**MOBILITY AGREEMENT PROPOSAL FOR ACADEMIC STAFF**

**ERASMUS+ INTERNATIONAL CREDIT MOBILITY, 2018**

**Planned period of the mobility:**

(2nd semester of 2018-2019 academic year or 2019-2020 academic year. The deadline to finalize the mobility is July 31, 2020)

|  |  |  |  |
| --- | --- | --- | --- |
| **From** *(day/month/year)* |  | **To** *(day/month/year)* |  |

Duration (days) excluding travel days: ………………….

**Academic Staff Details**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Name (as in passport)** |  | | **Surname (as in passport)** | | |  | | |
| **DNI/NIE (for participants from Spain) or passport**  **(for participants from other countries)** | | | | | |  | | |
| **Date of Birth** |  | | | **Gender** | | |  | |
| **Place of Birth** |  | | | | | | | |
| **Nationality** |  | | | | **Telephone** | |  | |
| **E-mail** |  | | | | | | | |
| **Seniority[[1]](#footnote-1)** |  | **Academic Year during which**  **mobility will be carried out** | | | | | |  |

**Sending Institution**

|  |  |  |  |
| --- | --- | --- | --- |
| **Institution Name** |  | | |
| **Faculty** |  | **Erasmus Code[[2]](#footnote-2)** |  |
| **Address** |  | **Country** |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **Contact Person[[3]](#footnote-3)** |  | | |
| **Position** |  | **Telephone** |  |
| **E-mail** |  | | |

**Receiving Institution**

|  |  |  |  |
| --- | --- | --- | --- |
| **Institution Name** |  | | |
| **Faculty** |  | **Erasmus Code** |  |
| **Address** |  | **Country** |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **Contact Person** |  | | |
| **Position** |  | **Telephone** |  |
| **E-mail** |  | | |

#### **I. PROPOSED MOBILITY PROGRAMME**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Main Subject Field[[4]](#footnote-4)** | |  | | | |
| **Level[[5]](#footnote-5)** |  | | **Number of students benefitting** | |  |
| **Number of teaching hours (minimum 8hrs)** | | | |  | |
| **Language of instruction** | | |  | | |

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| **Motivation statement** |
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| **Main objectives of the mobility** |
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| **Content of the teaching programme** |
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| --- |
| **Content of the training programme (only for those who apply for mobility for teaching and training)** |
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| **Added value** |
| *(within the context of modernization and internationalization strategies of the institutions involved)* |

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| **Expected outcomes and impact** |
| *(i.e. development of skills and capabilities, improvement of competences, professional development, etc.)* |

**II. APPROVAL OF THE PARTIES**

By signing this document, the academic staff member, the sending institution/enterprise and the receiving institution confirm that they approve the proposed mobility agreement.

The sending higher education institution supports staff mobility as part of its modernization and internationalization strategy and will recognize it as a component in any evaluation or assessment of the academic staff member.

The academic staff member will share his/her experience, in particular its impact on his/her professional development and on the sending higher education institution, as a source of inspiration to others.

The academic staff member and the beneficiary institution shall undertake the requirements set out in the grant agreement signed between them.

The academic staff member and the receiving institution will inform the sending institution/enterprise of any problems or changes regarding the proposed mobility programme or mobility period.

|  |  |  |  |
| --- | --- | --- | --- |
| **Academic Staff** | | | |
| **Full Name** |  | **Date** |  |
| **Signature** | | | |

|  |  |  |  |
| --- | --- | --- | --- |
| **Sending Institution** | | | |
| **Organization Name** |  | | |
| **Person Responsible[[6]](#footnote-6)** |  | | |
| **Position** |  | **Date** |  |
| **Signature** | | | |

|  |  |  |  |
| --- | --- | --- | --- |
| **Receiving Institution** | | | |
| **Organization Name** |  | | |
| **Person Responsible[[7]](#footnote-7)** |  | | |
| **Position** |  | **Date** |  |
| **Signature** | | | |

1. Junior (up to 10 years of experience), Intermediate (between 10 and 20 years of experience) or Senior (more than 20 years of experience) [↑](#footnote-ref-1)
2. Erasmus codes of A4U universities are: EBARCELO02 / UAM: EMADRID04 / UC3M: EMADRID14 / UPF: EBARCELO15. Non- European Institutions do not have Erasmus codes, so leave the field empty. [↑](#footnote-ref-2)
3. Person who provides administrative information and who, depending on the structure of the higher education institution, may be the departmental coordinator or works at the international relations office or equivalent body within the institution. [↑](#footnote-ref-3)
4. Please use codes available at <http://alliance4universities.eu/wp-content/uploads/2017/03/ISCED-2013-Fields-of-education.pdf>. [↑](#footnote-ref-4)
5. Short cycle (EQF level 5), Bachelor’s degree or equivalent first cycle (EQF level 6), Master’s degree or equivalent second cycle (EQF level 7), Doctorate or equivalent third cycle (EQF level 8). [↑](#footnote-ref-5)
6. Dean of Faculty, Head of Department/Research Group or equivalent body to which the academic belongs at the sending institution. [↑](#footnote-ref-6)
7. Dean of Faculty, Head of Department/Research Group or the academic that hosts the visit at the receiving institution. [↑](#footnote-ref-7)