**During Mobility**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Student** | **Last name (s)** | **First name (s)** | **Date of birth** | **Nationality**[[1]](#endnote-1) | **Sex [M/F]** | **Academic year** | **Study cycle**[[2]](#endnote-2) | **Subject area, Code**[[3]](#endnote-3) |
|   |  |  |  |  |  |  |  |  |
| **Sending Institution** | **Name** | **Faculty** | **Erasmus code**[[4]](#endnote-4)  **(if applicable)** | **Department** | **Address** | **Country, Country code**[[5]](#endnote-5) | **Contact person name**[[6]](#endnote-6) | **Contact persone-mail / phone** |
|   | Erciyes University |  | TR KAYSERI01 |  | Yenidoğan Mahallesi Turhan Baytop Sokak No:1 38280 TALAS / KAYSERİ | Turkey |  |  |
| **Receiving Institution** | **Name** | **Faculty** | **Erasmus code (if applicable)** | **Department** | **Address** | **Country, Country code**  | **Contact person name** | **Contact persone-mail / phone** |
|   |   |   |   |   |   |   |   |   |
|  |  |  |  |  |  |  |  |  |
|   | **Exceptional changes to Table A (Receiving Institution)**(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 A bis****During the mobility** | **Component code** (if any) | **Component title** (as indicated in the course catalogue) at the **receiving institution** | **Deleted component**[tick if applicable] | **Added component**[tick if applicable] | **Reason for change** | **Number of ECTS credits (or equivalent) to be awarded by the receiving institution upon successful completion of the component** |
|   |   |  | **□** | **□** |  |  |
|   |   |  | **□** | **□** |  |  |
|  |  |  | **□** | **□** |  |  |
|  |  |  | **□** | **□** |  |  |

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| --- | --- |
|   | **Exceptional changes to Table B (Sending Institution)**(to be approved by e-mail or signature by the student and the responsible person in the sending institution) |
| **Table B bis****During the mobility** | **Component code** (if any) | **Component title**(as indicated in the course catalogue) at the **sending institution** | **Deleted component**[tick if applicable] | **Added component**[tick if applicable] | **Reason for change** | **Number of ECTS credits (or equivalent) for the group of educational components in the student's degree that would normally be completed at the sending institution and which will be replaced by the study abroad** |
|   |   |  | **□** | **□** |  |  |
|  |  |  | **□** | **□** |  |  |
|  |  |  | **□** | **□** |  |  |
|  |  |  | **□** | **□** |  |  |

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| By signing this document, the student, the sending institution and the receiving institution confirm that they approve the changes on 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).  |
| **Commitment** | **Name** | **Function** | **Phone number** | **Email** | **Date** | **Signature** |
| Student |  | *Student* |  |  |  |  |
| Responsible person[[7]](#endnote-7) at theSending Institution |  | *Departmental Erasmus Coordinator* |  |  |  |  |
| Responsible person at theReceiving Institution |  |  |  |  |  |  |

**Annex 1: Guidelines**

**All parties must confirm that the proposed amendments to the Learning Agreement are approved**. For this specific section, original or scanned signatures are not mandatory and an approval by email may be enough. The procedure has to be decided by the sending institution, depending on the national legislation.

1. **Nationality:** Country to which the person belongs administratively and that issues the ID card and/or passport. [↑](#endnote-ref-1)
2. **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-2)
3. The [ISCED-F 2013 search tool](http://ec.europa.eu/education/tools/isced-f_en.htm) available at <http://ec.europa.eu/education/tools/isced-f_en.htm> should be used to find the ISCED 2013 detailed field of education and training that is closest to the subject of the degree to be awarded to the student by the sending institution. [↑](#endnote-ref-3)
4. **Erasmus code**: a unique identifier that every higher education institution that has been awarded with the Erasmus Charter for Higher Education (ECHE) receives. It is only applicable to higher education institutions located in Programme Countries. [↑](#endnote-ref-4)
5. **Country code**: ISO 3166-2 country codes available at: <https://www.iso.org/obp/ui/#search> [↑](#endnote-ref-5)
6. **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 will work at the international relations office or equivalent body within the institution. [↑](#endnote-ref-6)
7. **Responsible person in the sending institution**: an academic who has the authority to approve the mobility programme of outbound students (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. [↑](#endnote-ref-7)