

**UNIVERSITY OF EAST SARAJEVO**

**LEARNING AGREEMENT**

|  |  |  |  |  |  |  |  |
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| **Student**  | **Last name(s)** | **First name(s)** | **Date of birth** | **Study year** | **Sex [M/F]** | **Study cycle** | **Agreement providing exchange** [[1]](#endnote-1) |
|  |  |  |  |  |  |  |
| **Sending Institution** | **Name** | **Faculty** | **Department** | **Address** | **Country** | **Contact person name**[[2]](#endnote-2)**; email; phone** |
|  |  |  |  |  |  |
| **Receiving Institution**  | **Name** | **Faculty** | **/ Department** | **Address** | **Country** | **Contact person name; email; phone** |
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| **Before the mobility** |
|  | ***Study Programme at the Receiving Institution*****Planned period of the mobility: from [month/year] ……………. to [month/year] ……………**  |
| **Table A1****Before the mobility** | **Component code**[[3]](#endnote-3)(if any) | **Component title at the Receiving Institution**(as indicated in the course catalogue[[4]](#endnote-4)) | **Semester** [e.g. autumn/spring; term] | **Number of ECTS credits (or equivalent)**[[5]](#endnote-5) **to be awarded by the Receiving Institution upon successful completion** |
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| The level of language competence[[6]](#endnote-6) 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* [ ]  |

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|   | ***Educational components at sending institution to be replaced during mobility*** |
| **Table B1****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** |
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| ***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 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[[7]](#endnote-7) at theSending Institution |  |  |  |  |  |
| Responsible person at theReceiving Institution[[8]](#endnote-8) |  |  |  |  |  |

**During the Mobility**

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|   | **Exceptional 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) |
| **Table A2****During the mobility** | **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)** |
|   |   |  | [x]  | [ ]  | Choose an item. |  |
|   |   |  | [ ]  | [x]  | Choose an item. |  |

**After the Mobility**

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|  | ***Transcript of Records*[[9]](#endnote-9) *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** |
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|   | ***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) |
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|  |  | **Total: …** |  |

1. **Agreement/program/scholarship which provides exchange of students between two institutions:** State the name of partner institution and what is the base for exchange (bilateral cooperation agreement, scholarship, national exchange application, CEEPUS program etc.) [↑](#endnote-ref-1)
2. **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. This person is not the one who will sign the Learning agreement. [↑](#endnote-ref-2)
3. **Component** **code** has to be put in the table if there is such type of labelling courses. [↑](#endnote-ref-3)
4. Original title of the course at the institution. [↑](#endnote-ref-4)
5. **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. [↑](#endnote-ref-5)
6. **Level of language competence**: needed level for successful participation in the teaching and exam process. [↑](#endnote-ref-6)
7. **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. At the University of East Sarajevo, and according to the Rulebook on the International Exchange of Students and Staff at the University of East Sarajevo, this person can be: the dean or vice-dean of the organizational unit or vice-rector for international cooperation. These three will agree upon who will be signatory of the Learning agreement. This person is not same as the contact person under 2. [↑](#endnote-ref-7)
8. **Responsible person at the Receiving Institution**: an academic who has the authority to approve the Learning Agreement, to exceptionally amend it when it is needed at the receiving institution. If the University of East Sarajevo is the receiving institution, the previous item (7) would apply. [↑](#endnote-ref-8)
9. Each receiving institution is obliged to issue the Transcript of records as a separate official document to the student apart from the Table C. This document should be in English. The exception could be done with the region countries (Serbia, Croatia, Montenegro) where the transcript of records can be issued in mother tongue of the host country. [↑](#endnote-ref-9)