



Erasmus+ learning agreement

1. Purpose of the learning agreement

This learning agreement defines the conditions and expected outcomes of a learning mobility organised within the framework of the Erasmus+ programme. Parties in this agreement shall abide by the programme's rules and quality standards.

2. Information about the learning mobility

Field	Vocational education and training
Activity type:	
Mode:	Physical
Start date:	[DD/MM/YYYY]
End date:	[DD/MM/YYYY]

3. Parties to the learning agreement

The learning agreement is concluded between the participant in the learning mobility, the sending organisation and the hosting organisation.

3.1. Participant in the learning mobility

Full name:	
Address:	[Full address, including country, city and post code]
Email:	
Phone number(s):	

[Please remove the 'Participant's legal guardian' table if not applicable]

Participant's legal guardian full name:	
Address:	[Full address, including country, city and post code]
Email:	
Phone number(s):	

3.2. Sending organisation

Organisation name:	[Full legal name of the sending organisation]
Address:	[Full address, including country, city and post code]

3.3. Hosting organisation

Organisation name:	[Full legal name of the sending organisation]
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Address:	[Full address, including country, city and post code]
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4. Learning context

At the sending organisation, the participant is currently enrolled in:	
Title of the qualification / profession:	[Indicate the expected qualification in the educational system of the country of origin]
School year / grade:	[Indicate the learner's school year / grade in the educational system of the country of origin; for recent graduates indicate the time of graduation]
Level in the European Qualifications Framework:	[Indicate the EQF level corresponding to the educational programme the learner is enrolled in. More information is available at: https://europa.eu/europass/en/description-eight-eqf-levels]

5. Learning outcomes

The parties have agreed that the following learning outcomes should be achieved during the learning mobility:

[Add or remove outcomes as needed for each participant]

Outcome 1: [Title]	
Relevant subject, skill or competence:	[This may be formal subjects included in the curriculum, or specific skills and competences, including those acquired through informal and non-formal learning (for example 'inter-cultural competence')]
Description:	[Provide a short and clear description of the expected learning outcome in form of statements about what the participant should know, understand and/or be able to do following the completion of their mobility]

Outcome 2: [Title]	
Relevant subject, skill or competence:	
Description:	

Outcome 3: [Title]	
Relevant subject, skill or competence:	
Description:	

Outcome 4: [Title]	
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Relevant subject, skill or competence:	
Description:	

Outcome 5: [Title]	
Relevant subject, skill or competence:	
Description:	

6. Learning programme and tasks

To achieve the agreed learning outcomes, the participant will complete the following activities and tasks during their mobility activity.

[Add or remove activities / tasks as needed for each participant. In case of activities in virtual or blended mode, all content should be specified, including the online parts). The table below may be complemented or replaced by a learning programme in an annexed document; in that case appropriate text should be added to reference the document.]

Activity / task 1: [Title]	
Description:	[Provide a short and clear description of the activity that the participant will attend, or of the tasks that they will complete]

Activity / task 2: [Title]	
Description:	

Activity / task 3: [Title]	
Description:	

Activity / task 4: [Title]	
Description:	

Activity / task 5: [Title]	
Description:	

7. Monitoring, mentoring and support during the activity

7.1. Responsible persons at the hosting organisation

The following person(s) at the hosting organisation are tasked with introducing the participant to their activities and tasks at the hosting organisation, providing practical support, monitoring their learning progress, supporting them to achieve the expected learning outcomes, and helping them to integrate into the daily routines and the social context at the hosting organisation.



Full name:	
Job title:	
Email:	
Phone number(s):	
Responsibilities:	[Mentor (main content supervisor) AND/OR Contact for administrative matters AND/OR Emergency contact AND/OR Other (please describe)]

[In case more than one person will be responsible, please make a copy of the above table for each person. On both the sending and hosting side there must be a mentor (main content supervisor), a contact for administrative matters and an emergency contact (these responsibilities can be taken by the same or different persons, but the same persons cannot be listed for the sending and hosting organisation). The mentor (main content supervisor) must be able to monitor the participant closely and interact with them on a daily basis.]

7.2. Responsible persons at the sending organisation

The following person(s) at the sending organisation are tasked with following the participants' progress and providing content or practical support from the side of the sending organisation.

