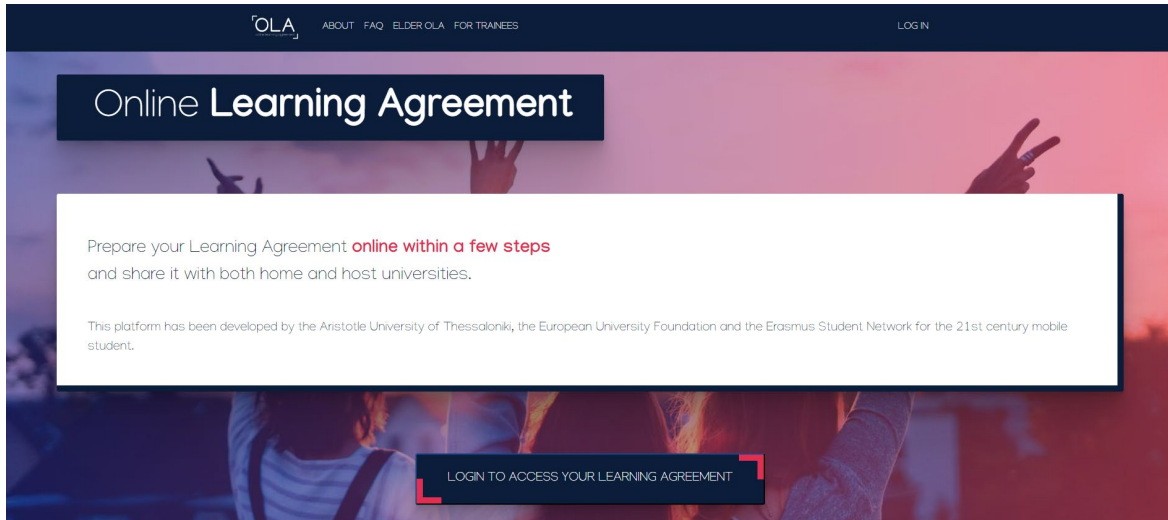


Instrucciones para rellenar el *Learning Agreement* para cursos BIP ATHENS noviembre 2025.

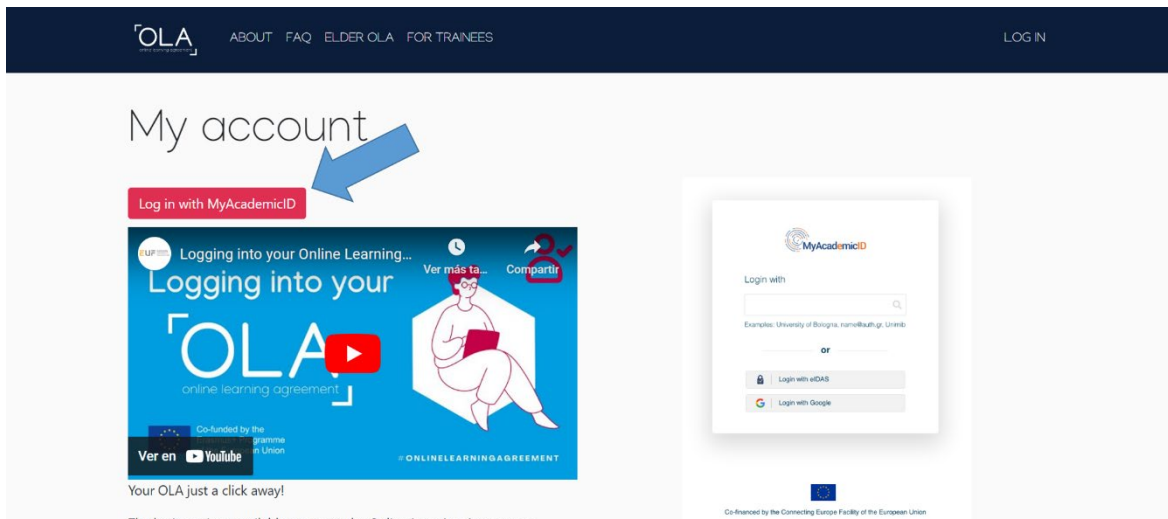
Paso 1

Accede a la página <https://learning-agreement.eu/> y pulsa en “LOGIN TO ACCESS YOUR LEARNING AGREEMENT”



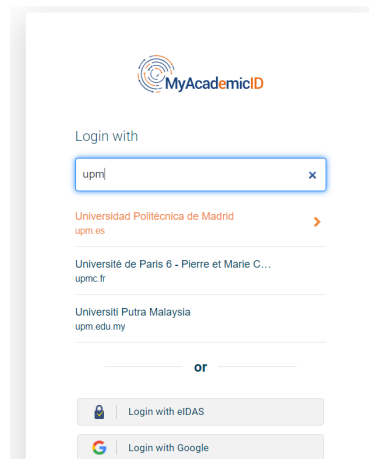
Paso 2

Selecciona la opción de “Log in with MyAcademicID” para acceder utilizando tus credenciales UPM



Paso 3

En el recuadro de MyAcademicID escribe “upm” y selecciona la “Universidad Politécnica de Madrid”



Serás redirigido a la página de autenticación de la UPM.

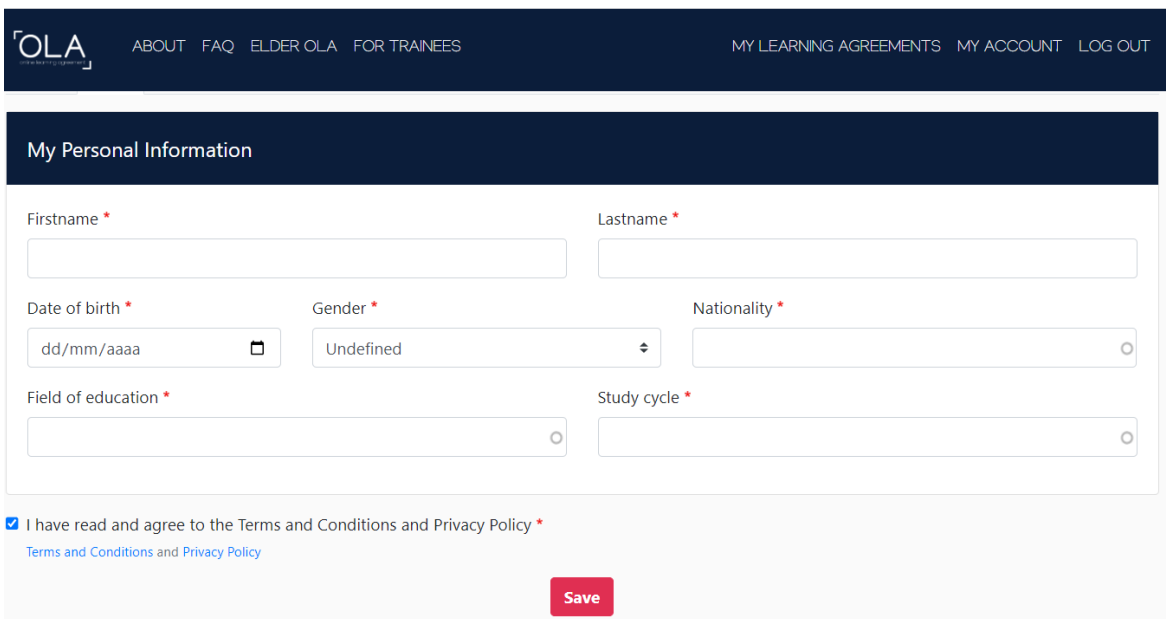
Paso 4

Auténticate con tus credenciales UPM



Paso 5

Si es la primera vez que accedes a la plataforma, deberás rellenar tus datos personales



