**UNIVERSITY OF GENOA**

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**Learning Agreement**

***Student Mobility for Studies***

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**Student Mobility for studies**

**General information**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Student** | **Last name(s)** | **First name(s)** | **Date of birth** | | **Nationality** | | **Gender** |
|  |  |  | |  | |  |
|  | | **Study cycle** | | **Field of education**  **(ISCED)** | | **Field of education  (clarification)** |
|  | |  | |  | |  |
| **Sending Institution** | **Name** | **Faculty/Department** | | **Erasmus code** | **Country** | **Administrative contact person name; email; phone** | |
|  |  | |  |  |  | |
| **Receiving Institution** | **Name** | **Faculty/Department** | | **Erasmus code** | **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* | | | | | | | |

**Mobility type and duration**

|  |  |
| --- | --- |
| **Mobility type (select one)** | **Estimated duration (to be confirmed by the Receiving Institution)** |
| * Semester(s) | Planned period of the physical mobility:   * from [day (optional)/month/year] ……………. * to [day (optional)/month/year] …………… |

**Study Programme at the Receiving Institution**

***Mobility type: Semester(s)***

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  |  | | | |
| **Table A** | **Component****code** (if any) | **Component title at the Receiving Institution** (as indicated in the course catalogue) | **Semester** [e.g. autumn/spring; term] | **Number of ECTS credits (or equivalent) to be awarded by the Receiving Institution upon successful completion** |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  | **Total: …** |
| *Web link to the course catalogue at the Receiving Institution describing the learning outcomes: https://corsi.unige.it/info/studenti-piano-di-studi* | | | | |

**Recognition at the Sending Institution**

***Mobility type: Semester(s)***

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  |  | | | | |
| **Table B** | **Component code**  (if any) | **Component title at the Sending Institution** (as indicated in the course catalogue) | **Semester** [e.g. autumn/spring; term] | **Number of ECTS credits (or equivalent) to be recognised by the Sending Institution** | **Automatic recognition** |
|  |  |  |  |  | *Yes*  *No* |
|  |  |  |  |  | *Yes*  *No* |
|  |  |  |  |  | *Yes*  *No* |
|  |  |  |  |  | *Yes*  *No* |
|  |  |  |  |  | *Yes*  *No* |
|  |  |  |  |  | *Yes*  *No* |
|  |  |  |  |  | *Yes*  *No* |
|  |  |  |  | **Total: …** |  |
| Provisions applying if the student does not complete successfully some educational components: *https://unige.it/it/internazionale/outgoing-erasmus-plus* | | | | | |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| ***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. | | | | | |
| **Commitment** | **Name** | **Email** | **Position** | **Date** | **Signature** |
| Student |  |  | *Student* |  |  |
| Responsible person[[1]](#endnote-1) at theSending Institution |  |  |  |  |  |
| Responsible person at theReceiving Institution[[2]](#endnote-2) |  |  |  |  |  |

**Accident insurance for the student**

|  |  |
| --- | --- |
| The Sending Institution will provide an accident insurance to the student (if not provided by the Receiving Organisation):  Yes  No | The accident insurance covers\*:  - accidents during travels made for work purposes: Yes  No  - accidents on the way to work and back from work: Yes  No    \*Any event due to fortuitous, violent and external causes that produces objectively ascertainable bodily injuries, which result in death and / or permanent disability. |
| The Sending Institution will provide a liability insurance to the trainee (if not provided by the Receiving Organisation/Enterprise): Yes  No  (n. 151189675, exp. 30/06/2022 and subsequent renewals, taken out with the company *UnipolSai Assicurazioni S.p.A.*). | |

***Receiving Organisation***

|  |  |  |
| --- | --- | --- |
| The Receiving Organisation will provide financial support to the student for the study period: Yes  No | | If yes, amount (EUR/month): ……….. |
| The Receiving Organisation will provide a contribution in kind to the student for the study period: Yes  No  If yes, please specify: …. | | |
| The Receiving Organisation will provide an accident insurance to the student (if not provided by the Sending Institution): Yes  No | The accident insurance covers:  - accidents during travels made for work purposes: Yes  No  - accidents on the way to work and back from work: Yes  No | |
| The Receiving Organisation will provide a liability insurance to the student (if not provided by the Sending Institution):  Yes  No | | |

**Changes to the learning agreement**

***Mobility 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. |  |

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **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)** | **Automatic recognition** |
|  |  |  |  |  | Choose an item. |  | *Yes*  *No* |
|  |  |  |  |  | Choose an item. |  | *Yes*  *No* |

**SIGNATURES FOR THE APPROVAL OF THE CHANGES**

|  |  |  |
| --- | --- | --- |
|  | **Date** | **Signature** |
| Student |  |  |
| Responsible person at theSending Institution |  |  |
| Responsible person at theReceiving Institution |  |  |

**Glossary**

|  |  |
| --- | --- |
| **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-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. |
| **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. |
| **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 the ["ECTS" system](https://ec.europa.eu/education/ects/users-guide/docs/ects-users-guide_en.pdf) 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. |
| **Automatic recognition** | All credits gained abroad– as agreed in the Learning Agreement and confirmed by the Transcript of Records – will be transferred without delay and counted towards the students' degree without any additional work or assessment of the student. This is signalled in the learning agreement by the “Yes” check box. If the “No” check box is selected, a clear justification needs to be provided and an indication on what other type of formal recognition will be applied e.g. registration in the students’ [diploma supplement](https://europa.eu/europass/en/diploma-supplement) or [Europass](https://europa.eu/europass/en) Mobility Document. |
| **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** | Previously selected educational component is not available at the Receiving Institution  Component is in a different language than previously specified in the course catalogue  Timetable conflict  Other (please specify) |
| **Reason for adding a component** | Substituting a deleted component  Extending the mobility period  Adding a virtual component  Other (please specify) |

1. **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. [↑](#endnote-ref-1)
2. **Responsible person at the Receiving Institution**: 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. [↑](#endnote-ref-2)