

PROGRAMAS DE MOVILIDAD INTERNACIONAL

Sesión informativa

Beneficiarios Erasmus+KA131

Facultad de Filosofía y Letras



Universidad
de Alcalá

ERASMUS+ 2024/25



ACEPTACIÓN



DOCUMENTOS UAH (abril-mayo)

- **Ficha de Estudiante Internacional**
- **Comprobante cuenta bancaria**
- **Becarios MECD (documento concesión Beca)**
- **(Certificado Discapacidad - UAD)**



- **CONVENIO SUBVENCIÓN**
- **TARJETA SANITARIA EUROPEA/SEGURO MÉDICO PRIVADO**
- **SEGURO ACCIDENTES Y RESPONSABILIDAD CIVIL**

NOMINACIÓN A UNIV DESTINO

PROCESO ADMISIÓN

- LEARNING AGREEMENT/OLA (según formato requerido en destino)
- DOCUMENTO IDENTIDAD
- TARJETA SANITARIA/SEGURO MÉDICO
- CERTIFICADO IDIOMAS
- TRANSCRIPT OF RECORDS (EXPEDIENTE ACADÉMICO)



ALOJAMIENTO

ONLINE LEARNING AGREEMENT (OLA)

Step-by-Step

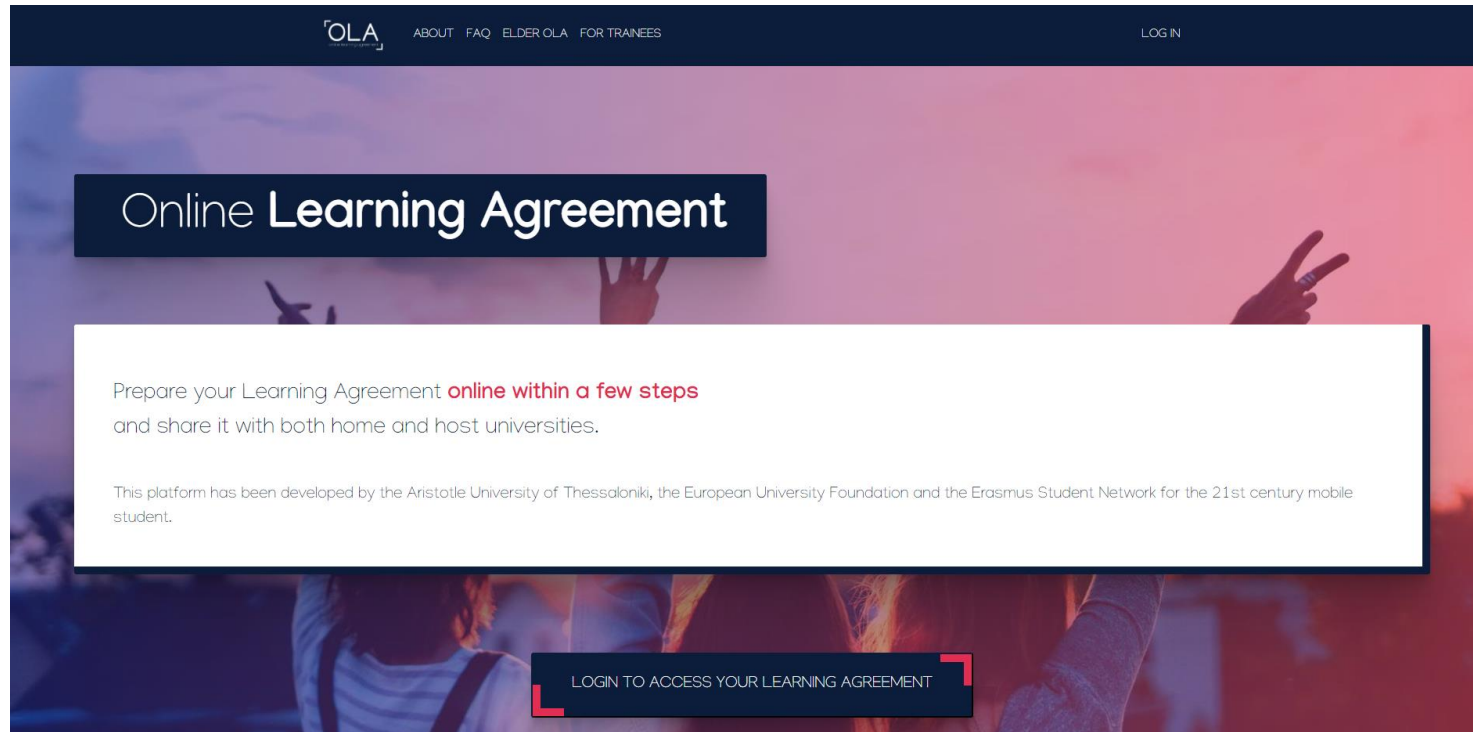


Universidad
de Alcalá

ACUERDO DE APRENDIZAJE (LEARNING AGREEMENT)

