OnlineLearning Agreement (OLA)

GUIDA ALLA COMPILAZIONE

www.learning-agreement.eu

Che cosa è l'Online Learning Agreement?

Nell’ottica dell’attuazione del processo di digitalizzazione e dematerializzazione delle attività Erasmus EWP-Erasmus Without Paper voluta dalla Commissione europea il Learning Agreement diventa online per tutti gli studenti Erasmus.

Il Learning Agreement costituisce la base per il riconoscimento delle attività svolte all'estero; esso contiene l’elenco dei corsi che si intende seguire nell’istituto di destinazione (Table A) e quello delle discipline delle quali si intende ottenere riconoscimento nell’istituzione di provenienza (Table B).

L'OLA è il modo più semplice per completare il Learning Agreement Online, farlo firmare, ricevere commenti dalle istituzioni di provenienza e di destinazione e avere una panoramica della versione finale del documento.

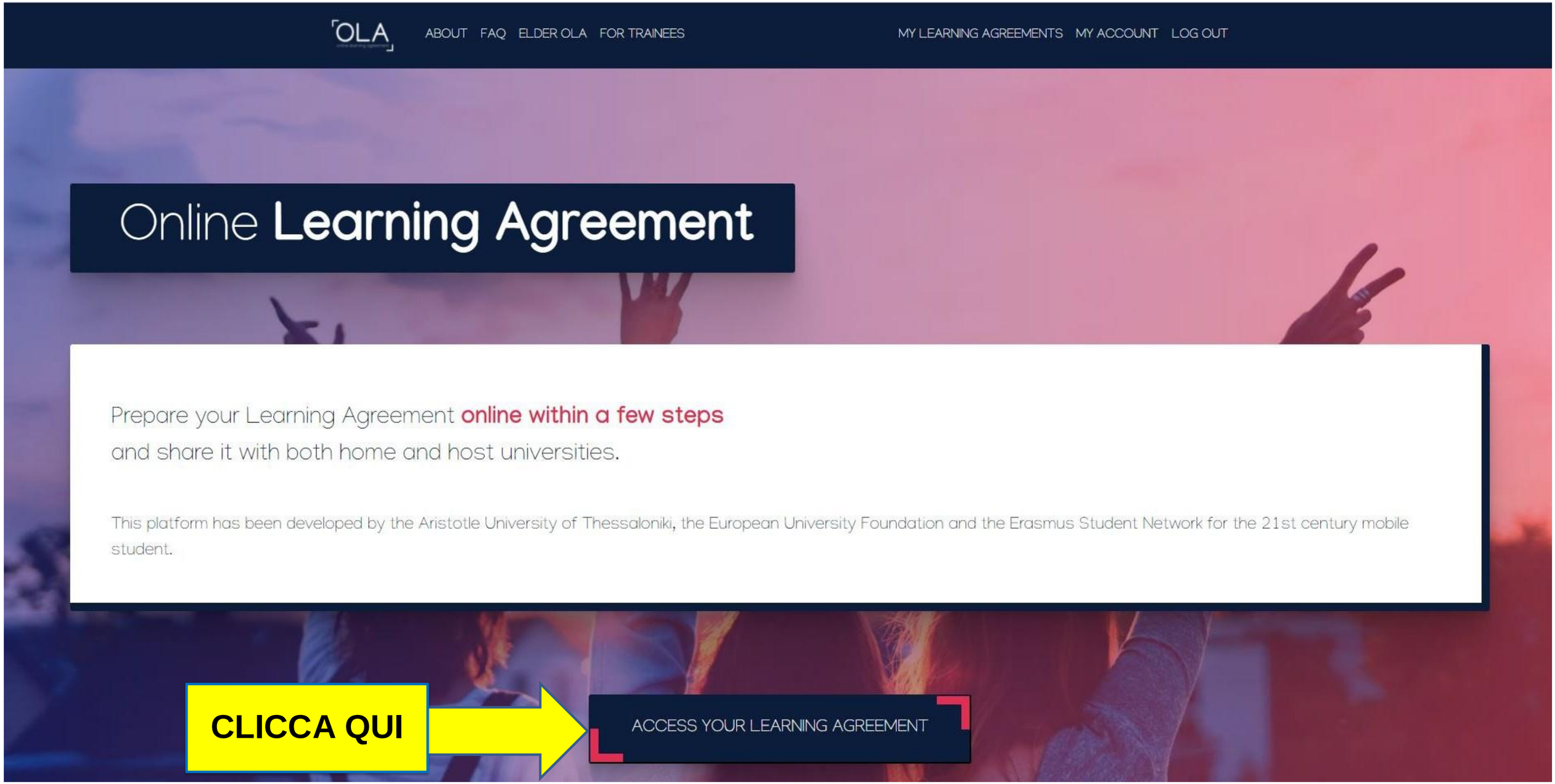
Il Learning Agreement Online (OLA) per essere approvato necessita delle firme: dello studente, del Coordinatore Erasmus dell’istituto di appartenenza (Sending Institution Responsible Person) e del Coordinatore Erasmus della sede di destinazione (Receiving Institution Responsible Person).

