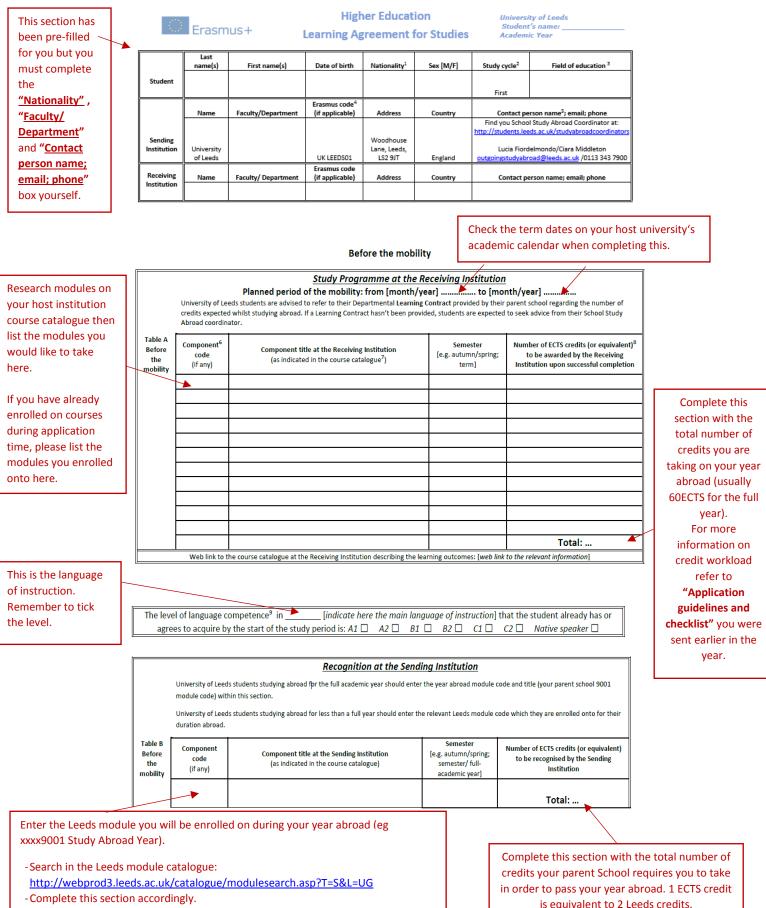
## Learning Agreement: Step-by-step Guidance



- Contact your School Study Abroad Coordinator for any queries on credit workload

is equivalent to 2 Leeds credits.



### Higher Education Learning Agreement for Studies

University of Leeds Student's name: \_\_\_\_ Academic Year

#### Commitment (signatures from 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 Sending Institution and the student should also commit to what is set out in the smust grant agreement. The Receiving Institution confirms that the educational components listed in Table & are in line with its course catalogue and should be available to the studen The Sending Institution commits to recognize 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 Erasm 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 Signature Student Student Ľ School Study Abroad Responsible person<sup>10</sup> at the Sending Institution Coordinator Responsible person at the Receiving Institution<sup>11</sup>

# To be completed after the start of your year abroad and only if applicable.

#### During the Mobility

University of Leeds students should check changes to their proposed study programme with their School Study Abroad Coordinator by email prior to completing this section and returning a copy by email to both studyabroad@leeds.ac.uk and the School Study Abroad Coordinator.

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 Institut 								
Table A2 During the mobility	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 <sup>12</sup>	Number of ECTS credits (or equivalent)		

	Exceptional changes to Table B (if applicable) (to be approved by e-mail or signature by the student and the responsible person in the Sending Institution)							
Table B2 During the mobility	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]	Number of ECTS credits (or equivalent)			

Changes authorised	Name	Email	Position	Date	Signature
Student			Student		
Responsible person <sup>13</sup> at the Sending Institution			School Study Abroad Coordinator		
Responsible person at the Receiving Institution <sup>14</sup>					

Complete this section with **your** details and signature.

Ask your <u>Study Abroad</u> <u>Coordinator</u> in your parent school to complete this section with the required details and signature.

Ask a <u>Study Abroad</u> <u>Adviser/Academic</u> <u>Adviser at your host</u> <u>institution</u> to complete this section with the required details and signature upon arrival.