



Blended Learning Agreement (BLA)

Digital Learning Agreement

Viadrina Internationale Angelegenheiten

EUROPA-UNIVERSITÄT VIADRINA FRANKFURT (ODER)



Dear students,

Please make sure to check who the contact person for your faculty is regarding the signature of the Learning Agreement. Depending on the module group in which you wish to have your course from abroad recognized, the following persons are the appropriate contacts for the “sending institution”:

- **WiWi:** *Torsten Glase (outgoing-wiwi@europa-uni.de)*
- **KuWi BA:** *Nicole Klück (outgoing@europa-uni.de)*
- **Law:** *Katja Herzel (outgoing@europa-uni.de)*
- **CuSO:** *Nicole Richter (buero-nrichter@europa-uni.de)*
- **MES:** *Ruthe Geiger (geiger@europa-uni.de)*
- **MoDE:** *Björn Plötner (study-ens@europa-uni.de)*
- **MASS:** *Claudia Casiano (outgoing@europa-uni.de)*
- **All other KuWi MA-Programmes:** *the responsible MA-Programme Coordinator*



Login MoveOn

Once your BLA has been created in the system, you will receive an email notification from noreply.europauni@moveon4.de:

Hello [REDACTED]

You can now create a Learning Agreement for the following mobility.

Sending Institution: Europa-Universität Viadrina Frankfurt (Oder)

Receiving Institution: Panepistimio Egeou

Academic year from: 03-11-2025

Academic year to: 07-11-2025

ISCED: 041 - Business and administration

Please login to your student portal to start creating your Learning Agreement.

Thank you,

MoveON



Login MoveOn

Follow **the same link** that was sent to you by short-term@europa-uni.de in the email describing the application procedure



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Authentication

Login

Email*

Password*

Please type the characters shown in the picture*



[Show another picture](#)

[Play audio](#)

Captcha is required to avoid spam login.

[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*



Start page from MoveOn

Scroll down to the bottom of the page and you will find your BLA listed under “Learning Agreements.” To initiate a Short-Term BLA, please make sure to select **Mobility Type: BLENDED**, and then click on “Initiate LA.”

Learning agreements				
Start date	Stay opportunity	LA Status	External institution	Actions
03/Nov/2025			Panepistimio Egeou	Select Mobility Type ▾ Initiate LA

Learning agreements				
Start date	Stay opportunity	LA Status	External institution	Actions
03/Nov/2025			Panepistimio Egeou	<input checked="" type="checkbox"/> Select Mobility Type Semester Blended Doctoral



Page 1: Information

Once you have initiated the BLA, a new page will open with three subpages. Please make sure to complete all of them.



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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

Blended

LA Status

Student Information

Surname*

Page 1: Information

Please enter your contact information in the respective fields. Most of the data is pre-filled, but make sure that none of the mandatory fields marked with a star (*) are left empty.

Student Information

Surname*


First name*

Email*

Student ID Number (ESI)*

(i) Put your matriculation number at Viadrina

Date of birth*

 / / 

Nationality*

Gender



Page 1: Information

In “Stay Details” most of the information is pre-filled as well. Make sure to double-check that everything is correct.

Stay Details	
Stay Name	<input type="text" value="REDACTED"/>
Stay Status	<input type="text" value="Planned"/>
Stay Direction	<input type="text" value="Outgoing"/>
Frameworks	<input type="text" value="Short Term Program"/>
Degree programmes	<input type="text" value="MA - International Business Administration (MA-IBA)"/>
Subject areas	<input type="text" value="Select Some Options"/>
Degree programme (home)	<input type="text" value="MA - International Business Administration (MA-IBA)"/>
Subject area (home)	<input type="text" value="Select Some Options"/>



Page 2: Exchange Details

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Exchange Details

ISCED* 041 - Business and administration

ISCED Clarification

Academic Year* 2025/26



Use Full Date Yes

Start date 03 / Nov / 2025

End date 07 / Nov / 2025

- All fields marked with a star must be completed
- Check if all the pre-filled information is correct
- Enter information about
 - Click “yes” on “Use Full Date” and check the duration of your stay (dates of the actual program, not travel days)
 - EQF Level: BA=6; MA=7
 - Language level according to your certificate

