

Swiss-European Mobility Programme – Student Mobility for Studies (SMS)

Learning Agreement – Plan d’études

**Academic year 2024-2025**

The purpose of the Learning Agreement is to provide a transparent and efficient preparation of the study period abroad and to ensure that the student will receive recognition in his/her degree for the courses successfully completed abroad. 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 (ECHE) and/or of the SEMP Charter for Higher Education relating to mobility for studies (and all other principles agreed upon in the Inter-institutional Agreement). The host institution confirms that the courses/educational components listed in Table A are in line with its course catalogue and should be available to the student. The home institution commits to recognise all the ECTS credits or equivalent units gained at the host institution for successfully completed courses (as described in Table B) and to count them towards the student’s degree. Any exceptions to this rule are to be documented in an annex to this Learning Agreement and agreed upon by all parties. The student and the host institution will communicate to the home institution any problems or changes regarding the courses to be attended or the study period.

**General information**

**Details of student[[1]](#footnote-1)**

First and last name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date of birth (dd/mm/yyyy): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

E-mail: @etu.unige.ch

Study cycle (BA, MA, PhD): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(in which the participant is enrolled

during the mobility)

**Details of the home** **institution UNIGE**

Name: University of Geneva

Faculty/department or study programme: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Erasmus code (if available): CH GENEVE 01

City, country: Geneva, Switzerland

First and last name of contact person: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(academic advisor – conseiller/ère académique de votre faculté à l’UNIGE)

E-mail: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Details of the host institution (Université d’accueil)**

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Faculty/department or study programme: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Erasmus code (if available): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

City, country: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

First and last name of contact person: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

E-mail: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Planned period of the mobility (study courses)**

from \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ to \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ [dd/mm/yyyy]

**Before the mobility:**

Courses to be attended (table A) and recognition (table B)

|  |  |
| --- | --- |
| Table A: Courses/educational components **to be attended at the host institution (Université d’accueil)** | Table B: **Recognition at UNIGE** |
| **FACULTY / Title** (as indicated in the course catalogue of the host institution) | **Course code**(if available) | **Credits**(ECTS or equivalence) | **Title** (as indicated in the course catalogue of the home institution)**or other level of equivalence** | **Credits**(ECTS or equivalence) |
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| Total |  |  | Total |  |
| Web link to the course catalogue at the host institution describing the learning outcomes: [web link to the relevant information] |

*Thesis: If a Bachelor or Master thesis is to be written at the host institution, written confirmations of the designated supervisors at the home and at the host institution have to be submitted.*

*􀀀 Bachelor-Thesis 􀀀 Master-Thesis*

*Name of the supervisor at the home institution: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

*Name of the supervisor at the host institution: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

Commitment

All parties must sign the Learning Agreement before the start of the mobility or shortly after the start of the mobility at the latest. Note: It is not compulsory to circulate a paper document to collect original signatures. Scanned copies of signatures or digital signatures may be accepted, depending on the national legislation or institutional regulations.

Student

Place, date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Responsible contact person at UNIGE 🡪 academic advisor – conseiller/ère académique

Place, date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Responsible contact person at the host institution (Université d’accueil)

Place, date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**During the mobility: exceptional changes**

Exceptional changes to the courses listed in Table A have to be approved in writing. Any changes should be clearly documented either by filling in Tables A2 and B2 below or as an annex to this Learning Agreement (e.g. e-mail exchange, new Learning Agreement, list of courses delivered by the host institution) and should be done as early as possible after the beginning of the courses.

|  |  |
| --- | --- |
| Table A2: Courses/educational components to be attended **at the host institution (Université d’accueil)** | Table B2: **Recognition at UNIGE** |
| **Title** (as indicated in the course catalogue of the host institution) | **Credits**(ECTS or equivalence) | **Deleted or added unit?****(+ / -)** | **Title** (as indicated in the course catalogue of the home institution)**or other level of equivalence** | **Credits**(ECTS or equivalence) | **Deleted or added unit?****(+ / -)** |
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| Total |  |  | Total |  |  |
| Web link to the course catalogue at the host institution describing the learning outcomes: [web link to the relevant information] |

Please make sure that your academic advisor – conseiller/ère académique of your faculty at UNIGE is aware of those changes !!!

1. This document uses gender-neutral language. [↑](#footnote-ref-1)