

LEARNING AGREEMENT FOR STUDIES part I

The Student (to be completed by the student)

Last name(s)	First name(s)
Date of birth	Nationality ¹
Sex (M/F)	Academic Year 2015/2016
Study Cycle ²	E-mail
Phone	

The Sending Institution

Name	University of Lapland	Faculty
Erasmus code (if applicable)	SF ROVANIE01	ISCED code
Address	P.O.Box 122 96101 Rovaniemi	Country, Country code Finland, FI
Faculty International Coordinator		Faculty International Coordinator e-mail/phone

The Receiving Institution (to be completed by the receiving institution)

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

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

² Bachelor or equivalent first cycle / master or equivalent second cycle / doctorate or equivalent third cycle.

Section to be completed BEFORE THE MOBILITY

I. PROPOSED MOBILITY PROGRAMME

This Learning Agreement includes all the academic components³ to be carried out by the student at the receiving institution.

The student is recommended to take academic components totalling a minimum of 30 ECTS⁴ credits per semester or 15 ECTS credits per trimester.

If applicable, additional academic components that the student follows above the required number of ECTS credits needed for their degree curriculum are also listed below.

Table A: Study programme abroad - AUTUMN SEMESTER

N.B. No one to one match with Table A is required between receiving institution and ULapland components/ECTS.

Student must apply for the full compensation/inclusion of the studies completed abroad after the mobility period.

Component code at the receiving institution (if any)	Component title (as indicated in the course catalogue of the receiving institution)	ECTS credits (at the receiving institution) ⁵	ULapland component code	ULapland component title	ULapland ECTS credits
		Total:			

TABLE A: Study programme abroad - SPRING SEMESTER

Component code at the receiving institution (if any)	Component title (as indicated in the course catalogue of the receiving institution)	ECTS credits (at the receiving institution) ⁵	ULapland component code	ULapland component title	ULapland ECTS credits
		Total:			

For instructions, see next page.

Web link to the course catalogue at the receiving institution:

Web link(s) to be provided by the receiving institution

- ³ An "academic component" is a self-contained and formal structured learning experience that features learning outcomes, credits and forms of assessment. Examples of academic components are: a course, module, seminar, laboratory work, practical work, preparation/research for a thesis, mobility window or free electives.
- ⁴ 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 all tables by the name of the equivalent system that is used.
- ⁵ The sending institution should fully recognise this number of ECTS credits and any exception to this rule should be documented in an annex of the Learning Agreement and agreed by all parties.

Language competence of the student (to be completed by the student)

The level of language competence⁶ in _____ (language of instruction) that the student already has or agrees to acquire by the start of the study period (for the above mentioned dates) is:

A1 A2 B1 B2 C1 C2

The required level of language competence is usually B2.

II. RESPONSIBLE PERSONS**Responsible person⁷ in the sending institution:**

Name: _____ Function: _____
Phone: _____ E-mail: _____

Responsible person⁸ in the receiving institution:

Name: _____ Function: _____
Phone: _____ E-mail: _____

⁶ For the Common European Framework of Reference for Languages (CEFR) see <http://europass.cedefop.europa.eu/en/resources/european-language-levels-cefr>

⁷ International coordinator of the Faculty 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.

⁸ A person 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.

III. COMMITMENT OF THE THREE PARTIES

By signing⁹ this document, the student, University of Lapland 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.

The receiving institution confirms that the academic components listed in Table A are in line with its course catalogue.

University of Lapland commits to recognise all the credits gained at the receiving institution for the successfully completed academic components and to count them towards the student's degree as described in Table A¹⁰.

The student and receiving institution will communicate to University of Lapland any problems or changes regarding the proposed mobility programme, responsible persons and/or study period.

The Student

Student's signature:

Date:

The Sending Institution

Responsible person's signature:

Date:

The Receiving Institution

Responsible person's signature:

Date:

⁹ Scanned copies of signatures or digital signatures are recognised. There is no need to circulate papers with original signatures.

¹⁰ Any exceptions to this rule are documented in an annex of this Learning Agreement and agreed by all parties.

LEARNING AGREEMENT FOR STUDIES part II

The Student

First name(s)	Last name(s)
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Section to be completed DURING THE MOBILITY

CHANGES TO THE ORIGINAL LEARNING AGREEMENT

The section to be completed before the mobility should be kept unchanged, and changes should be described in this section only.

I. EXCEPTIONAL CHANGES TO THE PROPOSED MOBILITY PROGRAMME

Exceptional changes should be made within a month. Only if absolutely necessary, any party can request changes within the first two-week period after regular classes/educational components have started. All these changes have to be agreed by the three parties within a two-week period after the request.

Table B: Exceptional changes to study programme abroad - AUTUMN SEMESTER

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 ¹	Number of ECTS credits (at the receiving institution) ²	ULapland component code	Ulapland component title	Ulapland ECTS credits
					Total:			Total:

Table B: Exceptional changes to study programme abroad - SPRING SEMESTER

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 ¹	Number of ECTS credits (at the receiving institution) ²	ULapland component code	Ulapland component title	Ulapland ECTS credits
					Total:			Total:

¹ Reasons for deleting a component: A1) Previously selected academic component is not available at receiving institution A2) Component is in a different language than previously specified in the course catalogue A3) Timetable conflict A4) Other (please specify)

Reason for adding a component: B1) Substituting a deleted component, B2) Extending the mobility period B3) Other (please specify).

² The sending institution should fully recognise this number of ECTS credits and any exception to this rule should be documented in an annex of the Learning Agreement and agreed by all parties.

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

Responsible person in the sending institution:

Name:

Function:

Phone:

E-mail:

Responsible person in the receiving institution:

Name:

Function:

Phone:

E-mail:

III. COMMITMENT OF THE THREE PARTIES

The Student

Student's signature:

Date:

The Sending Institution

Responsible person's signature:

Date:

The Receiving Institution

Responsible person's signature:

Date: