Erasmus+ Learning Agreement
Student Mobility for Studies
International Mobility

General information[1]

<table>
<tr><td rowspan="2">Student</td><td>Last name(s)</td><td>First name(s)</td><td>Date of birth and DNI/passport</td><td colspan="2">Nationality[2]</td><td>Gender [Male/Female/Undefined]</td></tr>
<tr><td></td><td></td><td></td><td colspan="2"></td><td></td></tr>
<tr><td></td><td colspan="2">ESI[3], if applicable</td><td>Study cycle[4]</td><td colspan="2">Field of education[5] (ISCED)</td><td>Field of education (clarification)</td></tr>
<tr><td></td><td colspan="2"></td><td></td><td colspan="2"></td><td><i>If applicable</i></td></tr>
<tr><td rowspan="2">Sending Institution</td><td>Name</td><td>Faculty/Department</td><td>Erasmus code[6]/ City</td><td colspan="2">Country</td><td>Administrative contact person name[7]; email; phone</td></tr>
<tr><td></td><td></td><td></td><td colspan="2"></td><td></td></tr>
<tr><td rowspan="2">Receiving Institution</td><td>Name</td><td>Faculty/Department</td><td>Erasmus code/ City</td><td colspan="2">Country</td><td>Administrative contact person name; email; phone</td></tr>
<tr><td></td><td></td><td></td><td colspan="2"></td><td></td></tr>
<tr><td colspan="7">The level of language competence[8] 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:
<i>A1 □   A2 □   B1 □   B2 □   C1 □   C2 □   Native speaker □</i></td></tr>
</table>

Mobility type and duration

Mobility type (select one)	Estimated duration (to be confirmed by the Receiving Institution)

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[1] Footnotes are instructions from Erasmus+ programme. *Footnotes in italics are additional instructions from Alliance 4 Universities*.

[2] **Nationality**: Country to which the person belongs administratively and that issues the ID card and/or passport.

[3] **ESI**: A unique European Identifier number used to identify and authenticate students using the Erasmus+ Mobile App and/or the desktop version of the app to fill in and sign their online learning agreement. If the sending institution does not issue an ESI for its students an alternative mechanism for identifying and authenticating students can be accepted. For more information, visit the Erasmus Without Paper Competence Centre.
It is not necessary to fill in this field.

[4] **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).

[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 is closest to the subject of the degree to be awarded to the student by the Sending Institution.
Use the codes listed in Fields of education codes document, published together with A4U Call.

[6] **Erasmus code:** A unique identifier that every higher education institution that has been awarded with the Erasmus Charter for Higher Education (ECHE) receives. It is only applicable to higher education institutions located in EU Member States and third countries associated to the programme.
Erasmus codes for A4U universities are: UAB: EBARCELO02, UAM: EMADRID04, UC3M: EMADRID14, UPF: EBARCELO15.
Non-European partner universities do not have an Erasmus code, so leave this field blank.

[7] **Contact person**: A person who provides a link for administrative information and who, depending on the structure of the higher education institution, may be the departmental coordinator or works at the international relations office or equivalent body within the institution.
Contact persons for A4U universities:
Universitat Autònoma de Barcelona: Isabel Boncompte Erasmus.ka107@uab.cat / +34 93 586 8499
Universidad Autónoma de Madrid: Sandra Martín erasmus.ka107.em@uam.es / +34 91 497 2935
Universidad Carlos III de Madrid: Berta López proyectos_internacionales@uc3m.es / +34 91 624 9596
Universidad Pompeu Fabra: Silvia Vilanova silvia.vilanova@upf.edu / +34 935 422 063
Non-European universities: indicate your academic tutor and/or International Office representative.

