



Erasmus+

Learning Agreement for Studies

Learning Agreement for Traineeships

Παρασκευή 12 Σεπτεμβρίου 2014

Ασπασία Καράμπελα
Στέλεχος Τομέα Ανώτατης Εκπαίδευσης



Νέα Μαθησιακή Συμφωνία - Learning Agreement - για Σπουδές και για Πρακτική Άσκηση

- Οδηγίες και τα Παραρτήματα

Απαραίτητη προϋπόθεση από την ΕΕ: να συμπληρώνονται όλα τα τμήματα του Learning Agreement και να μην αφαιρείται κανένα τμήμα ή πεδίο του Υποδείγματος του Learning Agreement



Learning Agreement για Σπουδές

Πριν από την κινητικότητα

- Πρόγραμμα Σπουδών στο Ίδρυμα Υποδοχής
- Μαθήματα στο Ίδρυμα Προέλευσης
- Γλωσσική Επάρκεια
- Υπεύθυνοι Επικοινωνίας
- Τριμερής Δέσμευση

Κατά τη διάρκεια της κινητικότητας

- Αλλαγές στα μαθήματα *(σε απολύτως απαραίτητες περιπτώσεις)*
- Αλλαγές των Υπεύθυνων Επικοινωνίας
- Τήρηση της Τριμερούς Δέσμευσης

Μετά την κινητικότητα

- Αναλυτική Βαθμολογία (Transcript of Records)
- Πιστοποιητικό Αναγνώρισης
- Εκθέσεις

Learning Agreement for Studies

Πριν από την
κινητικότητα:
1^η Σελίδα

Higher Education Learning Agreement Form
Student's name

Λογότυπο Ιδρύματος και
Όνομα Φοιτητή

LEARNING AGREEMENT FOR STUDIES

The Student

Last name (s)	Pavlidis	First name (s)	Charalambos
Date of birth	22 March 1993	Nationality ¹	Greek
Sex [M/F]	M	Academic year	2014/2015
Study cycle ²	First cycle	Subject area, Code ³	0223
Phone	+306940000000	E-mail	pavlidis@gmail.com

Κύκλος Σπουδών:
1^{ος} κύκλος -Προπτυχιακός
(Bachelor)
2^{ος} κύκλος – Μεταπτυχιακός
(Master)
3^{ος} κύκλος – Διδακτορικός

Τα στοιχεία στη σελίδα 1
καταχωρούνται στο
πρόγραμμα της ANOVA
το οποίο ενημερώνει το
MOBILITY TOOL

The Sending Institution

Name	National and Kapodistrian University of Athens	Faculty	
Erasmus code (if applicable)	GATHINE01	Department	DIRECTORATE OF PUBLIC AND INTERNATIONAL RELATIONS
Address	30 Panepistimiou Street, Athens, Greece	Country, Country code ^a	GR
Contact person ^b name	Efthymia Tsolakidou	Contact person e-mail / phone	erasmus@interel.uoa.gr +30.210.2020222

Σημειώνουμε τον κωδικό
Erasmus του Ιδρύματος
Υποδοχής

The Receiving Institution

Name	Universidad de Zaragoza	Faculty	XXXXXXXXXX
Erasmus code (if applicable)	XXXXXXXXXX	Department	XXXXXXXXXX
Address	XXXXXXXXXX	Country, Country code	XXXXXXXXXX
Contact person name	XXXXXXXXXX	Contact person e-mail / phone	XXXXXXXXXX

1^η Σελίδα:

Στοιχεία του:

- ✓ Φοιτητή
- ✓ του Ιδρύματος Προέλευσης και
- ✓ του Ιδρύματος Υποδοχής

For guidelines, please look at Annex 1, for end notes please look at Annex 2.

Learning Agreement for Studies

Δείγμα 1^{ης}
σελίδας από
Learning
Agreement
Παν/μίου
εξωτερικού



<students name>

LEARNING AGREEMENT FOR STUDIES 2014/15

The Student:

Last name (s)	<input type="text"/>	First name (s)	<input type="text"/>
Date of birth	<input type="text"/>	Nationality ¹	<input type="text"/>
Gender	<input type="text"/>	Student Number	<input type="text"/>
Study Cycle ²	<input type="text"/>	Degree title	<input type="text"/>
Phone	<input type="text"/>	Email	<input type="text" value="@exeter.ac.uk"/>



The Sending Institution:

Name	<input type="text" value="University of Exeter"/>	Faculty	<input type="text"/>
Erasmus code	<input type="text" value="UK EXETER 01"/>	Department	<input type="text"/>
Address	<input type="text" value="International Office, 8<sup>th</sup> Floor Laver Building, North Park Road, Exeter"/>	Country	<input type="text" value="UK"/>
Contact person	<input type="text" value="Anna Moscrop Study Abroad Officer"/>	Contact person email/phone	<input type="text" value="outbound@exeter.ac.uk +44 1392 723841"/>

The Receiving Institution:

Name	<input type="text"/>	Faculty	<input type="text"/>
Erasmus code	<input type="text"/>	Department	<input type="text"/>
Address	<input type="text"/>	Country	<input type="text"/>
Contact person	<input type="text"/>	Contact person email/phone	<input type="text"/>

¹ Country listed on the student's passport/ID card

² First cycle = Bachelor, Second cycle = Master, Third cycle = Doctorate

Λογότυπο Ιδρύματος και
Όνομα Φοιτητή

Learning Agreement for Studies

Πριν από την
κινητικότητα:
1^η Σελίδα

Contact Person: το άτομο που μπορεί να προσφέρει διοικητικές πληροφορίες. Ανάλογα με την δομή του Ιδρύματος μπορεί να είναι **Ακαδημαϊκός Συντονιστής Τμήματος** ή **υπάλληλος στο Γραφείο Διεθνών Σχέσεων** ή από μια ισοδύναμη Υπηρεσία εντός του Ιδρύματος



Educational Component: είναι μια αυτοδύναμη και επίσημα δομημένη μαθησιακή εμπειρία που διαθέτει μαθησιακά αποτελέσματα, πιστωτικές μονάδες και αξιολόγηση. Παραδείγματα από τα εκπαιδευτικά αυτά components είναι: ένα μάθημα, μια ενότητα, σεμινάρια, εργαστηριακές ασκήσεις, πρακτική άσκηση, προετοιμασία / έρευνα για μια διατριβή, παράθυρο κινητικότητας ή μαθήματα ελεύθερης επιλογής.

