

LEARNING AGREEMENT ADMINISTRATION

All semester exchange students must complete a Learning Agreement before departure. This agreement ensures that the courses you take abroad can be credited back to your Stellenbosch University degree.



FIND YOUR COURSE

It's the student's responsibility to select suitable courses at your host institution—but SU International is here to support you throughout the





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Visit the International Office webpage of your host university. These pages often include

- course selection guidelines and list which courses are open to exchange students. If not available there, search the university's
- **course catalogue** via the main site using terms like "course catalog," "modules," or "academic offerings." Click on the link below for partner university's
- factsheet on the 101 Study Abroad portal for contact details or guidance.





this information:

Course name and a short description Credit value and/or contact hours

- **CONVERSION TIP:**

• 1 ECTS = 2 SU credits

1 US credit = 4 SU credits

course (12 SU credits):







Choose a 6 ECTS Philosophy course in Europe A 3 US credit Philosophy course in the USA

- Be sure to:
- Match the **level** of the replacement course (e.g.,

- Double-check that the course is available in the correct semester
- Finalize credit transfers **before** you leave, to



· Choose safe courses from the same

TIPS:



- academic field or credit **level** as your first-choice options. Get them approved and signed off in your
- Learning Agreement before you leave. If your first-choice course falls through, you'll already have permission
- to take your backup—no delays, no stress.

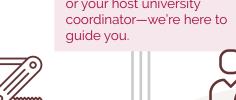


- For example, your second semester may be the host university's first semester. Language of instruction Only select courses offered in a language you understand.



Missing a key course could

Reach out to SU International or your host university





take. To prepare for this: Safe courses are pre-approved backup options you choose in case your first-choice courses are cancelled or unavailable.

Think of them as academic insurance: By having alternative courses approved ahead of time, you'll have more flexibility—and peace of

mind—when finalizing your registration abroad.

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HOST UNIVERSIT COURSES Once you've identified courses at your host university, you must **get formal approval** from Stellenbosch University for credit transfer. This

step is crucial for your academic progress.

IMPORTANT NOTES No signed Learning Agreement = No credit

transfer.







- They will evaluate whether the course requirements. 3. Complete the Learning Agreement
 - **Learning Agreement form**, confirming the host course is an acceptable substitute. Submit the signed form to SU International before departure.

» The approving staff member must sign the







 Get your Learning Agreement signed by the host university coordinator once you are officially registered for your courses.



IMPORTANT: DUPLICATE FORMS

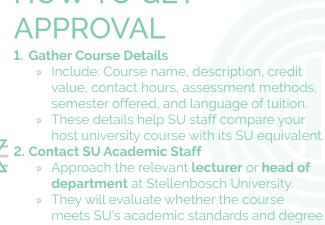
Learning Agreement for credit transfer.

SU International will attach this form to any

version of a learning agreement. Even if the forms look similar, you must use and submit the official Stellenbosch University

documentation required by your host university.

Some host universities may issue their own







All courses must be approved by relevant SU academic staff (Step 2). This is the official document required for credit recognition.













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