

Learning Agreement

Master Business Administration

(FStuPO 14.08.2024)

Family name(s), Given name(s)		E-Mail address and mobile number		Matriculation number	
Semester abroad					

The following course is hereby approved to the above named person upon successful completion:

To be completed by the student					
Information on the course completed abroad				Declaration	
Course title <u>and</u> code				I declare that the Learning Agreement for the named course to be credited abroad has not been submitted to any other chair at the University of Passau for recognition. If the course to be credited is submitted to another chair, the chairs to which the course was submitted must be notified immediately in writing.	
Link to course details (descriptors)					
University, City, Country					
Level of study at host university	☐ Bachelor's ☐ Master's	Credit Points Teaching hours/week			Date Signature

Mandatory!

Please enclose information on the course with your credit transfer request

Approving chair/unit:	After your return to Passau
Recognition as Master's module	To be completed by the Dean's Office
Equivalent course at Passau: Additional course: in Major in Minor as <i>Advanced</i> (Please note: Only <u>one</u> additional course per minor will be eligible for recognition!)	Grade conversion: The grade is converted upon presentation of the Transcript of Records (original or certified copy). The conversion is made in tenths of a grade; the resulting value is <i>truncated</i>, not rounded, after the first decimal place. $X = 1 + 3 * \text{_____} =$ Grade:
ECTS credits are counted towards the student's degree programme (to be filled in by the chair)	

☐ Please contact the chair again after your return to Passau.

Passau, _____

(Official stamp)

Lecturer's signature

Passau, _____

(Official stamp)

Signature of Dean's Office staff