



**Grant agreement for Erasmus+ traineeship
between Programme and Partner Countries**

No. 01/SMP/2019/2020

between

1. Alexander Dubček University of Trenčín
SK TRENCIN01
Študentská 2, 911 50 Trenčín, Slovakia

called hereafter "the institution", represented for the purposes of signature of this agreement by Assoc. Prof. Dr. Jozef Habánik. of the one part, and

2. Mr./Ms. Dzmitry BAIHAZIN

Study cycle: ISCED-6 First Cycle

Subject Area: Engineering Code: 0710

Number of completed higher education study years: 3

Student with: financial support from Erasmus+ EU funds ☒
a zero-grant ☐

The financial support includes: special needs support ☐

The student receives financial support other than Erasmus+ EU funds ☐

Called hereafter "the participant", of the other part,

Have agreed the Special Conditions and Annexes below which form an integral part of this agreement ("the agreement"):

Annex I	Learning Agreement for Erasmus+ mobility for traineeship
Annex II	General Conditions
Annex III	Erasmus+ Student Charter

The terms set out in the Special Conditions shall take precedence over those set out in the annexes.

[It is not compulsory to circulate papers with original signatures for Annex I of this document: scanned copies of signatures and electronic signatures may be accepted, depending on the national legislation.]

SPECIAL CONDITIONS

ARTICLE 1 – SUBJECT MATTER OF THE AGREEMENT

- 1.1 The institution shall provide support to the participant for undertaking a mobility activity for traineeship under the Erasmus+ Programme.
- 1.2 The participant accepts the financial support or the provision of services as specified in article 3 and undertakes to carry out the mobility activity for studies as described in Annex I.
- 1.3. Amendments to the agreement, including to the start and end dates, shall be requested and agreed by both parties through a formal notification by letter or by electronic message.

ARTICLE 2 – ENTRY INTO FORCE AND DURATION OF MOBILITY

- 2.1 The agreement shall enter into force on the date when the last of the two parties signs.
- 2.2. The minimum duration of the mobility period is 2 months or 1 academic term or trimester. The total duration of the mobility period shall not exceed 12 months, including any zero-grant period, which shall only be used exceptionally.
- 2.3 The mobility period shall start on **03.02.2020** and end on **02.04.2020**. The start date of the mobility period shall be the first day that the participant needs to be present at the receiving organisation. The end date of the period abroad shall be the last day the participant needs to be present at the receiving organisation.
- 2.4 The participant shall receive financial support from Erasmus+ EU funds for **2** months and **0** days. The participant shall receive a financial support other than Erasmus+ EU funds for **60** days of activity.
- 2.5 Demands to the institution to extend the period of stay should be introduced at least one month before the end of the originally planned mobility period.
- 2.6 The Traineeship Certificate (or statement attached to this document) shall provide the confirmed start and end dates of the mobility period.

ARTICLE 3 – FINANCIAL SUPPORT

- 3.1 The financial support from Erasmus+ EU funds for the mobility period is **EUR**, corresponding to EUR **EUR** per month. The final amount of Erasmus+ EU funds for the mobility period shall be determined by multiplying the number of months of the mobility covered by Erasmus+ EU funds specified in article 2.4 with the rate applicable per month for the receiving country concerned. In the case of incomplete months, the financial support from Erasmus+ EU funds is calculated by multiplying the number of days in the incomplete month with 1/30 of the unit cost per month.
- 3.2 In addition, the participant shall receive **EUR** as a contribution for travel.
- 3.3 The reimbursement of costs incurred in connection with special needs, when applicable, shall be based on the supporting documents provided by the participant.
- 3.4 The financial support may not be used to cover similar costs already funded by EU funds.
- 3.5 Notwithstanding article 3.4, the grant is compatible with any other source of funding including revenue that the participant could receive working beyond his/her studies as long as he/she carries out the activities foreseen in Annex I.
- 3.6 The financial support or part thereof shall be repaid if the participant does not carry out the mobility activity in compliance with the terms of the agreement. If the participant terminates the agreement before it ends, he/she shall have to refund the amount of the grant already paid, except if agreed differently with the institution. However, when the participant has been prevented from completing his/her mobility activities as described in Annex I due to force majeure, he/she shall be entitled to receive the amount of the grant corresponding to the actual duration of the mobility period as defined in article 2.3. Any remaining funds shall have to be refunded, except if agreed differently with the institution. Such cases shall be reported by the institution and accepted by the National Agency.

ARTICLE 4 – PAYMENT ARRANGEMENTS

- 4.1 A pre-financing payment shall be made to the participant no later than (whichever comes first):
 - 30 calendar days after the signature of the agreement by both parties
 - the start date of the mobility periodrepresenting 100% of the financial support from Erasmus+ EU funds specified in Article 3. In case the participant did not provide the supporting documents in time, according to the institution's timeline, a later payment of the pre-financing can be exceptionally accepted.

