



Learning Agreement Student Mobility for Studies

**Higher Education:
Learning Agreement form**
*Proszę wpisać imię i nazwisko
oraz rok akademicki (kliknąć
dwukrotnie)*

Student	Last name(s)	First name(s)	Date of birth	Nationality ¹	Sex [M/F]	Study cycle ²	Field of education ³
						bachelor master doctorate	Sports – 1014 Therapy and Rehabilitation-0915 Travel, Tourism and Leisure 1015 Dietetics - 726
Sending Institution	Name	Faculty/Department	Erasmus code ⁴ (if applicable)	Address	Country	Contact person name ⁵ ; email; phone	
	Poznań University of Physical Education	International Relations Office	PL POZNA08	ul. Krolowej Jadwigi 27/39 61-871 Poznan	Poland	Malgorzata Nawrocka, MSc nawrocka@awf.poznan.pl	
Receiving Institution	Name	Faculty/Department	Erasmus code (if applicable)	Address	Country	Contact person name; email; phone	

- Z komentarzem [u1]:** Należy wpisać narodowość
- Z komentarzem [u2]:** Wybierz właściwy poziom: studia licencjackie, magisterskie, doktoranckie
- Z komentarzem [u3]:** Wybierz właściwy kod

Before the mobility

Study Programme at the Receiving Institution				
Planned period of the mobility: from [month/year] to [month/year]				
Table A Before the mobility	Component code (if any)	Component title at the Receiving Institution (as indicated in the course catalogue ⁶)	Semester (e.g. autumn/spring; term)	Number of ECTS credits (or equivalent) ⁸ 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: [web link to the relevant information]				
The level of language competence ⁹ 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 <input type="checkbox"/> A2 <input type="checkbox"/> B1 <input type="checkbox"/> B2 <input type="checkbox"/> C1 <input type="checkbox"/> C2 <input type="checkbox"/> Native speaker <input type="checkbox"/>				

- Z komentarzem [u5]:** Nazwa uczelni przyjmującej
- Z komentarzem [u6]:** Nazwa wydziału uczelni przyjmującej np. University of Algarve:School of Management, Hospitality and Tourism
- Z komentarzem [u7]:** Patrz tabela : wykaz uczelni – erasmus code
- Z komentarzem [u4]:** Należy wypełnić na podstawie informacji na stronie uczelni partnerskiej
- Z komentarzem [u8]:** Wypełnia student w porozumieniu z koordynatorem wydziałowym
- Z komentarzem [u9]:** Wypełnia student na podstawie informacji na stronie uczelni partnerskiej (tylko miesiąc/rok)
- Z komentarzem [u10]:** Tabela z programem studiów realizowanym w uczelni partnerskiej , ustalonym przed wyjazdem z koordynatorem wydziałowym
- Z komentarzem [u11]:** Wypełnia student na podstawie informacji na stronie uczelni partnerskiej - adres strony internetowej, na której znajduje się katalog wybieranych przedmiotów

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 (e.g. autumn/spring; term)	Number of ECTS credits (or equivalent) to be recognised by the Sending Institution	
				Total: ...	
Provisions applying if the student does not complete successfully some educational components: [web link to the relevant information]					
Commitment	Name	Email	Position	Date	Signature/Stamp
Departmental Coordinator ¹⁰					

- Z komentarzem [u12]:** Należy wpisać język w jakim będą odbywać się studia
- Z komentarzem [u13]:** Należy zaznaczyć poziom odpowiedni dla danego certyfikatu. Studenci, którzy zdali egzamin w czasie kwalifikacji wpisują odpowiedni poziom (minimum B1)
- Z komentarzem [u14]:** Program studiów realizowany w uczelni macierzystej, który zostanie zaliczony po powrocie studenta (wypełnia się w języku polskim)
- Z komentarzem [u15]:** Należy wpisać dane koordynatora wydziałowego AWF Poznan

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 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 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/Stamp
Student			Student		
Responsible person ¹¹ at the Sending Institution	Malgorzata Nawrocka, MSc	nawrocka@awf.poznan.pl	Institutional Coordinator		
Responsible person at the Receiving Institution ¹²					

- Z komentarzem [u16]:** Podpis studenta
- Z komentarzem [u17]:** Wypełnia student.
- Z komentarzem [u18]:** Osoba odpowiedzialna za podpisanie LA ze strony uczelni przyjmującej

During the Mobility

Exceptional changes to Table A <small>(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 Institution)</small>						
Table A2 During the mobility	Component code (if any)	Component title at the Receiving Institution (as indicated in the course catalogue)	Deleted component <small>[tick if applicable]</small>	Added component <small>[tick if applicable]</small>	Reason for change ¹³	Number of ECTS credits (or equivalent)
			<input checked="" type="checkbox"/>	<input type="checkbox"/>	Choose an item.	
			<input type="checkbox"/>	<input checked="" type="checkbox"/>	Choose an item.	

