**ERASMUS+ STAFF MOBILITY AGREEMENT**

**TEACHING ASSIGNMENT [ ]  / STAFF TRAINING [ ]  / BIP [ ]** *(tick one)*

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Planned period of physical teaching/training:** | from | X.Y.202x | till | X.Y.202x |
| **Planned period of virtual teaching/training, if any:** | from | X.Y.202x | till | X.Y.202x |
| **Days of activity EXCLUDING travel days (describe at pg. 2):** |  |
| **Erasmus+ Call:** | 202x |

**STAFF MEMBER**

|  |  |
| --- | --- |
| **Full Name:** |  |
| **Gender:** |  | **Nationality:** |  | **Seniority[[1]](#footnote-1):** |  |
| **Contact e-mail:** |  |
| **Subject field[[2]](#footnote-2):** |  | **Field of work[[3]](#footnote-3):** |  |

**SENDING INSTITUTION/ENTERPRISE**

|  |  |
| --- | --- |
| **Full Name:** | **Charles University** |
| **Erasmus ID Code, if any:** | **CZ PRAHA07** | **Country:** | **Czech Republic** |
| **Address:** |  |
| **Contact person, position:** |  |
| **Contact details (mail, phone):** |  |
| **Size of enterprise[[4]](#footnote-4):** | >250 employees |

**RECEIVING INSTITUTION/ENTERPRISE**

|  |  |
| --- | --- |
| **Full Name:** |  |
| **Erasmus ID Code, if any:** |  | **Country:** |  |
| **Address:** |  |
| **Contact person, position:** |  |
| **Contact details (mail, phone):** |  |
| **Size of enterprise:** |  |

#### **PROPOSED MOBILITY PROGRAMME**

**ACTIVITIES TO BE CARRIED OUT\* (incl. divisions between physical and virtual components, if app.)[[5]](#footnote-5):**

|  |  |  |
| --- | --- | --- |
| Date | Activity[[6]](#footnote-6) | Hours |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

\*Add lines, if necessary

|  |
| --- |
| **OVERALL OBJECTIVE(S) OF THE MOBILITY:** |

|  |
| --- |
| **ADDED VALUE OF THE MOBILITY[[7]](#footnote-7):** |

|  |
| --- |
| **EXPECTED OUTCOMES AND IMPACT[[8]](#footnote-8):** |

|  |  |
| --- | --- |
| **Main language of instruction:** |  |
| **Part of blended mobility:[[9]](#footnote-9)** | **YES [ ]  NO [ ]**  |
| **# of students benefiting:** |  |
| **Level of Teaching:** | **Bachelor (ISCED-6) [ ]  Master (ISCED-7) [ ]** **PhD (ISCED 8) [ ]**  |

1. **COMMITMENT OF THE THREE PARTIES**

By signing[[10]](#footnote-10) this document, the teaching staff member, the sending institution/enterprise and the receiving institution 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 teaching staff member.

The teaching 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 teaching staff member and the beneficiary institution 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 institution/enterprise any problems or changes regarding the proposed mobility programme or mobility period.

**PARTICIPANT**

|  |  |
| --- | --- |
| **Full name:** | **Signature and date:** |
|  |  |

**SENDING INSTITUTION/ENTERPRISE REPRESENTATIVE**

|  |  |
| --- | --- |
| **Full name & position:** | **Signature and date:** |
|  |  |

**RECEIVING INSTITUTION/ENTERPRISE REPRESENTATIVE**

|  |  |
| --- | --- |
| **Full name & position:** | **Signature and date:** |
|  |  |

1. Junior (<10 yrs XP), Intermediate (10-20 yrs XP), Senior (>20 yrs XP) [↑](#footnote-ref-1)
2. Teaching Assignments only - see list of study fields: <https://cuni.cz/UK-232-version1-erasmus_ciselniky.xlsx> [↑](#footnote-ref-2)
3. Staff Trainings - see list of study fields: link as above [↑](#footnote-ref-3)
4. Enterprises only [↑](#footnote-ref-4)
5. Specific list of agreed teaching/training activities. In certain cases (Staff Weeks etc.) may be substituted with attached official event programme. [↑](#footnote-ref-5)
6. STAs may include giving lectures, seminars, PhD consultations, thesis assessments etc. STTs may include professional and language training, job shadowing, workshops etc. **Conference attendance, preparatory visits, research stays not involving teaching or training are not eligible however**. [↑](#footnote-ref-6)
7. In context of internationaliation and modernization strategy of the involved institutions. [↑](#footnote-ref-7)
8. In context of professional development of the staff member and the involved institution. [↑](#footnote-ref-8)
9. Mobility undertaken under the framework of the Blended Intensive Programme (BIP), combining physical and virtual components. [↑](#footnote-ref-9)
10. 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. [↑](#footnote-ref-10)