**Changes to learning agreement**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Student** | **Last name(s)** | **First name(s)** | **Study program**  | **Winter / Summer, Year** |
|       |       |       |       |
| **Receiving Institution** | **Name** | **Country** | **Sending Institution** | **Name** | **Country** |
|       |       | Université du Luxembourg | Luxembourg |

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| --- | --- | --- |
|   |  | **Table A2 *During the mobility / Exceptional changes to Table A*** |
|  | **Component code** (if any) | **Component title at the** **Receiving Institution**(as indicated in the course catalogue) | **Kept component** | **Deleted component** | **Addedcomponent** | **Reason for change** | **Number of ECTS credits** |
|   |        |        | [ ]  | [ ]  | [ ]  | Choose an item. |       |
|   |        |        | [ ]  | [ ]  | [ ]  | Choose an item. |       |
|  |        |        | [ ]  | [ ]  | [ ]  | Choose an item. |       |
|  |        |        | [ ]  | [ ]  | [ ]  | Choose an item. |       |
|  |        |        | [ ]  | [ ]  | [ ]  | Choose an item. |       |
|  |        |        | [ ]  | [ ]  | [ ]  | Choose an item. |       |
|  |        |        | [ ]  | [ ]  | [ ]  | Choose an item. |       |
|  |        |        | [ ]  | [ ]  | [ ]  | Choose an item. |       |
|  |        |        | [ ]  | [ ]  | [ ]  | Choose an item. |       |
|  |        |        | [ ]  | [ ]  | [ ]  | Choose an item. |       |
|  |  |  |  |  |  | **Total:** |       |

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| --- | --- | --- | --- |
|   |  |  | **Table C2 *Exceptional changes to Table C (VIRTUAL COMPONENT if applicable)*** |
|  | **Component code** (if any) | **Component title or description of the study programme at the** **Receiving Institution** | **Short description of the virtual component: (obligatory field)** | **Reason for change** | **Number of ECTS credits to be awarded** | **Automatic recognition** |
|   |        |        |  | Choose an item. |       | Yes |
|   |        |        |  | Choose an item. |       | Yes |
|  |        |        |  | Choose an item. |       | Yes |
|  |  |  |  | **Total:** |       |  |

|  |  |  |
| --- | --- | --- |
| **Student’s signature** | **Receiving institution’s signature** | **Sending institution’s signature** |
| Date: | Date: | Date: |

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

**The** **European Student Identifier (ESI)**: A unique European Identifier number used to identify and authenticate students using the Erasmus+ Mobile App and/or the desktop version of the app to fill in and sign their online learning agreement. If the sending institution does not issue an ESI for its students an alternative mechanism for identifying and authenticating students can be accepted. For more information, visit the [Erasmus Without Paper Competence Centre](https://wiki.uni-foundation.eu/display/MAID/MyAcademicID).

**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/international-standard-classification-of-education-isced_en> 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.

**Study cycle:** Bachelor or equivalent first cycle (EQF level 6) / Master or equivalent second cycle (EQF level 7)

**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.

**Administrative contact person**: 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.

**Mobility type: Semester(s):** A study period abroad lasting at least one academic term/trimester or 2 months to 12 months

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.

**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.

**ECTS credits (or equivalent)**: in countries where the ["ECTS" system](https://ec.europa.eu/education/ects/users-guide/docs/ects-users-guide_en.pdf) is not in place, in particular for institutions located in Partner Countries not participating in the Bologna process, "ECTS" needs to be replaced in the relevant tables by the name of the equivalent system that is used, and a web link to an explanation to the system should be added.

**Level of language competence**: a description of the European Language Levels (CEFR) is available at: <https://europass.cedefop.europa.eu/en/resources/european-language-levels-cefr>

**Automatic recognition:** All credits gained abroad– as agreed in the Learning Agreement and confirmed by the Transcript of Records – will be transferred without delay and counted towards the students' degree without any additional work or assessment of the student. This is signalled in the learning agreement by the “Yes” check box. If the “No” check box is selected, a clear justification needs to be provided and an indication on what other type of formal recognition will be applied e.g. registration in the students’ [diploma supplement](https://europa.eu/europass/en/diploma-supplement) or [Europass](https://europa.eu/europass/en) Mobility Document.

**Short description of a virtual component:** An indication of whether the virtual component is an online course(s), embedded in an course(s) selected at the receiving institution, embedded in a blended intensive programme and/or other type of online activity at the receiving institution along with component title(s) or short description of the online activity.

**Responsible person at 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.

**Reasons for exceptional changes to study programme abroad (choose an item number from the table below):**

|  |  |
| --- | --- |
| ***Reasons for deleting a component*** | ***Reason for adding a component*** |
| 1. Previously selected educational component is not available at the Receiving Institution | 5. Substituting a deleted component |
| 2. Component is in a different language than previously specified in the course catalogue | 6. Extending the mobility period |
| 3. Timetable conflict | 7. Adding a virtual component |
| 4. Other (please specify) | 8. Other (please specify) |