OLA ABOUT FAQ ELDER OLA FOR TRAINEES MY LEARNING AGREEMENTS MY ACCOUNT LOG OUT

My Personal Information

Firstname * Lastname *

Date of birth * Gender * Nationality *

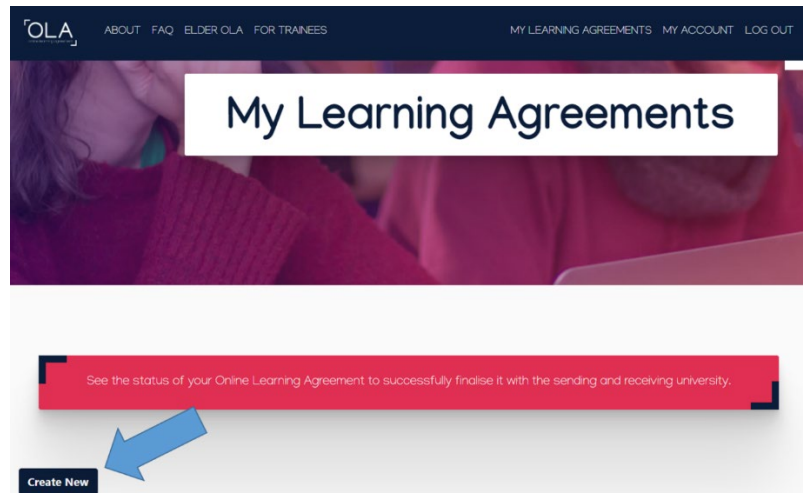
Field of education * Study cycle *

I have read and agree to the Terms and Conditions and Privacy Policy *
[Terms and Conditions and Privacy Policy](#)

Save

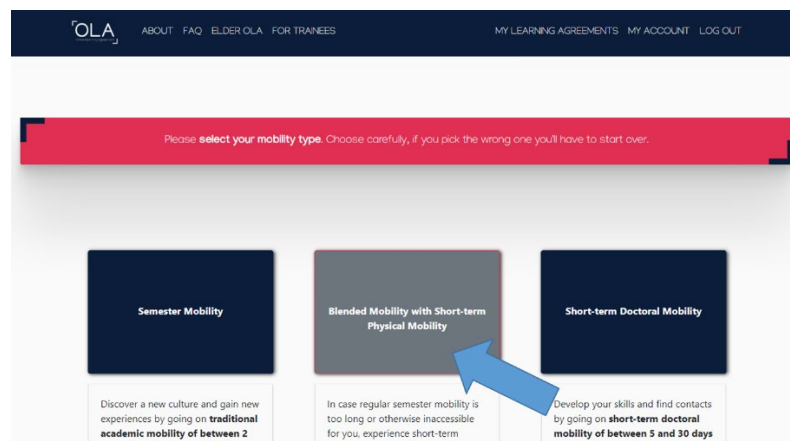
Paso 6

En el apartado “MY LEARNING AGREEMENTS” podrás ver los Learning Agreements que hayas creado (si es el caso) o comenzar uno nuevo pulsando “Create New”.



Paso 7

Selecciona de las opciones “tipo de movilidad” la de “Blended Mobility with Short-term Physical Mobility”.

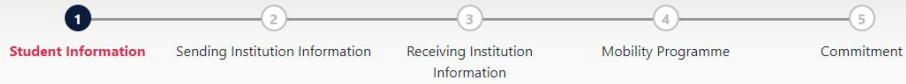


Paso 8

Comienza a completar cada uno de los 5 pasos.



Please make sure that all your personal and academic details are correct. You can edit this information in My Account.



Paso 9

En la sección “Sending Institution Information” deberás elegir la “Universidad Politécnica de Madrid” y completar los datos de “Sending Responsible Person” y “Sending Administrative Contact Person” (este último es opcional). Estos datos dependen del Centro UPM al que pertenezcas y los tienes a continuación:

ETS DE INGENIERÍA AERONÁUTICA Y DEL ESPACIO

José María Benítez

subdirector.internacional.aeroespacial@upm.es

Departmental Coordinator

Persona de contacto:

Aurora García

movilidad.master.aeroespacial@upm.es

International Officer

ETSI CAMINOS, CANALES y PUERTOS

Vicente Alcaraz

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ETS DE INGENIERÍA Y DISEÑO INDUSTRIAL

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Departmental Coordinator

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Departmental Coordinator

ETSI TELECOMUNICACION

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Departmental Coordinator

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Departmental Coordinator

ETS DE INGENIERÍA Y SISTEMAS INFORMÁTICOS

Jorge Blasco

internacional.etsisi@upm.es

Departmental Coordinator



Una vez que hayas completado los datos, pasa a la siguiente sección para completar los datos de la Universidad de destino.

