**Learning agreement proposal**

|  |  |
| --- | --- |
| Name and surname: | UID: |
| E-mail: |
| Code of study program (e.g. N-HPS-VS-SNFM): | Semester no.: |
| Study stay for *winter/spring* semester from: | till: |
| Receiving institution name and country: |
| Link to course catalogue: |

**Instructions:**

1. The modules (courses) enrolled during the study stay at receiving institution (Table A) **have to contribute to the study profile** (i. e. to be closely related do study program and/or specialisation). So omit the modules without this close link to your study program like art courses, national heritage and culture courses, general geography or history etc.
2. The enrolled modules have to also build the learning **outcomes not still appropriately developed** by already finished modules (taking the similar modules is not allowed, the bachelor programs develop usually only two foreign languages at defined levels, the master programs typically none etc.)
3. At best, the enrolled modules **substitute the compulsory parts of your study program**. If it is not possible to substitute specific compulsory or facultative courses, than “**Recognised professional course from foreign study stay**” (code UPZ) should be used if the finished module has link to your study program or specialisation. The ECTS credits of these courses are counted into the group of obligatory elective courses and thus could usually contribute to minimum of 120, resp. 180 ECTS credits required before graduation. Credits from modules without any link to study program are recognised in form of general “**Elective course**” (code UP). Students are strongly discouraged from enrolling modules resulting in this mode of recognition, because at least the obtained ECTS credits are extra the minimums of credits required before graduation. In addition, the students will be asked for proper explanation of reasons for such module choice. The complete list of modules to be recognised at sending institution **has to be specified in Table B**.
4. One to one matching of enrolled and recognised modules is not required. All possible combinations are allowed, you could **merge, split or anywise combine individual modules**. The total amounts of obtained and recognised ECTS credits have to mutually correspond. You could arbitrarily adapt ECTS credits at Recognised professional courses from foreign study stay, resp. Elective courses to meet this aim. The ECTS credit value of enrolled modules should be **circa 30 per each semester** of your study stay.

**Table A: Modules (courses) planned at receiving institution (study program abroad)**

|  |  |  |  |
| --- | --- | --- | --- |
| **code** | **module name** | **ECTS credits** |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
| Total |  |  |

**Table B: Modules (courses) to be recognised at sending institution**

|  |  |  |  |
| --- | --- | --- | --- |
| **code** | **module name** | **ECTS credits** |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
| Total |  |  |