

LEARNING AGREEMENT Student Mobility for Studies

Student

Last name(s)		First name(s)	
Date of birth		Nationality ¹	
Sex [M/F]		Academic year	
Phone		E-mail	
Course of Study		Course code	
Study cycle ²		Field of education ³	

Sending Institution

Name	Hochschule Zittau/Görlitz	Faculty/Department	
Erasmus code ⁴	D ZITTAU01	Country	Germany
Address	Theodor-Körner-Allee 16 02763 Zittau	Country code	DE
Contact person ⁵ name	Stephanie Ludwig International Office	Contact person e-mail / phone	s.ludwig@hszg.de +49 (0) 3583 612-4499

Receiving Institution

Name		Faculty/Department	
Erasmus code		Country	
Address		Country code	
Contact person name		Contact person e-mail / phone	

Table B: Group of educational components in the student's degree that would normally be completed at the Sending Institution and which will be replaced by the study abroad

NB no one to one match with Table A is required. Where all credits in Table A are recognised as forming part of the programme at the Sending Institution without any further conditions being applied, Table B may be completed with a reference to the mobility window (see guidelines).

Component code (if any)	Component title at the Sending Institution (as indicated in the course catalogue)	Semester [winter / summer]	Number of ECTS credits (or equivalent) to be recognised by the Sending Institution
			Total:

Provisions applying if the student does not complete successfully some educational components:

To be decided on return by the Examination Board of the Faculty at the Sending Institution on individual application of the student

II. RESPONSIBLE PERSONS

Responsible person¹⁰ at the Sending Institution:

Name: _____ Function: Departmental Coordinator
(academic issues)

Phone number: _____ E-mail: _____

Responsible person¹¹ at the Receiving Institution:

Name: _____ Function: Departmental Coordinator
(academic issues)

Phone number: _____ E-mail: _____

III. 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 or equivalent units 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.

Student	
Student's signature	Date:

Sending Institution	
Responsible person's signature	Date:

Receiving Institution	
Responsible person's signature	Date:

¹ **Nationality:** Country to which the person belongs administratively and that issues the ID card and/or passport.

² **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).

³ **Field of education:** The [ISCED-F 2013 search tool](http://ec.europa.eu/education/tools/isced-f_en.htm) available at http://ec.europa.eu/education/tools/isced-f_en.htm 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.

⁴ **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 Programme Countries.

⁵ **Contact person:** 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 relation office or equivalent body within the institution.

⁶ An "**educational component**" is 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.

⁷ **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.

⁸ **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.

⁹ **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>

¹⁰ **Responsible person at the Sending Institution:** an academic who has the authority to approve the mobility programme of outgoing students (Learning Agreements), to exceptionally amend them when it is needed, as well as to guarantee full recognition of such programmes on behalf of the responsible academic body.

¹¹ **Responsible person at 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.