Paso 10

En la sección “Receiving Institution Information” deberás elegir la Universidad donde se celebra el curso al que vas a asistir y completar los datos de “Receiving Responsible Person”. Estos datos los tienes a continuación (junto con otros datos útiles para completar la sección siguiente “Mobility Programme”):

Erasmus+ BIP: Theory of Games and Strategic Decision Making - BIP (CTU09BIP)	
Receiving Responsible Person	
First name(s)	Helena
Last name(s)	Houšková
Position	Helena.houskova@cvut.cz
Email	Institutional Coordinator
Study Programme at Receiving Institution and recognition at the Sending Institution	
Component title or description at the Receiving Institution	Theory of Games and Strategic Decision Making - BIP
Component Code	CTU09BIP
Short description of the virtual component	It is designed to deepen students' understanding through applied tasks and individual project work. Participants will work on solving application-focused exercises and develop their own models of situations that can be analyzed as games within the framework of game theory.

Erasmus+ BIP: Introduction to Lean Six Sigma Management (CTU12BIP)	
Receiving Responsible Person	
First name(s)	Helena
Last name(s)	Houšková
Position	Helena.houskova@cvut.cz
Email	Institutional Coordinator
Study Programme at Receiving Institution and recognition at the Sending Institution	
Component title or description at the Receiving Institution	Introduction to Lean Six Sigma Management- BIP
Component Code	CTU12BIP
Short description of the virtual component	The part builds upon the foundational knowledge acquired in the previous course, with a stronger emphasis on the Six Sigma aspect. It focuses on understanding processes through data and transforming this data into actionable information. From the Lean Six Sigma perspective, particular attention is given to the Measure, Analyze, and Control phases, along with the tools associated with these stages.



Erasmus+ BIP: Private Ownership, Public Use: Mapping Public Spaces in Contemporary Urbanism - BIP (CTU26BIP)	
Receiving Responsible Person	
First name(s)	Helena
Last name(s)	Houšková
Position	Helena.houskova@cvut.cz
Email	Institutional Coordinator
Study Programme at Receiving Institution and recognition at the Sending Institution	
Component title or description at the Receiving Institution	Private Ownership, Public Use: Mapping Public Spaces in Contemporary Urbanism.
Component Code	CTU26BIP
Short description of the virtual component	Students will analyse a public space in their city. During the sessions, students will present their selected space to the group and then jointly analyse the spaces chosen by their peers. The outcome will be a comparative reflection on public spaces across different parts of Europe, focusing on their urban and architectural qualities, their integration into the urban fabric, and how they are used and visited by the public.

Erasmus+ BIP: Smart Materials and Intelligent Processes (ENSAM11BIP)	
Receiving Responsible Person	
First name(s)	Delphine
Last name(s)	Luchez
Position	ATHENS administrative manager
Email	delphine.luchez@ensam.eu
Study Programme at Receiving Institution and recognition at the Sending Institution	
Component title or description at the Receiving Institution	Smart Materials and Intelligent Processes
Component Code	ENSAM11BIP
Short description of the virtual component	Shape Memory Polymers ; Smarts materials (polymers and composites) ; Additive manufacturing (Metallic materials) ; Additive manufacturing (polymers and composites) ; Oral presentation of mini-projects.



Erasmus+ BIP: Flow Phenomena in Turbomachinery Blade Channels (TUW18BIP)	
Receiving Responsible Person	
First name(s)	Simone
Last name(s)	Haselbauer
Position	Erasmus+ Institutionalb Coordinator
Email	simone.haselbauer@tuwien.ac.at
Study Programme at Receiving Institution and recognition at the Sending Institution	
Component title or description at the Receiving Institution	Flow Phenomena in Turbomachinery Blade Channels Blade Channels
Component Code	TUW18BIP
Short description of the virtual component	Course Introduction (access to teaching material, information about evaluation and exam).

