

## How to complete the Learning Agreement if the delegating unit is the Faculty of Psychology

- A complete guide to LA can be found on the BWZ website:
  - <http://bwz.uw.edu.pl/studia-2024-2025/>
  - <http://bwz.uw.edu.pl/studia-2025-2026/>
- Below we have listed specific requirements for our department.
  - Ask the coordinator of the university to which you have applied, what type of LA they accept: **EWP (Erasmus Without Paper) LA** or LA in the form of a PDF file (at the University of Warsaw it is called **eLA**). If the partner university requires sending the file or uploading it to some external system, it means that it is necessary to prepare an eLA (old type LA).
  - Check if the partner university sets a **deadline for sending the LA** (in some cases it may be the end of June).
  - Check whether the partner university requires **prior registration for classes**. In this case, the LA is sent only after successful registration for the selected classes. However, it is possible (and even advisable) to fill in the LA without sending it.
  - Due to the differences in the curricula of different universities, it sometimes happens that the content of one course at a partner university coincides with the content of two or more courses conducted at the Faculty of Psychology of the University of Warsaw. Sometimes it is the other way around. This should be taken into account when searching for equivalent courses. Take into consideration the **ECTS credits**, as well.
  - In correspondence with the UW coordinator regarding LA, be sure to keep **one thread** (previous messages must be visible below). With approximately 80 people leaving, the coordinator cannot remember the details of each message.

# EWP LA

Table A. Study programme at the Receiving Institution

Version dated 2024-01-04 18:18				Approved
Component code	Component title at the Receiving Institution	Term	ECTS credits	
Code	Course 1.	Summer semester	7.5	
Code	Course 2.	Summer semester	7.5	
Code	Course 3.	Summer semester	15	
			<b>Total ECTS: 30</b>	

Approvals     
 Student: 2024-01-08 10:59     
 Coordinator: 2024-01-08 11:42     
 Partner: 2024-01-09 11:01

*i* Table B. Recognition at the Sending Institution

Version dated 2024-01-04 18:18					Approved
Component code	Component title at the Sending Institution	Term	ECTS credits	Automatic recognition	
2500-EN-PS-OB3L-3	Personality Psychology	Summer semester	4	<input checked="" type="radio"/> Yes <input type="radio"/> No	
2500-ERASMUS-4A	Erasmus LA 4 ECTS	Summer semester	4	<input checked="" type="radio"/> Yes <input type="radio"/> No	
2500-ERASMUS-3A	Erasmus LA 3 ECTS	Summer semester	3	<input checked="" type="radio"/> Yes <input type="radio"/> No	
2500-ERASMUS-2A	Erasmus LA 2 ECTS	Summer semester	2	<input checked="" type="radio"/> Yes <input type="radio"/> No	
ECTS	European Credit Transfer System	Summer semester	17	<input checked="" type="radio"/> Yes <input type="radio"/> No	
			<b>Total ECTS: 30</b>		
			Total ECTS (automatically recognized): 30		

Table A contains **foreign university courses**. Choose courses from the partner university that interest you\*. If you will be studying in a language other than English, please enter the title of the course in English in brackets. If you have any obligatory courses to pass at the University of Warsaw, look for courses that can be considered equivalent. The sum of ECTS in this table should be **24-30**. Remember that the minimum number of ECTS needed to fulfill the requirements of the exchange for one semester is **20**. So it is better to have a small surplus in LA.

Table B contains **UW courses**. If table A contains a course with a curriculum similar to an obligatory subject at the University of Warsaw, which you must complete during the year in which you will be on exchange, you can add this obligatory subject to table B. Ask the faculty coordinator if this subject will be automatically recognized after completing the equivalent course at the partner university. If it is a specialization course, you will also need the consent (in writing - at least by email) of your specialization coordinator. Complete table B with courses, the codes of which start with **2500-ERASMUS**, so that the sum of ECTS in table B is **equal** to the sum of ECTS in table A. Mark "**automatic recognition: YES**" for each of these subjects. You can also use the „Credits" option and select "general university classes" if you still need to pass some, or a component with the code **ECTS** with the appropriate number of credits. You can add other subjects that you must complete in the semester when you leave for the exchange to table B. Then select the option "**automatic recognition: NO**". Do not insert your master or empirical seminar here.

\* UW does not have a list of courses of partner universities, so you must search the websites of the target university

## External courses (Table A)

Show rejected courses →

No.	Name	Academic term	Passed	ECTS	Language	ⓘ	Grade	Coordinator	Status	Actions
Current <b>approved</b> course list										
1.	Course 1.	2023L	NO	6.00	English	not available / not available	not available	(unknown)	Z-approved	
CW WYK Higher education institution: Universidad de Valencia Comment:										
2.	Course 2.	2023L	NO	6.00	English	not available / not available	not available	(unknown)	Z-approved	
CW WYK Higher education institution: Universidad de Valencia Comment:										
3.	Course 3.	2023L	NO	6.00	English	not available / not available	not available	(unknown)	Z-approved	
CW WYK Higher education institution: Universidad de Valencia Comment:										
4.	Course 4.	2023L	NO	6.00	English	not available / not available	not available	(unknown)	Z-approved	
CW WYK Higher education institution: Universidad de Valencia Comment:										
Total number of ECTS credits achieved:				24.00	ⓘ					

## Changes in course outcomes and requirements

No.	Course	Required for conditional stage passing?	Outcome ⓘ	ECTS credits ⓘ	ECTS credits ⓘ	Comment	Actions
Courses not required for completion of the programme at the sending institution (Table B):							
1.	Personality Psychology [2500-EN-PS-OB3L-3]	not applicable	NO	NO	4.00	not available	
2.	Erasmus LA 3 ECTS [2500-ERASMUS-3A]	not applicable	NO	NO	3.00	not available	
3.	Erasmus LA 4 ECTS [2500-ERASMUS-4A]	not applicable	NO	NO	4.00	not available	
4.	Erasmus LA 4 ECTS [2500-ERASMUS-4B]	not applicable	NO	NO	4.00	not available	

Table A contains **foreign university courses**. Choose courses from the partner university that interest you\*. If you will be studying in a language other than English, please enter the title of the course in English as well. If you have any obligatory courses to pass at the University of Warsaw, look for courses that can be considered equivalent. The sum of ECTS in this table should be **24-30**. Remember that the minimum number of ECTS needed to fulfill the requirements of the exchange for one semester is **20**. So it is better to have a small surplus in LA.

Table B contains **UW courses**. If table A contains a course with a curriculum similar to an obligatory subject at the University of Warsaw, which you must complete during the year in which you will be on exchange, you can add this obligatory subject to table B. Ask the faculty **coordinator** if this subject will be automatically recognized after completing the equivalent course at the partner university. If it is a specialization course, you will also need the consent (in writing - at least by email) of your specialization coordinator. Complete table B with courses, the codes of which start with **2500-ERASMUS**, so that the sum of ECTS in table B is **equal** to the sum of ECTS in table A. In the second part of table B (*courses required for completion of programme*), enter the rest of the obligatory subjects that you must complete in the semester/year when you leave for exchange. Do not insert your master or empirical seminar here.

\* UW does not have a list of courses of partner universities, so you must search the websites of the target university