

LEARNING AGREEMENT FOR STUDIES

The Student

Name	
Date of Birth	
Sex [M/F]	
Nationality	
Study Cycle	First
Academic Year	2017/18
Field of education*	

* this field will be completed by the Sending Institution

The Sending Institution

Name	Edinburgh Napier University
Faculty / Department	Global Mobility Team
Erasmus Code	UK EDINBUR09
Address	10 Colinton Road, Merchiston Campus Edinburgh, EH10 5DT, Scotland, UK
Country	UK
Contact Person Name Contact Person Position	James Hairsine Erasmus+ Institutional Coordinator
Contact Person Email/Phone	studyabroad@napier.ac.uk +44(0)131 455 2691

The Receiving Institution

Name	
Faculty / Department	
Erasmus Code	
Address	
Country	
Contact Person Name Contact Person Position	
Contact Person Email/Phone	

Language competence of the student prior to the proposed mobility period

The level of language competence² in [state 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

NB A1 is the lowest level, C2/Native speaker are the highest

Table B: Recognition at the Sending Institution

Please give details of the group of educational components (i.e. modules) in the student's degree that would normally be completed at the Sending Institution and which will be replaced by the study abroad. Please complete **all** sections, including ECTS equivalent.

The intention with this table is to make clear that there needs to be no one to one direct replacement between the modules followed abroad and those replaced at Edinburgh Napier University. The aim is rather that a group of learning outcomes achieved abroad replaces a group of learning outcomes at the sending institution, without having a direct one-to-one replacement between particular modules.

If you will have completed the Living and Studying Abroad module before going abroad, or if there is a Mobility Window within your programme, please state this below and ensure you state the equivalent number of ECTS credits in the appropriate column.

Module code (if any)	Module title at Edinburgh Napier University (as indicated in the course catalogue)	Semester [autumn / spring]	Number of ECTS credits to be recognised by the Sending Institution
			Total:.....

If the student does not complete successfully some educational components (i.e. modules), the following provisions will apply:

This will be dealt with on a case by case basis. Students should discuss any shortfall in credits with their Programme Leader in the first instance.

² For the Common European Framework of Reference for Languages (CEFR) see <http://europass.cedefop.europa.eu/en/resources/european-language-levels-cefr>

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 Sending 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 modules 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 Receiving Institution will communicate to the Sending Institution any problems or changes regarding the proposed study programme, responsible persons and/or study period.

The Student

Name:

Date:

E-mail:

Signature:

Responsible person in the Sending Institution:

Name:

Date:

Position:

Signature:

E-mail:

Responsible person in the Receiving Institution:

Name:

Date:

Position:

Signature:

E-mail:

PLEASE READ THE LEARNING AGREEMENT GUIDANCE NOTES BEFORE SENDING THIS FORM, TO ENSURE YOU HAVE COMPLETED IT CORRECTLY.

BEFORE your exchange starts, you **must** complete pages 1-4 (but keep all six pages together at all times), obtain signatures on page 4, and email the Learning Agreement to:

Non-Business School students

studyabroad@napier.ac.uk

Business School students

Tracey Thomline
t.thomline@napier.ac.uk

DURING THE MOBILITY

This section should only be completed if there are any changes to your modules AFTER you start your mobility.

Table A2: Exceptional changes to Table A

Module code (if any)	Module title at the Receiving Institution (as indicated in the course catalogue)	Deleted module [tick if applicable]	Added module [tick if applicable]	Reason for change (see below for the list of reasons and their corresponding numbers)	Number of ECTS credits
		<input type="checkbox"/>	<input type="checkbox"/>	Choose an item.	
		<input type="checkbox"/>	<input type="checkbox"/>	Choose an item.	
		<input type="checkbox"/>	<input type="checkbox"/>	Choose an item.	
		<input type="checkbox"/>	<input type="checkbox"/>	Choose an item.	
		<input type="checkbox"/>	<input type="checkbox"/>	Choose an item.	
		<input type="checkbox"/>	<input type="checkbox"/>	Choose an item.	
		<input type="checkbox"/>	<input type="checkbox"/>	Choose an item.	
		<input type="checkbox"/>	<input type="checkbox"/>	Choose an item.	
		<input type="checkbox"/>	<input type="checkbox"/>	Choose an item.	
		<input type="checkbox"/>	<input type="checkbox"/>	Choose an item.	
<p>Reasons for deleting a module:</p> <ol style="list-style-type: none"> 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 <i>If relevant, please give module code and specify reason here:</i> 					
<p>Reason for adding a component:</p> <ol style="list-style-type: none"> 5. Substituting a deleted component 6. Extending the mobility period 7. Other (please specify) 					

Table B2: Exceptional changes to Table B (if applicable)

Module code (if any)	Module title at Edinburgh Napier University (as indicated in the course catalogue)	Deleted module [tick if applicable]	Added module [tick if applicable]	Number of ECTS credits
		<input type="checkbox"/>	<input type="checkbox"/>	
		<input type="checkbox"/>	<input type="checkbox"/>	

Commitment Of The Three Parties

The student	
Name:	Date:
E-mail:	Signature:
Responsible person in the Sending Institution:	
Name:	Date:
Position:	Signature:
E-mail:	
Responsible person in the Receiving Institution:	
Name:	Date:
Position:	Signature:
E-mail:	

PLEASE READ THE LEARNING AGREEMENT GUIDANCE NOTES BEFORE SENDING THIS FORM, TO ENSURE YOU HAVE COMPLETED IT CORRECTLY.

AFTER your exchange starts, if there are any changes to your modules, please complete pages 5-6 (but keep all six pages together at all times), obtain signatures on page 6, and email the Learning Agreement to:

Non-Business School students

studyabroad@napier.ac.uk

Business School students

Tracey Thomline
t.thomline@napier.ac.uk