

## **Learning Agreement**

The Learning Agreement, also called course study programme, is the document that comprises the list of courses you wish to attend during your stay as an exchange student.

Before your arrival, this document must be signed by you and the academic/ coordinator in charge at your home university as well as the academic/ coordinator in charge of international relations at Université Paris-Saclay. Any change must be agreed on by the 3 parties.

## **The European Credit Transfer and Accumulation System (ECTS)**

The European Credit Transfer and Accumulation System (ECTS) corresponds to the amount of workload you accomplished during 25 to 30 hours. Credits are divided into teaching units/ modules.

You can validate up to 30 ECTS per semester and 60 ECTS for 2 semesters (1 year). In agreement with your sending institution, you may choose a smaller number of credits per semester.

- 1 semester ( about 5 months) = 30 ECTS
- 1 year (about months) = 60 ECTS

The ECTS credits (European Credits Transfer System – Système européen de transfert et d’accumulation de crédits) will be taken into account by your university.

**As an exchange student at Université Paris-Saclay, you must send your Learning Agreement to Université Paris-Saclay, duly signed, either through the online learning agreement platform or attach it to your online application**

## **GUIDELINES**

First, we advise you to choose courses that correspond to your field of study and level. You are also advised to establish your course program as soon as you are sent the application link. This will enable the academic coordinator to agree with your choice or to offer you substitution courses.

## **ONLINE LEARNING AGREEMENT**

In order to upgrade the Erasmus program, administrative formalities are now done online (Erasmus Without Paper ; Online Learning Agreement). The OLA is the simplest and most convenient way to complete the Learning Agreement online, have it signed, receive comments from sending and receiving institutions, and have an overview of the final version of the document. Ask your home institution how to achieve this.

**WARNING :** Simply sending in your learning agreement does not constitute an application. All LAs must be accompanied by [an online application](#).

## **PDF LEARNING AGREEMENT**

If your university does not use online Learning agreements yet, you can send the « paper » version of the LA signed by uploading it into our application platform

## HOW TO COMPLETE YOUR Online Learning Agreement

ERASMUS CODE: FPARIS481

Host Sub-Institution		Host institution contact	E-mail address
UFR Droit, Economie et Gestion Faculty of Law, Economics and Management		Economics and Management: Valerie Nicolas Hemar  Law : Patrick Bouathong	valerie.nicolas-hemar@universite-paris-saclay.fr  patrick.bouathong@universite-paris-saclay.fr
UFR Médecine Faculty of Medicine		Ghislaine Joannet	international.medecine@universite-paris-saclay.fr
UFR Pharmacie Faculty of Pharmacy		Dorine Bonte	dorine.bonte@universite-paris-saclay.fr
Polytech Paris-Saclay		Matthieu Lancry	international.polytech@universite-paris-saclay.fr
UFR Sciences Faculty of Sciences	<i>Physics department</i>	Bartjan Van Tent	bartjan.van-tent@universite-paris-saclay.fr
UFR Sciences Faculty of Sciences	<i>Chemistry department</i>	Philippe Berdague	philippe.berdague@universite-paris-saclay.fr
UFR Sciences Faculty of Sciences	<i>Mathematics department</i>	Filipa Caetano	filipa.caetano@universite-paris-saclay.fr
UFR Sciences Faculty of Sciences	<i>Computer Science department</i>	Christian Sandor	christian.sandor@universite-paris-saclay.fr
UFR Sciences Faculty of Sciences	<i>Biology department</i>	Catherine Dreux	catherine.dreux@universite-paris-saclay.fr
UFR Sciences Faculty of Sciences	<i>Earth Sciences department</i>	Stephanie Duchamp	stephanie.duchamp@universite-paris-saclay.fr
UFR Sciences du Sport Sport Sciences		Caroline Teulier	caroline.teulier@universite-paris-saclay.fr
IUT Cachan		Pascale Vareille	pascale.vareille@universite-paris-saclay.fr
IUT Orsay		Frederic Banse	frederic.banse@univrsite-parissaclay.fr
IUT Sceaux		Thomas Bailleul	Thomas.bailleul@universite-paris-saclay.fr

**Component codes** : the component code of each course you choose is listed in the course catalogue or on the website in the programme for each course. It might be that some component codes are not available. In that case, indicate 0 in the field.