Erasmus+ BIP: Augmented and Virtual Reality for Engineering (NUSTPB01BIP)	
Receiving Responsible Person	
First name(s)	Dragos
Last name(s)	Apostol
Position	Vicedean
Email	dragos.apostol@upb.ro
Study Programme at Receiving Institution and recognition at the Sending Institution	
Component title or description at the Receiving Institution	Augmented and Virtual Reality for Engineering
Component Code	(NUSTPB01BIP)
Short description of the virtual component	- Training with specific software and hardware - Specific projects for virtual immersion

Erasmu+s BIP: Soft Robotics (KUL35BIP)	
Receiving Responsible Person	
First name(s)	Pascale
Last name(s)	Conard
Position	International Relations Officer
Email	athens@kuleuven.be
Study Programme at Receiving Institution and recognition at the Sending Institution	
Component title or description at the Receiving Institution	Soft Robotics
Component Code	(KUL35BIP)
Short description of the virtual component	A small practical assignment will be given 2 weeks before and after the course week students will work on a reflection assignment.

Paso 11

En la sección “Mobility Programme” rellena los datos del curso al que vas a asistir utilizando la información que se indicaba en las tablas del paso anterior.



POLITÉCNICA

UNIVERSIDAD
POLITÉCNICA
DE MADRID



OFICINA DE MOVILIDAD
INTERNACIONAL / UPM

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Preliminary LA

Planned start of the mobility * 18/11/2023 Planned end of the mobility * 25/11/2023

Study Programme at Receiving Institution and recognition at the Sending Institution

Remove

Component title or description at the Receiving Institution *
Ejemplo Curso BIP de ATHENS

Component Code * ATHENSBIPEJEMPLO

Number of ECTS credits (or equivalent) to be recognised by the Sending Institution * 3

ECTS credits (or equivalent): in countries where the "ECTS" system is not in place, in particular for institutions located in Partner Countries not participating in the Bologna process, "ECTS" needs to be replaced in the relevant tables by the name of the equivalent system that is used, and a web link to an explanation to the system should be added.

Short description of the virtual component
Description corta...

Automatically recognised towards student degree

Automatic recognition comment

Recuerda también poner el idioma de instrucción del curso y el nivel (en caso de dudas puedes elegir nivel B1)

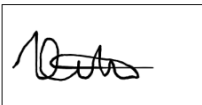
Paso 12

Al pulsar el botón "Next" en el paso anterior llegarás a la sección "Commitment" donde deberás firmar en el recuadro. Una vez firmado al pulsar en "Sign and send the Online Learning Agreement for..." el Learning Agreement se enviará automáticamente al responsable de tu centro para su firma y una vez que éste lo envíe firmado, la Universidad de destino lo recibirá para firmarlo.

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Commitment

By digitally signing this document, the student, the Sending Institution and the Receiving Institution confirm that they approve the Learning Agreement and that they will comply with all the arrangements agreed by all parties. Sending and Receiving Institutions undertake to apply all the principles of the Erasmus Charter for Higher Education relating to mobility for studies (or the principles agreed in the Inter-Institutional Agreement for institutions located in Partner Countries). The Beneficiary Institution and the student should also commit to what is set out in the Erasmus+ grant agreement. The Receiving Institution confirms that the educational components listed are in line with its course catalogue and should be available to the student. The Sending Institution commits to recognise all the credits or equivalent units gained at the Receiving Institution for the successfully completed educational components and to count them towards the student's degree. The student and the Receiving Institution will communicate to the Sending Institution any problems or changes regarding the study programme, responsible persons and/or study period.



Clear

By clicking on "Sign and send" you also give express consent for your personal data contained herein to be transmitted to the HEI or Organisation of destination.

Previous Sign and send the Online Learning Agreement to the Responsible person at the Sending Institution for review



Recibirás notificación por correo electrónico del avance de proceso de firmas de tu Learning Agreement.

Una vez que tengas el Learning Agreement firmado por todas las partes, deberás enviárnoslo por correo electrónico a la dirección erasmus.bip@upm.es. **Con el fin de que podamos acelerar el proceso de enviarte el Convenio de Subvención y poder realizar los pagos lo antes posible, puedes adelantarnos una copia a falta de la firma de la Universidad de destino** y cuando tengas todas las firmas nos envías el definitivo.

Puedes acceder al estado de tu learning agreement y descargar una copia en cualquier momento accediendo a la plataforma y pinchando en “MY LEARNING AGREEMENTS”.

Sending Institution	Receiving Institution	Status	Created	View or Edit
UNIVERSIDAD POLITECNICA DE MADRID		Ready to Edit	Fri, 11/10/2023 - 10:19	Edit Download PDF History