

COMMENT REMPLIR SON « ONLINE LEARNING AGREEMENT » (OLA) ?

Dès cette année, les étudiants Erasmus+ sont invités à renseigner leur Contrat d'Études /Learning Agreement en ligne, sur la plateforme Online Learning Agreement (OLA) www.learning-agreement.eu (disponible en anglais uniquement)

*L'utilisation de cette plateforme facilite la transmission et la signature du contrat d'études en ligne et **elle est obligatoire pour tous les étudiants Erasmus.***

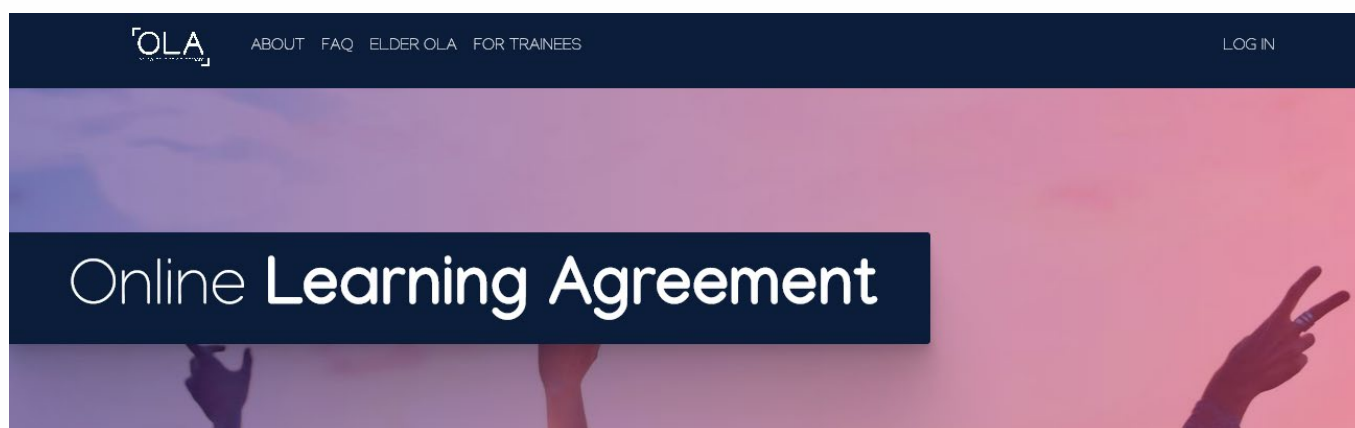
Les informations à avoir avant de compléter le Contrat d'Études /Learning Agreement:

- Les coordonnées de la personne dans votre composante¹ en charge de l'accord dans lequel vous souhaitez partir
- Les coordonnées de son homologue dans l'université partenaire
- Nous vous recommandons de préparer la liste des cours que vous pouvez suivre avec votre responsable d'accord, avant de compléter ce contrat pédagogique

Le contrat d'étude a une valeur contractuelle, de sorte que seul ce qui figure dans la proposition sera reconnu. Ce document sera la garantie de votre reconnaissance des matières choisies à l'étranger à votre retour et devra être signé par toutes les parties (étudiant, enseignant à l'UBO et enseignant à l'université d'accueil).

Vous trouverez ci-dessous les différentes étapes que vous rencontrerez lors de la création de votre Contrat d'Études /Learning Agreement

