Swiss-European Mobility Programme – Student Mobility for Studies

Learning Agreement

Academic year: 20 \_\_\_ **/**20 \_\_\_

The purpose of the Learning Agreement is to provide a transparent and efficient preparation of the study period abroad and to ensure that the student will receive recognition in his/her degree for the courses successfully completed abroad. By signing this document, the student, the home institution and the host institution confirm that they approve the Learning Agreement and that they will comply with all the arrangements agreed by all parties. Home and host institutions undertake to apply all the principles of the Erasmus Charter for Higher Education (ECHE) and/or of the SEMP Charter for Higher Education relating to mobility for studies (and all other principles agreed upon in the Inter-institutional Agreement). The host institution confirms that the courses/educational components listed in Table A are in line with its course catalogue and should be available to the student. The home institution commits to recognise all the ECTS credits or equivalent units gained at the host institution for successfully completed courses and to count them towards the student’s degree. Any exceptions to this rule are to be documented in an annex to this Learning Agreement and agreed upon by all parties. The student and the host institution will communicate to the home institution any problems or changes regarding the courses to be attended or the study period.

General information

**Details of student[[1]](#footnote-1)**

First and last name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date of birth (dd/mm/yyyy): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

E-mail: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Study cycle (BA, MA, PhD): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(in which the participant is enrolled

during the mobility)

**Planned period of the mobility (study courses)**

from \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ to \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ [dd/mm/yyyy]

**Details of the home institution**

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Faculty/department or study programme: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Code (if applicable): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

City, country: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

First and last name of contact person: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

E-mail: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Details of the host institution**

Name: University of Teacher Education Zug (Pädagogische Hochschule Zug)

Faculty/department or study programme: Teacher Education (pre-primary level and/or primary level)

Code (if available): CH ZUG01

City, country: Zug, Switzerland

First and last name of contact person: Judith Kreuz

E-mail: incoming@phzg.ch

Before the mobility:

courses to be attended (table A)

|  |  |  |
| --- | --- | --- |
| **Table A: Courses/educational components to be attended at the host institution** | | |
| **Title** (as indicated in the course catalogue of the host institution) | **Course code**  (if available) | **Credits**  (ECTS or equivalence) |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
| Total |  |  |
| Web link to the course catalogue: <https://www.zg.ch/behoerden/direktion-fur-bildung-und-kultur/phzg/university-of-teacher-education-zug/international-office/incoming-students-1/course-programme> | | |

Notes

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Commitment

All parties must sign the Learning Agreement before the start of the mobility or shortly after the start of the mobility at the latest. Note: It is not compulsory to circulate a paper document to collect original signatures. Scanned copies of signatures or digital signatures may be accepted, depending on the national legislation or institutional regulations.

Student

Place, date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Responsible contact person at the home institution

Place, date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Responsible contact person at the host institution

Place, date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

During the mobility period: exceptional changes

Exceptional changes to the courses listed in Table A have to be approved in writing. Any changes should be clearly documented either by filling in Table A2 below or as an annex to this Learning Agreement (e.g. e-mail exchange, new Learning Agreement, list of courses delivered by the host institution) and should be done as early as possible after the beginning of the courses.

|  |  |  |
| --- | --- | --- |
| **Table A2: Courses/educational components to be attended at the host institution** | | |
| **Title** (as indicated in the course catalogue of the host institution) | **Credits**  (ECTS or equivalence) | Deleted or added unit?  (+ / -) |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

1. This document uses gender-neutral language. [↑](#footnote-ref-1)