Learning Agreement for Studies

Πριν από την
κινητικότητα:

1^η Σελίδα: επεξηγήσεις

Nationality ¹:

Υπηκοότητα/Ιθαγένεια: Η χώρα που είναι αρμόδια για την έκδοση των Δελτίων Ταυτοτήτων ή και των Διαβατηρίων



Learning Agreement for Studies

Πριν από την
κινητικότητα:

1^η Σελίδα: επεξηγήσεις

Study cycle ²

Κύκλος Σπουδών: **1st, 2nd, 3rd cycle**

1^{ος} κύκλος -Προπτυχιακός (Bachelor)

2^{ος} κύκλος – Μεταπτυχιακός (Master)

3^{ος} κύκλος – Διδακτορικός (Doctorate)



Εθνικό Πλαίσιο Προσόντων της ελληνικής Ανώτατης Εκπαίδευσης

α' κύκλος: πτυχίο/δίπλωμα (6^ο επίπεδο
στο Ευρωπαϊκό Πλαίσιο Προσόντων
Ανώτατης Εκπαίδευσης),

β' κύκλος: μεταπτυχιακό δίπλωμα
ειδίκευσης (7^ο επίπεδο στο Ευρωπαϊκό
Πλαίσιο Προσόντων Ανώτατης
Εκπαίδευσης),

γ' κύκλος: διδακτορικό δίπλωμα (8^ο
επίπεδο στο Ευρωπαϊκό Πλαίσιο
Προσόντων Ανώτατης Εκπαίδευσης)

<http://www.nqf.gov.gr/Portals/0/%CE%91%CE%BD%CE%AC%CF%80%CF%84%CF%85%CE%BE%CE%B7%CE%95%CE%A0%CE%A0%CE%91%CE%BD%CF%8E%CF%84%CE%B1%CF%84%CE%B7%CE%95%CE%BA%CF%80%CE%B1%CE%AF%CE%B4%CE%B5%CF%85%CF%83%CE%B7.PDF>

Learning Agreement for Studies

Πριν από την
κινητικότητα:

1^η Σελίδα: επεξηγήσεις

Subject Area Code³

Κωδικός Αντικειμένου Μαθήματος:

Επιλέγουμε αυτό που ταιριάζει περισσότερο με το αντικείμενο του πτυχίου που θα δοθεί στον Φοιτητή από το Ίδρυμα Προέλευσης

International Standard Classification of Education

Fields of Education and Training (ISCED-F 2013)

What is it?

The International Standard Classification of Education (ISCED) was developed by UNESCO to facilitate comparisons of education statistics and indicators across countries on the basis of uniform and internationally agreed definitions.

Who is it for?

Why is it needed?

What are the lists used by the ISCED-F search tool?

ISCED-F 2013 Search Tool

Help

Find a code:

H

- 0110: Education, not further defined (05.0, 05.1 - 1, 14, 140)
- 0112: Training for pre-school teachers (143)
- 0113: Teacher training without subject specialization (141)
- 0114: Teacher training with subject specialization (05.2, 05.3, 05.4, 05.5 - 144, 145, 146)
- 0119: Education, not elsewhere classified (05.9 - 149)
- 0210: Arts, not further defined (03.0 - 2, 21, 210)
- 0211: Audio-visual techniques and media production (03.4 - 213)
- 0212: Fashion, interior and industrial design (02.2, 03.5 - 214)
- 0214: Handicrafts (215)
- 0219: Arts, not elsewhere classified (03.9 - 219)
- 0220: Humanities (except languages), not further defined (08.0 - 2, 22, 220)
- 0221: Religion and theology (08.2 - 221)
- 0222: History and archaeology (03.6, 08.3, 08.4 - 225)
- 0223: Philosophy and ethics (08.1 - 226)
- 0229: Humanities (except languages), not elsewhere classified (08.9 - 229)
- 0230: Languages, not further defined (08.0 - 2, 22, 220)
- 0239: Languages, not elsewhere classified (08.9 - 229)
- 0288: Arts and humanities, interdisciplinary programmes

Η λίστα είναι διαθέσιμη εδώ: [ISCED-F 2013 search tool](http://ec.europa.eu/education/tools/isced-f_en.htm)
http://ec.europa.eu/education/tools/isced-f_en.htm

Learning Agreement for Studies

Πριν από την
κινητικότητα:

1^η Σελίδα: επεξηγήσεις

Country Code⁴

Κωδικοί Χωρών:

ISO 3166-2

<https://www.iso.org/obp/ui/#search>

The screenshot shows the ISO Online Browsing Platform (OBP) search results for 'Greece'. The search bar contains 'Greece' and the results are sorted by 'English short name'. The results table shows one entry for Greece with the Alpha-2 code 'GR' and status 'Officially assigned'. The left sidebar shows the search criteria and code type filters.

English short name	Alpha-2 code	Status
Greece	GR	Officially assigned

The screenshot shows the ISO Online Browsing Platform (OBP) search results for 'Spain'. The search bar contains 'Spain' and the results are sorted by 'English short name'. The results table shows two entries: Spain with the Alpha-2 code 'ES' and status 'Officially assigned', and Trinidad and Tobago with the Alpha-2 code 'TT' and status 'Officially assigned'. The left sidebar shows the search criteria and code type filters.

English short name	Alpha-2 code	Status
Spain	ES	Officially assigned
Trinidad and Tobago	TT	Officially assigned

Πριν από την
κινητικότητα:
2^η Σελίδα:
Table A & Table B

Table A – Table B:
Πρέπει να αποτελούν
δύο (2)
ξεχωριστούς πίνακες
και όχι έναν
ενσωματωμένο

ως «μαθησιακά αποτελέσματα» νοούνται οι διατυπώσεις όλων αυτών που ο εκπαιδευόμενος γνωρίζει, κατανοεί και μπορεί να κάνει μετά την ολοκλήρωση μιας μαθησιακής διαδικασίας και οι σχετικοί ορισμοί αφορούν τις γνώσεις, τις δεξιότητες και τις ικανότητες*

<http://eur-lex.europa.eu/LexUriServ/LexUriServ.do?uri=OJ:C:2008:111:0001:0007:EL:PDF>

Section to be completed BEFORE THE MOBILITY

I. PROPOSED MOBILITY PROGRAMME

Planned period of the mobility: from [month/year] till [month/year]

Table A: Study programme abroad

Component ⁶ code (if any)	Component title (as indicated in the course catalogue) at the receiving institution	Semester [autumn / spring] [or term]	Number of ECTS credits 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(s) to be provided.]

Table B: Group of educational components in the student's degree that would normally be completed at the sending institution and which will be replaced by the study abroad
NB no one to one match with Table A is required. Where all credits in Table A are recognised as forming part of the programme at the sending institution without any further conditions being applied, Table B may be completed with a reference to the mobility window (see guidelines).

Component code (if any)	Component title (as indicated in the course catalogue) at the sending institution	Semester [autumn / spring] [or term]	Number of ECTS credits
			Total:

If the student does not complete successfully some educational components, the following provisions will apply:

[Please, specify or provide a web link to the relevant information.]

Language competence of the student

The level of language competence⁷ in [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

Link
ΜΑΘΗΣΙΑΚΑ
ΑΠΟΤΕΛΕΣΜΑΤΑ
ΙΔΡΥΜΑ ΥΠΟΔΟΧΗΣ

Πριν από την
κινητικότητα:
2^η Σελίδα: **Table B**
Μαθήματα που θα
αντικατασταθούν
στο Πρόγραμμα
Σπουδών **στο Ίδρυμα**
Υποδοχής

Table B: Group of educational components in the student's degree that would normally be completed at the sending institution and which will be replaced by the study abroad
NB no one to one match with Table A is required. Where all credits in Table A are recognised as forming part of the programme at the sending institution without any further conditions being applied, Table B may be completed with a reference to the mobility window (see guidelines).

Component code (if any)	Component title (as indicated in the course catalogue) at the sending institution	Semester [autumn / spring] [or term]	Number of ECTS credits
			Total:

If the student does not complete successfully some educational components, the following provisions will apply:

[Please, specify or provide a web link to the relevant information.]






Language competence of the student

The level of language competence⁷ in *[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

The screenshot displays the Europass website interface. At the top, there is a yellow banner for the 'VIRAL VIDEO COMPETITION' with a 'Close' button. Below the banner, the language is set to 'English - (en)'. The main navigation menu includes 'Interoperability', 'FAQs', 'Glossary', 'Contact', and 'Search'. The secondary menu features 'About Europass', 'Europass documents', 'Europass and you', 'Learning and working in Europe', and 'Resources'. Under 'Resources', there are links for 'Links', 'Downloads', 'European language levels (CEFR)', and 'Statistics'. The main content area is titled 'European language levels - Self Assessment Grid' and contains three expandable sections: 'UNDERSTANDING', 'SPEAKING', and 'WRITING'. A 'Download in PDF' button is located at the bottom left. On the right, a yellow sidebar titled 'Curriculum Vitae' with a star icon lists: 'Create your CV online', 'Update your CV (PDF+XML) online', 'Download the CV template and instructions', and 'Examples'.

Common European Framework of Reference for Languages - Self-assessment grid

		A1 Basic User	A2 Basic User	B1 Independent user	B2 Independent user	C1 Proficient user	C2 Proficient user
Understanding	 Listening	I can understand familiar words and very basic phrases concerning myself, my family and immediate concrete surroundings when people speak slowly and clearly.	I can understand phrases and the highest frequency vocabulary related to areas of most immediate personal relevance (e.g. very basic personal and family information, shopping, local area, employment). I can catch the main point in short, clear, simple messages and announcements.	I can understand the main points of clear standard speech on familiar matters regularly encountered in work, school, leisure, etc. I can understand the main point of many radio or TV programmes on current affairs or topics of personal or professional interest when the delivery is relatively slow and clear.	I can understand extended speech and lectures and follow even complex lines of argument provided the topic is reasonably familiar. I can understand most TV news and current affairs programmes. I can understand the majority of films in standard dialect.	I can understand extended speech even when it is not clearly structured and when relationships are only implied and not signalled explicitly. I can understand television programmes and films without too much effort.	I have no difficulty in understanding any kind of spoken language, whether live or broadcast, even when delivered at fast native speed, provided I have some time to get familiar with the accent.
	 Reading	I can understand familiar names, words and very simple sentences, for example on notices and posters or in catalogues.	I can read very short, simple texts. I can find specific, predictable information in simple everyday material such as advertisements, prospectuses, menus and timetables and I can understand short simple personal letters.	I can understand texts that consist mainly of high frequency everyday or job-related language. I can understand the description of events, feelings and wishes in personal letters.	I can read articles and reports concerned with contemporary problems in which the writers adopt particular attitudes or viewpoints. I can understand contemporary literary prose.	I can understand long and complex factual and literary texts, appreciating distinctions of style. I can understand specialised articles and longer technical instructions, even when they do not relate to my field.	I can read with ease virtually all forms of the written language, including abstract, structurally or linguistically complex texts such as manuals, specialised articles and literary works.
Speaking	 Spoken interaction	I can interact in a simple way provided the other person is prepared to repeat or rephrase things at a slower rate of speech and help me formulate what I'm trying to say. I can ask and answer simple questions in areas of immediate need or on very familiar topics.	I can communicate in simple and routine tasks requiring a simple and direct exchange of information on familiar topics and activities. I can handle very short social exchanges, even though I can't usually understand enough to keep the conversation going myself.	I can deal with most situations likely to arise whilst travelling in an area where the language is spoken. I can enter unprepared into conversation on topics that are familiar, of personal interest or pertinent to everyday life (e.g. family, hobbies, work, travel and current events).	I can interact with a degree of fluency and spontaneity that makes regular interaction with native speakers quite possible. I can take an active part in discussion in familiar contexts, accounting for and sustaining my views.	I can express myself fluently and spontaneously without much obvious searching for expressions. I can use language flexibly and effectively for social and professional purposes. I can formulate ideas and opinions with precision and relate my contribution skilfully to those of other speakers.	I can take part effortlessly in any conversation or discussion and have a good familiarity with idiomatic expressions and colloquialisms. I can express myself fluently and convey finer shades of meaning precisely. If I do have a problem I can backtrack and restructure around the difficulty so smoothly that other people are hardly aware of it.
	 Spoken production	I can use simple phrases and sentences to describe where I live and people I know.	I can use a series of phrases and sentences to describe in simple terms my family and other people, living conditions, my educational background and my present or most recent job.	I can connect phrases in a simple way in order to describe experiences and events, my dreams, hopes and ambitions. I can briefly give reasons and explanations for opinions and plans. I can narrate a story or relate the plot of a book or film and describe my reactions.	I can present clear, detailed descriptions on a wide range of subjects related to my field of interest. I can explain a viewpoint on a topical issue giving the advantages and disadvantages of various options.	I can present clear, detailed descriptions of complex subjects integrating sub-themes, developing particular points and rounding off with an appropriate conclusion.	I can present a clear, smoothly-flowing description or argument in a style appropriate to the context and with an effective logical structure which helps the recipient to notice and remember significant points.
Writing	 Writing	I can write a short, simple postcard, for example sending holiday greetings. I can fill in forms with personal details, for example entering my name, nationality and address on a hotel registration form.	I can write short, simple notes and messages. I can write a very simple personal letter, for example thanking someone for something.	I can write simple connected text on topics which are familiar or of personal interest. I can write personal letters describing experiences and impressions.	I can write clear, detailed text on a wide range of subjects related to my interests. I can write an essay or report, passing on information or giving reasons in support of or against a particular point of view. I can write letters highlighting the personal significance of events and experiences.	I can express myself in clear, well-structured text, expressing points of view at some length. I can write about complex subjects in a letter, an essay or a report, underlining what I consider to be the salient issues. I can select a style appropriate to the reader in mind.	I can write clear, smoothly-flowing text in an appropriate style. I can write complex letters, reports or articles which present a case with an effective logical structure which helps the recipient to notice and remember significant points. I can write summaries and reviews of professional or literary works.

Common European Framework of Reference for Languages (CEFR): © Council of Europe

Πριν από την

κινητικότητα:

3^η Σελίδα:

Υπογραφές από τους

Ακαδημαϊκούς

Συντονιστές

Study Abroad Coordinator
in the College at Exeter.

⁸ - Ακαδημαϊκός
Συντονιστής του
Ιδρύματος Προέλευσης,
είναι εκείνος ο οποίος
έχει την αρμοδιότητα να
εγκρίνει τα
προγράμματα
κινητικότητας των
εξερχόμενων φοιτητών,
να εγκρίνει τις αλλαγές,
όταν είναι απαραίτητες,
και να εγγυάται την
αναγνώριση των
μαθημάτων εκ μέρους
όλου του Υπεύθυνου
Ακαδημαϊκού Οργάνου

RESPONSIBLE PERSONS

Responsible person⁵ in the sending institution:

Name:	<input type="text"/>	Function:	<input type="text"/>
Phone number:	<input type="text"/>	Email:	<input type="text"/>

Responsible person⁶ in the receiving institution:

Name:	<input type="text"/>	Function:	<input type="text"/>
Phone number:	<input type="text"/>	Email:	<input type="text"/>

⁵ An academic who has the authority to approve the mobility programme of outbound students (Learning Agreements).

⁶ An academic who has the authority to approve the mobility programme of inbound students and is committed to give them academic support in the course of their studies at the receiving institution.

Δείγμα 3^{ης}
σελίδας από
Learning
Agreement
Παν/μίου
εξωτερικού

Study Abroad Coordinator or
Academic at host university.

⁹- Ακαδημαϊκός
Συντονιστής του
Ιδρύματος Υποδοχής,
είναι εκείνος ο οποίος
έχει την αρμοδιότητα να
εγκρίνει τα
προγράμματα
κινητικότητας των
εισερχόμενων φοιτητών
και ο οποίος δεσμεύεται
να προσφέρει
ακαδημαϊκή υποστήριξη
κατά τη διάρκεια των
σπουδών τους στο
Ίδρυμα Προέλευσης

**Πριν από την
κινητικότητα:
3^η Σελίδα
Υποδείγματος:
Τριμερής Δέσμευση**

Please ensure the student has read and ticked all of these boxes before signing.

It is very important that the student ensures he has adequate travel and health insurance for the duration of his/her placement. More info is available at: <http://www.exeter.ac.uk/international/abroad/beforedepart/insurance/>



COMMITMENT OF THE THREE PARTIES

By signing this document, the student, the sending institution and the receiving institution confirm that they approve the proposed 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 student and receiving institution will communicate to the sending institution any problems or changes regarding the proposed mobility programme, responsible persons and/or study period.

The student:

- I give permission to the University of Exeter for my name and Exeter email address to be given to students who are interested in studying abroad. This will greatly assist students in preparing for their study abroad experience and will be invaluable to the International Office as a resource at Pre-Departure meetings.
- I understand that if I decide to withdraw or return early I must inform my Study Abroad Coordinator and the Study Abroad Officer (outbound mobility)
- I understand that if I leave early or fail to return all required paperwork I may be asked to return all or some of the Erasmus grant.
- I have read, understood and not all the information which I have been given.