Documento académico que contiene los equivalentes de las asignaturas o de los créditos cursados en el extranjero y que serán reconocidos por la UAH a la vuelta del estudiante.

Plataforma Online Learning Agreement (OLA): <https://learning-agreement.eu/>



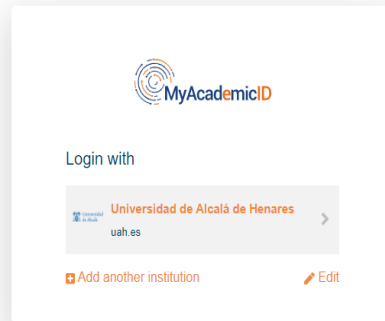
The screenshot shows the homepage of the Online Learning Agreement (OLA) platform. The header is dark blue with the OLA logo and navigation links: ABOUT, FAQ, ELDER OLA, FOR TRAINEES, and LOG IN. The main content area features a large white box with the text: "Online Learning Agreement", "Prepare your Learning Agreement **online within a few steps** and share it with both home and host universities.", and "This platform has been developed by the Aristotle University of Thessaloniki, the European University Foundation and the Erasmus Student Network for the 21st century mobile student." At the bottom, there is a dark blue button with the text "LOGIN TO ACCESS YOUR LEARNING AGREEMENT".