ARTICLE 5 – INSURANCE

- 5.1 The participant shall have adequate insurance coverage.
- 5.2 Acknowledgement that **health insurance coverage** has been organised shall be included in this agreement. Insurance coverage is mandatory. Basic coverage might be provided by the national health insurance of the participant. However, the coverage may not be sufficient, especially in case of repatriation and specific medical intervention. In that case, a complementary private insurance might be useful. It is the responsibility of the sending institution of the student to ensure that the participant is aware of health insurance issues.
- 5.3 Acknowledgement that **liability insurance coverage** (covering damages caused by the student at the workplace has been organised and of how it has been organised shall be included in this agreement.
- 5.4 Acknowledgement **accident insurance coverage** related to the student's tasks (covering at least damages caused to the student at the workplace has been organised and of how it has been organised shall be included in this agreement.

ARTICLE 6 – EU SURVEY

- 6.1. The participant shall receive an invitation to complete the online EU Survey 30 days before the end of the mobility period. The participant shall complete and submit the survey within 15 days upon receipt of the invitation. Participants who fail to complete and submit the online EU Survey may be required to partially or fully reimburse the financial support received.
- 6.2 A complementary online survey may be sent to the participant, after the end of the mobility, allowing for full reporting on recognition issues.

ARTICLE 7 – LAW APPLICABLE AND COMPETENT COURT

- 7.1 The Agreement is governed by national law of the Slovak Republic.
- 7.2 The competent court determined in accordance with the applicable national law shall have sole jurisdiction to hear any dispute between the institution and the participant concerning the interpretation, application or validity of this Agreement, if such dispute cannot be settled amicably.

For the participant
Dzmintry BAIHAZIN
Student

For the institution
Assoc. Prof. Dr. Jozef HABÁNIK
Rector

**[Key Action 1 – HIGHER EDUCATION]
Learning Agreement for Erasmus+ mobility for studies**

Annex II

GENERAL CONDITIONS

Article 1: Liability

Each party of this agreement shall exonerate the other from any civil liability for damages suffered by him or his staff as a result of performance of this agreement, provided such damages are not the result of serious and deliberate misconduct on the part of the other party or his staff.

The National Agency of Slovakia, the European Commission or their staff shall not be held liable in the event of a claim under the agreement relating to any damage caused during the execution of the mobility period. Consequently, the National Agency of Slovakia or the European Commission shall not entertain any request for indemnity of reimbursement accompanying such claim.

Article 2: Termination of the agreement

In the event of failure by the participant to perform any of the obligations arising from the agreement, and regardless of the consequences provided for under the applicable law, the institution is legally entitled to terminate or cancel the agreement without any further legal formality where no action is taken by the participant within one month of receiving notification by registered letter.

If the participant terminates the agreement before its agreement ends or if he/she fails to follow the agreement in accordance with the rules, he/she shall have to refund the amount of the grant already paid, except if agreed differently with the institution.

In case of termination by the participant due to "force majeure", i.e. an unforeseeable exceptional situation or event beyond the participant's control and not attributable to error or negligence on his/her part, the participant shall be entitled

to receive the amount of the grant corresponding to the actual duration of the mobility period as defined in article 2.2. Any remaining funds shall have to be refunded, except if agreed differently with the sending organisation.

Article 3: Data Protection

All personal data contained in the agreement shall be processed in accordance with Regulation (EC) No 45/2001 of the European Parliament and of the Council on the protection of individuals with regard to the processing of personal data by the EU institutions and bodies and on the free movement of such data. Such data shall be processed solely in connection with the implementation and follow-up of the agreement by the sending institution, the National Agency and the European Commission, without prejudice to the possibility of passing the data to the bodies responsible for inspection and audit in accordance with EU legislation (Court of Auditors or European Antifraud Office (OLAF)).

The participant may, on written request, gain access to his personal data and correct any information that is inaccurate or incomplete. He/she should address any questions regarding the processing of his/her personal data to the sending institution and/or the National Agency. The participant may lodge a complaint against the processing of his personal data with the [national supervising body for data protection] with regard to the use of these data by the sending institution, the National Agency, or to the European Data Protection Supervisor with regard to the use of the data by the European Commission.

Article 4: Checks and Audits

The parties of the agreement undertake to provide any detailed information requested by the European Commission, the National Agency of Slovakia or by any other outside body authorised by the European Commission or the National Agency of Slovakia to check that the mobility period and the provisions of the agreement are being properly implemented.

