

**Learning Agreement**

**Student Mobility for Studies**

**International Mobility**

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| General information | | | | | | | |
| **Student** | **Last name(s)** | **First name(s)** | **Date of birth** | | **Nationality** | | **Gender** |
|  |  |  | |  | |  |
| **Study cycle (e.g. Bachelor, Master)** | | **Study programme at ASH Berlin** | | | | |
|  | |  | | | | |
| **Sending Institution** | **Name** | **Faculty/Department** | | **Erasmus code** | **Country** | **Administrative contact person name; email; phone** | |
| Alice Salomon Hochschule Berlin |  | | D BERLIN05 | Germany | Liisa Noack  Study Abroad Coordinator,  International Office  studyabroad@ash-berlin.eu  +49 (0) 30 992 45 306 | |
| **Receiving**  **Institution** | **Name** | **Faculty/Department** | | **City** | **Country** | **Administrative contact person name; email; phone** | |
|  |  | |  |  |  | |
| 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* | | | | | | | |

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| Changes to the learning agreementMobility type: Semester(s) | | | | | | |
|  | **Exceptional changes to Table A**  (to be digitally approved by the student, the responsible person in the Sending Institution and the responsible person in the Receiving Institution) | | | | | |
| **Table A2** | **Component code**  (if any) | **Component title at the** **Receiving**  **Institution**  (as indicated in the course catalogue) | **Deleted component**  [tick if  applicable] | **Added component**  [tick if  applicable] | **Reason for change** | **Number of**  **ECTS credits**  **(or equivalent)** |
|  |  |  |  |  | *Choose an item.* |  |
|  |  |  |  |  | *Choose an item.* |  |
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|  |  |  |  |  | *Choose an item.* |  |

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|  |  | **Exceptional changes to Table B (if applicable)**  (to be digitally approved by the student and the responsible person in the Sending Institution) | | | |  |  |
| **Table B2** | **Component code**  (if any) | **Component title at the** **Sending Institution**  (as indicated in the course catalogue) | **Deleted component**  [tick if applicable] | **Added component**  [tick if applicable] | **Reason for change** | **Number of**  **ECTS credits (or equivalent)** | |
|  |  |  |  |  | *Choose an item.* |  | |
|  |  |  |  |  | *Choose an item.* |  | |
|  |  |  |  |  | *Choose an item.* |  | |
|  |  |  |  |  | *Choose an item.* |  | |
|  |  |  |  |  | *Choose an item.* |  | |

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| *By digitally signing this document, the student, the Sending Institution and the Receiving Institution confirm that they approve the Online 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 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 are in line with its course catalogue or as agreed otherwise 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. 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.* | | | | | |
| ***Commitment*** | ***Name*** | ***Email*** | ***Position*** | ***Date*** | ***Digital Signature*** |
| *Student* |  |  | Student |  |  |
| *Responsible person at the*  *Sending Institution* |  |  | Departmental Coordinator |  |  |
| *Responsible person at the**Receiving*  *Institution* |  |  |  |  |  |

# Gossary

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| **Term** | **Definition/Explanation** |
| **Nationality** | Country to which the person belongs administratively and that issues the ID card and/or passport. |
| **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). |
| **Field of education** | The [ISCED-F 2013 search tool](http://ec.europa.eu/education/international-standard-classification-of-education-isced_en) available at [http://ec.europa.eu/education/international-standardclassification-of-education-isced\_en](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. |
| **Administrative Contact person** | A 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 |
| **ECTS credits (or equivalent)** | In countries where th[e "ECTS" system i](https://ec.europa.eu/education/ects/users-guide/docs/ects-users-guide_en.pdf)s 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. |
| **Educational component** | 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. |
| **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> |
| **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. |
| **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 deleting a component** | 1. Previously selected educational component is not available at the Receiving Institution 2. Component is in a different language than previously specified in the course catalogue 3. Timetable conflict 4. Other (please specify) |
| **Reason for adding a component** | 1. Substituting a deleted component 2. Extending the mobility period 3. Adding a virtual component 4. Other (please specify) |