Learning Agreement
Student Mobility for Studies

General information

Student	**Last name(s)**	**First name(s)**	**Date of birth**	**Nationality**	**Gender**
	ESI		**Study cycle**	**Field of education (ISCED)**	**Field of education (clarification)**
				0421 (Law) **0923** (Social Work and Counselling)	**Law** (0421) **Social Work and Counselling** (0923)

Sending Institution	**Name**	**Faculty/Department**	**Erasmus code**	**Country**	**Faculty administrative contact person name; email; phone**
Receiving Institution	**Name**	**Faculty/Department**	**Erasmus code**	**Country**	**Administrative contact person name; email; phone**
	University of Zagreb	**Faculty of Law**	**HR ZAGREB01**	**Croatia**	**Tihana Tolić** **erasmus@pravo.hr** **+385 1 4564 305**

The level of language competence in E n g l i s h [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* □

Before the Mobility

Mobility type and duration

Mobility type (select one)	**Estimated duration (to be confirmed by the Receiving Institution)**
• Semester(s) x / Virtual component *(only if applicable)* □	Planned period of the physical mobility: • from [day (optional)/month/year] • to [day (optional)/month/year]

Enter the dates for the planned mobility period in accordance with the academic calendar of the Faculty of Law in Zagreb.

Study Programme at the Receiving Institution

Mobility type: Semester(s)

Table A	**Component code** (if any)	**Component title at the Receiving Institution** (as indicated in the course catalogue)	**Semester** [e.g. autumn/spring; term]	**Number of ECTS credits (or equivalent) to be awarded by the Receiving Institution upon successful completion**
	(Course Code can be found in the Course Catalogue)	**(Course name)**	**(term)**	**(Number of ECTS Credits)**
e.g.	**142167**	**Multi-Level Governance and Regional Development**	**Autumn**	**5**
	97199	**History of Modern Time Political Theories**	**Autumn**	**4**
	139573	**Cybersecurity and Cybecrime**	**Autumn**	**4**
	290437	**Roman Private Law**	**Autumn**	**4**
	150199	**Economic analysis of Law**	**Autumn**	**4**
	86140	**Development of International Law**	**Autumn**	**4**
		If necessary please electronically insert more rows.		**TOTAL: 25**

Web link to the course catalogue at the Receiving Institution describing the learning outcomes:

If you are staying for the entire academic year, you need to specify which courses you will take in each semester.
Please pay attention to that!

Recognition at the Sending Institution
Mobility type: Semester(s)

Table B	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 recognized by the Sending Institution	Automatic recognition
					Yes □ *No* □
					Yes □ *No* □
					Yes □ *No* □
					Yes □ *No* □
					Yes □ *No* □
					Yes □ *No* □
					Yes □ *No* □
		If necessary please electronically insert more rows.		**Total: ...**	
Provisions applying if the student does not complete successfully some educational components: *[web link to the relevant information]*					

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. 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 are in line with its course catalogue or as agreed otherwise 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. 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		**Signature**
Responsible person at the Sending Institution					**Signature of the Responsible person and Stamp**
Responsible person at the Receiving Institution	Izv.prof.dr.sc. Dora Zgrabljić Rotar	dora.zgrabljic.rotar@pravo.hr	ECTS Coordinator		**Signature of the ECTS Coordinator and the Faculty of Law Stamp**

NOTE:

1. LA is to be sent to us **only after being approved by your Home University** (Sending Institution).

2. Approval = LA signed and stamped by your Home University Exchange Coordinator.

3. LA document needs to be sent to the Student Office of the Faculty of Law via email to erasmus@pravo.hr only in **PDF format**.

During the Mobility
Changes to the learning agreement
Mobility type: Semester(s)

Course changes during your mobility must be listed under this category - *During mobility*. Under no circumstances should the student fill out entirely new LA for this purpose.

Exceptional changes to Table A

(to be approved by the student, the responsible person in the Sending Institution and the responsible person in the Receiving Institution)

Table A2	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 (see explanation in the Glossary at the of the document)	Number of ECTS credits (or equivalent)
	290437	Roman Private Law	☒	☐	2	4
e.g.	201647	Rights of Minorities in Europe	☐	☒	4	4
			☐	☐	Choose a number	
			☐	☐	Choose a number	
			☐	☐	Choose a number	
			☐	☐	Choose a number	
			☐	☐	Choose a number	
		If necessary please electronically insert more rows.	☐	☐	Choose a number	

Please check the last page of your Learning Agreement for more information.

