



Higher Education Learning Agreement for Studies Before the Mobility



ANGLISTISCHES
SEMINAR
UNIVERSITÄT
HEIDELBERG
ZUKUNFT
SEIT 1386

<i>Student</i>	
Last name(s)	First name(s)
Date of birth	Nationality
Sex	Academic year
Study cycle 1st cycle (BA/StEx/BEEd)	Subject area, code Literature & Linguistics, 0232
Phone	Email

<i>Sending Institution</i>	
Name Heidelberg University	Faculty Modern Languages
Address Anglistisches Seminar Kettengasse 12 69117 Heidelberg	Department English Department
Country, code Germany, D	Erasmus code D HEIDELB01
Contact person, function Bruce Gaston, Departmental Erasmus Coordinator	Responsible person (if different - from contact person)
Email, phone bruce.gaston@as.uni-heidelberg.de +49 6221 54 28 33	Email, Phone (if different - from contact person)

<i>Receiving Institution</i>	
Name	Faculty
Address	Department
Country, code	Erasmus code
Contact person, function	Responsible person (if different from contact person)
Email, phone	Email, Phone (if different from contact person)

<i>Commitment</i>		
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.		
Student (date, signature)	Sending Institution (date, signature of responsible person)	Receiving Institution (date, signature of responsible person)



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<i>Student</i>	Last name(s)	First name(s)
<i>Planned Period of the Mobility</i>	From (month/year)	To (month/year)

<i>Table A: Study Programme at the Receiving Institution</i>			
Code (if any)	Title (as indicated in the course catalogue)	Semester (e.g. spring, full year)	ECTS credits (please convert local credits)
Web link to course catalogue:			Total: 0

<i>Level of English language competence that the student has or agrees to acquire by the start of the study period</i>	CEFR: C1
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<i>Table B: Suggested Recognition at the Sending Institution</i>			
Code (if any)	Title (as indicated in the course catalogue)	Semester (e.g. spring, full year)	ECTS credits (equivalent to "Leistungspunkte")
Final recognition of educational components completed abroad will be decided upon in a personal appointment with the sending institution's academic advisor ("Fachstudienberater") after the mobility. If the student does not successfully complete an educational component, this component cannot be considered for recognition.			Total: 0



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<i>Student</i>	Last name(s)	First name(s)
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☐	No changes were made to the original learning agreement. (tick if applicable)
☐	Changes were made to the original learning agreement. (tick if applicable and fill in the following tables)

<i>Table A2: Study Programme at the Receiving Institution</i>			
Code (if any)	Title (as indicated in the course catalogue)	Added/deleted (please write A/D and list reason no.)	ECTS credits (please convert local credits)
Web link to course catalogue:			Total: 0

<i>Table B2: Suggested Recognition at the Sending Institution</i>			
Code (if any)	Title (as indicated in the course catalogue)	Added/deleted (please write A/D and list reason no.)	ECTS credits (equivalent to "Leistungspunkte")
Final recognition of educational components completed abroad will be decided upon in a personal appointment with the sending institution's academic advisor ("Fachstudienberater") after the mobility. If the student does not successfully complete an educational component, this component cannot be considered for recognition.			Total: 0

<i>Other changes, e.g. changes in the contact/responsible person(s)</i> (if necessary, attach separate sheet)

<i>Approval</i>		
Student (date, signature)	Sending Institution (date, signature of responsible person)	Receiving Institution (date, signature of responsible person)



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<i>Student</i>	Last name(s)	First name(s)
<i>Institutions</i>	Receiving	Sending Heidelberg University
<i>Actual Period of the Mobility</i>	From (day/month/year)	To (day/month/year)

Table C: Transcript of Records at the Receiving Institution

Code (if any)	Title (as indicated in the course catalogue)	Grades (receiving grades)	ECTS credits (please convert local credits)
☐ A separate official Transcript of Records has been issued. (tick if applicable and attach)			Total: 0

Table D: Transcript of Recognition at the Sending Institution

Code (if any)	Title (as indicated in the course catalogue)	Grades (sending grades)	ECTS credits (equivalent to "Leistungspunkte")
Approved by the sending institution's academic advisor. (date and signature)			Total: 0

Approval

Student (date, signature)	Sending Institution (date, signature of responsible person)	Receiving Institution (date, signature of responsible person)
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Higher Education Learning Agreement for Studies Appendix



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<i>Study cycle</i>	1 st cycle = EQF level 6 = BA, BEd, Staatsexamen. 2 nd cycle = EQF level 7 = MA, MEd. 3 rd cycle = EQF level 8 = PhD.	
<i>Subject area, code</i>	Search tool available at http://ec.europa.eu/education/tools/iscdf_en.htm . Your home degree is in "Literature and linguistics, 0232".	
<i>Erasmus code</i>	Erasmus codes can be found on universities' homepages or e.g. here: http://www.moveonnet.eu/directory/institutions	
<i>Contact person</i>	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.	
<i>Responsible person</i>	An academic who has the authority to approve the Learning Agreement, to exceptionally amend it when it is needed, as well as to guarantee 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.	
<i>Educational component</i>	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.	
<i>ECTS</i>	Receiving universities' credits shall be converted into ECTS credits. Your sending university's credits ("Leistungspunkte") are equivalent to ECTS.	
<i>Level of language competence (CEFR)</i>	A description of the European Language Levels (CEFR) is available at: https://europass.cedefop.europa.eu/en/resources/european-language-levels-cefr .	
<i>Reasons for adding courses</i>	1	Previously selected educational course is not available at the receiving institution.
	2	Course is in a different language than previously specified in the course catalogue.
	3	Timetable conflict.
	4	Other (please specify).
<i>Reasons for adding courses</i>	5	Substituting a deleted course.
	6	Extending the mobility period.
	7	Other (please specify).