



UNIVERSITÀ
DI PAVIA

LEARNING AGREEMENT AND OTHER DUTIES FOR EXCHANGE STUDENTS



Erasmus/Exchange students are requested to send the learning agreement for studies-before mobility- properly filled in, signed by the student, the student's Home university Coordinator and UNIPV Erasmus Coordinator.
Please note: the learning agreement should be typed and not handwritten; table A and table B are compulsory and must be completed in detail.

Learning Agreement Student Mobility for Studies							Higher Education: Learning Agreement form Student's name Academic Year 20.../20...
Student	Last name(s)	First name(s)	Date of birth	Nationality ¹	Sex [M/F]	Study cycle ²	Field of education ²
Sending Institution	Name	Faculty/Department	Erasmus code ⁴ (if applicable)	Address	Country	Contact person name ³ ; email; phone	
Receiving Institution	Name	Faculty/Department	Erasmus code (if applicable)	Address	Country	Contact person name; email; phone	

Before the mobility

Study Programme at the Receiving Institution			
Planned period of the mobility: from [month/year] to [month/year]			
Table A Before the mobility	Component ⁶ code (if any)	Component title at the Receiving Institution (as indicated in the course catalogue ⁷)	Number of ECTS credits (or equivalent) ⁵ 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: <i>[web link to the relevant information]</i>			

The level of language competence⁸ 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

Recognition at the Sending Institution				
Table B 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
				Total: ...
Provisions applying if the student does not complete successfully some educational components: <i>[web link to the relevant information]</i>				

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 ¹⁰ at the Sending Institution					
Responsible person at the Receiving Institution ¹¹					

This is the first page of the LA, in which must be indicated the study program **BEFORE THE MOBILITY**, so exams that the student intend to do in the receiving institution. At the end of the page, the two coordinators and the student must put a signature in order to accept the chosen activities.



During the Mobility

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 ^{1,2}	Number of ECTS credits (or equivalent)
			<input type="checkbox"/>	<input type="checkbox"/>	Choose an item.	
			<input type="checkbox"/>	<input checked="" type="checkbox"/>	Choose an item.	

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)					
Table B2 During the mobility	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]	Number of ECTScredits (or equivalent)
			<input type="checkbox"/>	<input type="checkbox"/>	
			<input type="checkbox"/>	<input type="checkbox"/>	

After the Mobility

Transcript of Records 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
				Total ..	

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) recognized	Grades registered at the Sending Institution (if applicable)
			Total ..	

In the second page we can find two parts:

The **DURING THE MOBILITY** part has to be used ONLY if the student intend to change some chosen exams.

The **AFTER THE MOBILITY** part is for the Receiving institution to attest the passed exams and the number of ECTS but usually it is not filled in because it's substituted by the Transcript of Records



If you haven't filled yet your learning agreement, please:

- Fill the LA in concordance with our [course offer](#) and our Academic Calendar.
- Email it to the relevant [Erasmus Academic coordinator](#), cc. to incoming.erasmus@unipv.it (for Erasmus EU students), erasmus.icm@unipv.it (for ICM students) or overseas@unipv.it (for Overseas students)

CHANGES TO THE LEARNING AGREEMENT

If during your Erasmus study period you need to change any of the academic activities listed in your learning agreement, you MUST:

- fill in a Learning agreement "during the mobility" form
- get it signed by your Erasmus Coordinator in Pavia and your Erasmus Coordinator at home University
- send a copy by email to our office.



How to fill in the LA and where to find all the useful info?

Learning Agreement Student Mobility for Studies

Higher Education:
Learning Agreement form
Student's name
Academic Year 20.../20...

Student	Last name(s)	First name(s)	Date of birth	Nationality ¹	Sex (M/F)	Study cycle ²	Field of education ³
Sending Institution	Name	Faculty/Department	Easrus code ⁴ (if applicable)	Address	Country	Contact person name ⁵ ; e-mail; phone	
Receiving Institution	Name	Faculty/Department	Easrus code (if applicable)	Address	Country	Contact person name ⁵ ; e-mail; phone	

Before the mobility

Study Programme at the Receiving Institution

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

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
Total: ...			

Web link to the course catalogue at the Receiving Institution describing the learning outcomes: (web link to the relevant information)

The level of language competence⁶ in [indicate here the main language of instruction] that the student already has acquired by the start of the study period: A1 □ A2 □ B1 □ B2 □ C1 □ C2 □ Native speaker □

Personal student's data

Chosen exams with codes and credits; all this info can be found in **these pages** and in each faculty website.

Università di Pavia - Course catalogue

SEARCH BY INDIVIDUAL COURSE UNIT

Name

Area

Course type

Academic year

Period

Language

To show curricula and activities related to a specific course go to "Search by Academic Course"

Università di Pavia - Course catalogue

Find your course:

Enrollment year

Area

Course

To show activities select a course and go to the Curricula section

This part has to be completed with courses' info from the Sending institution



Recognition at the Sending Institution

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
Total: ...			

Provisions applying if the student does not complete successfully some educational components: (web link to the relevant information)

OTHER DUTIES

ACTIVATE UNIVERSITY EMAIL

Upon your registration, we send an e-mail to your personal e-mail address, in which we will provide you with a University of Pavia e-mail address (nome.cognome00@universitadipavia.it) and to activate it, you should use the password you received in the same email. If you have problems, contact us or come to the office.