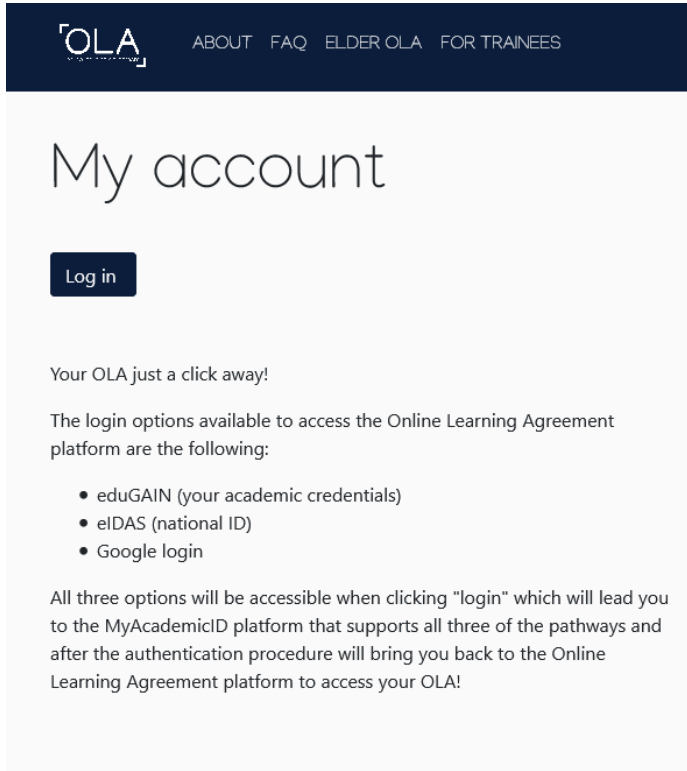
1- Se connecter



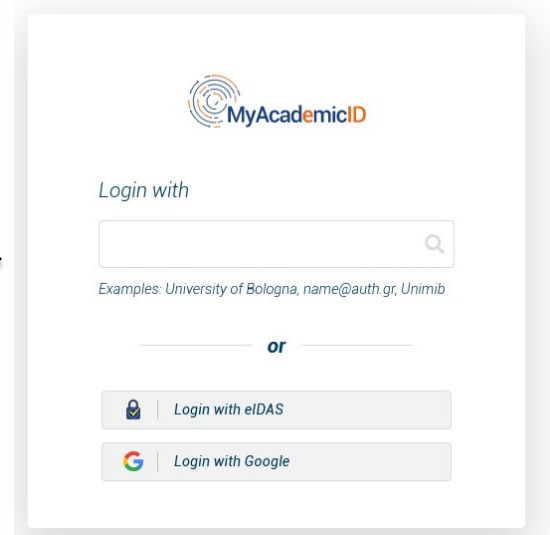
Prepare your Learning Agreement **online within a few steps** and share it with both home and host universities.

This platform has been developed by the Aristotle University of Thessaloniki, the European University Foundation and the Erasmus Student Network for the 21st century mobile student.

¹ Contactez vos coordinateurs RI (Tableau disponible à la fin du document) pour connaître les référents en charge des accords de mobilité de votre composante

