



**STO
PET**

ONE HUNDRED & FIVE YEARS (1919-2024)
Faculty Of Veterinary Medicine
University Zagreb

Student's name and surname: _____

Student ID/index number: _____

Year of study: _____

Date of submission: _____



To:
**Office for Integrated Undergraduate and
Graduate Studies**

Head: Vesna Pavičić, univ. spec. rel. pub.
-here-

SUBJECT: Request for the issuance of documentation for the purpose of applying for the Erasmus+ Student Mobility Competition - Internship (SMP - Mobility) in the academic year _____/_____ (please enter academic year).

Dear Sir or Madam,

I request that I be issued with the following certificates as part of the required documentation for the above-mentioned competition, in accordance with the instructions in the competition.

1. Confirmation of the semester enrolled, a transcript of exams and grades achieved with the ECTS points obtained, certified by the student services of the home faculty or academy (in Croatian) – for the integrated undergraduate and graduate study level.

2. Proof of proficiency in English, or the language in which the student will undertake their study stay or mobility. A minimum B2 level according to the Common European Framework of Reference for Languages (CEFR) is required. Please ensure that the B2 level is indicated on the certificate from the Faculty of Veterinary Medicine.

Note to students: documentation will be available no later than 48 hours after submitting the official request to the Admissions Office. The requested certificates will be placed in the plastic insert of the ERASMUS+ documentation in the International Relation Office.

With respect,

Signature: _____



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Erasmus+

To:
International Relations Office
ECTS Coordinator
Assoc. Prof. Dr Sc. Sven Menčik

SUBJECT: Application to initiate the procedure for recognition of international mobility from the ERASMUS+ student exchange programme for internships, volunteering, or recent graduates

Dear Sir or Madam,

I would like to request the procedure for the recognition of international mobility from the ERASMUS+ international student exchange programme for the academic year _____/_____.

I completed my mobility during the period from _____ to _____

At the University/Faculty: _____
(please enter the exact name of the University in English)

At the Institute/Clinic: _____
(please enter the exact name of the Institute or Clinic in English)

I am attaching the following documentation to the completed application for the initiation of the recognition procedure:

1. Copy of Learning Agreement for Traineeship
2. Monthly Reports
3. After Mobility, signed and stamped by the receiving institution
4. Submit the completed Student Traineeship Log Sheet to the Office for Integrated Undergraduate and Graduate Studies, if the student is entitled to ECTS credits.
5. Other _____

With respect,



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