







Student's name and surname: Student ID/index number:
Year of study:
Date of submission:
To: International Relations Office Assoc. Prof. Sven Menčik ECTS Coordinator
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:
 Copy of the Learning Agreement for Traineeship in PDF format. Copies of Monthly Reports.
Certificate of completed professional practice (After Mobility Certificate) signed and stamped by the receiving institution.
 Completed and signed Diary of Student Practice, if the student is entitled to ECTS credits, which is submitted to the Office for Integrated Undergraduate and Graduate Studies upon return.
5. Other
With respect,

Signature____