Instructions on how to fill out the Learning Agreement (LA)

During the application period, Bachelor's and Master's level students are required to upload, in their application, the Learning Agreement approved by the curriculum expert with the faculty Dean's signature. The Learning Agreement must include courses equivalent to a minimum of 12 ECTS credits that can be recognized within the student's home curriculum. If the host university's minimum credit requirement differs, their requirement will take precedence.

The signed Learning Agreement is mandatory for all students participating in the exchange program, as the post-mobility credit recognition process will depend on it. In the application form, learning agreements must be uploaded separately for each selected university. According to EU recommendations, exchange students are advised to select courses totaling 30 ECTS credits per semester.

Before consulting the Learning Agreement with the relevant curriculum expert, the student must fill in the following sections of the agreement:

- General information
- Mobility type and duration
- Before the mobility - Table A

When filling out the Learning Agreement, the student should refer to the course catalog provided in the information brochure prepared for the host university (if the host university does not have an updated catalog, the student should refer to the most recent version posted on their website). Students must select courses relevant to their academic level at the home university (e.g.: bachelor students can only choose bachelor-level courses, while master's students can only select master-level courses).

The student must send the completed Learning Agreement to the relevant curriculum expert at least one week before the application period ends (see the list of curriculum experts). Students can expect to receive the signed LA within 5 working days, which should then be uploaded to the application form before the application deadline (refer to the website for deadlines). During the application period, the student should reach out to the curriculum expert directly via email, without requiring mediation from the International Relations Office.

For PhD and last-semester master's students who do not opt for study component at the host university, it is sufficient to indicate only the title of their research in their LA.

Please find below the sample of the completed Learning Agreement.[1]

ISCED Fields of Education and Training can be seen here.

[1] Mandatory sections are highlighted in yellow, with examples provided in red.

Erasmus+ Learning Agreement
Student Mobility for Studies
International Mobility (KA171)

All fields contained in this template are mandatory unless marked as optional within these symbols: <>. For more information, please read the Guidelines on how to use the Learning Agreement for Studies.

General information

Student	**Last name(s)**	**First name(s)**	**Date of birth**	**Nationality***	**Gender [Male/Female/Undefined]**
	ESI*, if applicable		**Study cycle***	**Field of education* (ISCED)**	**Field of education (clarification)**
	N/A		**Example: EQF level 6 (Bachelor);**	**ISCED Code of your major study field, e.g.: 0313**	**Name of your major study field, e.g: Psychology**
Sending Institution	**Name**	**Faculty/Department**	**Erasmus code*/ City**	**Country**	**Administrative contact person name*; email; phone**
	Ilia State University	**Name of your home faculty, e.g.: School of Arts and Sciences**	**N/A**	**Georgia**	**Maka Lortkipanidze erasmusplus@iliauni.ge +995 322 22 00 09 (Ext. 367)**
Receiving Institution	**Name**	**Faculty/Department**	**Erasmus code*/ City**	**Country**	**Administrative contact person name*; email; phone**
	Name of your host university, e.g.: University of Siegen	***(not mandatory)***	***(not mandatory)***	**Example: Germany**	***(not mandatory)***

The level of language competence* in _____[indicate here the main language of instruction] that the student already has or agrees to acquire by the start of the study period is:

A1 ☐ *A2* ☐ *B1* ☐ *B2* ☐ *C1* ☐ *C2* ☐ *Native speaker* ☐

Mobility type and duration

Learning agreement for studies type (select one)	**Estimated duration (to be confirmed by the Receiving Institution)**
• Long-term mobility ☒ / Virtual component *(only if applicable)* ☐ • Short-term mobility with a mandatory virtual component ☐ • Short-term doctoral mobility ☐ / Virtual component *(only if applicable)* ☐	Planned period of the physical mobility: • Academic year [year/year] ***e.g. 2024-2025*** • from [day (optional)/month/year] ***e.g. 09/2024*** • to [day (optional)/month/year] ***e.g. 02/2025***
In case the mobility combines studies and traineeship, this template should be used and adjusted to fit both activity types.	

Before the mobility

Table A
Study Programme at the Receiving Institution (physical component of the mobility)

Component code* (if any)	**Component title at the Receiving Institution**	**Term** [e.g. autumn/spring; term]	**Number of ECTS credits* (or equivalent) to be awarded by the Receiving Institution upon successful completion**
e.g. 048	***e.g. Cognitive Psychology***	***Spring***	***e.g. 6***
e.g. 050	***e.g. Social Phsychology***	***Spring***	***e.g. 8***
			Total: 14 ECTS
Web link to the course catalogue at the Receiving Institution describing the learning outcomes: [*web link to the course catalogue*]			