INSURANCE COVER FOR OUTGOING ERASMUS STUDENTS

It is the responsibility of the individual student to ensure that he/she has adequate insurance cover. As well as a valid European Health Insurance Card (EHIC), we strongly advise that travel insurance be taken out for medical expenses, personal accident, cancellation, luggage, personal effects, money and personal liability. The University of Exeter has no liability for these matters but the Insurance Office can offer advice and assistance if required: insurance@exeter.ac.uk.

I certify that I have arranged adequate insurance cover, details as follows:

Insurance company:	
Policy/Certificate Number:	

Student's signature: Date:

**Δείγμα 3^{ης}
σελίδας από
Learning
Agreement
Παν/μίου
εξωτερικού
(σελ. 1 από 2)**

**Πριν από την
κινητικότητα:
3^η Σελίδα
Υποδείγματος:
Τριμερής Δέσμευση**

Study Abroad Coordinator in
your College at Exeter.



The sending institution:

The sending institution commits to recognise all the credits gained at the receiving institution for the successfully completed education components and to count them towards the student's degree as described in Table B.

Responsible person's signature: Date:

The receiving institution:

The receiving institution confirms that they education components listed in Table A are in line with its course catalogue.

Responsible person's signature: Date:

**Δείγμα 3^{ης}
σελίδας από
Learning
Agreement
Παν/μίου
εξωτερικού
(σελ. 2 από 2)**

Study Abroad Coordinator or
Academic at host university.

**Κατά τη διάρκεια
της κινητικότητας:
Αλλαγές στην
αρχική Συμφωνία
Μάθησης
Table C - 4^η Σελίδα
Υποδείγματος**

Συμπληρώνονται **μόνο** εάν υπάρχουν αλλαγές στο αρχικό Learning Agreement το οποίο είχε υπογραφεί ΠΡΙΝ από την κινητικότητα. Εάν το Learning Agreement παραμένει το ίδιο, δεν χρειάζεται να συμπληρώσετε αυτή τη σελίδα.

Section to be completed DURING THE MOBILITY

CHANGES TO THE ORIGINAL LEARNING AGREEMENT

I. EXCEPTIONAL CHANGES TO THE PROPOSED MOBILITY PROGRAMME

Table C: Exceptional changes to study programme abroad or additional components in case of extension of stay abroad

Component code (if any) at the receiving institution	Component title (as indicated in the course catalogue) at the receiving institution	Deleted component <i>[tick if applicable]</i>	Added component <i>[tick if applicable]</i>	Reason for change ¹⁰	Number of ECTS credits to be awarded by the receiving institution upon successful completion of the component
		<input type="checkbox"/>	<input type="checkbox"/>		
		<input type="checkbox"/>	<input type="checkbox"/>		
Total:					

The student, the sending and the receiving institutions confirm that they approve the proposed amendments to the mobility programme.

Approval by e-mail or signature of the student and of the sending and receiving institution responsible persons.

Signature Block

II. CHANGES IN THE RESPONSIBLE PERSON(S), if any:

New responsible person in the sending institution:

Name: _____ Function: _____
Phone number: _____ E-mail: _____

New responsible person in the receiving institution:

Name: _____ Function: _____
Phone number: _____ E-mail: _____

Έγκριση Ιδρύματος Αποστολής & Ιδρύματος Υποδοχής στις Αλλαγές του LA

ΠΡΟΤΕΙΝΟΜΕΝΗ
ΠΡΟΣΘΗΚΗ στην 4^η
σελίδα του
Υποδείγματος

Υπογραφή και ημερομηνία
του Ακαδημαϊκού
Συντονιστή του **Ιδρύματος**
Πρόελευσης

Υπογραφή και ημερομηνία
του Ακαδημαϊκού
Συντονιστή του **Ιδρύματος**
Υποδοχής

The student, the sending and the receiving institutions confirm that they approve the proposed amendments to the mobility programme.

The student

Student's signature

Date:

The sending institution

Responsible person's signature

Date:

The receiving institution

Responsible person's signature

Date:

Approval by e-mail or signature of the student and of the sending and receiving institution responsible persons.

**Κατά τη διάρκεια
της κινητικότητας:
Αλλαγές στην
αρχική Συμφωνία
Μάθησης
Table C - 4^η Σελίδα
Υποδείγματος**

CHANGES TO THE ORIGINAL LEARNING AGREEMENT
(Section to be completed DURING THE MOBILITY)

[The section to be completed before the mobility should be kept unchanged and changed should be described in this section only.]

Exceptional changes to the proposed mobility programme:

[Exception changed should be made within a month. Only if absolutely necessary, any party can request changes within the first two-week period after regular classes/educational components have started. All these changes have to be agreed by the three parties within a two-week period after the request.]

TABLE C

Component code	Component title	Deleted component <i>[tick if applicable]</i>	Added component <i>[tick if applicable]</i>	Reason for change ⁷	Number of ECTS credits ⁸
Total:					

⁷ Reasons for deleting component: A1 = Previously selected educational component is not available at receiving institution, A2 = Component is in a different language than previously specified in the course catalogue, A3 = Timetable conflict, A4 = Other (please specify).

Reason for adding a component: B1 = Substituting a deleted component, B2 = Extending the mobility period, B3 = Other (please specify).

⁸ Number of ECTS credits to be awarded by the receiving institution upon successful completion of the component.

Δείγμα 4^{ης}
σελίδας από
Learning
Agreement
Παν/μίου
εξωτερικού

**Κατά τη διάρκεια
της κινητικότητας:
Αλλαγές στους
Υπεύθυνους
Επικοινωνίας
4^η Σελίδα
Υποδείγματος**

Only to be completed if there are changes at either Exeter or the host university.

Only to be signed if there have been changes made to the Learning Agreement and/or changes to the responsible person (s) at either Exeter or the host university.



