**LEARNING AGREEMENT**

#### **Section to be completed BEFORE THE MOBILITY**

**The student**

|  |  |
| --- | --- |
| Last name(s) |  |
| First name(s) |  |
| Date of birth |  |
| Nationality |  |
| National number |  |
| Gender Male/Female/Undefined |  |
| Address  |  |
| Country |  |
| Phone | + ..  |
| E-mail |  |
| Academic Year |  |
| Study cycle |  |
| Studies (subject) |  |
| Field of education |  |
| Optional course |  |

**The sending institution**

|  |  |
| --- | --- |
| Name : |  |
| Faculty/department |
| Contact person name |  |
| Contact person address |  |
| Contact person country |  |
| Contact person phone |  |
| Contact person e-mail |  |

**The receiving institution**

|  |  |
| --- | --- |
| Name of the institution |  |
| Faculty / department |  |
| Erasmus code (if applicable) |  |
| Address |  |
| Country |  |
| Contact person name |  |
| Contact person e-mail |  |
| Contact person phone |  |

 **I. PROPOSED MOBILITY PROGRAMME**

**Table A1. Study programme abroad at the receiving institution**

|  |
| --- |
| **Type of mobility[[1]](#footnote-2)** |
| Physical [ ]  Blended [ ]  Virtual [ ]   |
| **Planned period of mobility** |
| *Physical stay in the host country from* [day/month/year]  |  |
| *Physical stay in the host country till* [day/month/year] |  |
| *Virtual mobility at home location from* [day/month/year] |  |
| *Virtual mobility at home location till* [day/month/year] |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **Componentcode (if any)**  | **Component title (as indicated in the course catalogue at the receiving institution.** | **Semester A = AUTUMN (e.g.autumn, spring, term)** | **Number of ECTS credits (or equivalent) to be awarded by the receiving institution upon successful completion** |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
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|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
| Total ECTS: |  |

|  |
| --- |
| **Web link to the course catalogue at the receiving institution describing the learning outcomes:***[Web link to the relevant information]* |

|  |
| --- |
| **Language competence of the student**The level of language competence in …………………………………………………………………………………..*[indicate here 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 [ ]   |

**Table B1. Educational components at the sending institution to be replaced during the mobility**

|  |  |  |  |
| --- | --- | --- | --- |
| **Component code (if any)**  | **Component title (as indicated in the course catalogue) at the sending institution** | **Semester (e.g. autumn/spring; term]** | **Number of ECTS credits (or equivalent) to be recognised by the sending institution** |
| *See separate document**Individual Study Programme (ISP)*  |
| *Total ECTS* |  |

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

|  |
| --- |
| *See* [*http://www.thomasmore.be/inschrijven/onderwijs-examenreglement*](http://www.thomasmore.be/inschrijven/onderwijs-examenreglement) |

**II. 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 A1 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.

**The student**

|  |  |
| --- | --- |
| **Name** |  |
| **Position** | Student |
| **Date** |  |
| **Signature** |  |

|  |
| --- |
| **Responsible person at the sending institution** |
| **Name** |  |
| **Position** |  |
| **Name and E-mail address****International Coordinator** |  |
| **Date** |  |
| **Signature** |  |

|  |
| --- |
| **Responsible person at the receiving institution** |
| **Name** |  |
| **Position** |  |
| **E-mail** |  |
| **Date** |  |
| **Signature** |  |

**Section to be completed DURING THE MOBILITY: CHANGES TO THE ORIGINAL LEARNING AGREEMENT**

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| --- |
| **TABLE A2 : Exceptional changes to TABLE A1 (Courses at the partner institution)**To be approved by signature by the student, the responsible person in the sending institution and the responsible person in the receiving institution. |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Component code (if any) at the receiving institution**  | **Component title (as indicated in the course catalogue) at the receiving institution** | **Component without changes*****[tick if applicable]*** | **Deleted component*****[tick if applicable]*** | **Added component*****[tick if applicable]*** | **Reason for change(\*)** | **Number of ECTS credits (or equivalent)**  |
|  |  | □ | □ | □ |  |  |
|  |  | □ | □ | □ |  |  |
|  |  | □ | □ | □ |  |  |
|  |  | □ | □ | □ |  |  |
|  |  | □ | □ | □ |  |  |
|  |  | □ | □ | □ |  |  |
|  |  | □ | □ | □ |  |  |
|  |  | □ | □ | □ |  |  |
|  |  | □ | □ | □ |  |  |
| Total – in original LA (TABLE A): |  |
| Total – deleted components: |  |
| Total – added components: |  |
| Total – after changes |  |

|  |
| --- |
| **TABLE B2 : Exceptional changes to TABLE B1 (academic recognition at Thomas More)**To be approved by signature by the student, the responsible person in the sending institution and the responsible person in the receiving institution. |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Component code (if any) at the receiving institution**  | **Component title (as indicated in the course catalogue) at the receiving institution** | **Component without changes*****[tick if applicable]*** | **Deleted component*****[tick if applicable]*** | **Added component*****[tick if applicable]*** | **Reason for change(\*)** | **Number of ECTS credits (or equivalent)**  |
|  |  | □ | □ | □ |  |  |
|  |  | □ | □ | □ |  |  |
|  |  | □ | □ | □ |  |  |
|  |  | □ | □ | □ |  |  |
|  |  | □ | □ | □ |  |  |
|  |  | □ | □ | □ |  |  |
|  |  | □ | □ | □ |  |  |
|  |  | □ | □ | □ |  |  |
|  |  | □ | □ | □ |  |  |
| Total – in original LA (TABLE A): |  |
| Total – deleted components: |  |
| Total – added components: |  |
| Total – after changes |  |

***(\*) 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)* |  |

**II. CHANGES IN THE RESPONSIBLE PERSON(S), if any:**

|  |
| --- |
| **New responsible person in the sending institution** |
| **Name** |  |
| **Position** |  |
| **E-mail** |  |
| **Phone number** |  |

|  |
| --- |
| **New responsible person in the receiving institution** |
| **Name** |  |
| **Position** |  |
| **E-mail** |  |
| **Phone number** |  |

 **III. 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 A1 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.

**The student**

|  |  |
| --- | --- |
| **Name** |  |
| **Position** | Student |
| **Date** |  |
| **Signature** |  |

|  |
| --- |
| **Responsible person at the sending institution[[2]](#endnote-2)** |
| **Name** |  |
| **Position** |  |
| **Name and E-mail address****International Coordinator** |  |
| **Date** |  |
| **Signature** |  |

|  |
| --- |
| **Responsible person at the receiving institution** |
| **Name** |  |
| **Position** |  |
| **E-mail** |  |
| **Date** |  |
| **Signature** |  |

1. Definitions:

1. Physical: You stay in the host country during the entire study/placement period. All courses or placement assignments are done in the host country. Your physical period of stay in the host country needs to be specified. In this case there is no virtual mobility period and you leave these boxes blank/empty.

2. Blended: Combines virtual activities at the home location of the participant with a physical mobility period. The period of your virtual mobility at home and the period of your physical stay in the host country need to be specified. In this case you fill out different dates in the boxes.

3. Virtual: You study at a partner institution abroad or you do an internship for an organisation abroad but you are never physically in the host country. All courses or placement assignments are done remotely and take place at the home location of the participant. The period of your virtual mobility at home needs to be specified. In this case there is no period of physical stay in the host country and you leave these boxes blank/empty. [↑](#footnote-ref-2)
2. [↑](#endnote-ref-2)