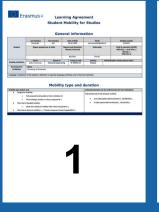
How to fill in the Erasmus+ Learning Agreement

The Erasmus+ Learning Agreement is used when applying for exchange to an Erasmus+ destination. The learning agreement consists of four pages and a glossary page.

For Aalto University application, fill in page 1, tables A and B, and the Commitment of three parties (signatures) on page 3. For changes during the exchange, tables A2 and B2 are used, and the Commitment of three parties (signatures) on page 4.

You can download the template here:

https://www.aalto.fi/en/other-studies/exchange-application-instructions



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	Glossary
Term	Definition/Explanation
Nationality	Country to which the person belongs administratively and that issues the ID card and/or passpor
Study cycle +Begree level	Short cycle (IOS) level S) / Bachelor or equivalent finit cycle (IOS) level S) / Master or equivalent second cycle (IOS) level S) / Declarate or equivalent third cycle (IOS) level S).
Field of education «Degree programme at Aulto	The IDDE_FILL county tool avoidable of http://ic.encoun.en/education/international-conduct- classification-of-education-resist.co. should be used to find the 6500 2813 decaded field education and invining that is closest to the subject of the degree to be awarded to the student if the bending bell and international.
Eraanus cade	A unique identifier that every higher education inclination that has been awarded with the fraum Charter for Higher Education (ECHE) receives. It is only applicable to higher education institution located in Programme Countries.
Administrative Contact person	A person who provides a link for administrative information and who, depending on the structur of the higher education institution, may be the dependential coordinator or works at th international relations office or equi
Mobility type: Full senected() physically at host institution	A study period abroad lesting at least one academic term/frimester or 2 months to 12 months.
Blended reobility	Any mobility can be carried out as a "blended mobility" by combining the study period abnor with on virtual component at the socialing institution before, during or after the physical mobilit to Surther enhance the learning outcomes.
Short description of a sirtual component	An indication of whether the virtual component is an enline course(s), embedded in an course), selected at the receiving institution, embedded in a blanded intensive programme and/or other type of contine analysis of the receiving institution along with samponent Etilety or shart description of the ceitine activity.
Short-term blended mebility	If a long-term physical mobility is not suitable, the student may undertake a study period about lacting between 5 days and 30 days and combined with a computions virtual component studiates an color learning suchange another transverse. This option is causable only at colors local institutions when separately informed during the bone institution application periods.
Short-term doctoral mobility	A stady period abroad leating between 5 days and 30 days. An optional initial component to facilists an online learning exchange and/or tearmork can be added to further exhance to learning outcomes.
BCTS credits (or equivalent)	In countries where the "ICCS" scalars is not in place. In particular for institutions located in Farths. Countries not personalizing in the Edingue process, "ICCS" needs to be replaced in the relovasibles by the neares of the or management of the countries of the relovasibles by the relovasibles by the relovasibles by the relovasible
Automatic receptition	All credits pained abroad— sized in the learning agreement and confirmed by the Transcist of learners—will be mare! any additional work or as a learner of the learning and the learners of learners of the learners of learners of learners or learners
Educational component	A self-contained and forms to works learning experience that features learning outcome credits and forms of assessment. Examples of educational components are: a course, modul semilars, laboratory work, practical work, preparation/secents for a thesis, mobility window of the electrics.

Page 1

Carefully fill in the general information.



General information

	Last name(s)	First name(s)	Date of birth	Email	Student number			
	Esimerkki	Essi	01.01.2000	essi.esimerkki@	Paalto.fi 1234567			
Student	Degree programme at Aalto		Degree level (Bachelor/ Master/ Doctoral)	Nationali	Field of education (ISCED) ARTS 021 Arch 0731 BIZ 041 TECH 071			
	Aalto Bachelor's Programme in Science and Technology		Bachelor	Finnish	TECH 071			
27 12 12 12112	Name	School of	Erasmus code	Country	Administrative contact person name			
Sending institution	Aalto University	Chemical Enginee	ering SF ESPOO 12	Finland	Firstname Surname			
Receiving host	Name							
institution	University of Chemlan	d						

Choose the right mobility type and fill in planned period of the exchange. You can find the dates from the host institution's academic calendar. If you are not able to find the exact dates yet, you can use the approximate month and year.



1

Mobility type and duration

bility	type (select one)	Estimated duration (to be confirmed by the host institution)
•	Long-term mobility:	Planned period of the physical mobility:
	o Full semester(s) physically at host institution ₪	
	o The exchange contains a virtual component □	 from [day (optional)/month/year]01/09/2023
•	Short-term blended mobility:	 to [day (optional)/month/year]20/12/2023
	o Short-term physical mobility with virtual component \Box	
	Short-term doctoral mobility □ / Virtual component (only if applicable) □	

Page 2

Fill in the course code, course name, semester, and number of ECTS of each course you are planning to take at the host institution in Table A. Make sure that the courses are available for exchange students and that you have the required prerequisites. Remember to include a link to the course catalogue.

Tobble.Ac	Course state at the head sold addition (if and (if and		and institution (statiged)	Secondary (e.g. submitted to the last of t		under of OCK and for equivalently to be excelled by the Hool buildings.	
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Study Programme at the Host Institution

Mobility type: Long-term physical mobility: full semester(s) at host

Table A:	Course code at the host institution (if any)	Course / module name at the host institution (as indicated in the course catalogue)	Semester [<u>e.g.</u> autumn/spring; term]	Number of ECTS credits (or equivalent) to be awarded by the Host Institution
1.	ABCDEF	Alphabet 1	Autumn term	5
2.	123456789	Numerical Methods	Autumn term	5
3.	0102030	Algebraic Number Theory	Autumn term	5
4.	XYZ0001	Machine Learning: Basic Principles	Autumn term	6
5.	CHEM345	Chemistry of Life	Autumn term	4
6.	MAT123	Introduction to Materials Science	Autumn term	5
7.			i.	
8.				
9.				
10.	7		i i	
Web link to the cou		Receiving Institution describing the learning outcome s for exchange students	I ss:	Total ECTS: 30

Fill in the name and number of ECTS of each course you are planning to take at the host institution (the same courses as in Table A. above) in Table B.

Indicate where (e.g., electives studies, international minor, or a specific Aalto course to be replaced) in your degree you plan to include each course. Please note that replacing a specific Aalto course with a course at the host institution requires more detailed discussion with the responsible professor. You also need to provide the course description of the course.

Table Ar	Course on at the hor mathetic (Famil	d Course / module name at 18 is indicated in the coor	e had institution in catalogue)	Secretar (e.g. substructuring born)	Number of SCH are (or equivalent) to swarfled by the In- tratification.
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Home university courses to be replaced/modules to which the studies abroad are planned to be transferred

Table B: Running number	Course name at the host institution	Course / module name at home institution (e.g., elective studies, international minor, or a specific Aalto course to be replaced)	Number of ECTS credits to be recognised by the home institution
1.	Alphabet Letters 1	Elective studies	5
2.	Numerical Methods	Elective studies	5
3.	Algebraic Number Theory	Elective studies	5
4.	Machine Learning: Basic Principles	Elective studies	6
5.	Chemistry of Life	Elective studies	4
6.	Introduction to Materials Science	CHEM-A1410 Materiaalitieteen perusteet	5
7.			
8.			
9.			
10.			

If your planned exchange is a full semester physically at the host institution, you can leave this table empty.

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	DEMNO	Chemistry of Life Introduction to Materials Science	. 4	Rubyon form Rubyon form	
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	Instituti	Long-term physic virts cost/ mith the consum- regume at the hor leaded.	al mobility al composition to the same to	y: full semester(s) at nent	Sustain a Stain Co.

If applicable: Description of the virtual component at Receiving Institution and recognition at the Sending Institution

Mobility type: Long-term physical mobility: full semester(s) at host with virtual component

Table C	Course/ module code (if any)	Course/ module title or description of the study programme at the host institution	Short description of the virtual component (obligatory field):	Number of ECTS credits	
	Automatic recognition (according to the Aalto University credit transfer policy): 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 whenever the course corresponds the scope and learning outcomes of the home institution course/ module. In case additional work or assessment is required, this will be defined and agreed upon in detail by the course teacher and the student e.g., by email.				

Page 3

If your planned exchange is a full semester physically at the host institution, you can leave this table empty.

This table is meant for short-term (5-30 days) mobilities. Fill in the details of the courses you are planning to take at the host institution.

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Study Programme at Host Institution and recognition at the Home Institution

Mobility type: Blended mobility: Short-term physical mobility with virtual component

Course/ module code (if any) and course/module title or description of the study programme at the host institution	Short description of the virtual component (obligatory field):	Number of ECTS credits	Home university course to be replaced/modules to which the studies abroad are planned to be transferred (e.g. elective studies or a specific Aalto course to be replaced)
Automatic recognition (according to the Aalto Univ	ersity credit transfer policy): All cr	edits gained abroad— as	Total ECTS:
agreed in the Learning Agreement and confirmed by delay and counted towards the students' degree wit whenever the course corresponds the scope and lea case additional work or assessment is required, this	hout any additional work or assess rning outcomes of the home institu	ment of the student ution course/ module. In	prestructive (1900)

If your planned exchange is a full semester physically at the host institution, you can leave this table empty.

