

**LEARNING AGREEMENT FOR STUDIES****The Student**

Last name(s)		First name(s)	
Date of birth		Nationality <sup>1</sup>	
Sex [M/F]		Academic year	2017/2018
Study cycle <sup>2</sup>	<b>Bachelor / First cycle</b>  <b>OR</b> <b>Master / Second cycle</b>	Field of Education <sup>3</sup>	
Phone		E-mail	

**Komentarz [E+1]:** Choose your field of education from the following list :

- Architecture and town planning (0731)
- Building and civil engineering (0732)
- Engineering and engineering trades (0710)
- Electricity and energy (0713)
- Accounting and taxation (0411)
- Environmental protection technology (0712)
- Information and Communication Technologies - ICTs (0610)
- Protection of persons and property (1032)
- Chemical engineering and processes (0711)
- Materials (0722)
- Manufacturing and processing (0720)
- Marketing and advertising (0414)
- Mathematics (0541)
- Mechanics and metal trades (0715)
- Electronics and automation (0714)
- Environmental sciences (0521)
- Transport services (1041)
- Management and administration (0413)
- Manufacturing and processing (0720)

**The Sending Institution**

Name		Faculty	
Erasmus code <sup>4</sup> (if applicable)		Department	
Address		Country	
Contact person <sup>5</sup> name		Contact person e-mail / phone	

**The Receiving Institution**

Name	Lublin University of Technology	Faculty	
Erasmus code (if applicable)	PL LUBLIN03	Department	
Address	Nadbystrzycka 38D 20-618 Lublin	Country	Poland
Contact person name	<b>Marta Zuñ</b> (if you come from one of the Erasmus Programme Countries, i.e. UE Countries + Turkey)  <b>OR</b> <b>Anna Radziszewska</b> (if you come from one of the Erasmus Partner Countries: The Balkans, Eastern Partnership, Africa, Russia, Asia, Latin America, Ukraine)	Contact person e-mail/phone	<a href="mailto:m.zun@pollub.pl">m.zun@pollub.pl</a> / <a href="mailto:erasmus@pollub.pl">erasmus@pollub.pl</a> +48 81 5384719  <b>OR</b> <a href="mailto:a.radziszewska@pollub.pl">a.radziszewska@pollub.pl</a> +48 81 5384790

**Komentarz [E+2]:** Choose one of the following faculties of LUT :

- 1.Mechanical Engineering ;
- 2.Fundamentals of Technology ;
- 3.Electrical Engineering and Computer Science ;
- 4.Management ;
- 5.Civil Engineering and Architecture ;
- 6.Environmental Engineering.

### BEFORE THE MOBILITY

#### STUDY PROGRAMME AT THE RECEIVING INSTITUTION

Planned period of the mobility: from [month/year] ..... till [month/year] .....

**Table A: Before the mobility**

Component code <sup>6</sup> (if any)	Component title at the Receiving Institution (as indicated in the course catalogue <sup>7</sup> )	Semester [autumn /spring; or term]	Number of ECTS credits <sup>8</sup> to be awarded by the Receiving Institution upon successful completion
			Total:

**Komentarz [E+3]:** The list of courses enumerated here must be identical to the one included in your Application Form !

**Web link to the course catalogue at the Receiving Institution describing the learning outcomes:**

<http://bwm.pollub.pl/ects.en>

**Language competence of the student**

The level of language competence<sup>9</sup> in **English** the student already has or agrees to acquire by the start of the study period is:

A1     A2     B1     B2     C1     C2     Native Speaker

**Komentarz [E+4]:** Remember to indicate your level of language competence !

### RECOGNITION AT THE SENDING INSTITUTION

**Table B: Before the mobility**

Component code (if any)	Component title at the Sending Institution (as indicated in the course catalogue)	Semester [autumn /spring; or term]	Number of ECTS credits (or equivalent) to be recognized by the Sending Institution
			Total:

**Komentarz [E+5]:** Remember to complete Table B !

**If the student does not complete successfully some educational components, the following provisions will apply:**

*[Please, specify or provide a web link to the relevant information.]*



**Responsible Persons**

<b>Responsible person at the Sending Institution:</b>	
Name:	Position:
Phone number:	E-mail:

<b>Responsible person at the Receiving Institution:</b>	
Name:	Position:
Phone number:	E-mail:

**Komentarz [E+6]:** Do not complete this part. Please leave it blank as it will be completed at a later stage according to your chosen faculty at LUT, etc.

**COMMITMENT**

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 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.

<b>The student</b>	
Student's signature	Date:

<b>The sending institution</b>	
Responsible person's signature <sup>10</sup>	
Date:	

<b>The Receiving Institution</b>	
Faculty Coordinator's signature	Vice Dean's signature
Date:	Date:

**DURING THE MOBILITY**

**Komentarz [E+7]:** Do not complete this section of LA before your arrival !

**EXCEPTIONAL CHANGES TO TABLE A**

**Table A2: During the mobility (to be approved by signature by the student, the responsible person in the Sending Institution and the responsible person in the Receiving Institution)**

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>11</sup>	Number of ECTS credits
		<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 (if applicable)**

**Table B2: During the mobility (to be approved by signature by the student and the responsible person in the Sending Institution)**

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)
		<input type="checkbox"/>	<input type="checkbox"/>	
		<input type="checkbox"/>	<input type="checkbox"/>	
Total:				

<b>The student</b>	
Student's signature	Date:

<b>The Sending Institution</b>	
Responsible person's signature	Date:

<b>The Receiving Institution</b>	
Faculty Coordinator's signature	Date:
<b>The Receiving Institution</b>	
V-ce Dean's signature	Date:

**AFTER THE MOBILITY**

**Komentarz [E+8]:** Do not complete this section of LA before your arrival !

**TRANSCRIPT OF RECORDS AT THE RECEIVING INSTITUTION**

Start and end dates of the study period: from ..... [day/month/year] till [day/month/year].....

**Table C: After the mobility**

Component code (if any)	Component title at the Receiving Institution (as indicated in the course catalogue)	Was the component successfully completed by the student? [Yes/No]	Number of ECTS credits	Grades received at the Receiving Institution
			Total:	

[Signature of responsible person in receiving institution and date]

**TRANSCRIPT OF RECORDS AND RECOGNITION AT THE SENDING INSTITUTION**

Start and end dates of the study period: from ..... [day/month/year] till [day/month/year].....

**Table D: After the mobility**

Component code (if any)	Title of recognised component at the Sending Institution (as indicated in the course catalogue)	Number of ECTS credits (or equivalent) recognized	Grades registered at the Sending Institution (if applicable)
		Total:	

[Signature of responsible person in sending institution and date]

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

<sup>2</sup> **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).

<sup>3</sup> **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/tools/isced-f\\_en.htm](http://ec.europa.eu/education/tools/isced-f_en.htm) 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.

<sup>4</sup> **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.

<sup>5</sup> **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.

<sup>6</sup> 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.

<sup>7</sup> **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.

<sup>8</sup> **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.

<sup>9</sup> **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>

<sup>10</sup> **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.

<sup>11</sup> **Reasons for exceptional changes to study programme abroad (choose an item number from the table below):**

<b>Reasons for deleting a component</b>	<b>Reason for adding a component</b>
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)	5. Substituting a deleted component 6. Extending the mobility period 7. Other (please specify)