Learning Agreement

Student Mobility for Traineeships

Between Programme and Partner Countries

From Partner to Programme Countries

Student	Last name(s)	First name(s)	Date of birth	Nationality ¹	Gender: [Male/Female/ Undefined]	Study cycle ²	Field of education ³
	BAIHAZIN	Dzmitry					
The Programme Country Institution	Name	Faculty/ Department	Erasmus code ⁴	Address	Country	Contact person name ⁵ email; phone	
	Alexander Dubček University of Trenčín	FunGlass Centre	SK TRENCIN01	Študentská 2 911 50 Trenčín	Slovakia		
The Partner Country Institution	Name	Faculty/ Department		Address	Country	Contact person name; email; phone	
	Belarusian State Technological University	Glass and Ceramics Technology Department		Sverdlova str. 13a 220 006 Minsk	Belarus	Olga Rogova Head of International Relations Office inter@belstu.by +375 17 327 30 21	
Receiving Organisation	Name	Department	Address; website	Country	Size	Contact person ⁶ name; position; e-mail; phone	Mentor ⁷ name; position; e-mail; phone
	Alexander Dubček University of Trenčín	FunGlass Centre	Študentská 2, 911 50 Trenčín www.tnuni.sk	Slovakia	<input type="checkbox"/> < 250 employees <input checked="" type="checkbox"/> > 250 employees		

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 **Contact person at the Receiving Organisation:** a person who can provide administrative information within the framework of Erasmus+ traineeships. The contact person may act as well as supervisor who is the person responsible for signing the Learning Agreement.

⁷ **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.

Before the mobility

Table A - Traineeship Programme at the Receiving Organisation

Planned period of the mobility: from [month/year] 03.02.2019 to [month/year] 02.04.2019

Traineeship title: Bioactive bioceramics for tissue engineering

Number of working hours per week: 40

Traineeship in digital skills⁸: Yes ☐ No ☒

Detailed programme of the traineeship:

- 1) To extend knowledge on inorganic chemical technology, development of bioceramic materials.
- 2) To get acquainted with the testing techniques used in the laboratory. To develop tools and strategies of learning methodologies
- 3) Elaboration and synthesis of different compositions of the bioactive bioceramics.
- 4) Establish the optimal thermal treatment conditions using thermal analysis.
- 5) Study of physical/chemical properties and structure of the synthesized bioceramic materials.
- 6) Final experimental work, evaluation of the possibilities to develop partnership on research projects

Knowledge, skills and competences to be acquired by the end of the traineeship (expected Learning Outcomes):

Sol-gel technique - calcination, XRD, SEM/EDX analysis, (possible bioactivity testing).

Monitoring plan:

Student shall be monitored by mentor on a daily basis (through meetings, trainings, etc.) and regular mail or phone checking with sending institution.

Evaluation plan:

The overall assessment of mobility will take the form of a verbal summary of the tasks.

The level of **language competence⁹** 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

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

Award ECTS credits (or equivalent) ¹⁰	
Give a grade based on: Traineeship certificate <input type="checkbox"/> Final report <input type="checkbox"/> Interview <input type="checkbox"/>	
Record the traineeship in the trainee's	Transcript of Records Yes <input type="checkbox"/> (mandatory)
	Diploma Supplement (mandatory if sending institution in EHEA) Yes <input type="checkbox"/> No <input type="checkbox"/>
	Europass Mobility Document: Yes <input type="checkbox"/> No <input type="checkbox"/>

2. The traineeship is **voluntary** and, upon satisfactory completion of the traineeship, the institution undertakes to:

Award ECTS credits (or equivalent): Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		If yes, please indicate the number of credits:	
Give a grade: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		If yes, please indicate if this will be based on: Traineeship certificate <input type="checkbox"/> Final report <input type="checkbox"/> Interview <input type="checkbox"/>	
Record the traineeship in the trainee's	Transcript of Records:		Yes <input type="checkbox"/> No <input type="checkbox"/>
	Diploma Supplement (mandatory if sending institution in EHEA)		Yes <input type="checkbox"/> No <input type="checkbox"/>
	Europass Mobility Document:		Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

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.

⁹ **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>

¹⁰ **ECTS credits or equivalent:** in countries where the "ECTS" system it is not in place, in particular for institutions located in Partner Countries not participating in the Bologna process, "ECTS" needs to be replaced in all tables by the name of the equivalent system that is used. A web link to an explanation to the system should be added.

**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 checked="" type="checkbox"/> No <input type="checkbox"/> - accidents on the way to or from work: Yes <input checked="" type="checkbox"/> No <input 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 type="checkbox"/> No <input checked="" type="checkbox"/>	If yes, amount (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 type="checkbox"/> No <input checked="" 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 type="checkbox"/> No <input checked="" type="checkbox"/>	
The Receiving Organisation will provide appropriate support and equipment to the trainee.	
Upon completion of the traineeship, the Organisation undertakes to issue a Traineeship Certificate within 5 weeks after the end of the traineeship.	

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					
Responsible person ¹¹ at the Programme Country Institution					
Responsible person at the Partner Country Institution					
Supervisor ¹² at the Receiving Organisation					

¹¹ **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.

¹² **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.