PROPUESTA INTERNA DE PROGRAMA DE ESTUDIOS



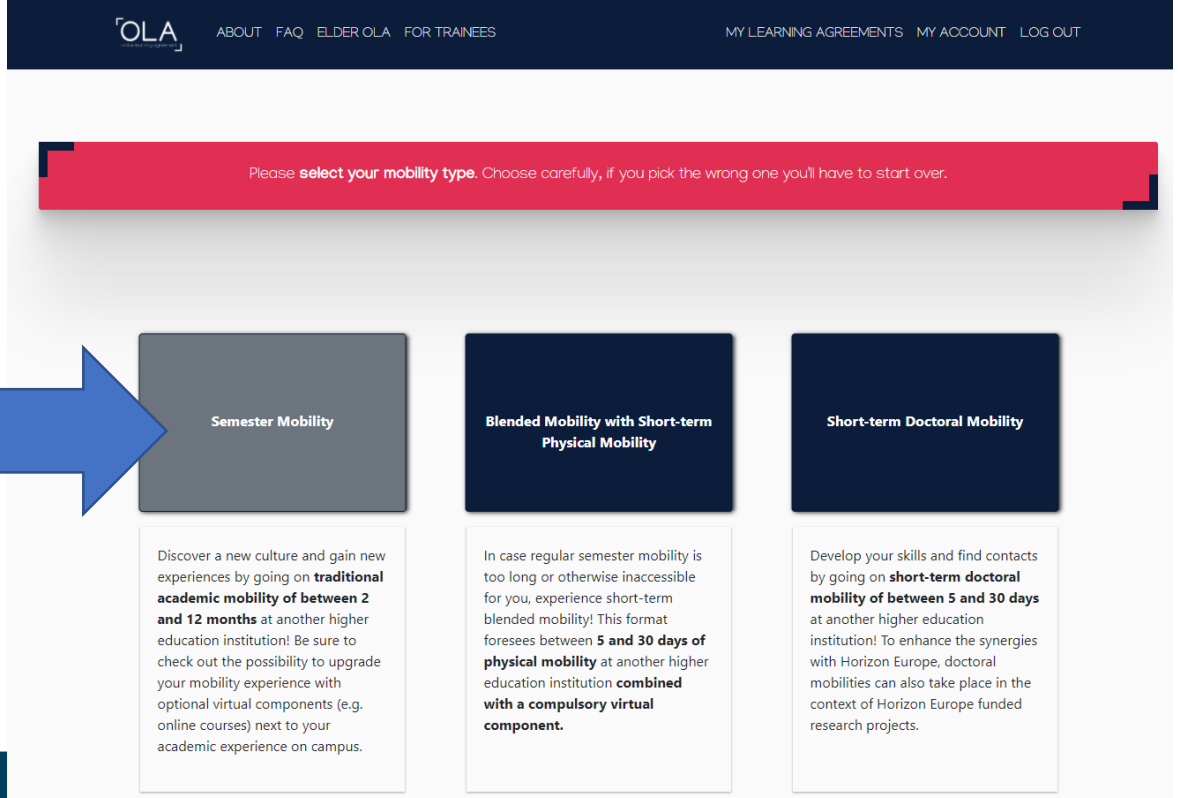
Acceso OLA: credenciales UAH

<https://learning-agreement.eu/>




Co-financed by the Connecting Europe Facility of the European Union

This project has been co-funded by the European Commission. The content of the service reflects the views only of the authors and the European Commission cannot be held responsible for any use which may be made of the information contained therein.



OLA

ABOUT FAQ ELDER OLA FOR TRAINEES

MY LEARNING AGREEMENTS MY ACCOUNT LOG OUT

Please **select your mobility type**. Choose carefully, if you pick the wrong one you'll have to start over.

Semester Mobility

Discover a new culture and gain new experiences by going on **traditional academic mobility of between 2 and 12 months** at another higher education institution! Be sure to check out the possibility to upgrade your mobility experience with optional virtual components (e.g. online courses) next to your academic experience on campus.

Blended Mobility with Short-term Physical Mobility

In case regular semester mobility is too long or otherwise inaccessible for you, experience short-term blended mobility! This format foresees between **5 and 30 days of physical mobility** at another higher education institution **combined with a compulsory virtual component**.

Short-term Doctoral Mobility

Develop your skills and find contacts by going on **short-term doctoral mobility of between 5 and 30 days** at another higher education institution! To enhance the synergies with Horizon Europe, doctoral mobilities can also take place in the context of Horizon Europe funded research projects.

