

Online Learning Agreement

Frequently Asked Questions

What is the Online Learning Agreement (OLA)?

The Online Learning Agreement is a tool that has been developed by the European University Foundation and the Erasmus Student Network for the 21st Century mobile student: it allows the Erasmus+ Learning Agreement (LA) to be prepared online, sent by email to both the home and host universities and be signed using a touchscreen (institutional coordinators also have the option of uploading an image of a signature/stamp).

Is the Learning Agreement an important document? When should I prepare it?

The LA is a very important document for all Erasmus+ students insofar it guarantees the ECTS they will earn abroad will be recognised upon return and counted towards their degree. It is thus crucial that you have a LA signed by both your sending and receiving coordinators prior to the start of your mobility.

Why should I use the Online Learning Agreement?

Doing your LA online is much quicker and reliable than doing it by pen and paper. You can use the OLA website and/or the Erasmus App+ to manage the stages of signature of the digital document and considerably speed up the process of making changes to your LA. Better yet, a digital LA never gets lost or misplaced and you can always generate a new one from your OLA user area.

For Higher Education Institutions (HEIs) the OLA also decreases the workload surrounding the management of Erasmus+ mobilities by doing away with pointless printing-signing-scanning-emailing routines. International Relations Offices (IROs) can also have access to an electronic back-office from where they can check all the incoming and outgoing students using the platform and access their respective LAs. We hope that the OLA will free up time for international relations officers to focus on improving the quality of credit mobility across Europe instead of handling paperwork.

How much does it cost to use the OLA?

Absolutely nothing – the tool was developed with Erasmus+ funding and is being maintained by the European University Foundation and the Erasmus Student Network to improve your Erasmus+ experience.

Are there any special hardware or software requirements?

The OLA is web-based and works well on most operating systems and web-enabled devices. In order to get the best results when signing an OLA we recommend the usage of a

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touchscreen device, such as a smartphone or tablet. The system also recognises inputs from trackpads and mouses, although older hardware with lower resolution will likely produce subpar results.

What should I do if a person with the same name or surname has already created an OLA account?

Your login is your full e-mail address, to which your account is bound. Since it is impossible to have exactly the same e-mail address as someone else, your account and your namesake's account won't be mixed up.

Is my personal data safe?

Yes, it is. The OLA Terms of use and Privacy Policy define very clearly that data cannot be used for commercial purposes - research and statistical analysis on student mobility and how the learning agreements are managed is however permitted on an aggregated/anonymised level.

How should I proceed if my receiving coordinator asks for changes to be made in the LA?

Because at this point your sending coordinator has already signed the LA, the document cannot be edited without his/her consent. Simply create a new online LA and resume the signature process.

What should I do if there are some letters with diacritical marks in names or surnames I have to type?

Use the corresponding Latin letters without any diacritical marks.

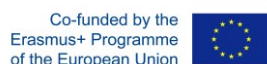
Can I fill in the data in Cyrillic?

Yes, you can. The OLA tool supports the Cyrillic alphabet.

If I don't have a code and/or a link of a course (course catalogue), will it be a problem?

No, it won't be a problem. But if you have this information we recommend you to include it.

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For how long does my OLA account remain active? What can I do if my access to the OLA expires?

Your OLA account has no time limit - it can be used as long as you need it.

I don't know if my HEI allows online learning agreements. Can I use the OLA?

Students from all over Europe are using the OLA, but it is worth checking whether your sending/receiving coordinator accepts the usage of the OLA. By doing so you will also help spread the word about this new e-service!

Can I use the OLA for doing a Learning Agreement for Traineeships?

Not yet, but the team behind the original OLA is already at work to expand its applicability in 2018.

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