

Learning Agreement

Campus Ingolstadt



Allgemeines:

- **Learning Agreement (LA) = vorgezogener Anrechnungsantrag durch den Prüfungsausschuss**
- Download über die KU- Website:
<https://www.ku.de/internationales/outgoing/anererkennung/>
- Teilstudienvertrag und LA sind Garantie für die Anerkennung. Welche Kurse Sie tatsächlich nach Rückkehr anerkennen lassen wollen, legen Sie im Anrechnungsantrag endgültig fest.
- **Erasmus+ Studierende müssen dieses Dokument vor dem Antritt des Auslandsaufenthaltes vom Prüfungsausschuss und von der Gastuniversität unterschreiben lassen und in Mobility hochladen.**
- Nachträgliche Änderungen sind ausschließlich durch das Dokument „Learning Agreement – Changes“ möglich

Vorgang:

1. LA elektronisch oder handschriftlich ausfüllen und unterschreiben
2. LA im International Office abgeben (persönlich oder Postfach); ggf. per E-Mail (falls bereits im Ausland)
3. Prüfung durch den Prüfungsausschuss
4. Sobald das LA dem IO unterschrieben vorliegt, wird es den Studierenden ausgehändigt
5. **Erasmus+: Unterschrift der Gastuniversität einfordern** (durch die Studierenden)
6. Auf Mobility Online hochladen (wenn alle Unterschriften vorhanden sind!)



 Higher Education Learning Agreement Form
 Student's name: _____

 Name Studierende
 Wichtig: auf allen Seiten ausfüllen

LEARNING AGREEMENT - STUDENT MOBILITY FOR STUDIES

The Student	
Last name:	First name:
Date of birth:	Nationality ¹ :
Gender:	Academic Year:
Study Cycle ² : <input type="checkbox"/> BA <input type="checkbox"/> MA <input type="checkbox"/> PhD	Field of Education ³ :
Registration number:	Study program:

The Student

Academic year:
 Hochschuljahr des Auslandssemesters z.B.: 2019/2020

Field of education: 410

The Sending Institution	
Name of Institution: Katholische Universität Eichstätt-Ingolstadt	Faculty / Department:
Erasmus Code: D Eichsta01	
Address Campus Eichstätt: Ostenstrasse 26 D - 85072 Eichstätt Germany	Address Campus Ingolstadt: Auf der Schanz 49 D - 85049 Ingolstadt Germany
Contact Person: Campus Eichstätt Stephany Koujou +49 8421 21631 ouk@uk.uni.de	Contact Person: Campus Ingolstadt Annette Langenwald +49 841 937 21970 ouf@iwi.uni.de

Study Program: Business Administration

The Sending Institution

Faculty: WFI

The Receiving Institution		
Name of Institution:	Faculty / Department:	
Erasmus Code (if applicable) ⁴ :		
Address:	Country:	
Contact Person ⁵ :	Phone:	Email:

The Receiving Institution

Informationen werden den Studierenden von der Gastuniversität mitgeteilt

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

² 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)

³ Field of education: The [ISCED-E 2013 search tool](http://ec.europa.eu/education/international-standards/education-education/index_en) available at http://ec.europa.eu/education/international-standards/education-education/index_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.

⁴ Erasmus code: a unique identifier that every higher education institution that has been awarded with the Erasmus Charter for Higher Education (EHEC) receives. It is only applicable to higher education institutions located in Programme Countries.

⁵ 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.

BEFORE THE MOBILITY

In Table A werden alle Veranstaltungen eingetragen, die an der Partneruniversität besucht werden.

TABLE A: STUDY PROGRAMME AT THE RECEIVING INSTITUTION			
Planned period of the mobility: from (month/year)		to (month/year)	
Component Code (if any) ⁶	Component title at the receiving institution (as indicated in the course catalogue ⁷)	Semester (e.g. autumn / spring)	Number of ECTS credits (or equivalent) ⁸ to be awarded by the Receiving Institution upon successful completion
Web link to the course catalogue at the Receiving Institution describing the learning outcomes: [web link to the relevant information]:			

Auslandsaufenthaltsdauer angeben

Component code = Kursnummer an der Gasthochschule (falls vorhanden)

Component Title: Kurstitel an der Gasthochschule

Semester: entweder „autumn“ oder „spring term“

Number of ECTS: ECTS bzw. Credits Anzahl eintragen, die Sie laut Gasthochschule erhalten

Web link: Link zur Kursbeschreibung einfügen

Wichtig: Falls keine Anerkennung für einen Kurs vorliegt und Sie den Kurs trotzdem im Ausland besuchen möchten:

Kurs sowohl in der Table A als auch in der Table B eintragen. **In der Table B bitte 0 ECTS eintragen**

⁶ 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, preparational research for a thesis, mobility window or free electives.

