

Programme of Studies for Student Mobility for Studies

Student	Last name(s)	First name(s)	Date of birth	Nationality ¹	Sex [M/F]	Study cycle ²	Field of education ³
Sending Institution	Name	Faculty/ Department	Course Route Intended ⁴ <i>(if applicable)</i>	Erasmus code ⁵ <i>(if applicable)</i>	Address	Country	Administrative contact person name ⁶ ; email; phone
	University of Malta			MT MALTA01	University of Malta, Msida, MSD2080	Malta	Erasmus+ Outgoing Section erasmus@um.edu.mt +356 2340 2590/3232/6009
Receiving Institution	Name	Faculty/ Department	Erasmus code <i>(if applicable)</i>	Address	Country	Administrative contact person name; email; phone	

Section 1: Full Programme of Studies of the University of Malta (UM) for the Academic Year in which the mobility will take place

Please fill in the registered UM study-units for the whole academic year and tick the mobility semester. If the mobility will take place during the whole academic year, please tick 'Yes' near both semesters. Any year-long units are to be placed under both semesters with the number of ECTS divided by half.

Please ensure that the UM study-units and those abroad add up to 60 ECTS. These are to be fairly distributed between both semesters (30 ECTS per semester). In special circumstances, such as when the structure of the programmes of studies at both the UM and the host university do not allow this, your Faculty/ Department/Institute/Centre/School may recommend/approve different distribution of the number of ECTS, which shall not, in any case, exceed 36 ECTS.

Additionally, should a student exceptionally exceed the total number of 60 ECTS in a whole academic year, an approval from the Academic Registrar by the faculty needs to be obtained. If a student exceeds the total number of 60 ECTS, the Final Weighted Average Mark shall be calculated on the actual total number of registered ECTS.

When this document and the Online Learning Agreement are successfully completed, the agreed programme of studies below shall fully satisfy the requirements of this academic year.

Semester 1: Is this your mobility semester? Yes / No

Study-Unit Code and Title of Study-Unit	Number of ECTS	Undergraduate or Postgraduate Level
Total Number of ECTS for this Semester:		

Semester 2: Is this your mobility semester? Yes / No

Study-Unit Code and Title of Study-Unit	Number of ECTS	Undergraduate or Postgraduate Level
Total Number of ECTS for this Semester:		

Section 2: Proposed Learning Plan at the Receiving Institution

Mobility Type: Semester(s)⁷
BEFORE THE MOBILITY

TABLE A Before the mobility				Study Programme at the Receiving Institution	
Planned period of the mobility: from [month/year] _____ to [m/y] _____					
Component code ⁸ (if any) Kindly indicate UG or PG level	Component title at the Receiving Institution (as indicated in the course catalogue ⁹)	Semester [e.g. autumn/spring; term]	Number of ECTS credits (or equivalent) ¹⁰ to be awarded by the Receiving Institution upon successful completion		
			Total:		
Web link to the course catalogue at the Receiving Institution describing the learning outcomes:					

The level of language competence¹¹ in _____ that the student already has or agrees to acquire by the start of the study period is: A1 A2 B1 B2 C1 C2 Native speaker

TABLE B Before the mobility		Recognition at the Sending Institution (UM study-units to be substituted with the study-units taken abroad)	
Component code (if any)	Component title at the Sending Institution (as indicated in the course catalogue)	Semester [e.g. autumn/spring; term]	Number of ECTS credits (or equivalent) to be recognised by the Sending Institution
			Total:

Provisions applying if the student does not complete successfully some educational components: The student will first be required to resit any failed assessments at the host university. If this is not possible or the student fail the re-assessment, the student will have to register for that amount of failed ECTS at the University of Malta and be assessed under resit condition.

TABLE C Before the mobility		(IF APPLICABLE - When taking a Virtual Component) Description of the Virtual Component at Receiving Institution and Recognition at the Sending Institution	
Component code (if any)	Component title or description of the study programme at the Receiving Institution	Short description of the virtual component ¹² (obligatory field)	Number of ECTS credits to be awarded
			Total:

Provisions applying if the student does not complete successfully some educational components: The student will first be required to resit any failed assessments. If this is not possible or the student fails the re-assessment, the student will have to register for that amount of failed ECTS at the University of Malta and be assessed under resit condition.