L'OLA può essere facilmente firmato online, è sempre a disponibile sulla piattaforma e può essere scaricato e stampato in caso di necessità.

GUIDA ALLA COMPILAZIONE DELL'OLA

STEP BY STEP

DAL SITO: www.learning-agreement.eu


OLA
ABOUT FAQ ELDER OLA FOR TRAINEES
MY LEARNING AGREEMENTS MY ACCOUNT LOG OUT
Online Learning Agreement
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.
CLICCA QUI
ACCESS YOUR LEARNING AGREEMENT

My account

CLICCA SU LOG IN

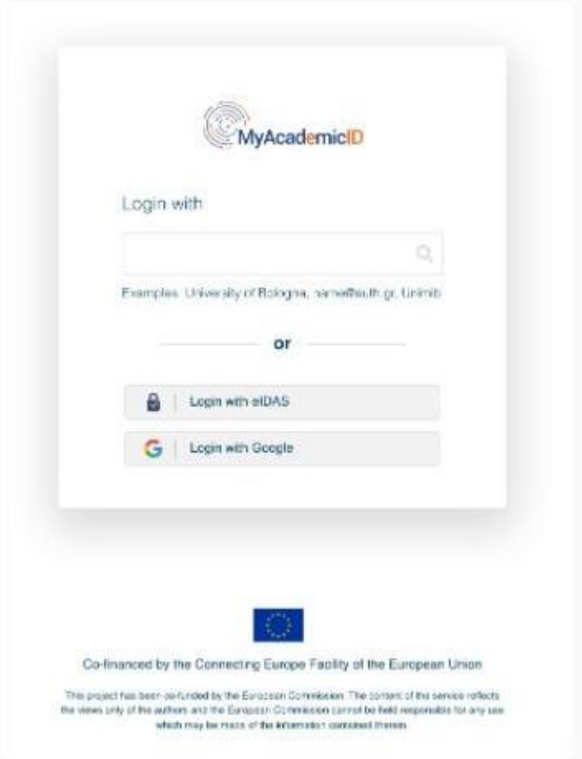
Log in

Your OLA just a click away!

The login options available to access the Online Learning Agreement platform are the following:

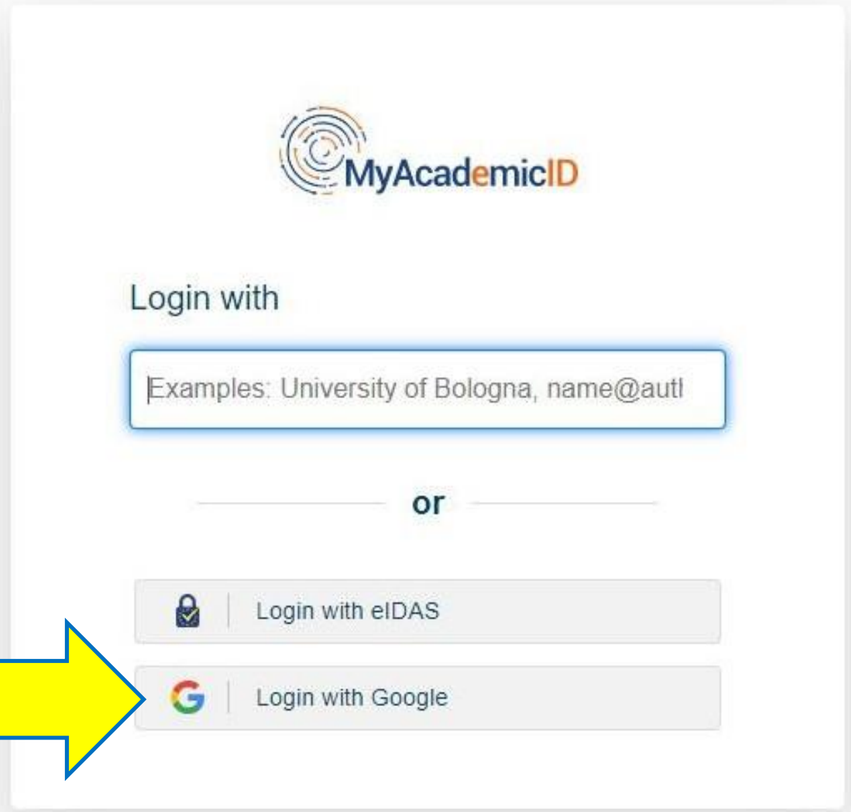
- eduGAIN (your academic credentials)
- eIDAS (national ID)
- Google login

All three options will be accessible when clicking "login" which will lead you to the MyAcademicID platform that supports all three of the pathways and after the authentication procedure will bring you back to the Online Learning Agreement platform to access your OLA!



