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| |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | | ***Student*** | ***Last name(s)*** | ***First name(s)*** | ***Date of birth*** | ***Nationality****[[1]](#endnote-1)* | ***Sex [M/F]*** | ***Degree sought*** | ***Subject major*** | |  |  |  |  |  |  |  | |  |  | |  | |  |  | | | ***Sending Institution*** | ***Full name*** | | ***Address*** | | ***Country*** | ***Contact person´s name****[[2]](#endnote-2)* | | | *University of Iceland* | | *Saemundargata 2 101 RVK* | | *Iceland* | *Haflidi Saevarsson, Project Manager, Int. Office* | | | ***Faculty /department*** | | ***website*** | | ***Erasmus code****[[3]](#endnote-3)* | ***Contact person´s e-mail*** | | |  | |  | | *IS REYKJAV 01* | [*haflidis@hi.is*](mailto:haflidis@hi.is) | | |  |  | |  | |  |  | | | ***Receiving Institution*** | ***Name*** | | ***Address*** | | ***Country*** | ***Department*** | | |  | |  | |  |  | |   ***Before the mobility***  ***Table A –*** *Study Programme at the Receiving Institution*   |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | | ***Academic Year*** |  | ***Start date (dd/mm/yyyy)*** |  | | ***End date (dd(mm/yyyy)*** |  | | ***Course****[[4]](#endnote-4)* ***code*** *(if any)* | ***Course title at the Receiving Institution*** *(as indicated in the course catalogue[[5]](#endnote-5))* | | | | ***Semester*** *[e.g. autumn/spring; term]* | Number of credits according to Receiving Institution’s standard to be awarded upon successful completion | |  |  | | | |  |  | |  |  | | | |  |  | |  |  | | | |  |  | |  |  | | | |  |  | |  |  | | | |  |  | |  |  | | | |  |  | |  |  | | | |  |  | |  |  | | | |  |  | |  | | | | | | **TOTAL =** | | *Web link to the course catalogue at the Receiving Institution describing the learning outcomes: [web link to the relevant information]* | | | |  | | |   ***Table B –*** *Evaluation at the University of Iceland / Set of courses to be evaluated at the University of Iceland*   |  |  |  |  | | --- | --- | --- | --- | | ***Course***  ***code*** *(if any)* | ***Course title at the Sending Institution*** *(as indicated in the course catalogue)* | ***Semester*** *[e.g. autumn/spring; term]* | Number of credits to be evaluated by University of Iceland (noted according to ECTS standard) | |  |  |  |  | |  |  |  |  | |  |  |  |  | |  |  |  |  | |  |  |  |  | |  |  |  |  | |  |  |  |  | |  |  |  |  | |  | | | **TOTAL =** |   ***Commitment***  By signing this document, the student and the University of Iceland confirm that they approve the Learning Agreement and that they will comply with arrangements agreed by the two. The University of Iceland commits to recognise credits gained at the Receiving Institution for the successfully completed and educational components (relevant to the student’s degree) 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 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*** | ***Signatures*** |
| *Student* |  |  | *Student* |  |  |
| *Responsible person[[6]](#endnote-6) at the**Sending Institution* |  |  |  |  |  |
| *International coordinator at the sending Institution* |  |  |  |  |  |

**During the Mobility**

**Table A2** - 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)

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Course code** (if any) | **Course title at the** **Receiving Institution** (as indicated in the course catalogue) | **Deleted course** [tick if applicable] | **Added course** [tick if applicable] | **Reason for change[[7]](#endnote-7)**  Number 1-7  See footnote | Number of credits at host institution |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
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**Table B2** - Exceptional 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)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Course code** (if any) | **Course title at the** **Sending Institution** (as indicated in the course catalogue) | **Deleted course** [tick if applicable] | **Added course** [tick if applicable] | Number of ECTS credits at Univ. of Iceland |
|  |  |  |  |  |
|  |  |  |  |  |
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|  |  |  |  |  |

1. **Nationality:** country to which the person belongs administratively and that issues the ID card and/or passport. [↑](#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. [↑](#endnote-ref-2)
3. **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. [↑](#endnote-ref-3)
4. An "**educational course**" 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. [↑](#endnote-ref-4)
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. [↑](#endnote-ref-5)
6. **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. [↑](#endnote-ref-6)
7. **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) |  |

   [↑](#endnote-ref-7)