VUESTROS DATOS EN EL ACUERDO DE APRENDIZAJE

Academic year: 2024/2025

Datos personales

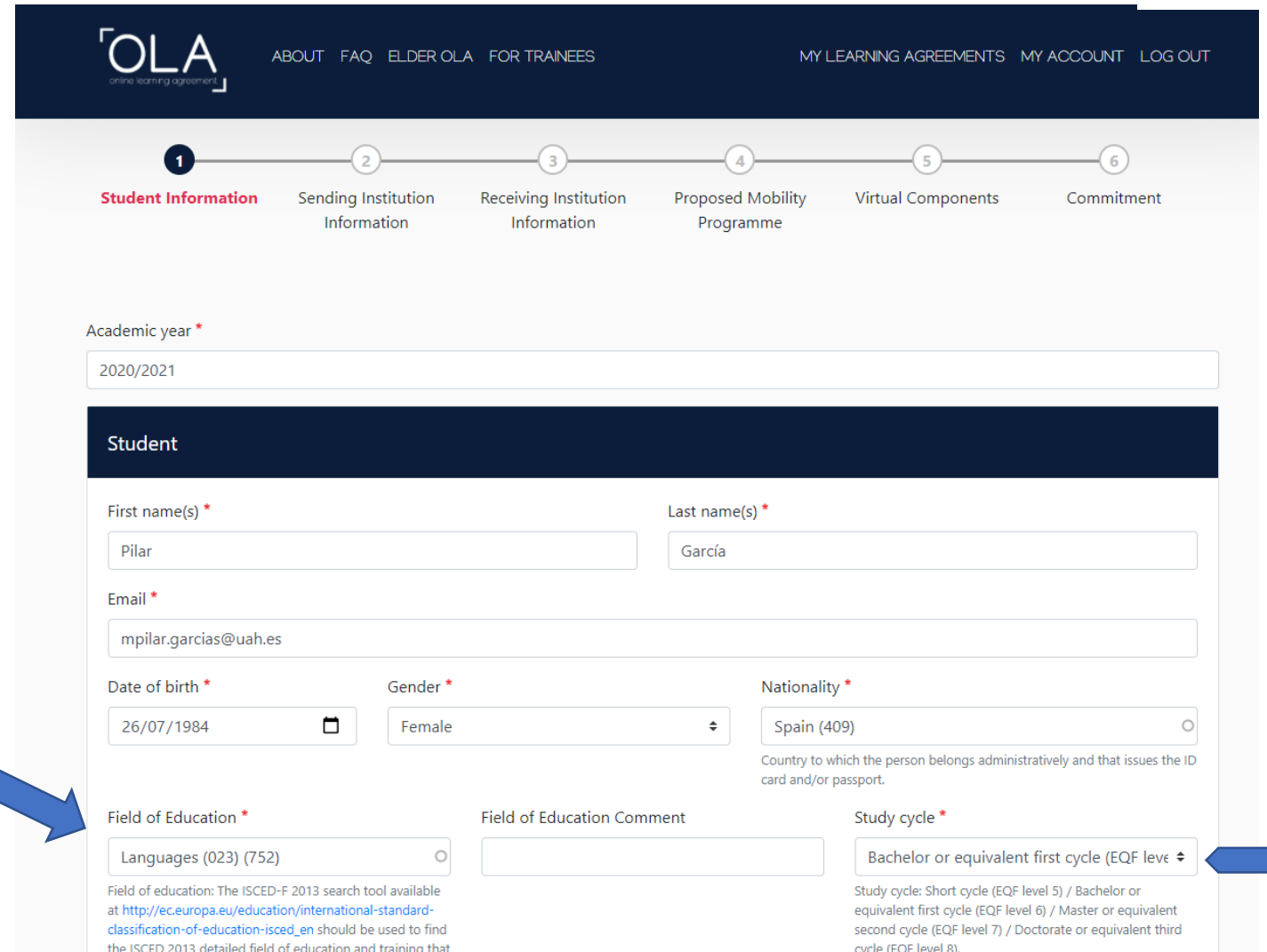
Email: *****@edu.uah.es

Field of Education: código de estudios

Languages (023)
History (0222)
Humanities (022)
Audiovisual Techniques (0211)
Education (0113)

} Language Acquisition (0231)
Literature & Linguistics (0232)

Study cycle: Bachelor or equivalent first cycle (*salvo que seáis estudiantes de Máster o Doctorado*)



OLA
online learning agreement

ABOUT FAQ ELDER OLA FOR TRAINEES MY LEARNING AGREEMENTS MY ACCOUNT LOG OUT

1 Student Information 2 Sending Institution Information 3 Receiving Institution Information 4 Proposed Mobility Programme 5 Virtual Components 6 Commitment

Academic year *

2020/2021

Student

First name(s) * Last name(s) *

Pilar García

Email *

mpilar.garcias@uah.es

Date of birth * Gender * Nationality *

26/07/1984 Female Spain (409)

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

Field of Education * Field of Education Comment Study cycle *

Languages (023) (752) Bachelor or equivalent first cycle (EQF level 5)

Field of education: The ISCED-F 2013 search tool available at http://ec.europa.eu/education/international-standard-classification-of-education-isced_en should be used to find the ISCED 2013 detailed field of education and training that

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).

