

Learning Agreement for studies/Higher Education ERASMUS+¹

The Student

Last name (s) <i>Nachname(n)</i>		First name (s) <i>Vorname (n)</i>	
Date of birth <i>Geburtsdatum</i>		Nationality ¹ <i>Staatsangehörigkeit</i> ²	
Sex [M/F] <i>Geschlecht [m/w]</i>		Academic year	20../20..
Study cycle ³	<input type="checkbox"/> 1 st (semester 1 - 6) <input type="checkbox"/> 2 nd (semester 7 - 10) <input type="checkbox"/> doctorate	Subject area, Code ⁴ /study programme	
Phone		E-mail	
Matriculation Number (TUD)		Matriculated since	

The Sending Institution/Home University

Name	Technische Universität Dresden	Faculty	Business & Economics
Erasmus code (if applicable)	D DRESDEN02	Department	
Address	Helmholtzstr. 10, 01069 Dresden	Country code ⁵	Germany, DE
Contact person last name, first name		e-mail / phone	

The Receiving Institution

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

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

² **Staatsangehörigkeit:** Staat, dem die Person verwaltungstechnisch angehört und von dem der Personalausweis bzw. Reisepass ausgestellt wird.

³ **Study cycle:** Short cycle / bachelor or equivalent first cycle / master or equivalent second cycle / doctorate or equivalent third cycle.

⁴ The [ISCED-F 2013 search tool](http://ec.europa.eu/education/tools/iscd-f_en.htm) available at http://ec.europa.eu/education/tools/iscd-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.

⁵ **Country code:** ISO 3166-2 country codes available at: <https://www.iso.org/obp/ui/#search>.

¹ For guidelines look at Annex 1

**Table A:** *Study programme abroad (all educational components planned) to be completed before the Mobility*

Planned period of the mobility: from [dd/mm/yyyy]..... till [dd/mm/yyyy]

No.	Component ⁶ 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 inst. upon successful completion
				Total:

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

[Web link(s) to be provided.]

Table B: Planned Recognition *(To be completed before the Mobility)* Educational components that are part of the regular study programme at home university 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).

No.	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 studentThe level of language competence⁷ 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 ☐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 For the Common European Framework of Reference for Languages (CEFR) see <http://europa.europa.eu/en/resources/european-language-levels-cefr>

**Responsible Persons****Responsible person⁸ in the sending institution/home university:**

Name:	Function:
Phone number:	E-mail:

Responsible person⁹ 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 proposed 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 receiving institution confirms that the educational components listed in Table A are in line with its course catalogue.

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 receiving institution will communicate to the sending institution any problems or changes regarding the proposed mobility programme, responsible persons and/or study period.

The student

Student's signature	Date:
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The sending institution

Responsible person's signature	Date:
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The receiving institution

Responsible person's signature	Date:
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⁸ **Responsible person in the sending institution:** an academic who has the authority to approve the mobility programme of outbound 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.

⁹ **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.



Table C: *Exceptional Changes to the proposed study programme abroad or additional components in case of extension of stay abroad (to be completed during the mobility if applicable)*

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 ¹⁰	Number of ECTS credits to be awarded by the receiving institution upon successful completion of the component
		<input type="checkbox"/>	<input type="checkbox"/>		
		<input type="checkbox"/>	<input type="checkbox"/>		
		<input type="checkbox"/>	<input type="checkbox"/>		
					Total:

The student, the sending and the receiving institutions confirm that they approve the proposed amendments to the mobility programme. Approval by e-mail or signature of the student and of the sending and receiving institution responsible persons.

Table D: *Exceptional changes to planned recognition: Educational components that are part of the regular study programme and which will be replaced by the study abroad*

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:

The student, the sending and the receiving institutions confirm that they approve the proposed amendments to the mobility programme. Approval by e-mail or signature of the student and of the sending and receiving institution responsible persons.

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:

¹⁰ 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)	



Name:	Function:
Phone number:	E-mail:

Table E: Transcript of records/ Academic outcomes at receiving institution
(to be completed after the mobility)

Start and end dates of the study period: from..... [dd/mm/yyyy] till[dd/mm/yyyy]
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Receiving Institution/ Name	
Erasmus code (if applicable)	

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]

That part can be replaced by a separate document if the receiving institution issues a transcript of records from their computer system, the minimum requirements above should be included then

Antrag auf Anerkennung von Prüfungsleistungen

Name, Vorname:

Anschrift:

Matrikelnummer an der TUD:

Studiengang:

☐ Modul

☐ Einzelleistung

Anzuerkennende Studienleistung (gemäß Transcript of Records*)			Korrespondierende Leistung der TU Dresden Fakultät Wirtschaftswissenschaften			Bestätigung Fachvertreter
Bezeichnung	ECTS	Bewertung	Bezeichnung und Modulnummer	<div>Wird vom Prüfungsausschuss ausgefüllt</div> LP	Bewertung	Unterschrift / Datum

☐ Eine Anrechnung von Prüfungsleistungen ist nicht möglich.

☐ Dem Antrag wird stattgegeben.

Datum

Unterschrift u. Stempel
Prüfungsausschussvorsitzender

* ist im Original vorzulegen

Rechtsbehelfsbelehrung: Gegen diesen Bescheid kann innerhalb eines Monats nach Bekanntgabe beim Vorsitzenden des für Ihren Studiengang zuständigen Prüfungsausschusses, Technische Universität Dresden, Fakultät Wirtschaftswissenschaften, über das Prüfungsamt, 01062 Dresden, schriftlich oder zur Niederschrift (Georg-Schumann-Bau, SCH B035, Münchner Platz 3, 01187 Dresden) Widerspruch eingelegt werden.