⁷ 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 choice 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.

⁸ ECTS credits (or equivalent): 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 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.

In der Table B werden alle Anerkennungen der entsprechenden Kurse aus der Table A eingetragen.

Component Code: Reihenfolge der Auflistung aus Table A übernehmen

Component Tilte:

Beispiele:

Kurs 1 wurde als Substitut anerkannt.

In Table B wird Folgendes eingetragen : **Titel des Substituts + Modulnummer der WFI**

Kurs 2 wurde als Wahlfach anerkannt.

In Table B wird Folgendes eingetragen: **Wahlfach**

Kurs 3/4 wurde als zusätzliche Veranstaltung im Schwerpunkt anerkannt.

In Table B wird Folgendes eingetragen: **Wahlpflichtfach und individueller Major / Schwerpunkt**

Semester: autumn oder spring

Number of ECTS: Anzahl ECTS, die Sie an der WFI erhalten (laut Umrechnung; evtl. Substitut ->5 ECTS)

Achtung: Aufgrund der Anerkennung von Substituten mit 5 ECTS und ggf. Umrechnungen können das Total von „Table A“ und „Table B“ unterschiedlich sein. (siehe Anleitung „Teilstudienvertrag“)

Für die Erasmus+ Förderung ist die „Table A“ mit (mind. 20 ECTS) ausschlaggebend.

TABLE B: RECOGNITION AT THE SENDING INSTITUTION			
Component Code (if any)	Component title at the Sending institution (as indicated in the course catalogue)	Semester (e.g. autumn / spring)	Number of ECTS
1. 03-021-40219-0-05-0117.20172.001	Substitut für Kultur und Gesellschaft	autumn	5
2.	Wahlfach	autumn	7
3.	Wahlpflichtfach Wirtschaft und Psychologie	autumn	5
4.	Wahlpflichtfach Wirtschaft und Psychologie	autumn	5
Provisions applying if the student does not complete successfully some educational components: [web link to the relevant information]:			

The level of language competence⁹ 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

Sprachniveau bitte ankreuzen; meistens B2

⁹ 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>

Für Erasmus+ Studierende



Higher Education:
Learning Agreement Form

Student's name: _____

COMMITMENT OF THE THREE PARTIES

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 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 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 or equivalent units 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: _____ Function: Student
Date: _____ Signature: _____

Responsible person¹⁰ at the Sending Institution

Name: _____ Function: Representant / Chairman of the examination board
Date: _____ Signature: _____

Responsible Person at the Receiving Institution

Name: _____ Function: _____
Date: _____ Signature: _____

The Student:

Bitte eintragen: Name, Datum und Unterschrift

Responsible person at the Sending Institutions:

Name: Prof. Dr. Weber

Responsible person at the Receiving Institution:

Bitte bei der Gastuniversität die Unterschrift einfordern

Wichtig: Sobald alle drei Parteien auf dem Learning Agreement unterschrieben haben, dieses Dokument auf Mobility Online hochladen

¹⁰ 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.

Für Fakultätseigene/Freemover/ Uniweit Studierende



Uniweit – Fakultätseigen
Free Mover – Short Program

Higher Education:
Learning Agreement Form

Student's name: _____

COMMITMENT OF THE TWO PARTIES

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 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 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 or equivalent units 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: _____ Function: Student
Date: _____ Signature: _____

Responsible person¹⁰ at the Sending Institution

Name: _____ Function: Representative / Chairman of the examination board
Date: _____ Signature: _____

The Student:

Bitte eintragen: Name, Datum und Unterschrift

Responsible person at the Sending Institutions

Name: Prof. Dr. Weber

Wichtig: Sobald beide Parteien unterschrieben haben, dieses Dokument auf Mobility Online hochladen

¹⁰ Responsible person at the Sending Institution: an academic who has the authority to approve the Learning Agreement, to occasionally 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.