Full name:	
Job title:	
Email:	
Phone number(s):	
Responsibilities:	[Mentor (main content supervisor) AND/OR Contact for administrative matters AND/OR Emergency contact AND/OR Other (please describe)]

[In case more than one person will be responsible, please make a copy of the above table for each person. On both the sending and hosting side there must be a mentor (main content supervisor), a contact for administrative matters and an emergency contact (these responsibilities can be taken by the same or different persons, but the same persons cannot be listed for the sending and hosting organisation). Please note that in line with the Erasmus quality standards on good management of mobility activities, **it is very strongly recommended that the mentor (main content supervisor) be employed at the sending organisation. Delegating this task (e.g. to a supporting organisation) may be judged to be in breach of quality standards regarding core project tasks.**]

7.3. Accompanying persons

The following person(s) will accompany the participant during their mobility period:

Full name:	
Position or qualification:	
Email:	
Phone number(s):	



Responsibilities:	
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[If there will not be any accompanying persons involved, please delete the table above and indicate 'Not applicable'. In case there will be more than one accompanying person, please make a copy of the above table for each person.]

7.4. Mentoring and monitoring arrangements

As a minimum, the monitoring and mentoring arrangements will include the following activities:

- [Activity 1]
- [Activity 2]
- [etc.]

[List what kind of monitoring and mentoring arrangements will be put in place, for example: scheduled dialogues, periodical reviews of the learning outcomes and completed tasks, consultations between the mentors at the hosting and sending organisation, etc.]

8. Evaluation of learning outcomes

After the mobility activity, the participant's learning outcomes will be assessed in the following way:

Evaluation format:
[Describe the planned evaluation formats, for example in terms written or oral examination, required practical tasks, continuous assessment or punctual examination, structured report, self-assessment elements, etc.]

Evaluation criteria:
[Describe the criteria that will be used for the evaluation]

Evaluation procedures:
[Describe the evaluation process and procedures: where is it going to take place (sending or hosting organisation), who will be the evaluators, procedure in case of contested results, how are the results and/or grades going to be transmitted between the hosting and the sending organisation, etc.]

9. Recognition of learning outcomes

The learning outcomes attained by the participant will be recognised in the following way:

Recognition conditions:
[Explain the conditions under which the different learning outcomes will be recognised]

Recognition procedures:



[Define who will be responsible for the recognition process and how are the recognised learning outcomes going to be registered in the learner’s records]

Recognition documentation:

[List the documents (digital or paper) that must be issued to ensure the recognition of the learning outcomes. Link to each document the organisation responsible to issue it, the recipient of the document and the indicative timeframe for issuing the document.]

10.Reintegration at the sending organisation

[For staff: remove the contents of this section and indicate ‘Not applicable’, unless specific arrangements will be made (e.g. in case of longer mobility periods).]

Following the completion of the mobility period, the participant will be reintegrated at the sending organisation in the following way:

Reintegration destination:

[Indicate where will the learner continue their education upon return from their mobility period, e.g. in the same or different school / company / training center; class / grade / year; VET specialization, etc. In case reintegration will not take place (e.g. in case recent VET graduates), indicate ‘Not applicable’ and the relevant reasoning.]

Reintegration conditions:

[Indicate if the learner will have to complete any actions or exams to catch-up with the curriculum/progamme at the sending organisation. Specify when and how this will happen (e.g. immediately upon return, during the same year, in the following year, in form of an additional course or study hours, etc.). In case reintegration will not take place (e.g. in case recent VET graduates), indicate ‘Not applicable’ and the relevant reasoning.]

11.Additional provisions

[If needed, introduce here any other provisions specific to the individual mobility. For example, this can be: arrangements with hosting families, an applicable code of conduct or other annexes. If no additional provisions apply, please indicate ‘Not applicable’.]

12.Signatures

The signatories confirm that they understood and approve the content of this agreement.

[Please remove the ‘Participant’s legal guardian’ table if not applicable]

Participant	
Full name:	

Participant’s legal guardian	
Full name:	



Date and place:	
Signature:	

Date and place:	
Signature:	

For sending organisation	
Full name:	
Position:	
Date and place:	
Signature:	

For hosting organisation	
Full name:	
Position:	
Date and place:	
Signature:	