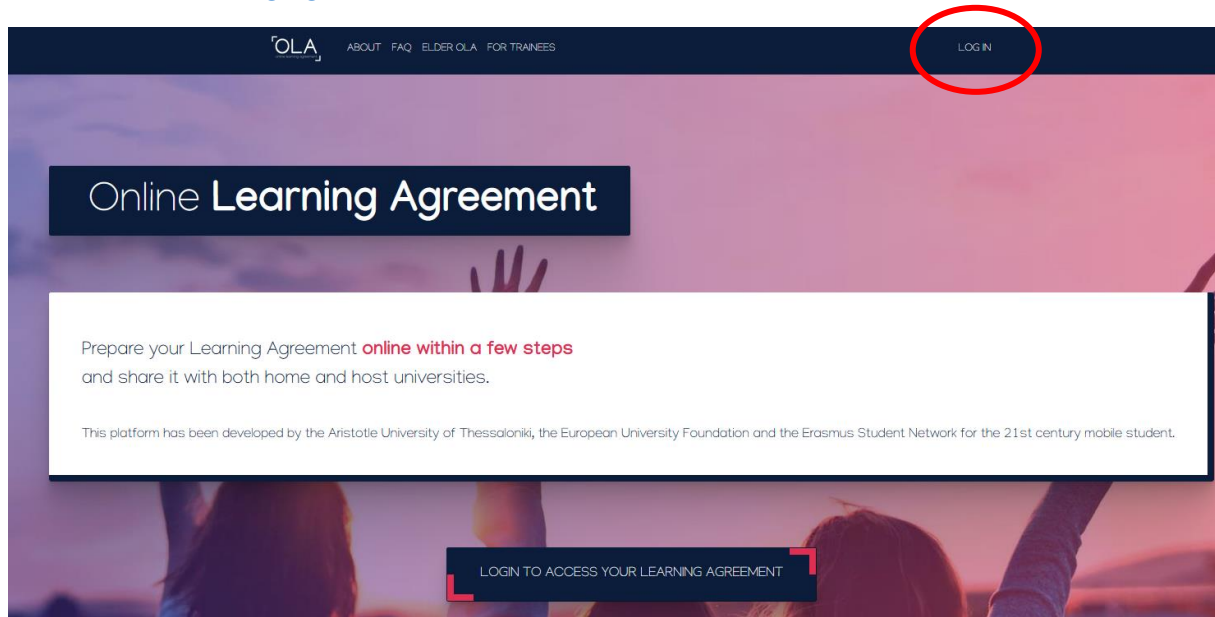


REEMPLIR SON « ONLINE LEARNING AGREEMENT » (OLA)

Depuis peu, les étudiants Erasmus+ sont invités à renseigner leur Contrat d'Études/Learning Agreement en ligne, via le site web www.learning-agreement.eu :

From now on, Erasmus+ student are invited to complete their Learning Agreement online, by using the website www.learning-agreement.eu :



Une application existe également pour que vous ayez accès à votre Learning Agreement depuis votre mobile et depuis n'importe où, il s'agit de la **Erasmus+ App** !

*You can also download the **Erasmus+ App** to access your Learning Agreement from your mobile !*