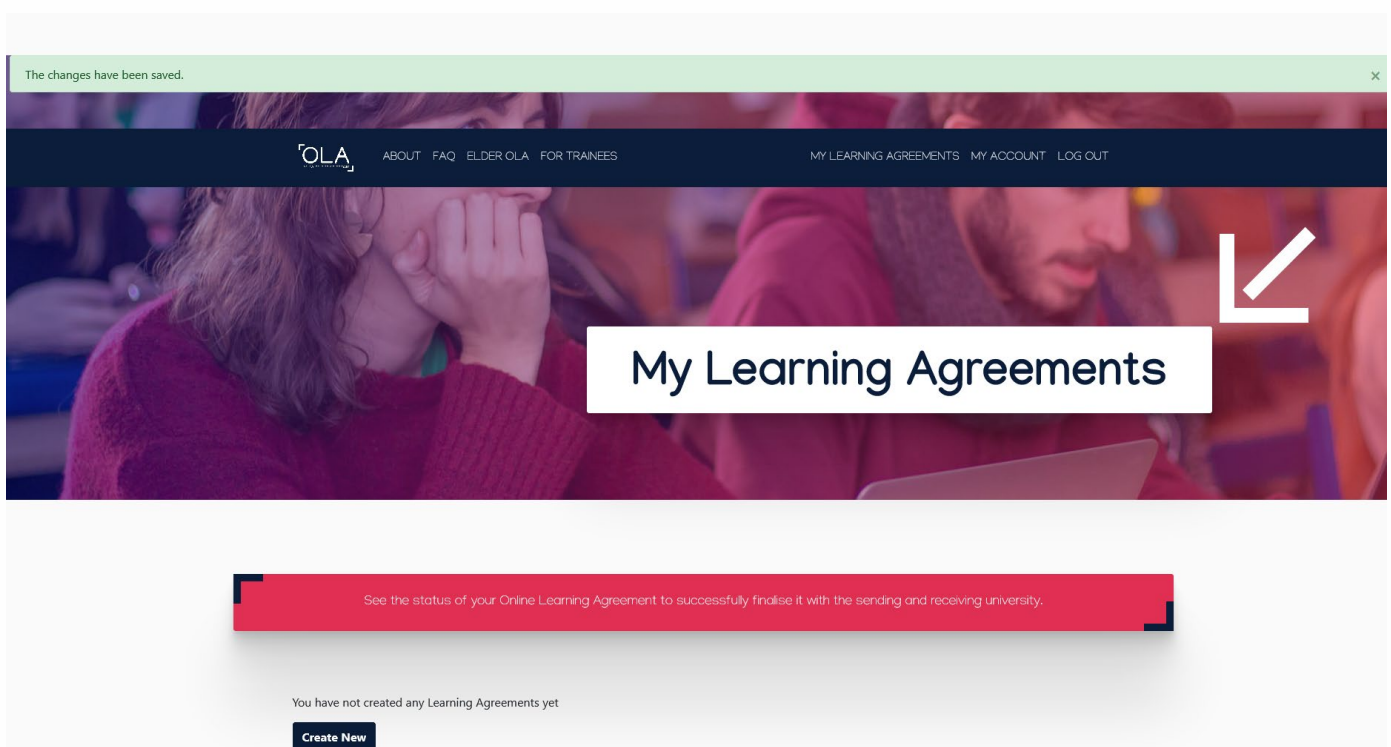


The screenshot shows the 'My account' page of the OLA platform. At the top, there is a dark blue navigation bar with the OLA logo and links for 'ABOUT', 'FAQ', 'ELDER OLA', and 'FOR TRAINEES'. Below the navigation bar, the heading 'My account' is displayed. A 'Log in' button is visible. The main content area contains the text: 'Your OLA just a click away!', 'The login options available to access the Online Learning Agreement platform are the following:', and a bulleted list of login options: 'eduGAIN (your academic credentials)', 'eIDAS (national ID)', and 'Google login'. A paragraph follows, stating that all three options will be accessible when clicking 'login', which leads to the MyAcademicID platform.



The screenshot shows the MyAcademicID login interface. It features the MyAcademicID logo at the top. Below the logo, the text 'Login with' is followed by a search input field with a magnifying glass icon. Below the input field, there are examples of email addresses: 'University of Bologna, name@auth.gr, Unimib'. A horizontal line with the word 'or' in the center separates the input field from the login buttons. There are two buttons: 'Login with eIDAS' (with a lock icon) and 'Login with Google' (with the Google logo).

Cliquez sur « log In » en haut à droite, vous serez redirigé vers une plateforme sur laquelle vous devrez utiliser votre adresse email de l'université (@etudiant.univ-brest.fr) pour vous connecter



The screenshot shows the 'My Learning Agreements' page of the OLA platform. At the top, there is a green notification bar that says 'The changes have been saved.' Below this, there is a dark blue navigation bar with the OLA logo and links for 'ABOUT', 'FAQ', 'ELDER OLA', 'FOR TRAINEES', 'MY LEARNING AGREEMENTS', 'MY ACCOUNT', and 'LOG OUT'. The main content area features a large image of students in a classroom. Overlaid on the image is a white box with the text 'My Learning Agreements' and a white arrow pointing to the right. Below the image, there is a red banner that says 'See the status of your Online Learning Agreement to successfully finalise it with the sending and receiving university.' At the bottom, there is a message that says 'You have not created any Learning Agreements yet' and a 'Create New' button.

Une fois votre compte crée, vous pourrez créer un nouveau Contrat d'Études/Learning Agreement. Vous aurez le choix entre 3 différents types de mobilités :

- Mobilité d'un ou deux semestres
- Programmes courts de mobilité (moins d'un mois)
- Mobilité courte doctorants

Please **select your mobility type**. Choose carefully, if you pick the wrong one you'll have to start over.

