**Student Semester Exchange**

**Learning Agreement**

***Academic year 20\_\_\_/20\_\_\_***

***Semester \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_***

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Student**  | **Last name(s)** | **First name(s)** | **Date of birth** | **Study cycle[[1]](#endnote-1)** | **Program of Study** |
|  |  |  |  |  |
| **Sending Institution** | **Name** | **Country**  | **Faculty/****Department** | **Contact person name[[2]](#endnote-2); email; phone** |
| ITMO University | Russia | International Office | outgoing@itmo.ru+7(812) 572-21-53 |
| **Receiving Institution**  | **Name** | **Country**  | **Faculty/****Department** | **Contact person name; email; phone** |
|  |  |  |  |
| **ITMO University** | **Receiving Institution** |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Course Unit Code (if any) | Course Unit Title (as indicated in the information pack) | ECTS | Course Unit Code (if any) | Course Unit Title (as indicated in the information pack) | ECTS |
|    |   |   |    |   |   |
|    |   |   |    |   |   |
|    |   |   |    |   |   |
|    |   |   |    |   |   |
|    |   |   |    |   |   |
|    |   |   |    |   |   |
|   |  < If necessary, continue the list > |   |   |  < If necessary, continue the list > |   |
|  | TOTAL: |  |  | TOTAL: |  |

|  |
| --- |
| **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. The student and the Receiving Institution will communicate to the Sending Institution any problems or changes regarding the study program, responsible persons and/or study period. |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Commitment** | **Name** | **Email** | **Position** | **Date** | **Signature** |
| Student |  |  | Student |  |  |
| Responsible person at the Sending Institution[[3]](#endnote-3) |  |  |  |  |  |
| Responsible person at the Receiving Institution[[4]](#endnote-4) |  |  |  |  |  |

1. **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). [↑](#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. **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. [↑](#endnote-ref-3)
4. **Responsible person at the Receiving Institution**: the name and email of the Responsible person must be filled in. [↑](#endnote-ref-4)