LEARNING AGREEMENT FOR STUDIES

The Student

Last name (s)		First name (s)	
Date of birth		Nationality	
Sex [*M/F*]		Academic year	
Study cycle		Subject area, Code	
Phone		E-mail	

The Sending Institution

Name		Faculty	
Erasmus code (if applicable)		Department	
Address		Country, Country code	
Contact person[1] name		Contact person e-mail / phone	

The Receiving Institution

Name		Faculty	
Erasmus code (if applicable)		Department	
Address		Country, Country code	
Contact person name		Contact person e-mail / phone	

BEFORE THE MOBILITY

STUDY PROGRAMME AT THE RECEVING INSTITUTION

Planned period of the mobility: from [month/year] …… till [month/year] ……

Table A: **SELECTED COURSES AT THE RECEVING INSTITUTION**

Component code (if any)	**Component title (as indicated in the course catalogue) at the receiving institution**	**Semester [autumn / spring] [or term]**	**Number of ECTS credits to be awarded by the receiving institution upon successful completion**
			Total: ……

Web link to the course catalogue at the receiving institution describing the learning outcomes:

[Web link(s) to be provided.]

[1]**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 will work at the international relations office or equivalent body within the institution.

Table B: **RECOGNITION AT THE SENDING INSITUTION**

Component code (if any)	**Component title (as indicated in the course catalogue) at the sending institution**	**Semester [autumn / spring] [or term]**	**Number of ECTS credits**
			Total: ……

If the student does not complete successfully some educational components, the following provisions will apply:

[Please, specify or provide a web link to the relevant information.]

Language competence of the student
The level of language competence in *[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 □

RESPONSIBLE PERSONS

Responsible person in the sending institution:
Name: Function:
Phone number: E-mail:

Responsible person[2] in the receiving institution:
Name: Function:
Phone number: E-mail:

COMMITMENT OF THE THREE PARTIES

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 Partner Countries). The Sending 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 in Table A are in line with its course catalogue and should be available to the student. The Sending Institution commits to recognise all the credits gained at the Receiving Institution for the successfully completed educational components and to count them towards the student's degree as described in Table B. Any exceptions to this rule are documented in an annex of this Learning Agreement and agreed by all parties. 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.

The student
Student's signature Date:

The sending institution
Responsible person's signature Date:

The receiving institution
Faculty Coordinator's signature Date:

The receiving institution
V-ce Dean's signature Date:

[2]**Responsible person in the receiving institution**: an academic who has the authority to approve the mobility programme of incoming students and is committed to give them academic support in the course of their studies at the receiving institution.

DURING THE MOBILITY
EXCEPTIONAL CHANGES TO TABLE A

Table A2: Exceptional changes to study programme abroad or additional components in case of extension of stay abroad

Component code (if any) at the receiving institution	**Component title (as indicated in the course catalogue) at the receiving institution**	**Deleted component** ***[tick if applicable]***	**Added component** ***[tick if applicable]***	**Reason for change[3]**	**Number of ECTS credits to be awarded by the receiving institution upon successful completion of the component**
		□	□		
		□	□		
					Total: .....

EXCEPTIONAL CHANGES TO TABLE B

Table B2: Exceptional changes to study programme at home university

[3]**Reasons for exceptional changes to study programme abroad:**

Reasons for deleting a component

Reason for adding a component

A1) Previously selected educational component is not available at receiving institution

B1) Substituting a deleted component

A2) Component is in a different language than previously specified in the course catalogue

B2) Extending the mobility period

A3) Timetable conflict

B3) Other (please specify)

A4) Other (please specify)

Component code (if any) at the receiving institution	**Component title (as indicated in the course catalogue) at the receiving institution**	**Deleted component** ***[tick if applicable]***	**Added component** ***[tick if applicable]***	**Reason for change[4]**	**Number of ECTS credits to be awarded by the receiving institution upon successful completion of the component**
		□	□		
		□	□		
					Total: ……

The student, the sending and the receiving institutions confirm that they approve the proposed amendments to the mobility programme.

CHANGES IN THE RESPONSIBLE PERSON(S), if any:

New responsible person in the sending institution:
Name: Function:
Phone number: E-mail:

New responsible person in the receiving institution:
Name: Function:
Phone number: E-mail:

COMMITMENT OF THE THREE PARTIES - CHANGES TO ORIGINALLY APPROVED LEARNING AGREEMENT

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 Partner Countries). The Sending 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 in Table A are in line with its course catalogue and should be available to the student. The Sending Institution commits to recognise all the credits gained at the Receiving Institution for the successfully completed educational components and to count them towards the student's degree as described in Table B. Any exceptions to this rule are documented in an annex of this Learning Agreement and agreed by all parties. 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.

The student
Student's signature Date:

The sending institution
Responsible person's signature Date:

[4]Reasons for exceptional changes to study programme abroad:

Reasons for deleting a component

Reason for adding a component

A1) Previously selected educational component is not available at receiving institution

B1) Substituting a deleted component

A2) Component is in a different language than previously specified in the course catalogue

B2) Extending the mobility period

A3) Timetable conflict

B3) Other (please specify)

A4) Other (please specify)

The receiving institution Faculty Coordinator's signature Date: Date:
The receiving institution V-ce Dean's signature Date:

AFTER THE MOBILITY
RECOGNITION OUTCOMES
MINIMUM INFORMATION TO INCLUDE IN THE RECEIVING INSTITUTION'S TRANSCRIPT OF RECORDS

Start and end dates of the study period: from *[day/month/year]* till *[day/month/year]*.

Academic outcomes at receiving institution

Component code (if any)	**Component title (as indicated in the course catalogue) at the receiving institution**	**Was the component successfully completed by the student? [Yes/No]**	**Number of ECTS credits**	**Receiving institution grade**
			Total:	

[Signature of responsible person in receiving institution and date]

MINIMUM INFORMATION TO INCLUDE IN THE SENDING INSTITUTION'S TRANSCRIPT OF RECORDS

Start and end dates of the study period: from *[day/month/year]* till *[day/month/year]*.

Recognition outcomes at the sending institution

Component code (if any)	**Title of recognised component (as indicated in the course catalogue) at the sending institution**	**Number of ECTS credits**	**Sending institution grade, if applicable**
		Total:	

[Signature of responsible person in sending institution and date]