CHANGES TO THE RESPONSIBLE PERSON(S), if any²:

New responsible person in the sending institution:

Name:	<input type="text"/>	Function:	<input type="text"/>
Phone number:	<input type="text"/>	Email:	<input type="text"/>

New responsible person in the receiving institution:

Name:	<input type="text"/>	Function:	<input type="text"/>
Phone number:	<input type="text"/>	Email:	<input type="text"/>

COMMITMENT OF THE THREE PARTIES

The student:

Student's signature:	<input type="text"/>	Date:	<input type="text"/>
----------------------	----------------------	-------	----------------------

The sending institution:

Responsible person's signature:	<input type="text"/>	Date:	<input type="text"/>
---------------------------------	----------------------	-------	----------------------

The receiving institution:

Responsible person's signature:	<input type="text"/>	Date:	<input type="text"/>
---------------------------------	----------------------	-------	----------------------

² To clarify, the 'Changes in the responsible persons' and 'Commitment of the three parties' section will only need to be completed if amendments have been made to your list of course components in table C.

Δείγμα 4^{ης}
σελίδας από
Learning
Agreement
Παν/μίου
εξωτερικού

Πραγματικές ημέρες παρουσίας του Φοιτητή στο Ίδρυμα Προέλευσης

Έναρξη: η πρώτη μέρα που ο φοιτητής παρουσιάστηκε στο Ίδρυμα Υποδοχής

Λήξη: η τελευταία ημέρα που ο Φοιτητής εμφανίστηκε στο Ίδρυμα Υποδοχής.

Προσοχή!!!

Οι ημερομηνίες αυτές, θα χρησιμοποιηθούν για να υπολογιστεί το υπόλοιπο της επιχορήγησης του Φοιτητή.

Section to be completed AFTER THE MOBILITY

RECOGNITION OUTCOMES

I. MINIMUM INFORMATION TO INCLUDE IN THE RECEIVING INSTITUTION'S TRANSCRIPT OF RECORDS

Start and end dates of the study period: from [day/month/year] till [day/month/year].

Table E: academic outcomes at receiving institution

Component code (if any)	Component title (as indicated in the course catalogue) at the receiving institution	Was the component successfully completed by the student? [Yes/No]	Number of ECTS credits	Receiving institution grade
			Total:	

[Signature of responsible person in receiving institution and date]

II. MINIMUM INFORMATION TO INCLUDE IN THE SENDING INSTITUTION'S TRANSCRIPT OF RECORDS

Start and end dates of the study period: from [day/month/year] till [day/month/year].

Table F: recognition outcomes at the sending institution

Component code (if any)	Title of recognised component (as indicated in the course catalogue) at the sending institution	Number of ECTS credits	Sending institution grade, if applicable
		Total:	

[Signature of responsible person in sending institution and date]

Το Ίδρυμα Υποδοχής το στέλνει στο Γραφείο Erasmus+ εντός 5 εβδομάδων από τη λήξη της κινητικότητας

Εάν το λάβει ο Φοιτητής θα πρέπει να το πάει στο Γραφείο Erasmus+

Υπογραφή του Υπεύθυνου στο Ίδρυμα Υποδοχής και Ημερομηνία

ΜΕΤΑ την
κινητικότητα:
Πιστοποιητικό
Αναγνώρισης
Πανεπιστημίου
Εξωτερικού

This section must contain the *actual* dates of the student's placement excluding any additional time in country before or after the study placement. The dates provided here will be used to calculate the second allocation of the student's Erasmus grant.



RECOGNITION DOCUMENT
 (Section to be completed AFTER THE MOBILITY)

[This Recognition Document must be issued together with the sections before and during the mobility and it can additionally be issued independently.]

Actual dates of the start¹⁰ and the end¹¹ of the study period:

From [date/month/year] To [date/month/year]

[The receiving institution commits to provide the sending institution and the student with a Transcript of Records according to Table D below and containing all the educational components agreed in the above sections. This should be done within a period stipulated in the inter-institutional agreement and normally not longer than five weeks after publication/proclamation of the student's results at the receiving institution.]

TABLE D

Component code	Component title	Was the component successfully completed by the student? [Yes/No]	Number of ECTS credits	Receiving institution grade
<i>Example:</i>				
	Course 1	Y	10	68
	Module 2	Y	20	65
		Total:	30	

¹⁰ First day the student has been present at the receiving organisation for academic reasons (e.g. first course, welcoming even organised by the host institution, language and intercultural training etc.,)

¹¹ The end of the study period is the last day the student has been present at the receiving organisation for academic reasons (e.g. end of exam period/course/work...)

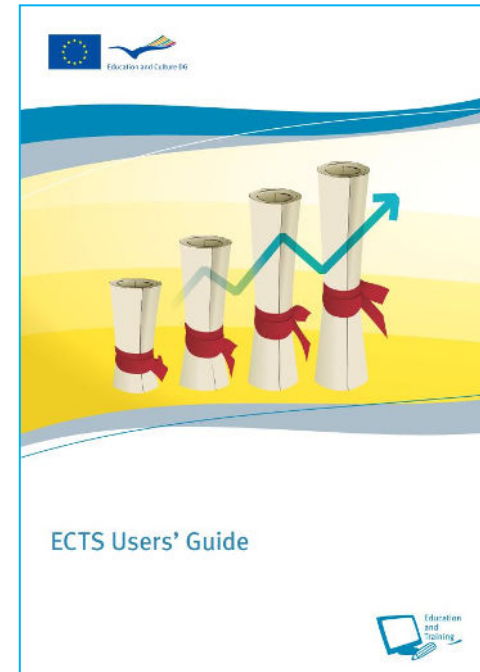
Please note that we have now come to the section of paperwork that must be completed AFTER the mobility. Pages 7 and 8 were to be completed DURING the mobility.

Table D whilst a compulsory element of the Erasmus+ paperwork serves only as an example of what the transcript of records issued to the student by his/her host university should look like.



