1. **LEARNING AGREEMENT (LA) AND GRANT AGREEMENT**

- Student should submit Learning Agreement signed by the Home and Host universities to Erasmus Mobility Coordinator and to their Faculty Coordinator.
- If you need to make changes to your LA, fill in During the Mobility part and get approval (signature) of your Home and Host university coordinators.
- **No later than a month prior to the end of the studies abroad** please check whether your actual study period is in accordance with the grant agreement. If the actual period is longer than 5 days, you will have to prolong your Erasmus studies and submit amendment to grant agreement to Migle migle.dranseikaite@cr.vu.lt. Scholarship for prolonged period will be paid only if there will be funds available.
- Minimal period of your Erasmus study is **3 months** (relevant for those who are studying in United Kingdom). If study period will be shorter than 3 months – mobility won’t be recognized and students will have to return the whole scholarship.

- **LA and changes signed by Home and Host universities** should be sent to Agne (agne.jacynaite@cr.vu.lt).
- **NB!** LA along with changes must match the Transcript of Records of the studies completed abroad, i.e. the planned and the actual list of subjects must match.

2. **PROLONGATION OF YOUR ERASMUS PERIOD**

- **STUDENTS CANNOT PROLONG ERASMUS STUDIES DURING THEIR LAST SEMESTER AT VU!**
- During spring semester, you can stay at Host University as Erasmus student but without Erasmus Grant.
- In order to extend your Erasmus studies you need to provide:
  - 1. **Confirmation** from Host University regarding extension of Erasmus period.

3. **AFTER YOUR STUDY ABROAD**

- After the approval by Home Faculty new Erasmus Grant Agreement will be signed.
- Your total Erasmus exchange period (study and/or internships) should be no longer than 12 months per your current study cycle.

**YOU WILL HAVE TO PROVIDE DOCUMENTS/INFORMATION WITHIN ONE MONTH AFTER THE END OF YOUR ERASMUS PERIOD:**

- 1. To fill **second Erasmus language test**. Automatic message from Erasmus Online Linguistic Support system will be sent to your email.
- 2. To fill **Erasmus+ Online survey**. Automatic message from Mobility Tool will be sent to your email.
- 3. **Confirmation of your study period** signed by your Erasmus coordinator from Host institution. Please send this document to Migle migle.dranseikaite@cr.vu.lt or bring it to International Relations Office. This document should be issued no earlier than one month prior to the end of the studies abroad.
- 4. In order to get credit for the subjects taken abroad as part of your study programme at VU, you should submit your Transcript of Records to your faculty coordinator and also send/bring copy to Agne (agne.jacynaite@cr.vu.lt).

- **NB!** You will get the rest of your scholarship after the completion of the first three steps mentioned above.

- **All the courses agreed in your Learning Agreement must be finished.**
  - There are two ways of eliminations of academic debts:
    - At Host university (preferably)
    - At VU according to current Study regulations
NB! You can always come back from your Erasmus studies if you feel unsafe, have difficulties with your studies, or unable to adapt to the new environment.

✔️ If your study period abroad is shorter than 3 months, you will have to return the whole scholarship
✔️ If you stayed more than 3 months, you will get scholarship according to Confirmation of your study period and will have to return the rest.

Contacts:

<table>
<thead>
<tr>
<th>Erasmus+ Mobility Coordinator</th>
<th>Erasmus + Finance Manager</th>
</tr>
</thead>
<tbody>
<tr>
<td>Agne Jacynaite tel +370 5 219 3215</td>
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