You must set up your UNIPV account in order to access the Area Riservata, the Wi-Fi service and the services provided by the University of Pavia.

GO ALONG WITH RESERVED AREA

The Area Riservata is a personal area where you can find all the information regarding the academic career. As you are an Erasmus incoming student, only a few sections will be useful to you (Home – Carriera – Libretto- Esami). You will receive the instructions about how to use it.



Contacts:

- Erasmus EU office:
incoming.erasmus@unipv.it
- Erasmus ICM office:
erasmus.icm@unipv.it
- Overseas office:
overseas@unipv.it
- Erasmus coordinators: at [this page](#)



MOBILITÀ ACCORDI E PARTNER PROGETTI CHI SIAMO CHI SEI? Q

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Live and study in Pavia

 Academic Information

 Pratical Issues

 University Facilities

Find out more on **academic calendar, course catalogue and other academic issues:**

- Academic calendar (pdf document)
- International Mobility coordinators (pdf document)
- Course catalogue
- List of master totally held in english

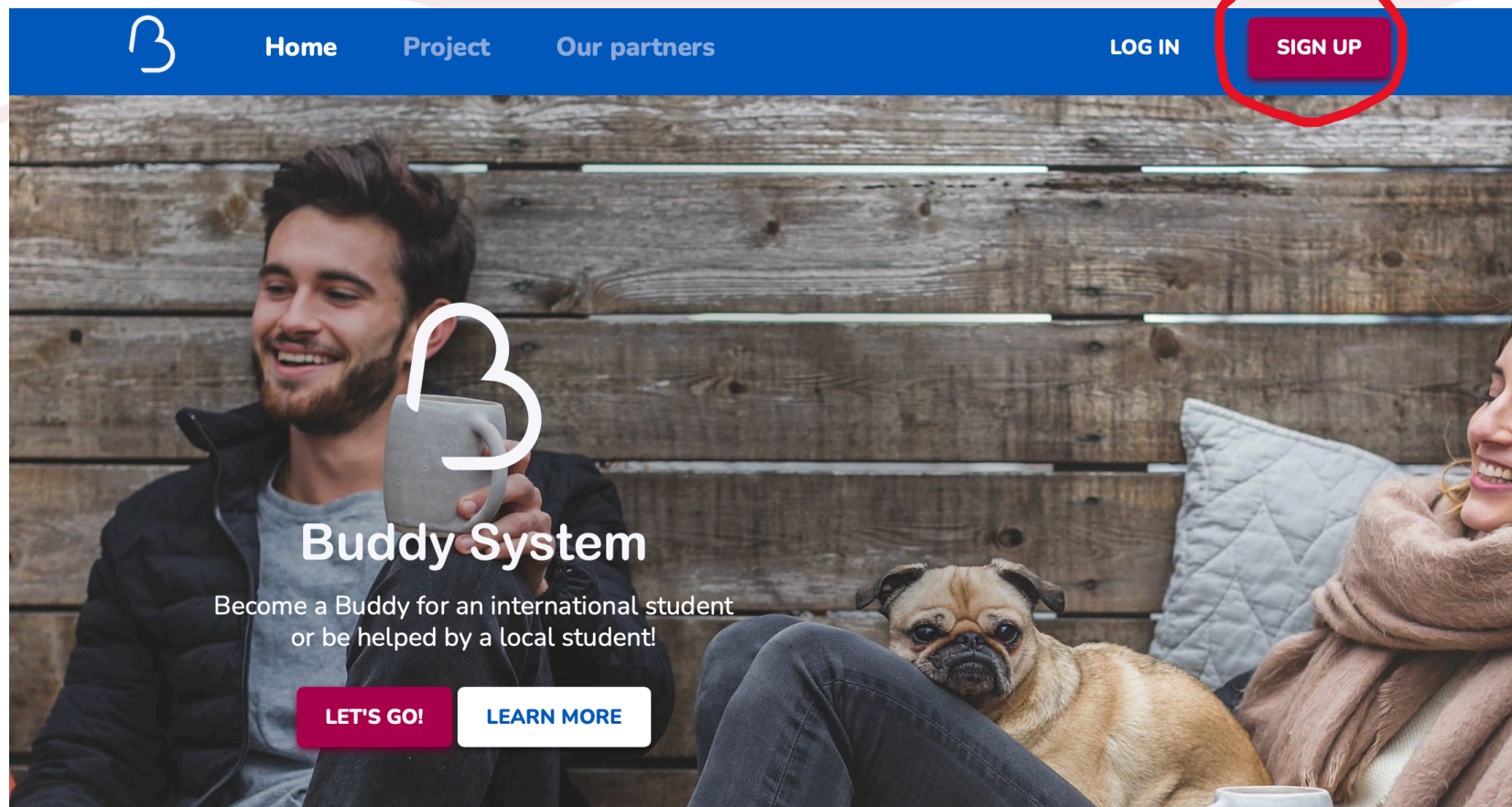
REQUEST A BUDDY

Unipv offers to international students the opportunity to be matched with a **Buddy!**

Buddies are local students who will support you before your arrival and during your Erasmus period. They will answer to your questions and doubts, they will help you to get settled in, and they will give you valuable opportunities to meet fellow students.



Request a buddy registering in this [platform](#) and you will be matched with a Unipv student.





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