



DiLA

Digitales Learning Agreement

Viadrina Internationale Angelegenheiten



Dear students,

*Before you start with the Learning Agreement, please think about the courses you would like to take at the partner university. In other words, research specifically **which courses** you can take there as an incoming student and **to what extent they fit in with your curriculum** at the Viadrina. **In which modules** can you have the courses credited? If you are unsure about this, please contact:*

- *For all WiWi courses Torsten Glase (outgoing-wiwi@europa-uni.de)*
- *For all Law courses (for Law and Economics | Economics and Law) Katja Herzel (outgoing@europa-uni.de)*
- *For all MES students Ruth Geiger (geiger@europa-uni.de)*
- *For all MoDE students Björn Plötner (ploetner@europa-uni.de)*
- *For all MASS students Stephan Lanz (lanz@europa-uni.de)*
- *For all other KuWi MA-Programmes: the responsible MA-Programme Coordinator*



Login MoveOn

- You can create your DiLA on the following website by registering as usual on the application portal MoveOn



EUROPA-
UNIVERSITÄT
VIADRINA
FRANKFURT
(ODER)

Authentication

Login

Email*

Password*

Please type the
characters shown in
the picture*



[Show another picture](#)

[Play audio](#)

Captcha is required to avoid spam login.

Log in

[Forgot your password?](#)

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DEU: Windows-optimiert, d.h. bei anderen Systemen kann es zu Problemen kommen. Bei erneuter Bewerbung auf ein Auslandsstudium, melden Sie sich bitte mit Ihren bestehenden Zugangsdaten an. ENG: Windows-optimized, i.e. problems may arise with other systems. If you apply again for a study abroad, please log in with your existing access data.

Registration

First name*

Surname*

Email*

Register

<https://europauni.moveon4.de/locallogin/650d48f8a6c53154460d5ef5/eng>

Start page from MoveOn

- You can initiate a DiLA under Learning Agreements
- To initiate a DiLa, please select Mobility Type
 - Example: for exchange Semester select “semester”

Learning Agreements

Here you will find a list of Learning Agreement forms.

Start date	Stay opportunity	LA Status	External institution	Actions
	[EWP] Maynooth University - EU Program Students - KuWi 022			<div data-bbox="1036 714 1305 892" style="border: 1px solid red; padding: 2px;">Semester Select Mobility Type Semester Blended Doctoral</div>

Technical requirements


Please be aware:

- Please note that the online application has been optimized for Windows systems. We cannot guarantee that it will work with other systems.
- The online application has been optimized for Google Chrome or Firefox. We can not guarantee that it will work properly with other browsers. Please, make sure to use the current version of your browser, and to clear the browser history (cache / cookies) before starting the online application. Your browser must enable cookies and JavaScript.



Page 1: Information

- Please enter your contact information and your matriculation number in the fields



**EUROPA-
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English Français Deutsch Español

Learning Agreement

Information

Exchange Details

Learning Components - Latest Proposal

Information

Please fill in the form to complete your learning agreement. The details collected will be shared with both your home institution and receiving institution.

Mobility Type	Semester
LA Status	


Student Information

Surname*	ATest Klück
First name*	ATest Nicole
Email*	klueck@europa-uni.de
Student ID Number (ESI)*	<p>This field is mandatory and must be filled in.</p>
Date of birth*	03 / Oct / 1982
Nationality*	Denmark
Gender	Female

Page 1: Information

- For “Frameworks” select “EU Programme Students” for one semester,
- for Double Degree Students please select “double Degree Program”
- Under “Degree Programme (home)” please select your degree programme

Stay Details	
Stay Name	ATest Klück, ATest Nicole - 2024/25
Stay Status	Planned
Stay Direction	Outgoing
Frameworks	EU Program Students x
Degree programmes	Select Some Options
Subject areas	Select Some Options
Degree programme (home)	BA - Kulturwissenschaften (BA-KuWi) x
Subject area (home)	Select Some Options

 Save



Page 2: Exchange Details

Information

Exchange Details

Learning Components - Latest Proposal

Exchange Details

ISCED*	022 - Humanities (except languages) ▼
ISCED Clarification	
Academic Year*	2024/25 ▼
Use Full Date	<input type="checkbox"/> Yes
Start date*	Sep ▼ / 2024 ▼
End date*	Dec ▼ / 2024 ▼
EQF Level*	Level 6 ▼
Language*	English (EN) ▼
CEFR*	B2 : Vantage ▼
Course Catalogue (URL)	
Other Conditions (URL)	



- All fields marked with an star must be completed
- Enter information about
 - ❖ Duration of your stay
 - ❖ EQF Level: BA=6; MA=7
 - ❖ Language level according to your certificate
- Share the Link to the course Catalogue from your partner university

Seite 2: Exchange Details


Receiving Institution Details	
Receiving Institution*	Maynooth University
Receiving Sub-Institution	Please select
Receiving Administrative Contact	Please select
Surname	Klück
First name	Nicole
Email	klueck@europa-uni.de
Phone	015140185478

- Please enter the contact details of the partner university here
 - ❖ You can find your contact person in emails you have received from the partner university or on the partner university's website.