Semester Mobility

Discover a new culture and gain new experiences by going on **traditional academic mobility of between 2 and 12 months** at another higher education institution! Be sure to check out the possibility to upgrade your mobility experience with optional virtual components (e.g. online courses) next to your academic experience on campus.

Blended Mobility with Short-term Physical Mobility

In case regular semester mobility is too long or otherwise inaccessible for you, experience short-term blended mobility! This format foresees between **5 and 30 days of physical mobility** at another higher education institution **combined with a compulsory virtual component**.

Short-term Doctoral Mobility

Develop your skills and find contacts by going on **short-term doctoral mobility of between 5 and 30 days** at another higher education institution! To enhance the synergies with Horizon Europe, doctoral mobilities can also take place in the context of Horizon Europe funded research projects.

2- Créer son Contrat d'Études /Learning Agreement

- Étape n°1

La première étape consiste à compléter des informations sur vous. Pensez bien à sélectionner l'année académique durant laquelle votre mobilité sera effectuée

Academic year *

Student

First name(s) * Last name(s) *

Email *

Date of birth * Gender * Nationality *

Country to which the person belongs administratively and that issues the ID card and/or passport.

Field of Education * Field of Education Comment Study cycle *

Field of education: The ISCED-F 2013 search tool available at http://ec.europa.eu/education/international-standard-classification-of-education-isced_en 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.

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).

- Etape n°2

Academic year *

Sending

Sending Institution

Country *

Name *

Faculty/Department

Address *

Erasmus Code *

Sending Responsible Person

First name(s) *

Last name(s) *

Position *

Email *

Phone number

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.

Sending Administrative Contact Person

First name(s)

Last name(s)

Position

Email

Phone number

Administrative 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 works at the international relations office or equivalent body within the institution.

Dans cette seconde étape vous aurez à compléter les informations sur votre université d'envoi (l'UBO)
 Pour la partie « Sending Responsible Person » vous devez indiquer les coordonnées du responsable d'accord

Pour la partie « Sending Administrative Contact Person » vous devez mentionner :

Christelle Bideaux ,
 Gestionnaire de mobilité sortante, dei@univ-brest.fr
 +(33) 02 98 01 63 47

- Etape n°3

Pour la troisième étape vous allez devoir remplir les informations sur l'établissement dans lequel vous aller faire votre mobilité.

(Si vous ne connaissez pas le poste de la personne concernée complétez avec N/A)

Country *

Ireland x

Name *

DUBLIN CITY UNIVERSITY x

Faculty/Department

Address *

Dublin

Erasmus Code *

IRLDUBLIN04

Receiving Responsible Person

First name(s) *

Cristina

Last name(s) *

Alexeev

Position *

teacher

Email *

cristina.alexeev@ucd.ir

Phone number

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.

Receiving Administrative Contact Person

First name(s)

Last name(s)

Position

Email

Phone number

Previous

Next

- Etape n°4

La quatrième étape est celle du choix des cours, vous aurez d'abord à choisir l'année académique durant laquelle votre mobilité va être effectuée. Après ceci vous aurez deux tableaux à remplir.

Academic year *

2020/2021

Preliminary LA

Planned start of the mobility *

01 / 09 / 2021

Planned end of the mobility *

31 / 12 / 2021

Dans le tableau A vous devez renseigner :

- Les cours que vous avez sélectionnés dans l'université d'accueil, ou vous allez faire votre mobilité.
- Le nombre de crédits ECTS de ce module de cours (1 semestre = 30 ECTS & 1 année = 60 ECTS)
- Le niveau de langue minimum requis (ex : *Anglais, niveau C1*)

Nous vous invitons à vous rendre sur le site de votre université d'accueil pour récupérer les intitulés de cours et leurs codes dans leur catalogue.

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) *

Linguistics and Applied Linguistics

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 *
Syntax	10	First semester (Winter/Autumn) ▾

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.