If for some justifiable reason it is necessary to delete a previously selected and listed course in the ***Before the Mobility*** category, the box in the ***Deleted component*** category must be checked.

When listing course changes, if you are staying for the entire academic year, you must also indicate the semester in which the change is taking place alongside the course name.
E.g.
Roman Private Law (autumn term)
Rights of Minorities in Europe (spring term)

If you are adding a new course that was not previously listed in the ***Before Mobility*** category**,** you must check the box in the ***Added component*** category.

If you will need to add rows, please do the following:
1. mark the entire row
2. right click on the marked row
3. select INSERT
4. click on option INSERT ROW UNDER

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 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 are in line with its course catalogue or as agreed otherwise 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. 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		Signature
Responsible person at the Sending Institution					Signature of the Responsible person and Stamp
Responsible person at the Receiving Institution	Izv.prof.dr.sc. Dora Zgrabljić Rotar	dora.zgrabljic.rotar@pravo.hr	ECTS Coordinator		Signature of the ECTS Coordinator and the Faculty of Law Stamp

Any change to your courses must first be approved by the exchange coordinator at your home university and then by our faculty. Only after your Learning Agreement has been signed and stamped by the exchange coordinator at your home university, can it be approved on our side as well.

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 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 are in line with its course catalogue or as agreed otherwise 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. 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 at the Sending Institution					

Exceptional changes to Table B (if applicable)
(to be approved by the student and the responsible person in the Sending Institution)

Table B2	Component code (if any)	Component title at the Sending Institution (as indicated in the course catalogue)	Deleted component [tick if applicable]	Added component [tick if applicable]	Reason for change (see explanation in the Glossary at the of the document)	Number of ECTS credits (or equivalent)	Automatic recognition
			□	□	Choose a number		*Yes* □ *No* □
			□	□	Choose a number		*Yes* □ *No* □
			□	□	Choose a number		*Yes* □ *No* □
			□	□	Choose a number		*Yes* □ *No* □
			□	□	Choose a number		*Yes* □ *No* □
			□	□	Choose a number		*Yes* □ *No* □
		If necessary please electronically insert more rows.	☒	□	Choose a number		*Yes* □ *No* □

Glossary

Term	Definition/Explanation
Nationality	Country to which the person belongs administratively and that issues the ID card and/or passport.
The European Student Identifier (ESI)	A unique European Identifier number used to identify and authenticate students using the Erasmus+ Mobile App and/or the desktop version of the app to fill in and sign their learning agreement. If the sending institution does not issue an ESI for its students an alternative mechanism for identifying and authenticating students can be accepted. For more information, visit the Erasmus Without Paper Competence Centre.
Study cycle	Short cycle (EQF level 5) / Bachelor or equivalent first cycle (EQF level 6) / Master or equivalent second cycle (EQF level 7) / Doctorate or equivalent third cycle (EQF level 8).
Field of education	The ISCED-F 2013 search tool available at http://ec.europa.eu/education/international-standard-classification-of-education-isced_en should be used to find the ISCED 2013 detailed field of education and training that is closest to the subject of the degree to be awarded to the student by the Sending Institution.
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.
Administrative Contact person	A 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.
Mobility type: Semester(s)	A study period abroad lasting at least one academic term/trimester or 2 months to 12 months
Blended mobility	Any mobility can be carried out as a "blended mobility" by combining the study period abroad with on virtual component at the receiving institution before, during or after the physical mobility to further enhance the learning outcomes.
Short description of a virtual component	An indication of whether the virtual component is an online course(s), embedded in an course(s) selected at the receiving institution, embedded in a blended intensive programme and/or other type of online activity at the receiving institution along with component title(s) or short description of the online activity.
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.
Automatic recognition	All credits gained abroad– as agreed in the Learning Agreement and confirmed by the Transcript of Records – will be transferred without delay and counted towards the students' degree without any additional work or assessment of the student. This is signalled in the learning agreement by the "Yes" check box. If the "No" check box is selected, a clear justification needs to be provided and an indication on what other type of formal recognition will be applied e.g. registration in the students' diploma supplement or Europass Mobility Document.
Educational component	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.
Level of language competence	A description of the European Language Levels (CEFR) is available at: https://europass.cedefop.europa.eu/en/resources/european-language-levels-cefr

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.
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.
Reasons for deleting a component	1. Previously selected educational component is not available at the Receiving Institution 2. Component is in a different language than previously specified in the course catalogue 3. Timetable conflict 4. Other (please specify)
Reason for adding a component	5. Substituting a deleted component 6. Extending the mobility period 7. Adding a virtual component 8. Other (please specify)