IMPORTANT! Without contact information, the DiLA cannot be forwarded to the partner university



Seite 2: Exchange Details

Sending Institution Details	
Sending Institution*	Europa-Universität Viadrina Frankfurt (Oder) ▼
Sending Sub - Institution*	Kulturwissenschaftliche Fakultät ▼
Sending Administrative Contact	Please select ▼ 
Surname	Glase
First name	Torsten
Email	outgoing-wiwi@europa-uni.de
Phone	+49 335 55 34 2595

- Please enter the contact information of the person responsible for your study programme at Viadrina



Seite 3: Learning Agreement Components

- Firstly, enter the course you would like to take at the partner university
- You will need
 - ❖ Title of the course
 - ❖ the points system of the partner university
 - ❖ how many points are allocated to the course in the partner university's system

Learning Agreement

Information

Exchange Details

Learning Components -
Latest Proposal

Learning Components - Latest Proposal

Stay (Receiving) Semester Component (1)

Component Code	
Component Title*	History of Ireland during the 18th century
Academic term*	1st semester
Credit Scheme*	ects
Credit*	6

+ Stay (Receiving) Semester Component



Seite 3: Learning Agreement Components WiWi

- Then assign the courses to a module group of your degree programme at the Viadrina:
 - ❖ Example IBA Bachelor
 - Component Title: Marketing, Management & Entrepreneurship
 - ❖ Example IBA Master
 - Component Title: Marketing & Management
- Please click here for information on the conversion of credits:
https://www.europa-uni.de/de/internationales/Students/Outgoings/Exchange-studies/anerkennung/Anerkennung_WiWi/FAQ_WiWi.html

Home (Sending) Semester Component (2) ✕	
Component Code	<input type="text"/>
Component Title*	<input type="text" value="Marketing & Management"/>
Academic term*	<input type="text" value="1st semester"/>
Credit Scheme*	<input type="text" value="ects"/>
Credit*	<input type="text" value="6"/>
Recognition Conditions	<input type="text"/> i

Seite 3: Learning Agreement Components KuWi

- Then assign the courses to a module of your degree programme at the Viadrina:
 - ❖ Example Bachelor
 - Component Title: Kulturgeschichte Vertiefung
 - ❖ Example Master
 - Component Title: Regieren in Europa
- Please hand in the course descriptions via email
- Please click here for information on the recognition

https://www.europa-uni.de/de/internationales/Students/Outgoings/Exchange-studies/anerkennung/Anerkennung_KuWi/FAQ_Antworten_BA.html

Home (Sending) Semester Component (2) ✕	
Component Code	<input type="text"/>
Component Title*	<input type="text" value="Kulturgeschichte Vertiefung"/>
Academic term*	<input type="text" value="1st semester"/>
Credit Scheme*	<input type="text" value="ects"/>
Credit*	<input type="text" value="6"/>
Recognition Conditions	<input type="text"/> i



Seite 3: Learning Agreement Components

- The “Stay (Receiving) Semester Component (1)” corresponds to the “Home (Sending) Semester Component (1)”
- Here you decide which course from abroad (receiving) should be recognized in which module group at Viadrina (sending)

The screenshot displays two side-by-side forms for defining learning components. A blue arrow points from the left form to the right form, indicating their correspondence.

Left Form: Stay (Receiving) Semester Component (1)

Component Code	
Component Title*	History of Ireland during the 18th century
Academic term*	1st semester
Credit Scheme*	ects
Credit*	6

Right Form: Home (Sending) Semester Component (1)

Component Code	
Component Title*	Kulturgeschichte
Academic term*	1st semester
Credit Scheme*	ects
Credit*	6
Recognition Conditions	

Below each form are buttons: "+ Stay (Receiving) Semester Component" and "+ Home (Sending) Semester Component". At the bottom of the right form are "Save" and "Add Virtual Component" buttons.



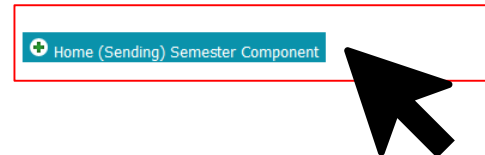
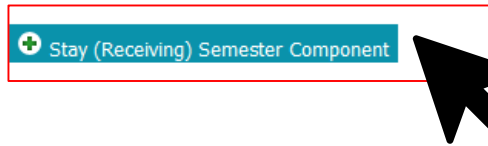
Seite 3: Learning Agreement Components

- You can add further components to your Learning Agreement by adding a component to Stay and Home

Stay (Receiving) Semester Component (2)	
Component Code	
Component Title*	Business Ethics
Academic term*	1st semester
Credit Scheme*	ects
Credit*	6



Home (Sending) Semester Component (2)	
Component Code	
Component Title*	Marketing & Management
Academic term*	1st semester
Credit Scheme*	ects
Credit*	6
Recognition Conditions	



- Remove components from your Learning Agreement


Stay (Receiving) Semester Component (2)		
Component Code		
Component Title*		
Academic term*	1st semester	
Credit Scheme*	ects	
Credit*		



Seite 3: Learning Agreement Components

Home (Sending) Semester Component (2) ✕	
Component Code	<input type="text"/>
Component Title*	<input type="text" value="soft skill"/>
Academic term*	<input style="border-bottom: 1px solid black;" type="text" value="1st semester"/>
Credit Scheme*	<input type="text" value="ects"/>
Credit*	<input type="text" value="6"/>
Recognition Conditions	<div style="border: 1px solid black; height: 100px; width: 100%;"></div> i

+ Home (Sending) Semester Component



- In the last step, please approve the DiLA, only then will the indicated contact persons be informed and can also approve the DiLa

Your contact persons for recognition

Torsten Glase

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Jura, Recht und Politik (für Recht)
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For all other KuWi-MA-Programmes: the
responsible Programme Coordinator