DATOS DE LA UNIVERSIDAD DE ALCALÁ

Sending Responsible Person:
coordinador académico correspondiente

**Sending Administrative Contact
Person:**

Pilar García

IRO Officer

filosofiayletras.ori@uah.es

+34 918854426

OLA
online learning agreement

ABOUT FAQ ELDER OLA FOR TRAINEES

MY LEARNING AGREEMENTS MY ACCOUNT LOG OUT

Sending Institution

Country *

Name *

Sending Responsible Person

First name(s) *

Last name(s) *

Position *

Email *

Phone number

Sending Administrative Contact Person

First name(s)

Last name(s)

Position

Email

Phone number

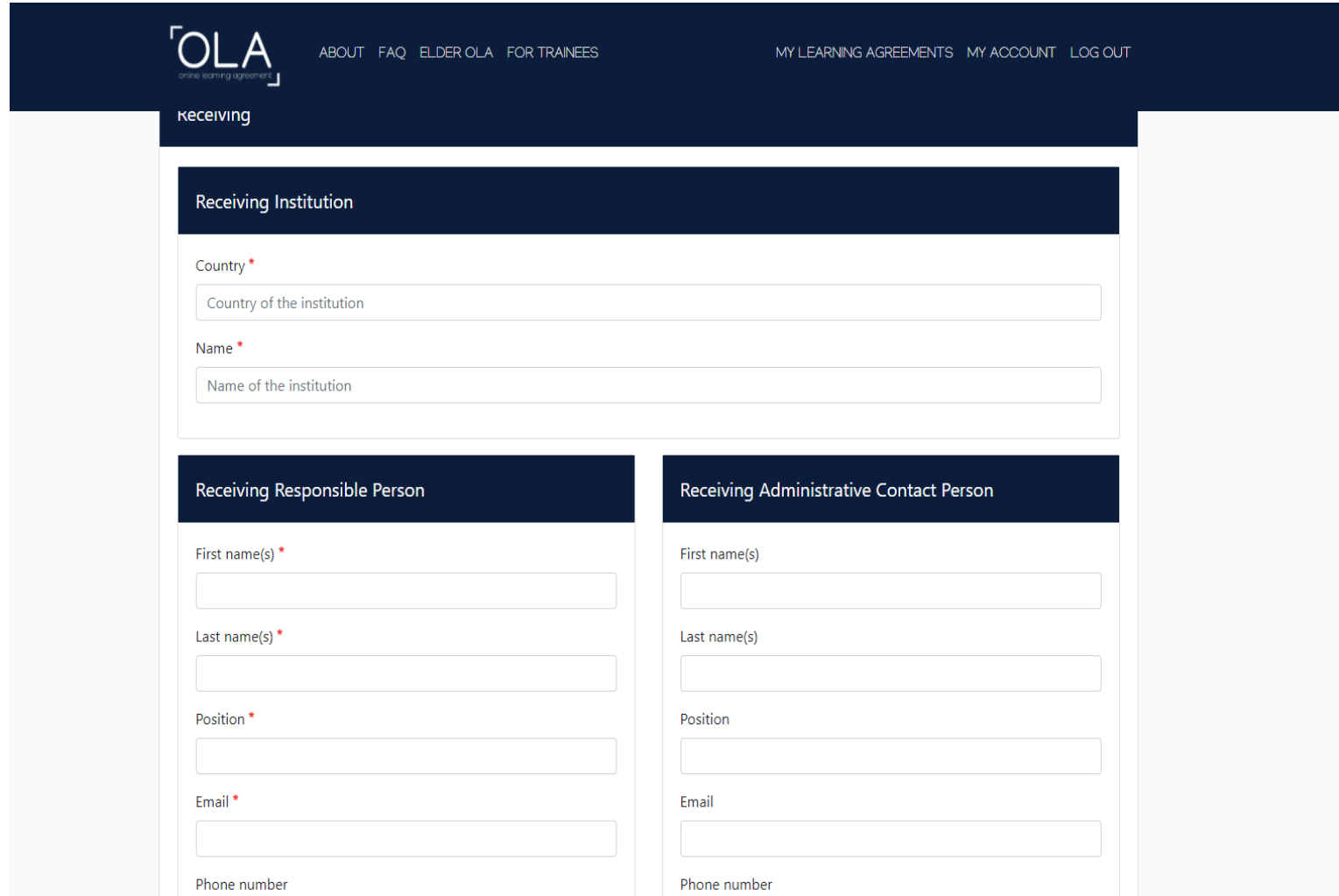
DATOS DE LA UNIVERSIDAD DE DESTINO

Datos coordinador en universidad de destino, que ya os habrá comunicado la universidad al contactaros.