ACCEDI TRAMITE GOOGLE E UTILIZZA LE TUE CREDENZIALI

nome.cognome@studenti.abaq.it



Co-financed by the Connecting Europe Facility of the European Union

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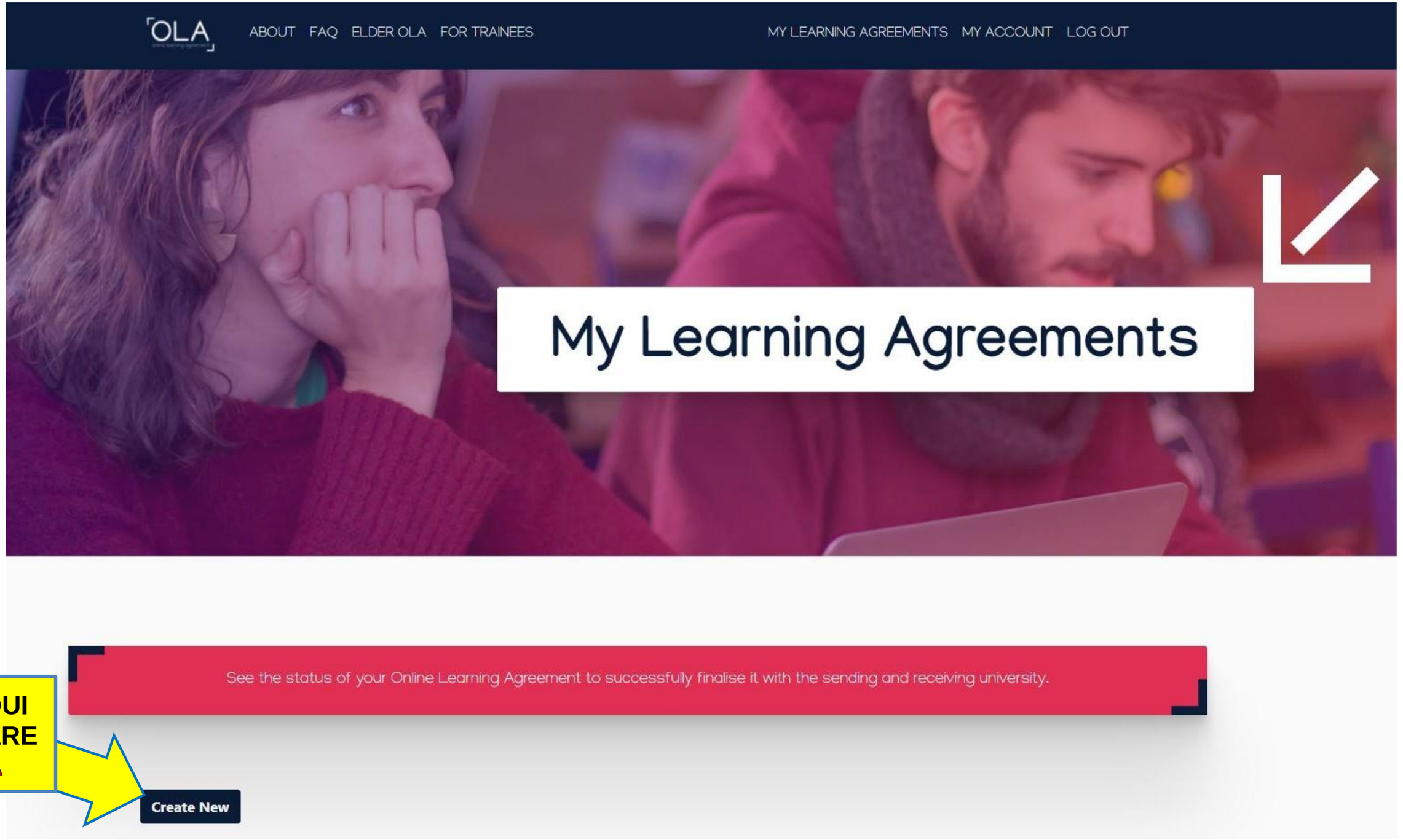
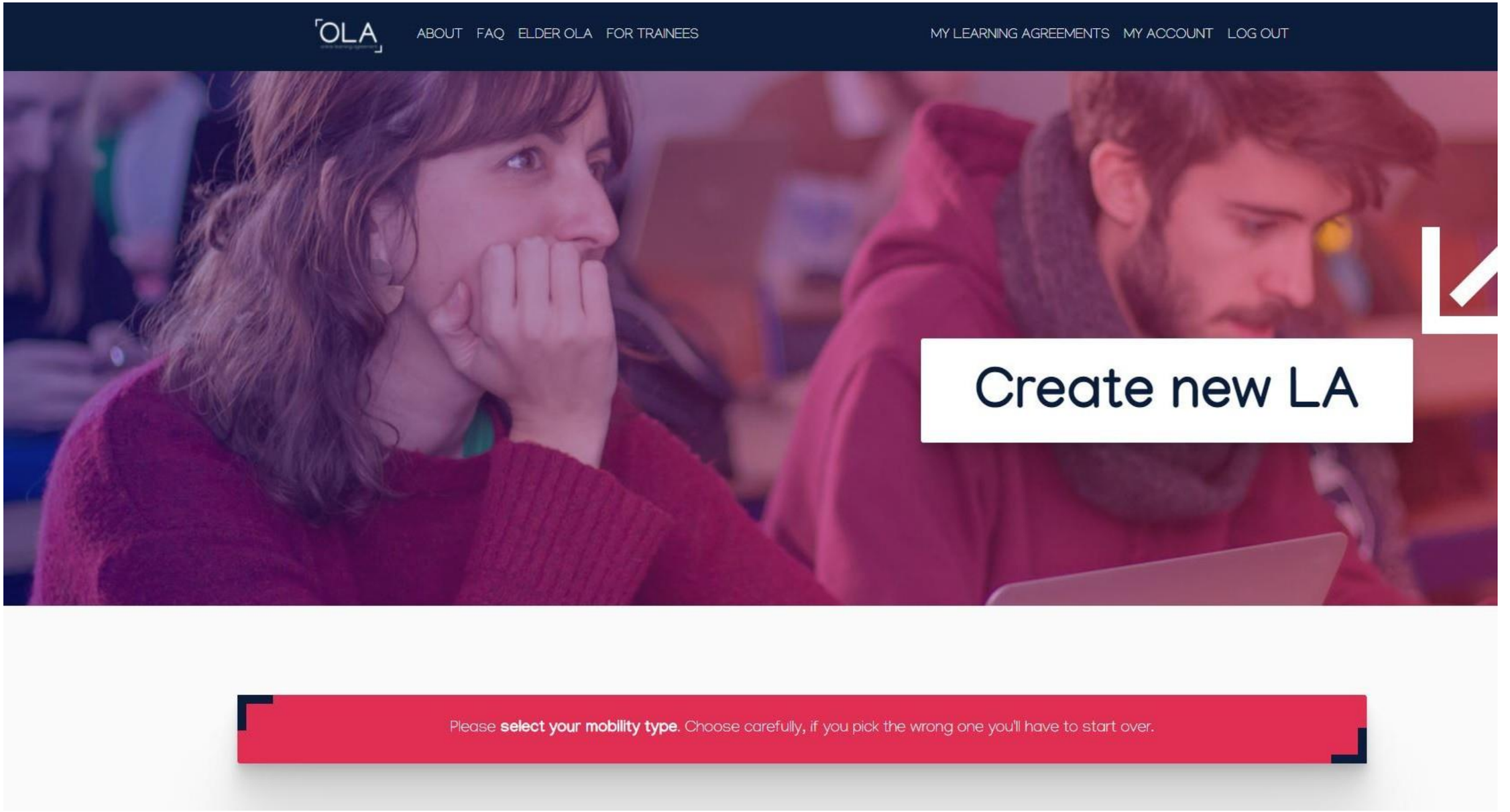


