

Online Learning Agreement (OLA) - Guidance for Erasmus Incoming Students



WHAT?

Your Learning Agreement is a contract between all parties involved in your exchange (the sending institution, the receiving institution and, of course, yourself). It is prepared in order to ensure that all three parties agree on the academic goals and achievements during your time abroad. In order to facilitate the process between the parties, the Learning Agreement is filled out and signed online.

WHEN?

Prepare your Online Learning Agreement (OLA) after you have been accepted as an exchange student at BURG.

HOW?

1. Prepare and approve your OLA :

As projects will still be planned, we ask you to create a tentative OLA which will be amended after your arrival.

Courses for the preliminary agreement (before mobility)

- ~ 20 ECTS Main Project (Design) / Studio work (Arts) *
- ~ 3 ECTS German Course
- ~ 7 ECTS Minor Courses (to be defined)**

* Please contact your professor at BURG regarding your main project (Design department) or your studio work (Arts department)

** This offer changes every semester (for example technique courses) and is only available shortly before semester start. You may choose some minor courses, which are equivalent to 2 or 3 ECTS. Please amend your OLA after arrival ("changes during the mobility") once all courses are clear.

2. Fill out your OLA and sign it online: <https://www.learning-agreement.eu>

Notes on filling out the OLA:

- ↪ **Academic year:** winter term 2021/22 and summer term 2022 means academic year 2021/22 etc.
- ↪ **Sending institution:** make sure the email address of your contact person is correct. In case of doubt, ask your exchange coordinator.

Receiving institution:

- ↪ **BURG GIEBICHENSTEIN Kunsthochschule Halle** (D HALLE 03)
- ↪ **Faculty/department:** Art or Design (depending on the course you were accepted for)
- ↪ **Receiving responsible person** and administrative contact at BURG:
 - **Name:** Bernhard Frank Lange
 - **Function:** Erasmus Coordinator
 - **Contact:** bflange@burg-halle.de

- ↪ **Planned start and end:** please see our e-mail with the semester dates
- ↪ **Table A:** list the courses you will take at Burg (see page 1)
- ↪ **Table B:** list the courses at your home university that will be recognized
- ↪ **Signature:** Make sure that you sign your OLA (using mouse or touch screen)

3. Next steps:

- ↪ Your home university will automatically receive a notification by e-mail to sign your OLA once you have signed it.
- ↪ BURG will automatically receive a notification by e-mail to sign your OLA once your home university has signed it.

Dankeschön!

Teşekkür ederiz!

Baie dankie!

On vous remercie!

Muchísimas gracias!

Lhes agradecemos!

Köszönjük szépen!

Много благодаря!

Thank you very much!