- 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 *

English ▾

The level of language competence *

C1 ▾

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>

Dans le tableau B vous devez renseigner :

- Les cours que vous auriez dû suivre dans votre établissement si vous n'aviez pas entrepris une mobilité Erasmus+.
- Le nombre total de crédits ECTS (1 semestre = 30 ECTS & 1 année = 60 ECTS)

Table B - Recognition at the Sending institution *

Component to Table B Remove

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

Langues Etrangères Appliquées - Anglais/Chinois

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 recognised by the Sending Institution *	Semester *
Anglais	10	First semester (Winter/Autumn) ▾

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.


Automatically recognised towards student degree

Automatic recognition comment

- Etape n°5

La cinquième étape vous permet de noter si certains cours auront lieu en virtuel avant, pendant ou après votre mobilité.

Your Online Learning Agreement has been updated. x



Academic year *

2020/2021

Table C

Please add the Table if you wish to indicate virtual component(s) at the receiving institution before, during or after the physical mobility to further enhance the learning outcomes.

Add Component to Table C

Previous
Next

- Etape n° 6

A ce stade, nous vous invitons à revenir sur « My learning agreements » et à télécharger le document en PDF afin de le présenter à votre tuteur afin que celui-ci discute du choix des matières avec vous. Cela vous évitera de refaire de multiples contrats. Veuillez donc à ne pas signer le document avant d'avoir eu **l'accord définitif de votre tuteur.**

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
DUBLIN CITY UNIVERSITY	DUBLIN CITY UNIVERSITY	Ready to Edit	Thu, 04/15/2021 - 08:43	Edit Download PDF History



Erasmus+

Higher Education
 Learning Agreement for Studies
 Academic Year 2020/2021

Marie Dupont
 Enora.Bilien@univ-brest.fr

Student	Last name(s)		First name(s)	Date of birth	Gender	Nationality
	Dupont		Marie	2000-04-04	Female	France
	Field of education		Field of education clarification		Study cycle	
	Languages (023)				Bachelor or equivalent first cycle (EQF level 6)	
Sending Institution	Name	Faculty /Department	Erasmus code (if applicable)	Address	Country	Contact person name ; email; phone
	UNIVERSITE DE BRETAGNE OCCIDENTALE	/	F BREST01	Brest	France	Christelle Bideaux / dei@univ-brest.fr /
Receiving Institution	Name	Faculty /Department	Erasmus code (if applicable)	Address	Country	Contact person name ; email; phone
	DUBLIN CITY UNIVERSITY	/	IRLDUBLIN04	Dublin	Ireland	

The level of language competence in that the student already has or agrees to acquire by the start of the study period is: English B1

Planned period of the mobility: from [month/year] 09-2021 to [month/year] 12-2021

- Etape n°7

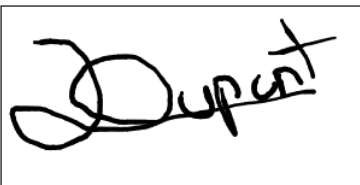
Une fois le choix des matières validé par le tuteur vous pourrez donc signer le document et le soumettre à la signature de votre tuteur

All three parties signing the Learning Agreement commit to comply with all the agreed arrangements, thereby ensuring that you will receive recognition for the studies successfully carried out abroad without any further requirements.



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.



Clear

Previous

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

!! ATTENTION !! :

Si les cours sélectionnés ne sont pas conformes à l'accord Erasmus+ signé entre les établissements, le Responsable d'accord aura la possibilité de le rejeter, et le document sera à renseigner de nouveau.

3- Consulter l'avancée de son Contrat d'Études /Learning Agreement

En vous connectant sur la plateforme vous aurez la possibilité de suivre l'avancée de votre Contrat d'Études /Learning Agreement.