CLICCA QUI PER CREARE UN OLA


OLA
ABOUT
FAQ
ELDER OLA
FOR TRAINEES
MY LEARNING AGREEMENTS
MY ACCOUNT
LOG OUT
Create new LA
Please **select your mobility type**. Choose carefully, if you pick the wrong one you'll have to start over.

CLICCA SU "SEMESTER MOBILITY" PER LA MOBILITÀ ERASMUS STUDIO

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

Semester Mobility

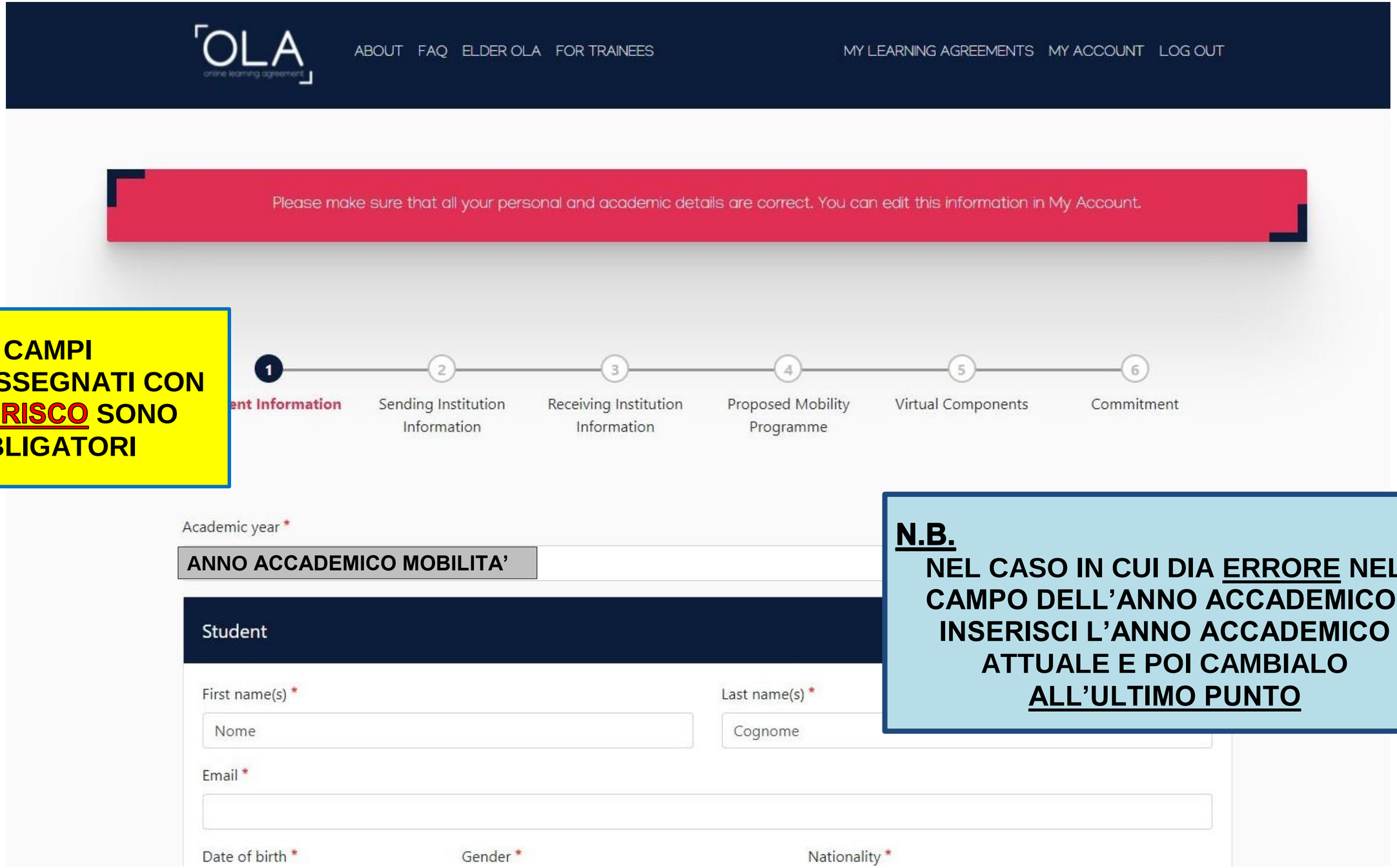
Discover a new culture and gain new experiences by going on **traditional academic mobility of between 2 and 12 months** at another higher education institution! Be sure to check out the possibility to upgrade your mobility experience with optional virtual components (e.g. online courses) next to your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



I CAMPI CONTRASSEGNATI CON L'ASTERISCO SONO OBBLIGATORI

N.B.

NEL CASO IN CUI DIA ERRORE NEL CAMPO DELL'ANNO ACCADEMICO, INSERISCI L'ANNO ACCADEMICO ATTUALE E POI CAMBIALO ALL'ULTIMO PUNTO

Student

First name(s) *

Nome

Last name(s) *

Cognome

Email *

Date of birth *

01/01/2000

Gender *

- Select a value -

Nationality *

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

Field of Education *

Field of educati… CED-F 2013 search tool available at http://ec.euro… ucation/international-standard-classification-of-… on-isced_en should be used to find the ISCED 2013 … field of education and training that is closest to the … of the degree to be awarded to the student by the S… institution.

Field of Education Comment

Study cycle *

- Select a value -

Study cycle: Short cycle (EQF level 5… or or equivalent first cycle (EQF level 6) … equivalent second cycle (EQF level 7) / Doctorate … ent third cycle (EQF level 8).

Next

INSERISCI
FINE ARTS 213

INSERISCI:
- **EQF6 TRIENNIO**
- **EQF7 BIENNIO**
- **EQF7 CICLO UNICO**

INSERISCI COME SEGUE

Academic year *

ANNO ACCADEMICO MOBILITA'