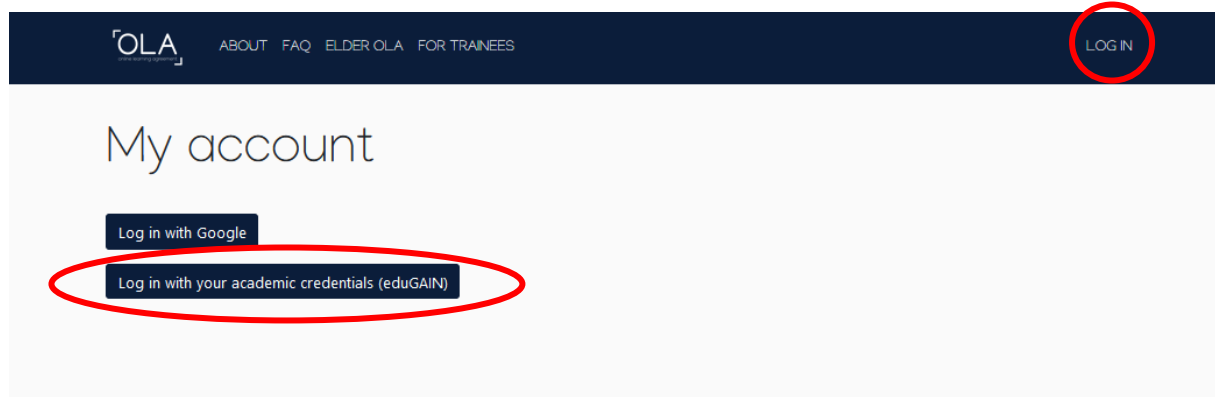
Université Paul-Valéry Montpellier 3

Direction des Relations Internationales et de la Francophonie
Bureau Erasmus+ Entrants/Incoming
Bureau 03 – Bâtiment Ionesco
+33 4 67 14 20 65 / 55 61
erasmus-in@univ-montp3.fr



Vous pourrez utiliser un compte Google pour vous connecter, ou utiliser votre adresse email de votre université d'origine.


You will be able to use an existing Google account to log in, or use your email address from your home university.



Une fois connecté, vous pourrez créer un nouveau Contrat d'Études.

Once you will have logged in, you will be able to create a new Learning Agreement.

OLA ABOUT FAQ ELDER OLA FOR TRAINEES MY LEARNING AGREEMENTS MY ACCOUNT LOG OUT



My Learning Agreements

See the status of your Online Learning Agreement to successfully finalise it with the sending and receiving university.

Create New

Sending Institution	Receiving Institution	Status	Created™	View or Edit
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Remplissez correctement les informations demandées à la première étape.

Duly fill in the information required on Step 1.

Pour trouver le Code ISCED à renseigner, vous pouvez consulter [la liste de nos accords Erasmus+](#) sur notre site internet [en suivant ce lien](#).

To find the ISCED Code you must indicate, you can consult [the list of our Erasmus+ agreements](#) on our website [by following this link](#).

N'oubliez pas de renseigner la bonne année académique. *Don't forget to indicate the correct academic year.*



Accords Erasmus+ par Pays

Dernière actualisation: 14/09/2020

Pays	Etablissement	Code Erasmus	Composante	Discipline	Code ISCED	Nb de places	Nb de mois par place	Niveaux L=Licence M=Master D=Doctorat	Coordinateur départemental interne	Niveau de langue requis	Email du coordinateur
Allemagne	Albert-Ludwigs-Universität Freiburg im Breisgau	D FREIBURO1	UFR1	Philosophie	0223 - Philosophy and ethics	2	Année	L, M, D	CALIN, Rodolphe	ALL: B1	rodolphe.calin@univ-montp3.fr