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

Create New

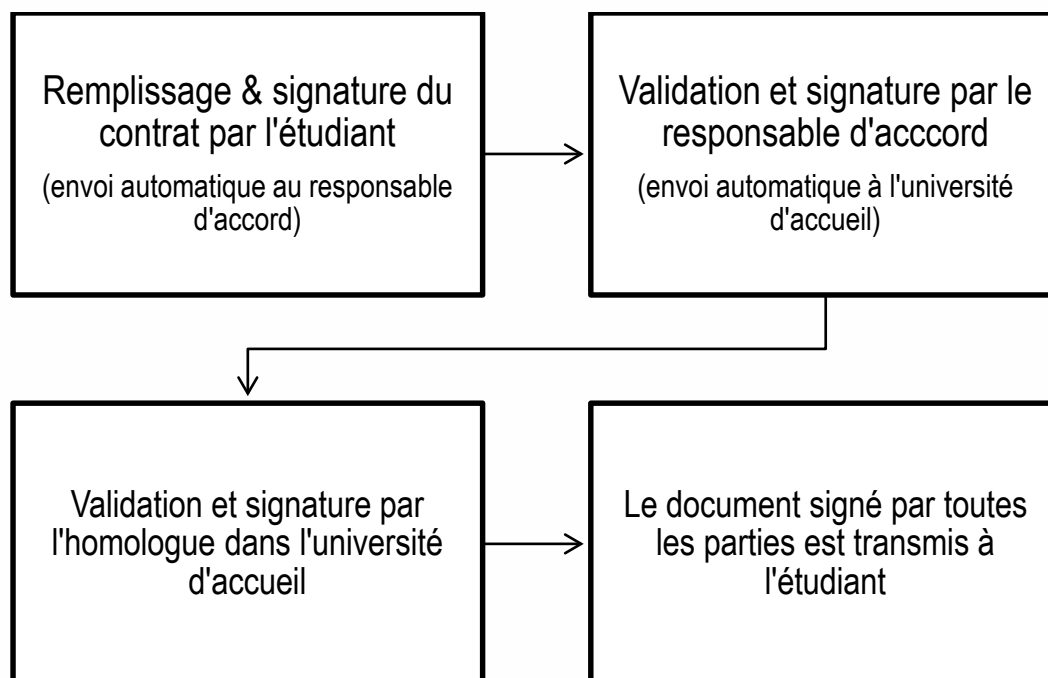
Sending Institution	Receiving Institution	Status	Created	View or Edit
DUBLIN CITY UNIVERSITY	DUBLIN CITY UNIVERSITY	Signed by Student and sent to the Sending HEI	Thu, 04/15/2021 - 08:43	View Download PDF History
UNIVERSITE DE BRETAGNE OCCIDENTALE	DUBLIN CITY UNIVERSITY	Ready to Edit	Thu, 04/15/2021 - 08:38	Edit Download PDF History

Note :

Contactez vos coordinateurs RI pour connaître les référents en charge des accords de mobilité dans votre composante

Coordinateur RI	Nom	Prénom	Email
ESIAB	Mounier	Jérôme	jerome.mounier@univ-brest.fr
ESPE	Blocher	Jean-Noël	jean-noel.blocher@inspe-bretagne.fr
IAE	Waechter	Kimberley	kimberley.waechter@univ-brest.fr
IPAG	Le Guyader	Daniel	daniel.leguyader@univ-brest.fr
IUEM	Gauthier	Olivier	olivier.gauthier@univ-brest.fr
IUT Brest + Morlaix	Lepioufle	Jérôme	jerome.lepioufle@univ-brest.fr
IUT Quimper	Cam	Sandrine	ri.iutquimper@univ-brest.fr
Pôle Universitaire Quimper	Guillou	Philippe	philippe.guillou@univ-brest.fr
UFR Droit Eco Gestion AES	Hay	Julien	julien.hay@univ-brest.fr
UFR Lettres et Sci. Humaines	Le Corre	Gaëlle	Gaelle.lecorre@univ-brest.fr
UFR Médecine	Carré	Jean-Luc	jean-luc.carre@univ-brest.fr
UFR Odontologie	Arbab-Chirani	Reza	reza.arbab-chirani@univ-brest.fr
UFR Sciences et Techniques	Thetiot	Franck	franck.thetiot@univ-brest.fr
UFR Sci. Sport et Education	Bossard	Cyril	cyril.bossard@univ-brest.fr

Chronologie du OLA :



Veillez-noter que la plateforme est en cours de développement quelques modifications peuvent survenir

En cas de questions vous pouvez nous contacter à l'adresse : dei@univ-brest.fr