

Vyplňte žlutě zvýrazněná pole dle tohoto vzoru Academic year 2018-2019

Mobility Agreement Staff Mobility For Training¹

Planned period of the training activity: from [14/April/2019] till [19 /April/2019]

Duration (days) – excluding travel days: 5 days

Uveďte data a počet dní, po které školení trvá (bez cesty)

The Staff Member

Last name (s)	Nováková	First name (s)	Jana
Seniority ²	Advanced	Nationality ³	Czech
Sex [<i>M/F</i>]	F	Academic year	2018/2019
E-mail	Jana.novakova@ff.cuni.cz		

The Sending Institution

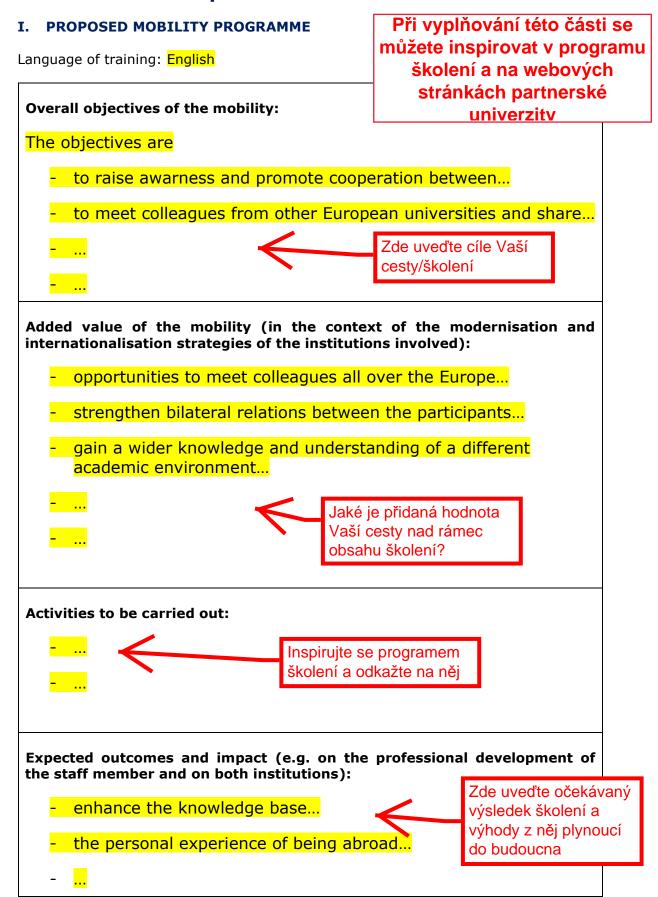
Name	Faculty of Arts, Charles University	Faculty/Department	Faculty of Arts International
Erasmus code ⁴ (if applicable)	CZ PRAHA07	Relations Office	
Address	Nám. Jana Palacha 2 Praha 1, 116 38	Country/ Country code ⁵	CZ
Contact person name and position	Martina Reiterová Faculty Erasmus coordinator	Contact person e-mail / phone	+420 221 619 344 erasmusin@ff.cuni.cz

The Receiving Institution /	Tuto pasáž předejte k doplnění organizátorovi	
Name	·	školení
Erasmus code (if applicable)	Faculty/Department	
Address	Country/ Country code	
Contact person, name and position	Contact person e-mail / phone	
Type of enterprise: NACE code ⁷ (if applicable)	Size of enterprise (if applicable)	□<250 employees □>250 employees

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



Section to be completed BEFORE THE MOBILITY





II. COMMITMENT OF THE THREE PARTIES

By signing⁸ this document, the staff member, the sending institution and the receiving institution/enterprise confirm that they approve the proposed mobility agreement.

The sending higher education institution 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 staff member.

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

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

The staff member	
Name: Jana Nováková	1.1.
Signature: Váš pod	Date:
The sending institution/enterprise	
	Podpis fakultního či
Name of the responsible person: Martina Reite	
Signature:	Date: koordinátora
The receiving institution	
Name of the responsible person:	
Signature:	Date:
Pc	odpis partnerské univerzity

- ¹ In case the mobility combines teaching and training activities, **the mobility agreement for teaching template** should be used and adjusted to fit both activity types.
- 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 Programme Countries.
- ⁵ **Country code**: ISO 3166-2 country codes available at: https://www.iso.org/obp/ui/#search.
- ⁶ All refererences to "**enterprise**" are only applicable to mobility for staff between Programme Countries or within Capacity Building projects.
- ⁷ The top-level NACE sector codes are available at http://ec.europa.eu/eurostat/ramon/nomenclatures/index.cfm?TargetUrl=LST_NOM_DTL&StrNom=NACE_REV2&StrLanguageCode=EN
- ⁸ 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 sending institution (in the case of mobility with Partner Countries: the national legislation of the Programme Country). Certificates of attendance can be provided electronically or through any other means accessible to the staff member and the sending institution.