europass Mobility Document: Yes ☐ No ☒

⁸ Level of language competence: a description of the European Language Levels (CEFR) is available at: <https://europass.cedefop.europa.eu/en/resources/european-language-levels-cefr>

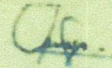
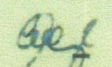
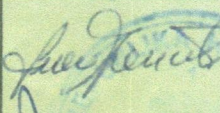
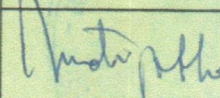
Table B – Commitment of the Programme Country Institution regarding Accident insurance for the trainee

The Programme Country Institution will provide accident insurance to the trainee (if not provided by the Receiving Organisation): Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	The accident insurance covers: - accidents during work-related travel: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> - accidents on the way to or from work: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
The Programme Country Institution will provide liability insurance to the trainee (if not provided by the Receiving Organisation): Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	

Table C - Receiving Organisation

The Receiving Organisation will provide financial support to the trainee for the traineeship: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	If yes, amount (EUR/month):800 EUR / month.....
The Receiving Organisation will provide a contribution in kind to the trainee for the traineeship: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> If yes, please specify:	
The Receiving Organisation will provide accident insurance to the trainee (if not provided by the Programme Country Institution): Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	The accident insurance covers: - accidents during work-related travel: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> - accidents on the way to or from work: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
The Receiving Organisation will provide liability insurance to the trainee (if not provided by the Programme Country Institution): Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
The Receiving Organisation will provide appropriate support and equipment to the trainee. Yes <input checked="" type="checkbox"/>	
Upon completion of the traineeship, the Organisation undertakes to issue a Traineeship Certificate within 5 weeks after the end of the traineeship. Yes <input checked="" type="checkbox"/>	

By signing this document, the trainee, the Programme Country Institution, the Receiving Organisation and the Partner Country Institution 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 will communicate any problem or changes regarding the traineeship period to the Partner Country Institution and the Programme Country Institution. The Programme Country Institution and the trainee should also commit to what is set out in the Erasmus+ grant agreement. The Programme Country Institution undertakes to respect all the principles of the Erasmus Charter for Higher Education relating to traineeships and the Partner Country Institution commits to respect the principles agreed in the inter-institutional agreement for institutions located in Partner Countries.

Commitment	Name	Email	Position	Date	Signature
Trainee / Student	Dixie Grace A. Gelaga	dixiegrace.apollogelaga@gmail.com	Trainee	November 18, 2022	
Responsible person ⁹ at the Partner Country Institution	Shebelle A. Cueva, DVM	shebelle.cueva@vsu.edu.ph	Instructor 1/ Clinics 3 Coordinator	November 18, 2022	
Responsible person at the Programme Country Institution -University of Zagreb <i>Insert the name and contact of UNIZG ECTS coordinator at the respective faculty/art academy</i>	Assoc. Prof. Sven Menčik, PhD., DVM	smencik@vef.unizg.hr erasmus@vef.unizg.hr	ERASMUS Institutional Coordinator	19-12-22	
Supervisor ¹⁰ at the Receiving Organisation	Prof. Nikša Lemo, DECVD, PhD., DVM	nlemo@vef.unizg.hr	VTH Director Faculty of Veterinary Medicine		

⁹ **Responsible person at the Programme/Partner Country 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. 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.

¹⁰ **Supervisor at the Receiving Organisation:** this person is responsible for signing the Learning Agreement, amending it if needed, supervising the trainee during the traineeship and signing the Traineeship Certificate. The name and email of the Supervisor must be filled in only in case it differs from that of the Contact person mentioned at the top of the document.