Commitment¹³					
Commitment	Name	Email	Position	Date	Signature
Student			Student		
Responsible person ¹⁴ at the Sending Institution (Academic Coordinator/Head of Department/Dean/Director)					
<i>(IF APPLICABLE - if more than one study area)</i> Responsible person ¹⁵ at the Sending Institution (Academic Coordinator/Head of Department/Dean/Director)					
<i>(IF APPLICABLE - if more than one study area)</i> Responsible person ¹⁶ at the Sending Institution (Academic Coordinator/Head of Department/Dean/Director)					

DURING THE MOBILITY: Changes to the Learning Agreement

TABLE A2 During the mobility		Exceptional changes to Table A (to be digitally approved by the student, the responsible person in the Sending Institution and the responsible person in the Receiving Institution)			
Component code (if any) Kindly indicate UG or PG level	Component title at the Receiving Institution (as indicated in the course catalogue)	Deleted component [tick if applicable]	Added component [tick if applicable]	Reason for change¹⁷	Number of ECTS credits (or equivalent)
		<input type="checkbox"/>	<input type="checkbox"/>	Choose an item	
		<input type="checkbox"/>	<input type="checkbox"/>	Choose an item	
		<input type="checkbox"/>	<input type="checkbox"/>	Choose an item	
		<input type="checkbox"/>	<input type="checkbox"/>	Choose an item	
		<input type="checkbox"/>	<input type="checkbox"/>	Choose an item	
		<input type="checkbox"/>	<input type="checkbox"/>	Choose an item	
		<input type="checkbox"/>	<input type="checkbox"/>	Choose an item	
		<input type="checkbox"/>	<input type="checkbox"/>	Choose an item	
		<input type="checkbox"/>	<input type="checkbox"/>	Choose an item	
		<input type="checkbox"/>	<input type="checkbox"/>	Choose an item	
		<input type="checkbox"/>	<input type="checkbox"/>	Choose an item	
		<input type="checkbox"/>	<input type="checkbox"/>	Choose an item	
		<input type="checkbox"/>	<input type="checkbox"/>	Choose an item	
		<input type="checkbox"/>	<input type="checkbox"/>	Choose an item	
		<input type="checkbox"/>	<input type="checkbox"/>	Choose an item	
		<input type="checkbox"/>	<input type="checkbox"/>	Choose an item	
		<input type="checkbox"/>	<input type="checkbox"/>	Choose an item	
		<input type="checkbox"/>	<input type="checkbox"/>	Choose an item	
		<input type="checkbox"/>	<input type="checkbox"/>	Choose an item	
		<input type="checkbox"/>	<input type="checkbox"/>	Choose an item	
		<input type="checkbox"/>	<input type="checkbox"/>	Choose an item	

TABLE B2 During the mobility		Exceptional changes to Table B (if applicable) (to be digitally approved by the student, the responsible person in the Sending Institution)			
Component code (if any)	Component title at the Receiving Institution (as indicated in the course catalogue)	Deleted component [tick if applicable]	Added component [tick if applicable]	Reason for change¹⁷	Number of ECTS credits (or equivalent)
		<input type="checkbox"/>	<input type="checkbox"/>	Choose an item	
		<input type="checkbox"/>	<input type="checkbox"/>	Choose an item	
		<input type="checkbox"/>	<input type="checkbox"/>	Choose an item	
		<input type="checkbox"/>	<input type="checkbox"/>	Choose an item	

TABLE C2 During the mobility		Exceptional changes to Table C (if applicable) <i>(to be digitally approved by the student and the responsible person in the Sending Institution)</i>		
Component code <i>(if any)</i>	Component title or description of the study programme at the Receiving Institution <i>(as indicated in the course catalogue)</i>	Short description of the virtual component <i>(obligatory field)</i>	Reason for change¹⁷	Number of ECTS credits (or equivalent)
			<i>Choose an item</i>	
			<i>Choose an item</i>	
			<i>Choose an item</i>	
			<i>Choose an item</i>	
			<i>Choose an item</i>	
			<i>Choose an item</i>	