OJO: la persona responsable es la que recibirá el aviso en su email para firmar el OLA (Coordinador)

Persona de contacto: ORI destino

**¡¡¡IMPORTANTE!!! CUMPLIMENTAR
CORRECTAMENTE EL EMAIL DE
RESPONSABLES**



The screenshot shows the OLA (Online Learning Agreement) form for receiving institutions. The form is titled "receiving" and is part of the OLA (online learning agreement) system. It includes a navigation bar with links for "ABOUT", "FAQ", "ELDER OLA", "FOR TRAINEES", "MY LEARNING AGREEMENTS", "MY ACCOUNT", and "LOG OUT".

The form is divided into three main sections:

- Receiving Institution:** This section contains two input fields: "Country*" (with a sub-label "Country of the institution") and "Name*" (with a sub-label "Name of the institution").
- Receiving Responsible Person:** This section contains four input fields: "First name(s)*", "Last name(s)*", "Position*", and "Email*". There is also a "Phone number" label at the bottom of this section.
- Receiving Administrative Contact Person:** This section contains four input fields: "First name(s)", "Last name(s)", "Position", and "Email". There is also a "Phone number" label at the bottom of this section.

PROGRAMA DE ESTUDIOS EN OLA

El acuerdo de estudios detalla el programa de estudios que se cursará en la universidad de destino (Tabla A) y el correspondiente en la UAH (Tabla B)



OLA online learning agreement ABOUT FAQ ELDER OLA FOR TRAINEES MY LEARNING AGREEMENTS MY ACCOUNT LOG OUT

Preliminary LA

Planned start of the mobility *

Planned end of the mobility *

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 Receiving Institution describing the learning outcomes: [web link to the relevant info]

- 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 *

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 - Recognition at the Sending institution *

No Component added yet.

[Add Component to Table B](#)

Provisions applying if the student does not complete successfully some educational components: [web link to the relevant info]