This table is meant for short-term (5-30 days) doctoral mobilities. Fill in the details of the courses you are planning to take at the host institution.

Mobility type: Blend	Instituted mobility: Short	-term physic	al mobility with virtual
ouns,/ module code (if any) and course,/node the or decorption of the study regnamme at the hard lendbullan	Short decorption of the estual component (stringering field)	Number of ECT1-codes	Home university course to be replaced/modules to which the studies abroad are planned to be transferred (e.g. electric studies or a specific Adia course to be replaced):
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Study Programme at Host Institution and recognition at the Home Institution

Mobility type: Short-term doctoral mobility

Course/ module code (if any) and course/module title or description of the study programme at the host institution	Short description of the virtual component (obligatory field):	Number of ECTS credits	Home university course to be replaced/modules to which the studies abroad are planned to be transferred (e.g. elective studies or a specific Aalto course to be replaced)
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Carefully read and sign the commitment. Send the learning agreement for approval to your degree programme's planning officer and professor. The signed learning agreement needs to be uploaded to the online application by the end of the application period. For Aalto University exchange application you will not need the Home Institution Erasmus coordinator signature yet.

You can find your planning officer and professor here: aalto.fi > Student Guide > your degree programme > Contact

County module code (if any) and course/hostule tide or decription of the study programme at the hard lendbusion	Short decoration of the entropy component jubilization	Number of ECT1 cooks		to be replaced/involute t dans planned to be studies or a specific Auto
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Professor/ Academic Advisor				

Commitment of the three parties Any Mobility type

By signing this document, the student, the Home Institution and the Host Institution confirm that they approve the Learning Agreement and that they will comply with all the arrangements agreed by all parties. Home and Host Institutions undertake to apply all the principles of the Erasmus Charter for Higher Education relating to mobility for studies. The Host 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 Home Institution commits to recognise all the credits or equivalent units gained at the Host Institution for the successfully completed educational components and to count them towards the student's degree. The student and the Host Institution will communicate to the Home Institution any problems or changes regarding the study programme, responsible persons and/or study period.

Commitment	Name	Signature	Date
Student	Essi Esimerkki	Essi Esimorkki	01.01.2023
Home institution Planning Officer of Degree Programme			
Home institution Professor/ Academic Advisor			3
Home institution Erasmus Coordinator			
Responsible person at the Host Institution, position			

Page 4

If your learning agreement changes during the exchange, you need to fill in page 4 to get approval for the changes. First, fill in the courses that are changing from the original plan (Table A.) in Table A2. Then, tick the courses you are planning to delete and the courses you are planning to add. Finally, state the reason for deleting/adding the course using numbers as instructed in the table.

TerrorA2	Course code at the hear institution (If any)	Course / module name of the indicated in the count	d the Host Institute a catalogue)	Substitute (Surplished) State Freedominal	Added course/ module [Init/Application]	Season for change (see the numbers below")	Number ECTS CHI
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Changes to the Learning Agreement Mobility type: Long-term physical mobility: full semester(s) at host

		Exception	onal changes to Table	2 A		
Table A2	Course code at the host institution (<u>if</u> any)	Course / module name at the Host Institu (as indicated in the course catalogue)	Deleted course/	Added course/ module [tick if applicable]	Reason for change (use the numbers below*)	Number of ECTS credits
	ABCDEF	Alphabet 1	⊠		1.	5
	123456789	Numerical Methods	⊠		3.	5
	COMPSCI1	Programming 1		⊠	5.	5
	3210123	Geometry of Numbers		⊠	5.	5
		3				
					1	
		·		30	Total ECTS:	20
*Reasons for		deducational component is not available at different language than previously specified		gue		
deleting a course	3. Timetable conflict					
/module	4. Other (please spec					
	5. Substituting a dele					
D f	6. Extending the mob					
Reason for adding	7. Adding a virtual co 8. Other (please spec					
a course /module	8. Other (please spec	ігу)				

Fill in the name and number of ECTS of each course that you are adding to your plan in Table B2. Indicate where (e.g., electives studies, international minor, or a specific Aalto course to be replaced) in your degree you plan to include these courses.