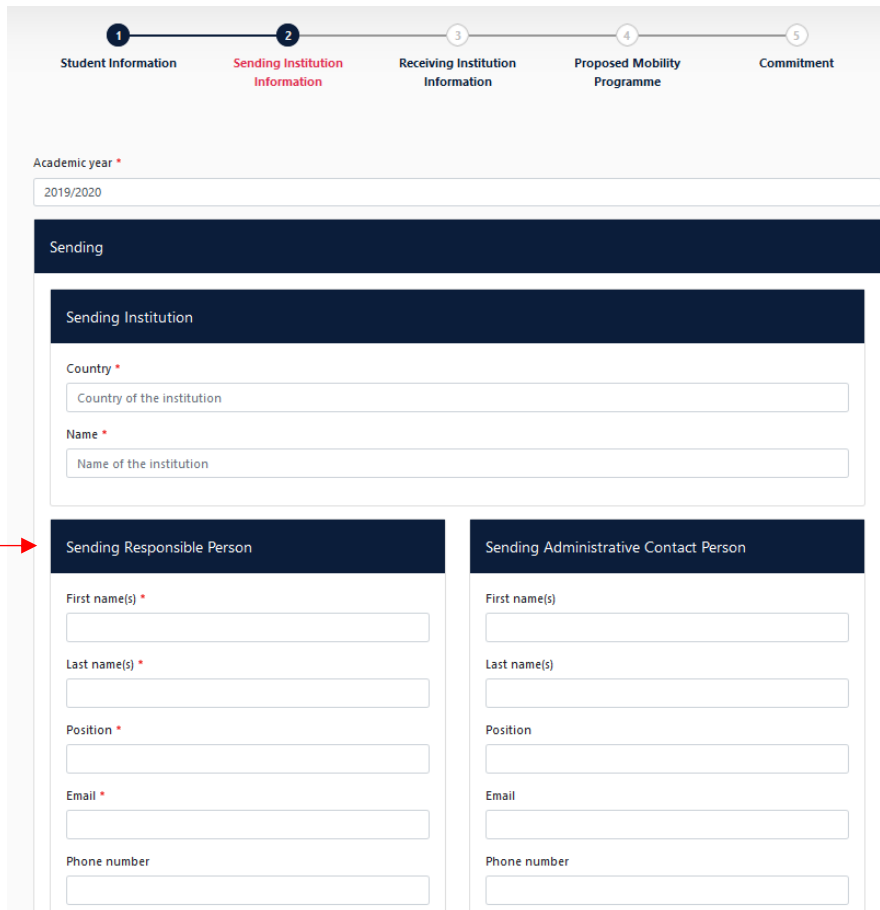
Information de votre université d'origine <i>Home institution information</i>	Faculté/Département d'accueil <i>Host faculty/department</i>	Code ISCED <i>ISCED Code</i>		Coordinateur Erasmus+ UPVM de l'accord dont vous dépendez <i>Erasmus+ Departmental Coordinator at UPVM</i>
----------------------------------------------------------------------------------	-----------------------------------------------------------------	---------------------------------	--	---------------------------------------------------------------------------------------------------------------

Ces informations vous seront nécessaires pour renseigner correctement votre Online Learning Agreement.

This information will be required as you will be completing your Online Learning Agreement.

A l'étape n°2, merci d'indiquer les coordonnées de votre Coordinateur Département Erasmus+ de votre université d'origine ainsi que de votre Gestionnaire Erasmus+ (administratif).

On step 2, please fill in the contact information of your Erasmus+ Academic Coordinator in your home institution as well as of you Erasmus+ Officer (administration).



Sending Responsible Person = **Coordinateur Erasmus+ enseignant** (*Erasmus+ Academic Coordinator*)

Sending Administrative Contact Person = **Contact administratif des Relations Internationales** (*International Relations Administrative Contact Person*)

Receiving

Receiving Institution

Country *
France x

Name *
UNIVERSITE MONTPELLIER III PAUL VALÉRY x

Faculty/Department

Address *
Montpellier

Erasmus Code *
F MONTPEL03

Receiving Responsible Person

First name(s) *
UPVM ERASMUS COORDINATOR

Last name(s) *
UPVM ERASMUS COORDINATOR

Position *
ERASMUS+ COORDINATOR - DEPARTMENT

Email *
firstname.surname@univ-montp3.fr

Phone number

Receiving Administrative Contact Person

First name(s)
Caroline

Last name(s)
KOUYOUMDJIAN

Position
Erasmus+ Incoming Office

Email
erasmus-in@univ-montp3.fr

Phone number
+33(0)4.67.14.20.65

Responsible person at the Receiving Institution: 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.

A l'étape 3, merci d'indiquer les coordonnées du Coordinateur Département Erasmus+ de l'accord dont vous dépendez (comme indiqué dans la liste mentionnée plus haut dans ce guide).

Le contact administratif est :

- First Name : Caroline
- Last name : KOUYOUMDJIAN
- Position : Erasmus+ Incoming Office
- Email : erasmus-in@univ-montp3.fr
- Phone number : +33(0)4.67.14.20.65

Consultez la liste de nos accords Erasmus+ pour obtenir ces informations.

On step 3, please fill in the contact information of the Erasmus+ Departmental Coordinator of the Erasmus+ agreement you benefit from (as indicated in the list mentioned earlier in this guide).

Refer to the above to fill in the Receiving Administrative Contact Person information.