COMPROMISO DE LAS PARTES

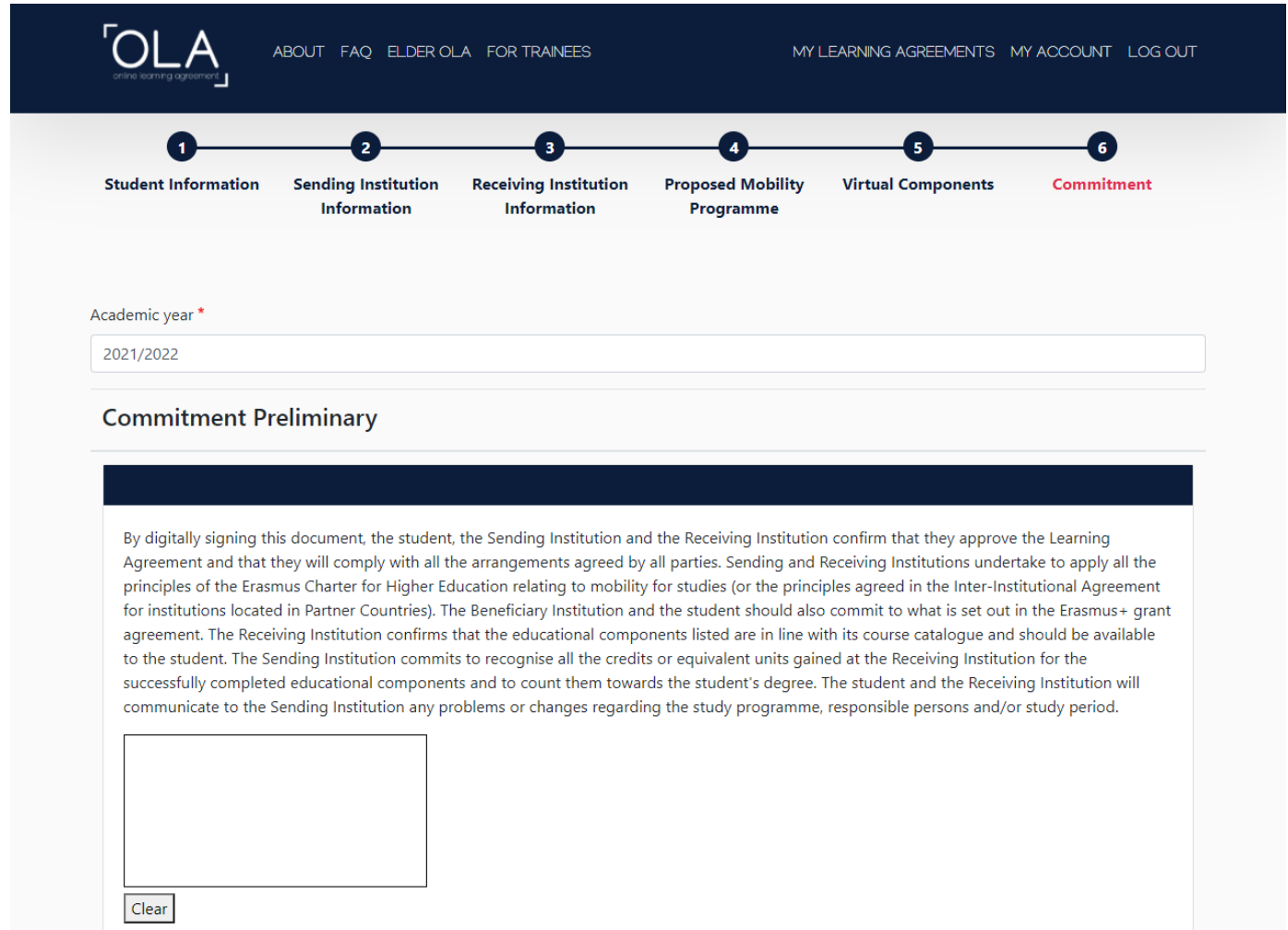
Nº ECTS por semestre: 30

Nº ECTS por año: 60

(mismo nº ECTS en ambas tablas)

TRES FIRMAS:

1. Estudiante
2. Coordinador académico UAH
3. Universidad de destino



OLA
online learning agreement

ABOUT FAQ ELDER.OLA FOR TRAINEES MY LEARNING AGREEMENTS MY ACCOUNT LOG OUT

- 1 Student Information
- 2 Sending Institution Information
- 3 Receiving Institution Information
- 4 Proposed Mobility Programme
- 5 Virtual Components
- 6 **Commitment**

Academic year *

2021/2022

Commitment Preliminary

By digitally signing this document, the student, the Sending Institution and the Receiving Institution confirm that they approve the Learning Agreement and that they will comply with all the arrangements agreed by all parties. Sending and Receiving Institutions undertake to apply all the principles of the Erasmus Charter for Higher Education relating to mobility for studies (or the principles agreed in the Inter-Institutional Agreement for institutions located in Partner Countries). The Beneficiary Institution and the student should also commit to what is set out in the Erasmus+ grant agreement. The Receiving Institution confirms that the educational components listed are in line with its course catalogue and should be available to the student. The Sending Institution commits to recognise all the credits or equivalent units gained at the Receiving Institution for the successfully completed educational components and to count them towards the student's degree. The student and the Receiving Institution will communicate to the Sending Institution any problems or changes regarding the study programme, responsible persons and/or study period.

Clear

CAMBIOS EN EL PROGRAMA DE ESTUDIOS

OLA/LA firmado previo a la movilidad- carácter provisional.