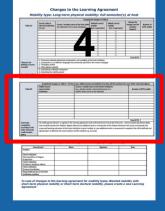


Table B2	Added Course name at Host Institution	Course / module name at the Home Institution (e.g., elective studies, international minor or a specific Aalto course to be replaced)	Number of EC	TS credits
	Programming 1	Elective studies	5	
	Geometry of Numbers	Elective studies	5	
			Total ECTS:	10
ntomatic cognition cording to the alto University edit transfer	and counted towards the students scope and learning outcomes of the	ed in the Learning Agreement and confirmed by the Transcript of Records - s' degree without any additional work or assessment of the student whene he home institution course/ module. In case additional work or assessment se teacher and the student e.g., by email.	ver the course correspond	ds the

Sign the commitment first yourself and send the learning agreement to the responsible person at the host institution. If they approve the changes, you can send the signed learning agreement to your degree programme's planning officer, professor and Erasmus coordinator for final approval.

You do not need to worry about page 4 when applying for exchange.

Nou	wty type: L	ong-term pi		bility: full	semester(s	,	
Table A2	Course code at the heat institution (if and	Course / module rues (he indicated in the co	e of the Host Institu	Substant course, I mendade (loss of application)	Added course/ module [Init/Application]	Season for change (see the numbers below")	Stanton of ECTS could
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Commitment of the three parties: Exceptional changes (if applicable)

Commitment	Name	Signature	Date
Student	Essi Esimerkki	Essi Esimerkki	01.09.2023
Home institution Planning Officer of Degree Programme			
Home institution Professor/ Academic Advisor			
Home institution Erasmus Coordinator			
Responsible person at the Host Institution, position			

In case of changes to the learning agreement for mobility types: Blended mobility with short-term physical mobility or Short-term doctoral mobility, please create a new Learning Agreement

Page 5

All done! The last page contains a glossary of the terms used in the Erasmus+ Learning Agreement.

Remember to also make a study plan that contains your exchange in Sisu. If you are unsure about something in your learning agreement or have questions regarding the exchange, don't hesitate to contact the exchange advisor or coordinator of your own school.

Term	Definition/Explanation				
Nationality	Country to which the person belongs administratively and that issues the ID-card and/or passport.				
Study cycle +Degree level	Short cycle (802f level 5) / Backelor or equivalent first cycle (802f level 6) / Master or equivalent second cycle (802f level 5) / Declarate or equivalent third cycle (802f level 8).				
Field of education «Degree programme at Aulto	The IDDIC F.2013 creefs (and avoidable of Intro./Inc. review and inhoration/international conduct classification of enhancement on wholed be used to find the ISDIC 2013 detailed field or education and training that a document to the subject of the degree to be avoided to the shotout by the benefit plantation.				
Erasneus code	A unique identifier that every higher education inclibution that has been awarded with the first Charter for Higher Education (EOHE) receives. It is only applicable to higher education ineffor 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: Full serected)) physically at host institution	A study period abroad lasting at least one scadenic term/frimester or 2 months to 12 months.				
Blanded recbility	Any mobility can be carried out as a "blended mobility" by combining the study period abr with on virtual component at the socialing institution before, during or after the physical mob 50 Surther enhance the learning outcomes.				
Short description of a sirtual component					
Short-term blended mobility	If a long-term physical mobility is not suitable, the student may undertake a study period abross leating between 5 days and 50 days and combined with a computery virtual emoponent in substate or notine learning exchange and/or teasurents. This option is available only at oriector host leaten colore when separately informed buting the home leatends on application periods.				
Short-term doctoral mability	A stady period abroad lasting between 5 days and 30 days. An optional virtual component to facilists an entire learning exchange and/or treasurest can be added to further enhance the learning outcomes.				
BCTS credits (or equivalent)	In countries where the "ICCS" nature is not in place, in particular for institutions located in Partne Countries not perfocusing in the folloging process, "ICCS" models to be replaced in the relevant statics is the searce of the partnership of the process of the process of the process include as addition.				
Automatic recognition	All credit gained between justed in the samming Agreement and confirmed by the Transcript of Records - will be strong) and between the samming of Segme without any additional work or as a samming of the samming of th				
Educational component	A self-contained and formal forwards learning experience that features learning exponent codits and forms of assessment. Examples of educational components are: a course, module semilae, laborationy work, practical work, preparation/secenth for a thesis, mobility window or three electives.				

School of Chemical Engineering:

Exchange advisor:

kv-neuvoja-chem@aalto.fi

Exchange coordinators Kaisa Pulliainen and Heidi Flinkman:

international-chem@aalto.fi

Other school's contact information:

https://www.aalto.fi/en/other-studies/contact-information-for-outgoing-exchanges

More information on exchange studies:

https://www.aalto.fi/en/other-studies/exchange-studies