

## Learning Agreement Checklist

Field/Table in Learning Agreement	Info to be provided	Completed
<b>Table A</b>	<ul style="list-style-type: none"> <li>⇒ Intended courses at host institution (can be amended at a later date), semester and ECTS credits</li> <li>⇒ Total ECTS credits (min. 20)</li> </ul>	<input type="checkbox"/>
<b>Language Level</b>	<ul style="list-style-type: none"> <li>⇒ State main language of instruction</li> <li>⇒ Language level indicated (at least B1)</li> </ul>	<input type="checkbox"/>
<b>Table B</b>	<ul style="list-style-type: none"> <li>⇒ Components required by home institution course of study at TU Chemnitz to enable recognition, semester and ECTS credits/points</li> <li>⇒ Total ECTS credits/points</li> </ul>	<input type="checkbox"/>
<b>Signatures</b>	<ul style="list-style-type: none"> <li>⇒ All required signatures (TUC and then scanned or emailed signatures from host institution), where appropriate including Annex</li> </ul>	<input type="checkbox"/>
<b>Annex</b> (Exceptions to recognition)	<ul style="list-style-type: none"> <li>⇒ Required if total ECTS credits/credit points in Table B are lower than in Table A</li> <li>⇒ Courses from Table A that are not recognised or have a lower number of ECTS credits/points</li> <li>⇒ All required signatures collected</li> </ul>	<input type="checkbox"/>

Please submit a hard copy, scanned version or emailed version of your completed and signed Learning Agreement to the International Office (IUZ) at least four weeks before departure.

If you have any questions about completing your learning agreement, please contact the IUZ on: [oliver.sachs@iuz.tu-chemnitz.de](mailto:oliver.sachs@iuz.tu-chemnitz.de)