

QUALIFICATION CRITERIA

- average grade **for the whole study period**
- knowledge of the **language of instruction at the chosen university** documented with the grade of a language course and/or an international language certificate (grade 5 (A) of a language course or certificate = additional 0,2 point to the average grade

NOTE: usually English is the required language of instruction. But e.g. French universities have classes (courses) in French as a rule. A similar situation is in some other partner universities, e.g. in Greece, Portugal, Spain, or Italy, where the classes are run only or in a major part in national languages. Please be careful about the information about the course language in the educational offer of particular universities!

- **participation in student research groups at FET**
- **participation in Erasmus Student Network (ESN) at PUT**

BASIC RULES OF STUDY PERIODS ORGANISATION

Who can go for study periods?

The study periods are available for the students of III year BSc, and I-II year MSc studies of ET, ICT as well as the TZI programme.

Study period during the diploma year (semester) does not release the student from preparing and defending the MSc thesis by the deadline valid at PUT!

Duration of study period

varies between **3 and 12 months**, i.e. one semester or whole academic year.

The study period must be included in one and the same academic.

The bilateral agreements with particular universities define the maximum numbers of outgoing students and available months of stay.

Current list of bilateral agreements at:

http://info.put.poznan.pl/system/files/ErasmusPlus_umowy_rok_2016-2017.pdf

Learning Agreement

The outgoing students choose from the educational offer of particular universities **at least 4 courses per semester**. The courses should be as similar to those in respective year and semester of studies at FET PUT as possible.

PUT does not recognise ECTS credits for language courses taken during the study periods!

The chosen set of courses must be accepted by the study period supervisor, who signs the Learning Agreement.

Changes to original Learning Agreement

In practice, usually upon arrival to the host university the students make changes in their LA, because the final version of course offer for a given academic year or semester is at most universities defined much later than the recruitment deadlines at PUT.

Crediting of semesters at host and home universities

To have respective semesters credited at FET PUT, you have to:

- achieve min. 30 ECTS credits per semester (and min. 60 credits per year)
- pass all the exams required by the host university.

The fulfilment of the above conditions must be confirmed with the Transcript of Records.

The grades achieved abroad are written into the student's record book (indeks) by the study period supervisor, and the crediting of the semester is finally decided by the vice-dean for education FET.

Prolongation of study period

The prolongation of study period (still within one and the same academic year) should be arranged according to the ECTS rules, with the agreement of both universities.

Applications for prolonging the study period and its financing, together with the written consent of the host university and the vice-dean for education FET, should be addressed to LLP ERASMUS Institutional Coordinator at PUT. The ERASMUS scholarship is not guaranteed!

NOTE: the duration of studies abroad, including the ERASMUS study periods, must not be longer than 4 semesters, if the student applies for a diploma issued by PUT.

Study abroad beyond the ERASMUS programme

Study period abroad may also be taken beyond the ERASMUS programme, according to the rules of ECTS system. A student who intends to take part of their studies that way, should:

- firstly, obtain the written consent of a given university for enrolment
- agree the Learning Agreement with a selected supervisor at FET PUT (who should have the dr habilitowany degree).

If the study period is about to take place in the diploma semester/year, it is recommended that the study period supervisor be at the same time the diploma thesis supervisor. The rules for preparing the diploma thesis at FET PUT should be also arranged with the supervisors at both universities.

- obtain the consent of the vice-dean for education FET PUT.