Z komentarzem [u19]: Część wypełniana w czasie pobytu zagranicą - zmiany do oryginalnego porozumienia o programie studiów.

Z komentarzem [u20]: Wykaz zmian do porozumienia o programie studiów (LA Before)

Z komentarzem [u21]: Przedmiot wykreślony z oryginalnego LA z podaniem przyczyny niepodjęcia go w uczelni partnerskiej

Z komentarzem [u22]: Przedmiot dodawany do oryginalnego LA z podaniem przyczyny wyboru tego przedmiotu.

Z komentarzem [u23]: Należy podać przyczynę zmiany LA zgodnie z przypisem 13 do LA. Zmiany muszą zostać uzgodnione przez wszystkie strony w ciągu 4-7 tyg. od momentu rozpoczęcia semestru.

Exceptional changes to Table B (if applicable) <small>(to be approved by e-mail or signature by the student and the responsible person in the Sending Institution)</small>					
Table B2 During the mobility	Component code (if any)	Component title at the Sending Institution (as indicated in the course catalogue)	Deleted component <small>[tick if applicable]</small>	Added component <small>[tick if applicable]</small>	Number of ECTS credits (or equivalent)
			<input type="checkbox"/>	<input type="checkbox"/>	
			<input type="checkbox"/>	<input type="checkbox"/>	

Z komentarzem [u24]: Tabelę B2 należy sporządzić tylko w przypadku, kiedy zmiany w tabeli A2 wpłyną na zakres przedmiotów wpisanych w tabeli B

Z komentarzem [u25]: Zmiany w zapisie przedmiotów w uczelni macierzystej, które zostaną rozliczone po powrocie na podstawie Transcript of Records

Commitment	Name	Email	Position	Date	Signature/Stamp
Student			<i>Student</i>		
Responsible person ¹⁴ at the Sending Institution			Departmental Coordinator		
Responsible person at the Receiving Institution ¹⁵					

After the Mobility

Transcript of Records at the Receiving Institution					
Start and end dates of the study period: from [day/month/year] to [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 (or equivalent)	Grades received at the Receiving Institution
				Total: ...	

Z komentarzem [u26]: Transcript of Records (wykaz zaliczeń) - część wypełniana przez studenta po zrealizowaniu studiów.

Z komentarzem [u27]: Datą rozpoczęcia okresu mobilności jest pierwszy dzień, w jakim uczestnik musi być obecny w uczelni przyjmującej (spotkanie informacyjne, kurs językowy, zajęcia dydaktyczne). Datą zakończenia jest ostatni dzień, w jakim uczestnik musi być obecny w uczelni przyjmującej - koniec sesji egzaminacyjnej.

Transcript of Records and Recognition at the Sending Institution				
Start and end dates of the study period: from [day/month/year] to [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) recognised	Grades registered at the Sending Institution (if applicable)
			Total: ...	

Commitment	Name	Email	Position	Date	Signature/Stamp
Student			<i>Student</i>		
Responsible person at the Receiving Institution ¹⁶					

- ¹ **Nationality:** country to which the person belongs administratively and that issues the ID card and/or passport.
- ² **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).
- ³ **Field of education:** The [ISCED-F 2013 search tool](http://ec.europa.eu/education/tools/iscsed-f_en.htm) available at http://ec.europa.eu/education/tools/iscsed-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.
- ⁴ **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.
- ⁵ **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.
- ⁶ 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.
- ⁷ **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.
- ⁸ **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.
- ⁹ **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>
- ¹⁰ **Responsible person at the Sending 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.
- ¹¹ **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.
- ¹² **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.
- ¹³ **Reasons for exceptional changes to study programme abroad (choose an item number from the table below):**

Reasons for deleting a component	Reason for adding a component
1. Previously selected educational component is not available at the Receiving Institution	5. Substituting a deleted component
2. Component is in a different language than previously specified in the course catalogue	6. Extending the mobility period
3. Timetable conflict	7. Other (please specify)
4. Other (please specify)	



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¹⁴ **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.

¹⁵ **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.

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