Ministry of Education and Science
of the Republic of Armenia

BOLOGNA PROCESS - EUROPEAN HIGHER EDUCATION AREA



Ministerial Conference and Bologna Policy
Forum - Yerevan 2015 - Yerevan, Armenia

Ο νέος οδηγός για τους Χρήστες του ECTS:

- Promoting student-centred learning
- Ensuring meaningful implementation of learning outcomes (teaching, learning and assessment)
- Encompassing LLL and reflecting the state of on-going work on recognition of prior learning
- Catering for new ways of delivering programmes (OER, MOOCs)
- Helping reduce obstacles to mobility/recognition
- Strengthening links to other transparency tools

Learning Agreement για Πρακτική Άσκηση

Πριν την κινητικότητα

- Πρόγραμμα κινητικότητας στο εξωτερικό
- Λεπτομέρειες πρακτικής άσκησης
- Γλωσσική επάρκεια
- Παρακολούθηση και Ασφάλιση (Monitoring and Insurance)
- Υπεύθυνοι
- Τριμερής Δέσμευση

Κατά τη διάρκεια της κινητικότητας

- Αλλαγές στο πρόγραμμα εργασίας
- Αλλαγές των Υπευθύνων
- Τριμερής Δέσμευση

Μετά την κινητικότητα

- Βεβαίωση πρακτικής άσκησης (Traineeship Certificate)
- Αξιολόγηση της πρακτικής άσκησης
- Αναλυτική Βαθμολογία (Transcript of Records) εάν είναι μέρος του Προγράμματος Σπουδών
- Αναγνώριση

Learning Agreement for Placement

Πριν από την
κινητικότητα:
1^η Σελίδα

Στοιχεία Φοιτητή

Ίδρυμα Προέλευσης

Οργανισμός/Επιχείρηση
Υποδοχής

The list of top-level NACE sector codes is
available at:

http://ec.europa.eu/eurostat/ramon/nomenclatures/index.cfm?TargetUrl=LST_NOM_DTL&StrNom=NACE_REV2&StrLanguageCode=EN

LEARNING AGREEMENT FOR TRAINEESHIPS

The Trainee

Last name (s)		First name (s)	
Date of birth		Nationality ¹	
Sex [M/F]		Academic year	20../20xx
Study cycle ²		Subject area, Code ³	
Phone		E-mail	

The Sending Institution

Name		Faculty	
Erasmus code (if applicable)		Department	
Address		Country, Country code ⁴	
Contact person name		Contact person, E-mail / phone	

The Receiving Organisation/Enterprise

Name Sector ⁵		Department	
Address, website		Country	
Size of enterprise ⁶			
Contact person ⁷ name / position		Contact person, e-mail / phone	
Mentor ⁸ name / position		Mentor e-mail / phone	

For guidelines, please look at Annex 1, for end notes please look at Annex 2.

Στοιχεία
υπεύθυνου επικοινωνίας
Οργανισμού/Επιχείρησης

Τα στοιχεία
πρέπει να
εισαχθούν στο
Mobility Tool

Μέγεθος Οργανισμού
Υποδοχής/Επιχείρησης
1-50
51-500
More than 500

Στοιχεία Μέντορα στον
Οργανισμό/Επιχείρηση

Learning Agreement for Placement Πριν από την κινητικότητα: 2^η Σελίδα

Προτεινόμενο
πλάνο πρακτικής
άσκησης

Δέσμευση του
Ιδρύματος Προέλευσης

Εάν η πρακτική άσκηση
ενσωματώνεται στο
Πρόγραμμα Σπουδών:
1. Αναλυτική
βαθμολογία
2. Παράρτημα
Διπλώματος (εάν
δεν ενσωματώνεται
τότε στο Π.Δ. 6.1)

Section to be completed BEFORE THE MOBILITY

I. PROPOSED MOBILITY PROGRAMME

Planned period of the mobility: from [month/year] till [month/year]
Number of working hours per week: ...
Traineeship title: ...
Detailed programme of the traineeship period...
Knowledge, skills and competences to be acquired by the trainee at the end of the traineeship ...
Monitoring plan ...
Evaluation plan ...
Language competence of the trainee The level of language competence ⁹ in [workplace main language] that the trainee already has or agrees to acquire by the start of the mobility 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"/>

The sending institution

The institution undertakes to respect all the principles of the Erasmus Charter for Higher Education relating to traineeships.

[Please fill in only one of the following boxes depending on whether the traineeship is embedded in the curriculum or is a voluntary traineeship.]

The traineeship is embedded in the curriculum and upon satisfactory completion of the traineeship, the institution undertakes to:

- Award ECTS credits.
- Give a grade based on: Traineeship certificate Final report Interview
- Record the traineeship in the trainee's Transcript of Records.
- Record the traineeship in the trainee's Diploma Supplement (or equivalent).
- Record the traineeship in the trainee's Europass Mobility Document Yes No

The traineeship is voluntary and upon satisfactory completion of the traineeship, the institution undertakes to:

- Award ECTS credits: Yes No
If yes, please indicate the number of ECTS credits: ...
- Give a grade: Yes No
If yes, please indicate if this will be based on:
Traineeship certificate Final report Interview

Ενδεικτικές
Ημερομηνίες Έναρξης
και Λήξης

Γλωσσική επάρκεια
στην ομιλούμενη
γλώσσα στον
Οργανισμό/Επιχείρηση

[9] For the Common European Framework of Reference for Languages (CEFR)
<http://europass.cedefop.europa.eu/en/resources/european-language-levels-cefr>

ECTS:

3μηνο = 20 ECTS

6μηνο = 30 ECTS

1 έτος = 60 ECTS

Learning Agreement for Placement

Πριν από την
κινητικότητα:
3^η Σελίδα

Υποχρεωτική
Ασφάλεια για
Πρακτική Άσκηση:
Ασφάλεια Γενικής
Αστικής Ευθύνης
υπέρ Τρίτων
&
Ασφάλεια
Προσωπικού
Ατυχήματος

- Γίνονται δεκτά:**
- Σαρωμένα αντίγραφα υπογραφών
 - Ηλεκτρονικές υπογραφές

Erasmus+ Higher Education Learning Agreement form
Trainee's name

- Record the traineeship in the trainee's Transcript of Records Yes No
- Record the traineeship in the trainee's Diploma Supplement (or equivalent), except if the trainee is a recent graduate.
- Record the traineeship in the trainee's Europass Mobility Document Yes No *This is recommended if the trainee will be a recent graduate.*

The receiving organisation/enterprise

The trainee will receive a financial support for his/her traineeship: Yes No
If yes, amount in EUR/month:

The trainee will receive a contribution in kind for his/her traineeship: Yes No
If yes, please specify:

Is the trainee covered by the accident insurance? Yes No
If not, please specify whether the trainee is covered by an accident insurance provided by the sending institution: Yes No
The accident insurance covers:
- accidents during travels made for work purposes: Yes No
- accidents on the way to work and back from work: Yes No

Is the trainee covered by a liability insurance? Yes No
The receiving organisation/enterprise undertakes to ensure that appropriate equipment and support is available to the trainee.