[8] **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

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• Semester(s)[9] ☐ / Virtual component[10] *(only if applicable)* ☐ • Blended mobility[11] with short-term physical mobility[12] ☐ • Short-term doctoral mobility[13] ☐ / Virtual component *(only if applicable)* ☐	Planned period of the physical mobility[14]: • from [day (optional)/month/year] ……………. • to [day (optional)/month/year] …………….
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[15] (if any)	Component title[16] (as indicated in the course catalogue[17]) or description of the study programme at the Receiving Institution	Semester, if applicable [e.g. autumn/spring; term]	Number of ECTS credits[18] (or equivalent) to be awarded by the Receiving Institution upon successful completion
If applicable	*Title of PhD programme at the receiving university, thesis title, or research area, courses or seminars to be attended if any.*		*If applicable*
			Total: …
Web link to the course catalogue at the Receiving Institution describing the learning outcomes: [*web link to the relevant information*]			

Table B If applicable, description of the virtual component at Receiving Institution			
Component code (if any)	Component title or description of the study programme at the Receiving Institution	Short description of the virtual component	Number of ECTS credits (or equivalent) to be awarded by the Receiving Institution upon successful completion

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[9] A study period abroad lasting at least one academic term/trimester or 2 months to 12 months (long-term mobility)
Mobilities through A4U scheme are one semester type without a virtual component.

[10] **Virtual component**: An indication of whether the virtual component is an online course(s), embedded in a course(s) selected at the receiving institution, embedded in a blended intensive programme and/or other type of online activity at the receiving institution along with component title(s) or short description of the online activity.
If the PhD student is interested in continuing the mobility online (say, for 1-3 months) after the physical stay is over, it can be indicated here. Before the end of the physical mobility, the host supervisor will be consulted about such a possibility.

[11] **Blended mobility**: Any mobility can be carried out as a "blended mobility" by combining the study period abroad with on virtual component at the receiving institution before, during or after the physical mobility to further enhance the learning outcomes.

[12] If a long-term physical mobility is not suitable, the student may undertake a study period abroad lasting between 5 days and 30 days and combined with a compulsory virtual component to facilitate an online learning exchange and/or teamwork.
5-30 days mobilities are not contemplated in A4U scheme.

[13] **Short-term doctoral mobility**: A study period abroad lasting between 5 days and 30 days. An optional virtual component to facilitate an online learning exchange and/or teamwork can be added to further enhance the learning outcomes.
5-30 days mobilities are not contemplated in A4U scheme.

[14] **Planned period of mobility**: Indicate the beginning and end of your mobility in months and year. The exact start and end dates will be indicated in the admission letter issued by the receiving institution.

[15] *Course code as indicated in the course catalogue of the receiving institution.*

[16] **Educational component**: A self-contained and formal structured learning experience that features learning outcomes, credits and forms of assessment. Examples of educational components are: a course, module, seminar, laboratory work, practical work, preparation/research for a thesis, mobility window or free electives.
Course title as indicated in the course catalogue of the receiving institution.

[17] **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.

[18] **ECTS credits (or equivalent)**: in countries where the "ECTS" system is not in place, in particular for institutions located in Partner Countries not participating in the Bologna process, "ECTS" needs to be replaced in the relevant tables by the name of the equivalent system that is used, and a web link to an explanation to the system should be added.
This applies to Bachelor and Master students, but not to PhD students.

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			Total: …

Table C				
Recognition at the Sending Institution (physical and virtual components, if applicable)				
Component code (if any)	**Component title (as indicated in the course catalogue) or description of the study programme at the Sending Institution**	**Semester, if applicable** [e.g. autumn/spring; term]	**Number of ECTS credits (or equivalent) to be recognised by the Sending Institution**	**Automatic recognition (Yes/No)[19]**
	Title of PhD programme at the sending university, year on the PhD programme (1st, 2nd, 3rd, 4th),		*If applicable*	
thesis title, or research area, courses or seminars to be recognized if any.				
Provisions applying if the student does not complete successfully some educational components*: *[web link to the relevant information][20]*				

By 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 third countries not associated to the Programme). 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 or as agreed otherwise 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.

Commitment	Name	Email	Position	Date	Signature
Student			*Student*		
Responsible person at the Sending Institution[22]					
Responsible person at the Receiving Institution[23]					

Commitment of the three parties[21]

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[19] All credits gained abroad– as agreed in the Learning Agreement and confirmed by the Transcript of Records – will be transferred without delay and counted towards the students' degree without any additional work or assessment of the student. This is signalled in the learning agreement by the "Yes" check box. If the "No" check box is selected, a clear justification needs to be provided and an indication on what other type of formal recognition will be applied e.g. registration in the students' diploma supplement or Europass Mobility Document.
This applies to Bachelor and Master students, and not to PhD students.

