



Learning Agreement Changes

Anleitung für Studierende am Campus Eichstätt





Learning Agreement – Changes – Campus Eichstätt

ALLGEMEINES

- Learning Agreement – Changes = Veränderungen am ursprünglichen Learning Agreement
- Muss bei Erasmus+ max. 5 Wochen nach Antritt des Auslandsaufenthaltes dem Prüfungsausschuss vorliegen (Achtung ggf. andere Frist seitens der Partneruniversität).

VORGANG:

1. LA-Changes elektronisch oder handschriftlich ausfüllen und unterschreiben
2. LA-Changes per E-Mail an den Prüfungsausschuss zur Genehmigung und Unterschrift schicken; Flexi und LA: Genehmigung per Email durch die Modulverantwortlichen, dann an den Prüfungsausschuss
3. Erasmus+: Unterschrift durch die Gastuniversität
4. Hochladen auf Mobility Online
5. Prüfung durch das International Office





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Higher Education:
Learning Agreement Form
Student's name: _____

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: Machen Sie bitte die Angaben

Registration number: Matrikelnummer

Field of Education: Sieh Info in den Fußnoten

Study Program: Geben Sie Ihren Studiengang an

The Sending Institution	
Name of Institution: Katholische Universität Eichstätt-Ingolstadt	Faculty / Department:
Erasmus Code: D Eichsta01	
Address Campus Eichstätt: Osternstrasse 26 D – 85072 Eichstätt Germany	Address Campus Ingolstadt: Auf der Schanz 49 D – 85049 Ingolstadt Germany
Contact Person: Campus Eichstätt Stephany Koujou +49 8421 93 21631 outgoing@ku.de	Contact Person: Campus Ingolstadt Armelle Langerwald +49 841 937 21970 outgoing@ku.de

The Sending Institution: bereits ausgefüllt

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

Den Erasmus Code sehen Sie in Ihrem Workflow!

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-F 2013 search tool](http://ec.europa.eu/education/international-standard-classification-of-education/isced_en) 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.

⁴ 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.

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.

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SECTION TO BE COMPLETED DURING THE MOBILITY

Exceptional changes to Table A					
To be approved by e-mail or signature by the student, the responsible person in the sending institution and the responsible person in the receiving institution					
Component Code (if any) ^a	Component title at the receiving institution (as indicated in the course catalogue) ^a	Deleted component (Tick if applicable)	Added component (Tick if applicable)	Reason for change ^a	Number of ECTS credits for equivalent ^b to be awarded by the Receiving Institution upon successful completion
		<input type="checkbox"/>	<input type="checkbox"/>		
		<input type="checkbox"/>	<input type="checkbox"/>		
		<input type="checkbox"/>	<input type="checkbox"/>		
		<input type="checkbox"/>	<input type="checkbox"/>		
		<input type="checkbox"/>	<input type="checkbox"/>		
		<input type="checkbox"/>	<input type="checkbox"/>		
		<input type="checkbox"/>	<input type="checkbox"/>		
		<input type="checkbox"/>	<input type="checkbox"/>		
		<input type="checkbox"/>	<input type="checkbox"/>		
		<input type="checkbox"/>	<input type="checkbox"/>		
				Total:	

Exceptional Changes to Table A

- Component Code: Kursnummer
- Component title: Kursbezeichnung
- Deleted: Kurs aus dem LA herausnehmen
- Added: Kurs zusätzlich zum LA ergänzen
- Reason: kurzen Grund angeben -> Abkürzungen stehen in den Fußnoten

<i>Reasons for deleting a component</i>	<i>Reason for adding a component</i>
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. Other (please specify)
4. Other (please specify)	

- ECTS: pro Kurs eintragen
- Total: alle „Added“ Kurse zusammenzählen





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Exceptional changes to Table B (if applicable)					
To be approved by e-mail or signature by the student, the responsible person in the sending institution and the responsible person in the receiving institution					
Component Code (if any) ¹⁰	Component title at the sending institution (as indicated in the course catalogue ¹¹)	Deleted component (Tick if applicable)	Added component (Tick if applicable)	Number of ECTS credits (or equivalent) ¹² to be awarded by the Receiving Institution upon successful completion	
		<input type="checkbox"/>	<input type="checkbox"/>		
		<input type="checkbox"/>	<input type="checkbox"/>		
		<input type="checkbox"/>	<input type="checkbox"/>		
		<input type="checkbox"/>	<input type="checkbox"/>		
		<input type="checkbox"/>	<input type="checkbox"/>		
		<input type="checkbox"/>	<input type="checkbox"/>		
		<input type="checkbox"/>	<input type="checkbox"/>		
		<input type="checkbox"/>	<input type="checkbox"/>		
		<input type="checkbox"/>	<input type="checkbox"/>		
				Total:	

Exceptional Changes to Table B:

- Component code: Reihenfolge aus der Table A Changes übernehmen
- Component title: Anerkennung des Kurses aus Table A Changes als Substitut, Wahlpflichtfach (individueller Major/Minor/Schwerpunkt) oder Wahlfach
- Deleted / Added: aus Table Table A Changes übernehmen
- Reason: kurzen Grund angeben s. “Fußnote“
- ECTS: pro Kurs eintragen
- Total: alle “Added“ Kurse eintragen





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The student Name:	Function: Student
Date:	Signature: _____

The Student:
Unterschrift mit Datum

Responsible person ¹³ at the Sending Institution Name:	Function: Representant / Chairman of the examination board
Date:	Signature: _____

The Sending Institution:
Unterschrift des Prüfungsausschussvorsitzenden der WFI

Responsible Person at the Receiving Institution Name:	Function:
Date:	Signature: _____

The Receiving Institution:
Unterschrift von der Gastuniversität (durch den Studierenden eingefordert)

Wichtig:
Sobald alle drei Unterschriften vollständig sind, laden die Studierenden dieses Dokument bitte auf Mobility Online hoch.

