|  |  |  |  |
| --- | --- | --- | --- |
| **Student**  |  |  |  |
| **Last name(s)** |  | **First name(s)** |  |
| **Date of birth** |  | **Nationality**[[1]](#endnote-1) |  |
| **Sex [M/F]** |  | **Academic year** | 2017-2018 |
| **Study cycle**[[2]](#endnote-2) **(BA/MA)** |  | **Field of education**[[3]](#endnote-3) |  |
| **Phone** |  | **Email** |  |
| **Sending Institution** |  |  |  |
| **Name** | Aarhus University | **Faculty and/or Department** |  |
| **Erasmus code**[[4]](#endnote-4) **(if applicable)** | DK ARHUS01 | **Address** | Nordre Ringgade 1, 8000 Aarhus |
| **Country** | DK - Denmark | **Contact person phone** |  |
| **Contact person name**[[5]](#endnote-5) |  | **Contact person email** |  |
| **Receiving Institution** |  |  |  |
| **Name** |  | **Faculty and/or Department** |  |
| **Erasmus code (if applicable)** |  | **Address** |  |
| **Country** |  | **Contact person phone** |  |
| **Contact person name** |  | **Contact person email** |  |

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| **Before the mobility**The following must be filled in and signed by semester start at the latest.  |
|  | ***Study Programme at the Receiving Institution****(Courses and number of ECTS you will be following at your host university)***Planned period of the mobility: from [date/month/year] ……………….………... to [date/month/year] ……………..………….** |
| **Table A****Before the mobility** | **Course**[[6]](#endnote-6) **code**(if any) | **Course title at the Receiving Institution**(as indicated in the course catalogue[[7]](#endnote-7)) | **Semester** [e.g. autumn/spring; term] | **Number of ECTS credits (or equivalent)**[[8]](#endnote-8) **to be awarded by the Receiving Institution upon successful completion** |
|   |   |  |  |  |
|   |   |  |  |  |
|   |   |    |  |  |
|  |  |  |  |  |
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|  |  |  |  |  |
|   |  |  |  | **Total: …** |
| Web link to the course catalogue at the Receiving Institution describing the learning outcomes (if applicable): [*web link to the relevant information*] |

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| --- | --- |
|   | ***Recognition at the Sending Institution****(Courses and number of ECTS you should have had at AU if you had not gone abroad to study* *– if it was electives, simply write “Electives” and number of ECTS)*  |
| **Table B****Before the mobility** | **Course code** (if any) | **Course title at the Sending Institution**(as indicated in the course catalogue) | **Semester** [e.g. autumn/spring; term] | **Number of ECTS credits (or equivalent) to be recognised by the Sending Institution** |
|   |   |  |  |  |
|   |   |  |  |  |
|   |   |   |  |  |
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|   |  |  |  | **Total: …** |
| Provisions applying if the student does not complete successfully some educational components (if applicable): *[web link to the relevant information]* |

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| --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  |  |  |  |  |  |  |  |  |
| The main language of instruction: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ The level of language competence[[9]](#endnote-9) 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* [ ]  |
|  |  |  |  |  |  |  |  |  |
| ***Commitment*** 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. |
| **Commitment** | **Name** | **Email** | **Position** | **Date** | **Signature** |
| Student |  |  | *Student* |  |  |
| Responsible person[[10]](#endnote-10) at theSending Institution |  |  |  |  |  |
| Responsible person[[11]](#endnote-11) at theReceiving Institution |  |  |  |  |  |

**During the Mobility**

*If* there are changes to the courses in Table A on page 1, you have to fill in the forms below.

|  |  |
| --- | --- |
|   | **Changes to Table A***(Write the course(s) from Table A which you will not be following and the new course(s) you will be following**and tick ‘deleted’ or ‘added’ and fill in the additional boxes)*(to be approved by signature of the student, the responsible person in the Sending Institution and the responsible person in the Receiving Institution) |
| **Table A2****During the mobility** | **Course code** (if any) | **Course title at the** **Receiving Institution**(as indicated in the course catalogue)  | **Deleted course** | **Added course** | **Reason for change**[[12]](#endnote-12) | **Number of ECTS credits (or equivalent)** |
|   |   |   | [ ]  | [ ]  |  |   |
|   |   |   | [ ]  | [ ]  |  |   |
|  |   |   | [ ]  | [ ]  |  |   |
|  |   |   | [ ]  | [ ]  |  |   |
|  |   |   | [ ]  | [ ]  |  |   |
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| ***Commitment*** The student, the sending institution and the receiving institution confirm that they approve the proposed changes to the mobility programme (Table A2): |
| **Commitment** | **Name** | **Email** | **Position** | **Date** | **Signature** |
| Student |  |  | *Student* |  |  |
| Responsible person at theSending Institution |  |  |  |  |  |
| Responsible person at theReceiving Institution |  |  |  |  |  |

1. **Nationality:** country to which the person belongs administratively and that issues the ID card and/or passport. [↑](#endnote-ref-1)
2. **Study cycle:** Bachelor first cycle (EQF level 6) / Master second cycle (EQF level 7) / Doctorate third cycle (EQF level 8). [↑](#endnote-ref-2)
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. [↑](#endnote-ref-3)
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. [↑](#endnote-ref-4)
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 relations office or equivalent body within the institution. *Aarhus University: The international coordinator at your faculty.* [↑](#endnote-ref-5)
6. "**Course**". It can also be module, seminar, laboratory work, practical work or preparation/research for a thesis. It must be a self-contained and formal structured learning experience that features learning outcomes, credits and forms of assessment. [↑](#endnote-ref-6)
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. [↑](#endnote-ref-7)
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. [↑](#endnote-ref-8)
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 [↑](#endnote-ref-9)
10. **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. The name and email of the Responsible person must be filled in only in case it differs from that of the Contact person mentioned at the top of the document. *Aarhus University: The international coordinator at your faculty.* [↑](#endnote-ref-10)
11. **Responsible person at the Receiving Institution**: the name and email of the Responsible person must be filled in only in case it differs from that of the Contact person mentioned at the top of the document. [↑](#endnote-ref-11)
12. **Reasons for changes to study programme abroad (choose an item number from the table below):**

|  |  |
| --- | --- |
| ***Reasons for deleting a course*** | ***Reason for adding a course*** |
| 1. Previously selected course is not available at the Receiving Institution | 5. Substituting a deleted course |
| 2. Course is in a different language than previously specified in the course catalogue | 6. Extending the mobility period |
| 3. Timetable conflict | 7. Other (please specify) |
| 4. Other (please specify) |  |

 [↑](#endnote-ref-12)