Learning Agreement

Download the Learning Agreement (LA) from our homepage, www.hkr.se/intrel
You need at least 2 originals!

Fill in the LA correctly:
1. Academic Year
2. Field of Study
3. Your Name
4. Receiving institution
5. Chosen courses including codes and ECTS Credits
6. Total sum of ECTS Credits
7. Courses at HKR that are replaced
8. Your signature

Bring the LA to the person responsible of your programme/course to be signed.

Ask him or her to send it internally to IO to be signed

Student picks up the LA from IO and sends it him/herself to the Host University/Institution (IO can provide you with addresses).

YOU ALWAYS KEEP ONE ORIGINAL TO YOURSELF! DON'T FORGET TO TAKE IT WITH YOU WHEN YOU GO ABROAD!

Signed original will be sent back to you by Host Institution/University

In case you are too late for sending, you just take it with you (only possible within Europe).

If changes in your courses occur during your stay abroad you use the 2nd page of the LA and fill in the changes

No changes made

You sign it again as well as the host university/institution

You send it to IO or bring it to us when you are back for signature

As a student you are responsible for your LA being submitted to the Unit of Study Administrationand Student Care in Building 4, after it has been signed and no changes of the LA were needed / changed of the LA were recognised by all parties by its signature.

The address to which you should send / bring back your LA is:
Ladokansvarig, Morgan Sandström, Högskolan Kristianstad, 291 88 Kristianstad, Sweden