Sending

Sending Institution

Country *

ITALY

Name *

ACCADEMIA DI BELLE ARTI L'AQUILA

Faculty/Department *

Address *

L'AQUILA

Erasmus Code *

I L-AQUIL03

Sending Responsible Person

First name(s) *

BARBARA

Last name(s) *

DRUDI

Position *

ERASMUS COORDINATOR

Email *

b.drudi@abaq.it

Phone number

+39 0862317360

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

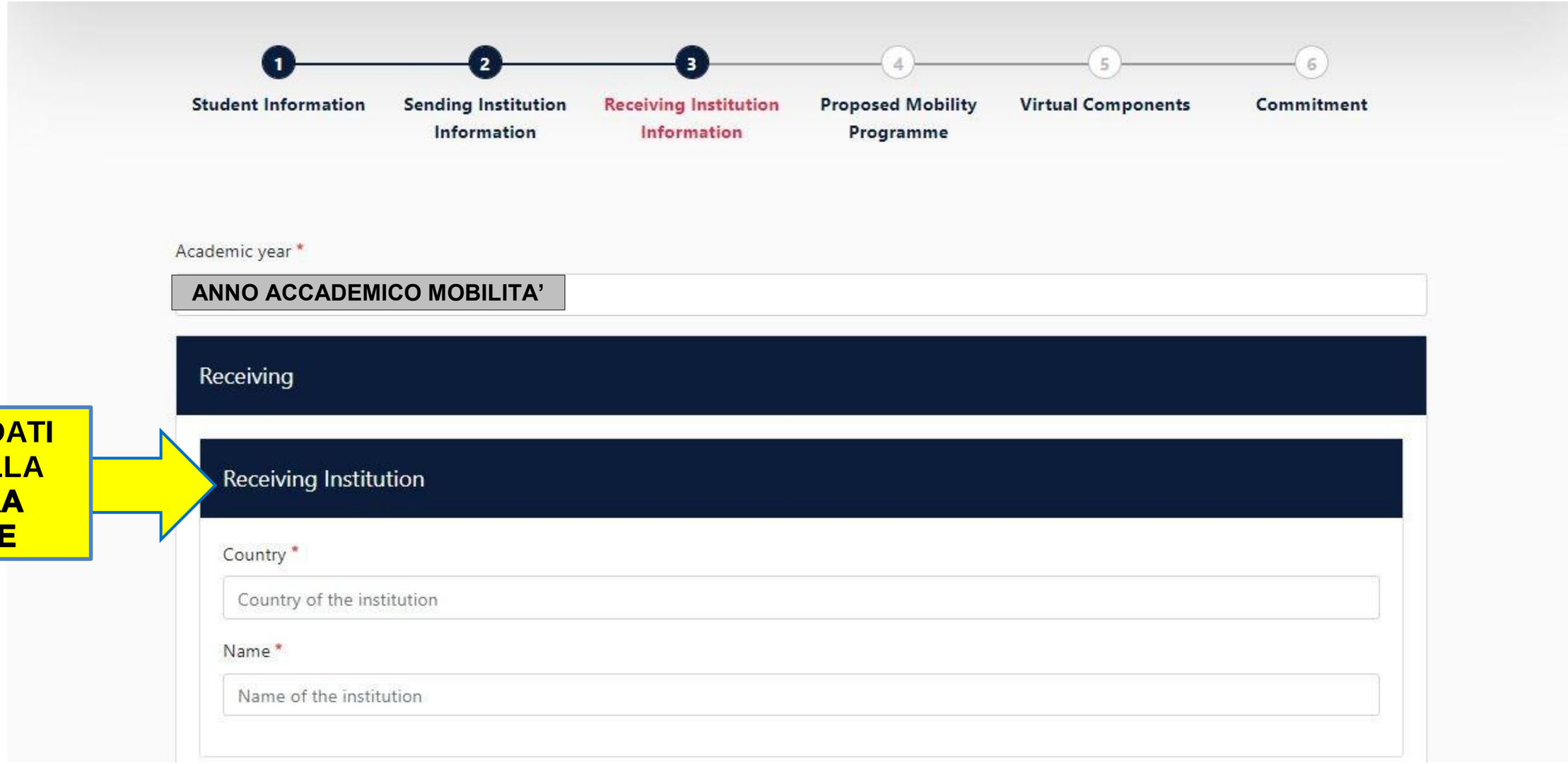
+

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.

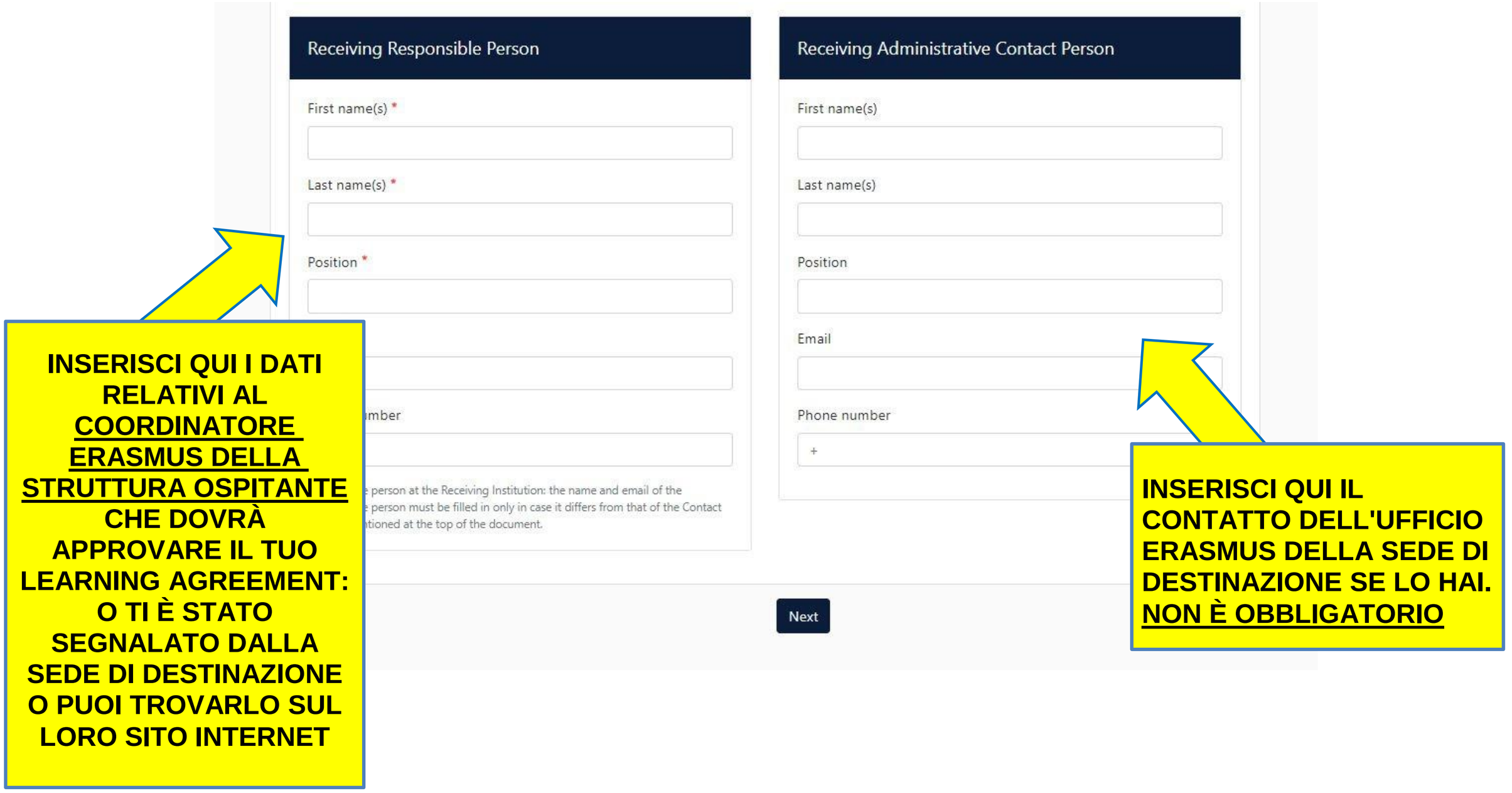
QUESTA SEZIONE NON È OBBLIGATORIA

Previous

Next



INSERISCI I DATI RELATIVI ALLA STRUTTURA OSPITANTE


Receiving Responsible Person
First name(s) *
Last name(s) *
Position *
mber
person at the Receiving Institution: the name and email of the
person must be filled in only in case it differs from that of the Contact
tioned at the top of the document.
Receiving Administrative Contact Person
First name(s)
Last name(s)
Position
Email
Phone number
+
Next
INSERISCI QUI I DATI RELATIVI AL COORDINATORE ERASMUS DELLA STRUTTURA OSPITANTE CHE DOVRÀ APPROVARE IL TUO LEARNING AGREEMENT: O TI È STATO SEGNALATO DALLA SEDE DI DESTINAZIONE O PUOI TROVARLO SUL LORO SITO INTERNET
INSERISCI QUI IL CONTATTO DELL'UFFICIO ERASMUS DELLA SEDE DI DESTINAZIONE SE LO HAI. NON È OBBLIGATORIO

Indicate the set of courses you'll be studying abroad and those that will be replaced in your degree at home. The purpose of the Learning Agreement is to provide a transparent preparation of your exchange to make sure that you receive recognition for the educational components that you will successfully complete abroad.

1 Student Information — 2 Sending Institution Information — 3 Receiving Institution Information — 4 Proposed Mobility Programme — 5 Virtual Components — 6 Commitment

Academic year *

ANNO ACCADEMICO MOBILITA'

Preliminary LA

Planned start of the mobility * gg/mm/aaaa

Planned end of the mobility * gg/mm/aaaa

Table A - Study programme at the Receiving institution *

No Component added yet.

Add Component to Table A

Web link to the course catalogue at the Receiving Institution describing the learning outcomes: [web link

- Course catalogue: detailed, user-friendly and up-to-date information on the institution's learning environment that should throughout their studies to enable them to make the right choices and use their time most efficiently. The information con teaching and assessment procedures, the level of programmes, the individual educational components and the learning re people to contact, with information about how, when and where to contact them. Show less

INSERISCI IL PERIODO DI MOBILITÀ PREVISTO (<u>COME DA CALENDARIO ACCADEMICO DELLA SEDE OSPITANTE</u>, RICORDATI DI AGGIUNGERE QUALCHE GIORNO PRIMA E QUALCHE GIORNO DOPO, IN MODO DA NON INCAPPARE IN IMPREVISTI)

OLA
online learning agreement
ABOUT FAQ ELDER OLA FOR TRAINEES
MY LEARNING AGREEMENTS MY ACCOUNT LOG OUT
Preliminary LA
Planned start of the mobility *
gg/mm/aaaa
Table A - Study programme at the Receiving institution *
No Component added yet.
Add Component to Table A
CLICCA QUI PER INSERIRE UNA AD UNA LE MATERIE CHE SI HA INTENZIONE DI SEGUIRE ALL'ESTERO (LA PROSSIMA PAGINA MOSTRERÀ NEL DETTAGLIO COME FARE)
Web link to the course catalogue at the Receiving 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 *
- Select a value -
The level of language competence *
- Select a value -
INSERISCI QUI LA LINGUA IN CUI SI TERRANNO LE LEZIONI
INSERISCI QUI IL TUO LIVELLO DELLA LINGUA

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 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 *

ECTS credits (or equivale countries where the "ECTS" system is not particular for institutions located in Partner Coun t participating in the Bologna process, "ECTS to be replaced in the relevant tables by the n the equivalent system that is used, and a web link planation to the system should be added.

Semester *

- Select a value -

INSERISCI IL NOME DELL'INSEGNAMENTO COSÌ COME INDICATO NELLA TABELLA DEI CORSI DELLA STRUTTURA OSPITANTE

INSERISCI IL CODICE DEL CORSO (SE NON È DISPONIBILE, INSERISCI NA)

INSERISCI IL NUMERO DI CREDITI FORMATIVI CFA DEL CORSO

INSERISCI IL SEMESTRE DI FREQUENZA DEL CORSO (PRIMO O SECONDO) O L'ANNUALITÀ

Una volta inserite, una ad una, le materie che si intende seguire nella struttura ospitante (Table A) riporterai le discipline
da far riconoscere in Accademia;
per questo secondo passaggio dovrai cliccare su:

“ADD COMPONENT TO TABLE B”

Table B - Recognition at the Sending institution *

Component to Table B

Remove

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

INSERISCI IL NOME DELL'INSEGNAMENTO COSÌ COME INDICATO NEL TUO PIANO DI STUDI

An "educational component" is a self-contained and formal structured learning experience that features lea ing out
components are: a course, module, seminar, laboratory work, practical work, preparation/research for a thesis, mobility window or free electives.

Component Code *

INSERISCI IL CODICE DELL'INSEGNAMENTO

Number of ECTS credits (or equivalent) to be recognised by the Sending Institution *

ECTS credits (or equ t): in countries where the "ECTS" system is in particular for institutions located in Partner C s not participating in the Bologna process, "E eeds to be replaced in the relevant tables by t e of the equivalent system that is used, and a web n explanation to the system

INSERISCI IL NUMERO DI CREDITI FORMATIVI CFA DEL CORSO

Semester *

- Select a value -

INSERISCI IL SEMESTRE DI FREQUENZA DEL CORSO (PRIMO, SECONDO) O L'ANNUALITÀ

Automatic recognition comment

Add Component to Table B

Your Online Learning Agreement has been updated.

1 Student Information — 2 Sending Institution Information — 3 Receiving Institution Information — 4 Proposed Mobility Programme — 5 Virtual Components — 6 Commitment

Academic year *

ANNO ACCADEMICO MOBILITA'

Table C

Please add the Table if you wish to indicat… the learning outcomes.

Add Component to Table C

LA TABLE C È RIFERITA AGLI INSEGNAMENTI DA SEGUIRE IN MANIERA VIRTUALE, QUINDI, SE NON CE NE SONO, PUOI DIRETTAMENTE PREMERE SU NEXT

Previous

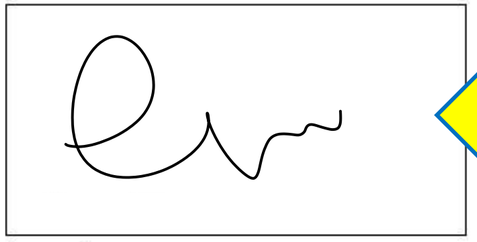
Next

Academic year *

ANNO ACCADEMICO MOBILITA'

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

USA IL MOUSE/ TOUCH SCREEN PER FIRMARE NEL RIQUADRO PREDISPOSTO

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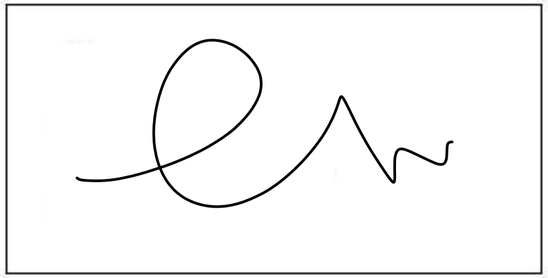

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UNA VOLTA COMPLETATO, CLICCA QUI, ORA LA TUA PROPOSTA PUÒ ESSERE ACCETTATA E FIRMATA DAI COORDINATORI DI ENTRAMBE LE STRUTTURE

By clicking on "Sign and send" you also give express consent for your personal data contained h ransmitted to the HEI or Organisation of destination.

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

ATTENZIONE

Entrambe le "Responsible Person" possono respingere il Learning Agreement e inviare dei commenti su cosa sia necessario correggere.
In questo caso dovresti ricevere una e-mail automatica, e dovrai rettificare il tuo Learning Agreement secondo le indicazioni ricevute dal Referente/Coordinatore.
Per velocizzare la procedura, è opportuno che lo studente proponga preventivamente, al Coordinatore Erasmus dell'istituto di appartenenza, le proposte che intende includere nel Learning Agreement in modo da evitare che queste possano essere respinte in sede di procedura online.
Per modificare il Learning Agreement già compilato sarà necessario operare sul menu "New Learning Agreement with Changes" (la funzione accede al Learning Agreement già compilato).
Una volta apportate le correzioni è necessario che il documento sia nuovamente sottoscritto da tutte le parti coinvolte (Studente, Sending Responsible Person, Receiving Responsible Person).
La conclusione del processo fornirà il Learning Agreement completo e pronto per il suo utilizzo in mobilità.