Commitment	Name	Email	Position	Date	Signature
Student			<i>Student</i>		
Responsible person at the Sending Institution (Academic Coordinator/Head of Department/Dean/Director)					
<i>(IF APPLICABLE - if more than one study area)</i> Responsible person ¹⁸ at the Sending Institution (Academic Coordinator/Head of Department/Dean/Director)					
<i>(IF APPLICABLE - if more than one study area)</i> Responsible person ¹⁹ at the Sending Institution (Academic Coordinator/Head of Department/Dean/Director)					

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NOTES

- ¹ **Nationality:** country to which the person belongs administratively and that issues the ID card and/or passport.
- 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).
- ³ **Field of education:** The [ISCED-F 2013 search tool](https://ec.europa.eu/eurostat/statistics-explained/index.php?title=International_Standard_Classification_of_Education_(ISCED)#ISCE) available at [https://ec.europa.eu/eurostat/statistics-explained/index.php?title=International_Standard_Classification_of_Education_\(ISCED\)#ISCE](https://ec.europa.eu/eurostat/statistics-explained/index.php?title=International_Standard_Classification_of_Education_(ISCED)#ISCE) 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.
- ⁴ The **course route** refers to the route the student intends to take if the degree requires either selecting specific area(s) of study, remaining as general, or opting for an Honours degree. E.g. Faculty of Arts (English Hons, or General) or FEMA students.
- ⁵ **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.
- ⁶ **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.
- ⁷ **Mobility type: Semester(s):** A study period abroad lasting at least one academic term/trimester or 3 months to 12 months.
- ⁸ An **educational component** is a self-contained and formal structured learning experience that features learning outcomes, credits and forms of assessment. Examples of educational components are: a course, module, seminar, laboratory work, practical work, preparation/research for a thesis, mobility window or free electives.
- ⁹ **Course catalogue:** detailed, user-friendly and up-to-date information on the institution's learning environment that should be available to students before the mobility period and throughout their studies to enable them to make the right choices and use their time most efficiently. The information concerns, for example, the qualifications offered, the learning, teaching and assessment procedures, the level of programmes, the individual educational components and the learning resources. The Course Catalogue should include the names of people to contact, with information about how, when and where to contact them.
- ¹⁰ **ECTS credits (or equivalent):** in countries where the "ECTS" system is not in place, in particular for institutions located in Partner Countries not participating in the Bologna process, "ECTS" needs to be replaced in the relevant tables by the name of the equivalent system that is used, and a web link to an explanation to the system should be added.
- ¹¹ **Level of language competence:** a description of the European Language Levels (CEFR) is available at: <https://europass.cedefop.europa.eu/en/resources/european-language-levels-cefr>
- ¹² A **short description of a virtual component** is an indication of whether the virtual component is an online course(s), embedded in an course(s) selected at the receiving institution, embedded in a blended intensive programme and/or other type of online activity at the receiving institution along with component title(s) or short description of the online activity.
- ¹³ **Commitment:** By digitally 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. Sending and Receiving Institutions undertake to apply all the principles of the Erasmus+ Charter for Higher Education relating to mobility for studies. The Beneficiary Institution and the student should also commit to what is set out in the Erasmus+ grant agreement. The Receiving 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 Sending Institution commits to recognise all the credits or equivalent units gained at the Receiving Institution for the successfully completed educational components and to count them towards the student's degree. Any exceptions to this rule are documented in an annex of this Learning Agreement and agreed by all parties. The student and the Receiving Institution will communicate to the Sending Institution any problems or changes regarding the study programme, responsible persons and/or study period.
- ¹⁴ **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 only in case it differs from that of the Contact person mentioned at the top of the document.
- ¹⁵ **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 only in case it differs from that of the Contact person mentioned at the top of the document.
- ¹⁶ **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 only in case it differs from that of the Contact person mentioned at the top of the document.
- ¹⁷ **Reasons for exceptional changes to study programme abroad (choose an item number from the table below):**

Reasons for deleting a component	Reason for adding a component
<ol style="list-style-type: none"> 1. Previously selected educational component is not available at the Receiving Institution 2. Component is in a different language than previously specified in the course catalogue 3. Timetable conflict 4. Other (please specify) 	<ol style="list-style-type: none"> 5. Substituting a deleted component 6. Extending the mobility period 7. Other (please specify)

- ¹⁸ **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 only in case it differs from that of the Contact person mentioned at the top of the document.
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