



## LEARNING AGREEMENT

You receive a template from IC. This is a supplement to the preliminary approval of your courses. At the start of studies abroad, the latest, your LA must be completed and signed by yourself, your host university and your coordinator, then you have to send it to IC.

### WHAT IS A LEARNING AGREEMENT?

It is your responsibility to get your Learning Agreement filled in and signed. The Learning Agreement is mandatory.

The Learning Agreement corresponds to the preliminary approval of your courses, as you know it from Aarhus University, where you enlist the courses you are taking abroad and how many ECTS points they correspond to. Your Learning Agreement also needs to be signed by your host university. This means you do both a preliminary approval of your courses internally at AU and a Learning Agreement for approval at AU and your host university.

Your host university might ask you to hand in the Learning Agreement in connection with your admission at the host university.

The Learning Agreement is divided into “Before the mobility”, which is to be filled in before your studies start and “During the mobility” which is filled in in case of changes in courses.

### WHO SIGNS AND WHEN IS THE DEADLINE?

You, your host university and your coordinator at your department at AU must all sign. Your AU-coordinator signs your Learning Agreement based on your preliminary approval.

When your Learning Agreement is filled in and signed by all parties, you send it to the International Centre at [erasmus@au.dk](mailto:erasmus@au.dk). Deadline for submitting is 14 days after the start of your studies at the latest.

### IN CASE OF CHANGES

In case of changes in your courses you must apply for a new preliminary approval and get your Learning Agreement updated. In the “During the mobility” section you can delete and add courses. Afterwards it must be signed once again by you, your host university and your AU-coordinator from your department. Send an updated Learning agreement to IC at [erasmus@au.dk](mailto:erasmus@au.dk). For the updated version, there is no specific deadline as long as you submit it no later than at the end of your exchange.

### ARE YOU UNSURE HOW TO FILL IT IN?

You should initially contact your coordinator at your department at AU, since it is your coordinator that has to approve and sign your Learning Agreement.

Should you have any additional questions you can contact us at [erasmus@au.dk](mailto:erasmus@au.dk).

### WHERE DO I FIND THE LEARNING AGREEMENT?

You will receive a template for the Learning Agreement per email from the International Centre. You can also find it [here](#).