Please refer to our Erasmus+ Agreements list for these information.

A l'étape n°4, vous devrez indiquer la liste des cours de vos choix de cours pour votre semestre ou votre année de mobilité.

On step 4, you must indicate the list of the courses you choose to follow during your semester or year of mobility.

Academic year *

Preliminary LA

Planned start of the mobility *

Planned end of the mobility *

Mettre à jour l'année académique concernée et les dates prévues de votre mobilité.

Update the academic year and the planned dates of your mobility.

Table A - Study programme at the Receiving institution *

Component to Table A Remove

Component title at the Receiving Institution (as indicated in the course catalogue) *

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.

Component Code *

Number of ECTS credits (or equivalent) to be awarded by the Receiving Institution upon successful completion *

Semester *

Add Component to Table A

Web link to the course catalogue at the Sending Institution describing the learning outcomes: [web link to the relevant info]

* 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. Show less

* This must be an external URL such as <http://example.com>.

The main language of instruction at the Receiving Institution *

The level of language competence *

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>

Renseignez les cours que vous aurez sélectionné à l'UPVM.

Le niveau de langue minimum requis est Français, niveau B1.

Le nombre total de crédits ECTS normal pour un semestre est 30 ECTS, 60 ECTS pour une année.

Indicate here the courses you choose to follow at UPVM.

The minimum proficiency required is French, level B1.

The total number of ECTS is normally 30 ECTS for a semester, 60 ECTS for a full year.

Dans la Table B, vous devez indiquer les cours que vous auriez dû suivre dans votre établissement si vous n'aviez pas entrepris une mobilité Erasmus+.

In Table B, please indicate the courses you should have followed if you had not been on an Erasmus+ mobility.

Table B - Recognition at the Sending institution *

Component to Table B Remove		
Component title at the Sending Institution (as indicated in the course catalogue) *		
<input type="text" value="HOME UNIVERSITY COURSE N]1"/>		
<small>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.</small>		
Component Code *	Number of ECTS credits (or equivalent) to be recognised by the Sending Institution *	Semester *
<input type="text" value="HOMECOURSE001"/>	<input type="text" value="30"/>	First semester (Winter/Autumn) ▾
<small>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.</small>		

Add Component to Table B

Web link to the course catalogue at the Sending Institution describing the learning outcomes: [web link to the relevant info]

This must be an external URL such as <http://example.com>.

A l'étape n°5, vous devrez signer votre Learning Agreement, qui sera envoyé automatiquement à votre Coordinateur Académique de votre université d'origine pour validation, puis à votre Coordinateur Départemental Erasmus+ à l'UPVM pour validation finale.

ATTENTION : Si les cours sélectionnés ne sont pas conformes à l'accord Erasmus+ signé entre nos établissements, le Coordinateur Départemental Erasmus+ de l'UPVM aura la possibilité de le rejeter, et le document sera à renseigner de nouveau.

On step 5, you will have to sign your Learning Agreement, which will then be automatically sent to your home university's Academic Coordinator for validation, then to your Erasmus+ Departmental Coordinator at UPVM for final validation.

***PLEASE NOTE :** If the courses you selected are not in compliance with the Erasmus+ agreement signed by our institutions, your Departmental Coordinator at UPVM will have the possibility to reject it, and a new document will have to be drawn.*

Academic year *
2019/2020

Commitment Preliminary

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 (or the principles agreed in the Inter-Institutional Agreement for institutions located in Partner Countries). 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 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. 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.

Sign

Clear

Previous Sign and send the Online Learning Agreement to the Responsible person at the Sending Institution for review

Ensuite, vous recevrez des notifications par email à chaque fois que le document a été signé par les autres signataires (Coordinateur Académique de votre université d'origine et Coordinateur Départemental Erasmus+ de l'UPVM).

ATTENTION : Si vous modifiez le document, vous devrez ressaisir toutes les informations à nouveau.

Then, you will receive notifications by email everytime the document has been signed by another party (Academic Coordinator of your home institution and Erasmus+ Departmental Coordinator at UPVM).

PLEASE NOTE : If you edit the document, you will have to complete the document with all the required information once again.