Upon completion of the traineeship, the organisation/enterprise undertakes to issue a Traineeship Certificate by [maximum 5 weeks after the traineeship].

II. RESPONSIBLE PERSONS

Responsible person¹⁰ in the sending institution:
Name: _____ Function: _____
Phone number: _____ E-mail: _____

Responsible person¹¹ in the receiving organisation/enterprise (supervisor):
Name: _____ Function: _____
Phone number: _____ E-mail: _____

III. COMMITMENT OF THE THREE PARTIES

By signing this document, the trainee, the sending institution and the receiving organisation/enterprise confirm that they approve the proposed Learning Agreement and that they will comply with all the arrangements agreed by all parties.

The trainee and receiving organisation/enterprise will communicate to the sending institution any problem or changes regarding the traineeship period.

The trainee Trainee's signature	Date:
The sending institution Responsible person's signature	Date:
The receiving organisation/enterprise Responsible person's signature	Date:

Προαιρετική Αμοιβή
στον Φοιτητή από τον
Οργανισμό/Επιχείρηση

Προαιρετική Αμοιβή σε
είδος στον Φοιτητή
από τον
Οργανισμό/Επιχείρηση

Learning Agreement for Placement

Κατά τη διάρκεια της
κινητικότητας:
4^η Σελίδα

Section to be completed DURING THE MOBILITY

EXCEPTIONAL MAJOR CHANGES TO THE ORIGINAL LEARNING AGREEMENT

I. EXCEPTIONAL CHANGES TO THE PROPOSED MOBILITY PROGRAMME

Planned period of the mobility: from [month/year] till [month/year]
Number of working hours per week: ...
Traineeship title: ...
Detailed programme of the traineeship period...
Knowledge, skills and competences to be acquired by the trainee at the end of the traineeship ...
Monitoring plan ...
Evaluation plan ...

The trainee, the sending institution and the receiving organisation/enterprise confirm that the proposed amendments to the mobility programme are approved.

~~Approval by e-mail or signature from the trainee, the responsible person in the sending institution and the responsible person in the receiving organisation/enterprise.~~


II. CHANGES IN THE RESPONSIBLE PERSON(S), if any:


New responsible person in the sending institution:	
Name:	Function:
Phone number:	E-mail:
New responsible person in the receiving organisation/enterprise:	
Name:	Function:
Phone number:	E-mail:


ΑΝ ΥΠΑΡΞΟΥΝ ΑΛΛΑΓΕΣ
ΥΠΕΥΘΥΝΩΝ
ΣΤΟ ΙΔΡΥΜΑ
ΠΡΟΕΛΕΥΣΗΣ
Ή
ΣΤΟΝ
ΟΡΓΑΝΙΣΜΟ/ΕΠΙΧΕΙΡΗΣΗ

Αλλαγή διάρκειας -
παράταση της
πρακτικής άσκησης:

**Αίτημα από
Φοιτητή το
αργότερο ένα μήνα
πριν την λήξη της
αρχικής
συμφωνημένης
περιόδου**

 Εντός 2
εβδομάδων από την
έναρξη της πρακτικής θα
πρέπει να έχουν
ολοκληρωθεί οι
σπορισδήποτε αλλαγές.

 Οι αλλαγές θα
πρέπει να έχουν
υπογραφεί και από τα 3
εμπλεκόμενα μέρη εντός
2 εβδομάδων μετά από
την κατάθεση του
αιτήματος

 Οι φοιτητές έχουν
ένα μήνα μετά την
έναρξη της πρακτικής να
οριστικοποιήσουν τις
όποιες αλλαγές στο
αρχικό τους πλάνο
εργασίας



Learning Agreement for Placement

Μετά την
κινητικότητα:
5^η Σελίδα

Section to be completed AFTER THE MOBILITY

TRAINEESHIP CERTIFICATE

Name of the trainee:

Name of the receiving organisation/enterprise:

Sector of the receiving organisation/enterprise:

Address of the receiving organisation/enterprise [street, city, country, phone, e-mail address], website:

Start and end of the traineeship:

from [day/month/year] till [day/month/year]

Traineeship title:

Detailed programme of the traineeship period including tasks carried out by the trainee:

Knowledge, skills (intellectual and practical) and competences acquired (learning outcomes achieved):

Evaluation of the trainee:

Date:

Name and signature of the responsible person at the receiving organisation/enterprise:

Πραγματικές ημέρες
παρουσίας του Φοιτητή
στον
Οργανισμό/Επιχείρηση

Έναρξη: η πρώτη μέρα που
ο φοιτητής παρουσιάστηκε
για εργασία

Λήξη: η τελευταία ημέρα
που ο Φοιτητής
εμφανίστηκε για εργασία

Προσοχή!!!

Οι ημερομηνίες αυτές, θα
χρησιμοποιηθούν για να
υπολογιστεί το υπόλοιπο
της επιχορήγησης του
Φοιτητή.

KEEP
CALM
BECAUSE
IT IS
FINISHED

FOR

Every **R**eason **A**nd **S**eason **M**ingle, **U**nite, **S**upport[©]



Ευχαριστώ για την προσοχή σας!

Άσπα Καράμπελα

akarabela@iky.gr

Ερωτήσεις;
Σχόλια;

