



Higher Education Learning Agreement for Studies

Student's name
Academic Year 20.../20...

The Student

Last name (s)		First name (s)	
Date of birth		Nationality	
Sex [M/F]		Field of education	
Study cycle		E-mail	
Phone			

The Sending Institution

Name	University of South Bohemia in České Budějovice	Faculty	
Erasmus code (if applicable)	CZ CESKE01	Erasmus PIC code (if applicable)	999876292
Address	Branišovská 1645/31a, 370 05, České Budějovice	Country, Country code	Czech Republic, CZ
CONTACT PERSON			
Name and surname			
E-mail		Phone	

The Receiving Institution

Name		Faculty	
Erasmus code (if applicable)		Erasmus PIC code (if applicable)	
Address		Country, Country code	
CONTACT PERSON			
Name and surname			
E-mail		Phone	

Language competence of the student

The level of language competence in that the student already has or agrees to acquire by the start of the study period is: A1 A2 B1 B2 C1 C2

Provisions that will apply if some educational components would not be successfully completed:

[The final Transcript of Records should correspond to this Learning Agreement and its eventual Changes. Courses attended but not successfully completed should therefore be included in the Transcript of Records as well. If not possible due to serious reasons, student may be requested to provide a confirmation of attendance from the course lecturer or similarly relevant explanation instead. If the number of credits obtained does not meet the minimum requirements according to the USB regulations, the student may be asked to return a comparative portion of the awarded grant.]



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Before the mobility

Table A: Before the mobility		<i>Study Programme at the Receiving Institution</i>		
Planned period of the mobility: from [day/month/year] to [day/month/year]				
Component ¹ code (if any)	Component title at the Receiving Institution (as indicated in the course catalogue ²)	Recognized course code at USB ³	Semester [W=winter; S=summer]	Number of ECTS credits
Total: ...				

Web link to the course catalogue at the Receiving Institution describing the learning outcomes: [*web link to the relevant information*]

Table B: Before the mobility		<i>Recognition at the Sending Institution</i>		
Recognized course code at USB ⁴	Component title at the Sending Institution (as indicated in the course catalogue ⁵)	Semester [W=winter; S=summer]	USB form of recognition ⁶	Number of ECTS credits (or equivalent) ⁷ to be awarded by the Receiving Institution upon successful completion
Total: ...				

Provisions applying if the student does not complete successfully some educational components: [*web link to the relevant information*]

Commitment					
<p>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.</p>					
Commitment	Name	Email	Position	Date	Signature
Student			<i>Student</i>		
Responsible person ⁸ at the Sending Institution					
Responsible person at the Receiving Institution ⁹					



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During the Mobility

Table A: During the mobility		Changes to Table A				
(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)						
Component code (if any)	Component title at the Receiving Institution (as indicated in the course catalogue)	Semester [W=winter; S=summer]	Deleted component [tick if applicable]	Added component [tick if applicable]	Reason for change ¹⁰	Number of ECTS credits (or equivalent) to be awarded by the Receiving Institution upon successful completion
			<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.	
			<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.	
Total: ...						
Web link to the course catalogue at the Receiving Institution describing the learning outcomes: [web link to the relevant information]						

Table B: During the mobility		Changes to Table B (if applicable)				
(to be approved by e-mail or signature by the student and the responsible person in the Sending Institution)						
Recognized course code at USB	Component title at the Sending Institution (as indicated in the course catalogue)	Semester [W=winter; S=summer]	USB form of recognition	Deleted component [tick if applicable]	Added component [tick if applicable]	Number of ECTS credits (or equivalent) to be awarded by the Receiving Institution upon successful completion
				<input type="checkbox"/>	<input type="checkbox"/>	
				<input type="checkbox"/>	<input type="checkbox"/>	
				<input type="checkbox"/>	<input type="checkbox"/>	
				<input type="checkbox"/>	<input type="checkbox"/>	
				<input type="checkbox"/>	<input type="checkbox"/>	
				<input type="checkbox"/>	<input type="checkbox"/>	
				<input type="checkbox"/>	<input type="checkbox"/>	
				<input type="checkbox"/>	<input type="checkbox"/>	
				<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: ...						
Provisions applying if the student does not complete successfully some educational components: [web link to the relevant information]						

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
Student			<i>Student</i>		
Responsible person ¹¹ at the Sending Institution					
Responsible person at the Receiving Institution ¹²					

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: ...					

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

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
Student			<i>Student</i>		
Responsible person ¹³ at the Sending Institution					
Responsible person at the Receiving Institution ¹⁴					

¹ 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.

² **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.

³ **Recognized course code at USB** - to be filled by the USB responsible person (from USB faculty). Enter USB course code only for "A" and "B" form of recognition. For "C" and "D" enter "-".

⁴ **Recognized course code at USB** - to be filled by the USB responsible person (from USB faculty). Enter USB course code only for "A" and "B" form of recognition. For "C" and "D" enter "-".

⁵ **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.

⁶ **USB form of recognition** - to be filled by the USB responsible person (from USB faculty). Indicate by entering the letter (A, B, C or D) the form of recognition at the University of South Bohemia: Choose from "A" for compulsory course recognition as equivalent to USB course /uznání jako povinný předmět způsobem předmět za předmět, "B" for selective course recognition as equivalent to USB course/ uznání jako povinně-volitelný předmět způsobem předmět za předmět, or "D" for selective course recognition/ uznání jako povinně-volitelný předmět ostatním způsobem, or "C" for elective course recognition/ uznání jako volitelný předmět ostatním způsobem. Nelze vkládat "-" cannot be entered. If "A" or "B" is chosen, student may need to submit additional document for final course recognition.

⁷ **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.

⁸ **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.

⁹ **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.

¹⁰ **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)	

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 **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.

¹⁴ **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.