Erasmus+ Mobility Agreement Staff Mobility For Teaching¹

Planned period of the p	hysical mobility: from [day/month/year] to	[day/month/year]
Duration of physical mo	obility (days) – excluding travel days:	
If applicable, planned [day/month/year]	period of the virtual component: from	[day/month/year] to
The teaching staf	f member	
Last name (s)	First name (s)	
Seniority ²	Nationality ³	
Sex [M/F/Undefined]	Academic year	20/20
E-mail		
The Sending Orga	anisation	
Name		
Erasmus code ⁴ (if applicable)	Faculty/Department (if applicable)	
Address	Country/ Country code ⁵	
Contact person name and position	Contact person e-mail / phone	
Type of organisation	Size of organisation	□<250 employees
	(if applicable)	□≥250 employees
The Receiving Ins		
Name	Faculty/Department	
Erasmus code (if applicable)		
Address	Country/ Country code	
Contact person name and position	Contact person e-mail / phone	

For guidelines, please look at the end notes on page 3.

Section to be completed BEFORE THE MOBILITY

I.	PROPOSED MOBILITY PROGRAMME
Ma	nin subject field ⁶ :
су	vel (select the main one): Short cycle (EQF level 5) \Box ; Bachelor or equivalent first cle (EQF level 6) \Box ; Master or equivalent second cycle (EQF level 7) \Box ; Doctoral or uivalent third cycle (EQF level 8) \Box
	mber of students at the receiving institution benefiting from the teaching programme:
Nι	mber of teaching hours:
La	nguage of instruction:
C	verall objectives of the mobility:
	ontent of the teaching programme (including the virtual component, if pplicable):
t	xpected outcomes and impact (e.g. on the professional development of the eaching staff member and on the competences of students at both istitutions):

II. COMMITMENT OF THE THREE PARTIES

By signing⁷ this document, the teaching staff member, the sending organisation and the receiving institution confirm that they approve the proposed mobility agreement.

The sending higher education institution or other organisation supports the staff mobility as part of its modernisation and internationalisation strategy and will recognise it as a component in any evaluation or assessment of the teaching staff member.

Higher Education: Erasmus+ Mobility Agreement form Participant's name

The teaching staff member will share their experience, in particular its impact on their professional development and on the sending higher education institution or other organisation, as a source of inspiration to others.

The teaching staff member and the beneficiary organisation commit to the requirements set out in the grant agreement signed between them.

The teaching staff member and the receiving institution will communicate to the sending organisation any problems or changes regarding the proposed mobility programme or mobility period.

The teaching staff member		
Name:		
Signature:	Date:	
The sending organisation		
Name of the responsible person:		
Signature:	Date:	
The receiving institution		
Name of the responsible person:		
Signature:	Date:	

- In case the mobility combines teaching and training activities, **this template** should be used and adjusted to fit both activity types.
- In the case of mobility between higher education institutions (HEIs) this agreement must always be signed by the staff member, the sending and the receiving HEI (three signatures in total).
- In the case of KA171 outgoing mobility of invited staff from (non-academic) organisation to teach in a HEI, this agreement must be signed by the participant, the beneficiary organisation, the HEI receiving the staff member, and the organisation they belong to (four signatures in total). An additional space should be added for signature of the beneficiary organisation organising the mobility.
- In the case of incoming mobility of invited staff from enterprises/(non-academic) organisation to teach in a HEI, this agreement must be signed by the staff member, the receiving institution (if applicable, the beneficiary organisation (if different from the receiving institution)) and the sending organisation (three or four signatures in total).
- ² **Seniority:** Junior (approx. < 10 years of experience), Intermediate (approx. > 10 and < 20 years of experience) or Senior (approx. > 20 years of experience).
- ³ **Nationality:** Country to which the person belongs administratively and that issues the ID card and/or passport.
- ⁴ **Erasmus code:** A unique identifier that every higher education institution that has been awarded with the Erasmus Charter for Higher Education receives. It is only applicable to higher education institutions located in EU Member States and third countries associated to the programme.
- ⁵ **Country code**: ISO 3166-2 country codes available at: https://www.iso.org/obp/ui.
- The ISCED-F 2013 search tool (available at https://ec.europa.eu/eurostat/statistics-explained/index.php?title=International Standard Classification of Education %28ISCED%29#ISCE should be used to find the ISCED 2013 detailed field of education and training.
- ⁷ Circulating papers with original signatures is not compulsory. Scanned copies of signatures or electronic signatures may be accepted, depending on the national legislation of the country of the beneficiary organisation (in the case of mobility with third countries not associated to the programme: the national legislation of the EU Member State or third country associated to the programme). Certificates of attendance can be provided electronically or through any other means accessible to the staff member and the sending institution.

¹ Adaptations of this template