

LEARNING AGREEMENT FOR EXCHANGE STUDIES (Bachelor Level)

This Learning Agreement is used for the student exchange program between Foreign Trade University and partner universities. The purpose of this Learning Agreement is to provide sufficient preparation before going abroad and to ensure that the student will receive recognition in his/her degree for the semester abroad at the partner universities.

THE STUDENT

Full name		Gender	Female/ Male
Date of birth		Student ID (at FTU)	
Class/Cohort		Major	
Faculty		Period of exchange: (Ex: Spring 2022)	
Email		Tel	

THE SENDING INSTITUTION

Name	Foreign Trade University	Department	Office of International Affairs
Address	91 Chua Lang street, Lang ward, Hanoi	Country	Vietnam
Contact person	Dao Thi Thu Ha	Position	Deputy Director
Email	outbound@ftu.edu.vn	Tel	+84-24-3259-5161 ext 6200

THE RECEIVING INSTITUTION

Name		Department	
Address		Country	
Contact person		Position	
Email		Tel	

Section to be completed BEFORE THE MOBILITY

Planned period of the mobility: from to

Courses to be attended at the Receiving Institution		Courses to be recognized at Foreign Trade University	
Course name and course code	ECTS/ credits	Course name and course code	Credits

Place, date:

By signing this document, the student, the Sending Institution, and the Receiving Institution confirm that they approve the proposed Learning Agreement and that they will comply with all the arrangements agreed upon by all parties.

The Receiving Institution confirms that the educational components listed in the above table are in line with its course catalog.

The Sending Institution commits to recognize 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 the above table.

The student and the Receiving Institution will inform the Sending Institution of any problems or changes regarding the proposed program, responsible person, and/or study period.

The Student Signature of the student:	Date:
The Sending Institution Signature of the person-in-charge:	Date:
The Receiving Institution Signature of the person-in-charge:	Date: