Before you can create a Learning agreement, you need to create your account. Click on log in.

Choose “Log in with your academic credentials”.

Your identity provider is Lund University (LU).
Log in with your StiL identity.

https://learning-agreement.eu/dashboard
Fill out your name, your LU email address and choose a password. Read the Erasmus Acceptable User Policy and check the box. Click on submit.

Check your email and verify your account. Your identity provider is Lund University.

After you have verified your account you will receive an email with a link. Click on the link.

Choose “Login to access your Learning agreement”

Fill out your personal details.

The field of education should be Arts and Humanities.

Click on submit.
Make sure that the academic year is correct.

Fill out information about the sending institution – choose Sweden and Lunds universitet. The name of your faculty is Joint Faculties of Humanities and Theology.

Fill out the name of the responsible person at the sending institution (Lund University). You can write Fanni Faegersten or Katarina Wingkvist. Position: International coordinator.

Email: international@ht.lu.se

You don’t have to fill out contact details for Sending Administrative Contact Person.

Click “Next”.
Fill out information about the receiving institution.

Country, name of university, name of faculty or department (if you know it).

The name of the receiving responsible person. If you are insecure, please contact the receiving institution. You can for example contact the coordinator to whom you sent your application.

Click “Next”.

Fill out the planned start date and end date of your mobility period. Normally you can find the date on the receiving institution’s website or in the Letter of admission.
You also need to state which courses you would like to study. Click on “Add component to table A2”. Write the name of the course, the course code (course component) and the number of ECTS. 1 ECTS = 1 högskolepoäng. Repeat this procedure for each of the courses you have chosen.

You need to fill out the main language of instruction as well as your own level of language competence. If you are insecure, you can find the requirements of each level on the website indicated.

Table B is about the recognition at the sending institution (LU). Most of you can write Mobility window here. Click on “Add component to Table B”, both Component title and Component code should be “Mobility window”. Mobility window is a period where you can study optional courses. Please note that all academic courses that you have studied abroad will be recognised at Lund University.

However, if the credits earned abroad are supposed to replace courses at LU you need to write the course code and the name of the course here instead. Please remember that the course director at your home department or study advisor needs to approve of the courses. If you have a link to the syllabus please add it.

Click “Next”.

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Click “Next”.
Last but not least, sign the agreement and send it to the responsible person at the Sending Institution for review.