[20] *It is not necessary to fill in this field. It is up to the Sending institution to apply penalty, if any, for not completing the agreed activities during the mobility.*

[21] *It is compulsory that the "Commitment" table is signed by the student and responsible persons at the sending and receiving institutions.*

[22] **Responsible person at the Sending Institution**: An academic who has the authority to approve the Learning Agreement, to exceptionally amend it when it is needed, as well as to guarantee full recognition of such programme on behalf of the responsible academic body.
In case of PhD students, it is usually the thesis supervisor or the Director of the doctoral programme.

[23] **Responsible person at the Receiving Institution**: An academic who has the authority to approve the Learning Agreement, to exceptionally amend it when it is needed, as well as to guarantee full recognition of such programme on behalf of the responsible academic body.
In case of PhD students, it is usually the thesis supervisor or the Director of the doctoral programme.

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1. Motivation statement

2. Overall goals of the mobility

3. Planned activity (contents of the research proposal)

4. Expected outcomes and impact (**development of skills and capacities, improved competencies, professional development etc.)**

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During the mobility

Table A2 Exceptional changes to Table A (to be approved by the student, the responsible person in the Sending Institution and the responsible person in the Receiving Institution)					
Component code (if any)	**Component title at the Receiving Institution (as indicated in the course catalogue)**	**Deleted component [tick if applicable]**	**Added component [tick if applicable]**	**Reason for changing a component[24]**	**Number of ECTS credits (or equivalent)**
		☐	☐	Choose an item.	
		☐	☐	Choose an item.	

Table B2 Exceptional changes to Table B (if applicable) (to be approved by the student, the responsible person in the Sending Institution and the responsible person in the Receiving Institution)					
Component code (if any)	**Component title and/or description of the Study programme at the Receiving Institution**	**Deleted component [tick if applicable]**	**Added component [tick if applicable]**	**Reason for changing a component**	**Number of ECTS credits to be awarded**
		☐	☐	Choose an item. Choose an item.	
		☐	☐	Choose an item.	

Table C2 Exceptional changes to Table C (if applicable) (to be approved by the student and the responsible person in the Sending Institution)						
Component code (if any)	**Component title at the Sending Institution (as indicated in the course catalogue)**	**Deleted component [tick if applicable]**	**Added component [tick if applicable]**	**Reason for changing a component**	**Number of ECTS credits (or equivalent)**	**Automatic recognition**
		☐	☐	Choose an item.		*Yes* ☐ *No* ☐
		☐	☐	Choose an item.		*Yes* ☐ *No* ☐

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[24] Reasons can include :
1. Previously selected educational component is not available at the Receiving Institution
2. Component is in a different language than previously specified in the course catalogue
3. Timetable conflict
4. Substituting a deleted component
5. Extending the mobility period
6. Adding a virtual component
7. Other (specify)

After the mobility

Table D				
Transcript of Records at the Receiving Institution (physical and virtual components, if applicable)				
Start and end dates of the study period: from [day/month/year] ……………. to [day/month/year] ……………				
Component code (if any)	**Component title (as indicated in the course catalogue) or description of the study programme at the Receiving Institution**	**Was the component successfully completed by the student? (Yes/No)**	**Number of ECTS credits (or equivalent)**	**Grades received at the Receiving Institution**
	A summary of the research activities undertaken during mobility, provided by the PhD student. *Date, name and signature of the supervisor at the receiving institution*		*If applicable*	*If applicable*

Table E			
Transcript of Records and Recognition at the Sending Institution (physical and virtual components, if applicable)			
Component code (if any)	**Component title (as indicated in the course catalogue) catalogue) or description of the study programme at the Sending Institution**	**Number of ECTS credits (or equivalent) recognised**	**Grades received at the Receiving Institution**
	A statement confirming that the research activities undertaken during mobility are recognised as part of the PhD programme at sending institution. *Date, name and signature of the supervisor or another responsible person at the sending institution*	*If applicable*	*If applicable*