Cambios a partir de llegada a destino: “**During Mobility**”

OLA/LA final: reconocimiento de créditos tras movilidad



Transcript of Records

OLA

[ABOUT](#)
[FAQ](#)
[ELDER OLA](#)
[FOR TRAINEES](#)

[MY LEARNING AGREEMENTS](#)
[MY ACCOUNT](#)
[LOG OUT](#)

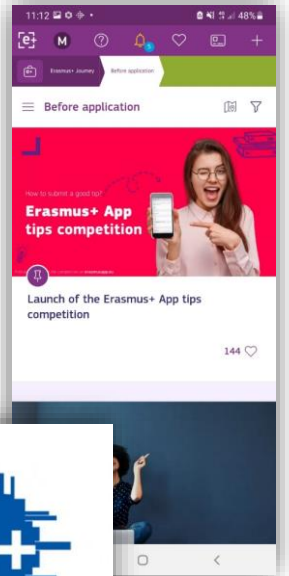
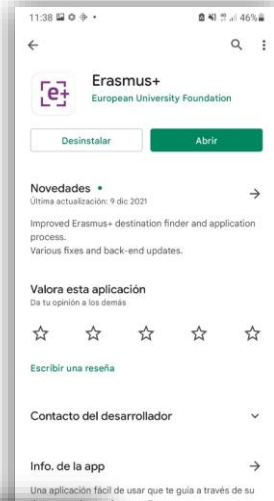
See the status of your Online Learning Agreement to successfully finalise it with the sending and receiving university.

Create New

Sending Institution	Receiving Institution	Status	Created [▼]	View or Edit
UNIVERSIDAD DE ALCALA	UNIVERSIDAD DE ALCALA	Ready to Edit	Wed, 04/07/2021 - 13:06	Apply Changes Download PDF History
UNIVERSIDAD DE ALCALA	UNIVERSIDAD DE ALCALA	Signed by Student and sent to the Sending HEI	Fri, 03/26/2021 - 13:48	View Download PDF History
UNIVERSIDAD DE ALCALA	UNIVERSIDAD DE ALCALA	Signed by Student and sent to the Sending HEI	Wed, 11/11/2020 - 17:12	View Download PDF History

ALGUNOS CONSEJOS

- Erasmus+ App
- Erasmus Student Network (ESN) país destino
- Certificado Digital
- Web univ destino
- Web UAH (Internacional)



COORDINACIÓN ACADÉMICA Y ADMINISTRATIVA

Dudas relativas a cuestiones administrativas: **ORI de la Facultad.**

Consultas sobre los aspectos académicos: **coordinador internacional de tu titulación.**

Consultas aspectos económicos:
erasmus.outgoing@uah.es

Vice Decana de Movilidad de la Facultad
Elena Alcalde Peñalver (e.alcalde@uah.es)

Coordinadora de Movilidad Internacional
Coordinadora de Estudios Ingleses
María Rosa Cabellos Castilla (rosa.cabellos@uah.es)

Coordinadores Lenguas Modernas y Traducción
Martha Alonso Moreno (asuncion.alonso@uah.es)
Bruno Echauri Galván (bruno.echauri@uah.es)

Coordinadora Estudios Hispánicos
Marta Nogueroles López (marta.nogueroles@uah.es)

Coordinadora Historia
Rita Ríos de la Llave (rita.rios@uah.es)

Coordinador Humanidades y DG Humanidades y Magisterio
Xosé Afonso Álvarez (xose.alvarez@uah.es)

Coordinador Comunicación Audiovisual
Julia Sabina Gutiérrez Sánchez (juliasabina.gutierrez@uah.es)

Oficina de Relaciones Internacionales Facultad
Pilar García Sánchez (filosofiayletras.ori@uah.es)



Universidad
de Alcalá

FACULTAD DE FILOSOFÍA Y LETRAS

OFICINA DE RELACIONES INTERNACIONALES

Colegio de Málaga

C/ Colegios 2

Email: filosofiayletras.ori@uah.es

Tel.: +34 918854426

Atención presencial ORI: L y M de 9 a 14

IL: 10 a 13 y de 15:30 a 17



¡QUE DISFRUTÉIS DE VUESTRA EXPERIENCIA ERASMUS!