

Learning Agreement for studies (Higher Education ERASMUS+)¹

The Student

Last name (s)		First name (s)	
Date of birth		Nationality ²	
Sex [M/F]		Academic year	
Study cycle ³	<input type="checkbox"/> 1st (semester 1- 6) <input type="checkbox"/> 2 nd (semester 7 – 10) <input type="checkbox"/> doctorate	Field of Education ⁴ /study programme	
Phone		E-mail	
Matriculation Number (TUD)		Matriculated since	

The Sending Institution/Home University

Name		Faculty	
Erasmus code ⁵ (if applicable)		Department	
Address		Country ⁶	
Contact person last name, first name		e-mail / phone	

The Receiving Institution/Host University

Name		Faculty	
Erasmus code ⁵ (if applicable)		Department	
Address		Country code	
Contact person last name, first name		e-mail / phone	

¹ See Guidelines in Annex 1

² **Nationality:** Country to which the person belongs administratively and that issues the ID card and/or passport.

³ **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)

⁴ **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.

⁵ **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.

⁶ **Country code:** ISO 3166-2 country codes available at: <https://www.iso.org/obp/ui/#search>.



Before the Mobility:

Table A: Study Programme at the Receiving Institution (all educational components⁷ planned)

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

Table with 5 columns: No., Component code (if any), Component title at the receiving institution (as indicated in the course catalogue⁸), Semester [e.g. autumn/spring; term], Number of ECTS credits to be awarded by the receiving inst. upon successful completion. Includes a Total row.

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

Table B: Planned Recognition 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).

Table with 5 columns: No., Component code (if any), Component title at the sending institution (as indicated in the course catalogue), Semester [e.g. autumn/spring; term], Number of ECTS credits to be awarded by the receiving inst. upon successful completion. Includes a Total row.

I waive my right for advanced recognition. But I will still have the right for recognition after my mobility according to the internal rules of the TU Dresden: yes [] no []

⁷ 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.

⁸ 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.

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

Not applicable, but students might be asked to describe the problems that occurred if they failed the courses. Additional requirements could be set by the student's faculty/department

Language competence of the student

The level of language competence⁹ 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 Native Speaker

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 Beneficiary 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.

The student

Student's signature	Date:
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Responsible person¹⁰ in the sending institution/home university

Name:	Position:
Phone number:	E-mail:
Responsible person's signature	Date:

Responsible person¹¹ in the receiving institution

Name:	Position:
Phone number:	E-mail:
Responsible person's signature	Date:

⁹ **Level of competence:** For the Common European Framework of Reference for Languages (CEFR) see <http://europass.cedefop.europa.eu/en/resources/european-language-levels-cefr>

¹⁰ **Responsible person in 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.

¹¹ **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. 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.

During the Mobility (if applicable): Changes/Extension of stay

Table C: *Exceptional Changes to the proposed study programme abroad or additional components in case of extension of stay abroad*

Component code at the receiving institution (if any)	Component title at the receiving institution (as indicated in the course catalogue)	Deleted component <i>[tick if applicable]</i>	Added component <i>[tick if applicable]</i>	Reason for change ¹²	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.

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 at the sending institution (as indicated in the course catalogue)	Semester [e.g. autumn/spring; term]	Number of ECTS credits
			Total:

The student

Student's signature	Date:
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Responsible person in the sending institution

signature	Date:
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Responsible person in the receiving institution

signature	Date:
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¹² Reasons for exceptional changes to study programme abroad:

<i>Reasons for deleting a component</i>	<i>Reason for adding a component</i>
1) Previously selected educational component is not available at receiving institution	1) Substituting a deleted component
2) Component is in a different language than previously specified in the course catalogue	2) Extending the mobility period
3) Timetable conflict	3) Other (please specify)
4) Other (please specify)	

After the Mobility
Table E¹³: Transcript of records (Academic outcomes at receiving institution)

Start and end dates of the study period: from..... [dd/mm/yyyy] till[dd/mm/yyyy]

Receiving Institution/ Name	
Erasmus code (if applicable)	

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

<i>Signature of responsible person in receiving institution and date:</i>

¹³ **Table E/ToR** 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



Table F: Recognition outcomes at TU Dresden (to be completed after the mobility)

Start and end dates of the study period: from..... [dd/mm/yyyy] till[dd/mm/yyyy]

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

<i>Signature of responsible person¹⁴ in sending institution and date:</i>
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¹⁴ **Responsible person in the sending institution:** an academic who has the authority to approve the academic recognition on behalf of the responsible academic body