Page 2: Exchange Details

Academic Year*	<input type="text" value="2025/26"/>
Use Full Date	<input checked="" type="checkbox"/> Yes
Start date	<input type="text" value="03"/> / <input type="text" value="Nov"/> / <input type="text" value="2025"/> 
End date	<input type="text" value="07"/> / <input type="text" value="Nov"/> / <input type="text" value="2025"/> 
EQF Level*	<input type="text" value="Level 7"/>
Language*	<input type="text" value="English (EN)"/>
CEFR*	<input type="text" value="C1 : Effective Operational Proficiency"/>
Course Catalogue (URL)	<input type="text"/>
Other Conditions (URL)	<input type="text"/>

- All fields marked with a star must be completed
- Check if all information is correct
- Enter information about
 - Click “yes” on “Use Full Date” and check the duration of your stay (dates of the actual program, not travel days)
 - EQF Level: BA=6; MA=7
 - Language level according to your certificate



Page 2: Exchange Details

Receiving Institution Details

Receiving Institution*	<input type="text" value="Panepistimio Egeou"/>
Receiving Sub-Institution	<input type="text" value="Please select"/>
Receiving Administrative Contact	<input type="text" value="Please select"/> ⓘ
Surname	<input type="text" value="REDACTED"/>
First name	<input type="text" value="REDACTED"/>
Email	<input type="text" value="REDACTED"/>
Phone	<input type="text" value="REDACTED"/>

- In “Receiving Institution Details” put the contact details of the contact person at the Partner University, who will approve your DiLA later. **IMPORTANT!** Without contact information, the BLA cannot be forwarded to the partner university



Page 2: Exchange Details

Sending Institution Details

Sending Institution*	Europa-Universität Viadrina Frankfurt
Sending Sub - Institution*	Wirtschaftswissenschaftliche Fakultät
Sending Administrative Contact	Please select ⌵ ⓘ
Surname	Glase
First name	Torsten
Email	outgoing-wiwi@europa-uni.de
Phone	+4933555342595

- In "Sending Institution Details" put the contact information of a person responsible for your faculty at Viadrina. Please refer to Slide 2 to find the contact person for your faculty, f.e. for the IBA (WiWi) faculty the contact person is Mr. Glase.



Page 3: Learning Agreement Components

- This page will be mostly pre-filled, however make sure to double-check the correctness of the information
- Fill out all the empty fields, e.g. in “Component Title” = “Title of the Programme“; in “Credit” - “Number of awarded Credits” , etc.
- **IMPORTANT!** Make sure to fill out “Description of Virtual Mobility”. Ask the partner institution about the description.

Information

Exchange Details

Learning Components - Latest Proposal

Learning Components - Latest Proposal

Blended Component (1)

Component Code	<input type="text"/>
Component Title*	<input type="text" value="Building ERUA Sustainable Future Lear"/>
Academic term*	<input type="text" value="1st semester"/>
Credit Scheme*	<input type="text" value="ects"/>
Credit*	<input type="text" value="3"/>
Description of Virtual Mobility	<div><p>Title: Quality Education and the Role of the Students “Building ERUA Sustainable Future Learning Paths: Cross-Disciplinary Approaches to SDG 4: Quality Education” ⓘ</p><p>Description: This online lecture & workshop explores Sustainable Development Goal 4 –</p></div>



Page 3: Learning Agreement Components

- After you are done filling out all the information, first press “Save”.
- After that a button “Approve LA” will appear, press it afterwards.


Credit Scheme*	<input type="text" value="ects"/>
Credit*	<input type="text" value="3"/>
Description of Virtual Mobility	<div><p>Title: Quality Education and the Role of the Students "Building ERUA Sustainable Future Learning Paths: Cross-Disciplinary Approaches to SDG 4: Quality Education" ⓘ</p><p>Description: This online lecture & workshop explores Sustainable Development Goal 4 –</p></div>
Recognition Conditions	<input type="text"/> ⓘ

Blended Component 2.

1.

Status of your BLA

- You can check the status of your BLA on the page “Information”.
- F.e. “Initiated but not shared” means all of your edits were saved, but you did not approve the LA yourself.



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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

LA Status

Student Information

Status of your BLA

- Once you have approved your BLA, this is the notification you'll receive.
- Check the email you used when registering frequently for further updates.



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✓ Learning Agreement has been approved successfully

Learning Components - Latest Proposal

Student Approval : [REDACTED] ; 2025-10-17T13:36:08+00:00

Sending Institution Approval : Not yet approved

Receiving Institution Approval : Not yet approved