**Mobility Agreement**

**Staff Mobility For Teaching**(1)

**Academic year:** 2024/25

Is the mobility a part of a **blended** mobility programme?  YES  NO

*“Blended”: A blended mobility is a combination of a physical period abroad and a virtual/online period or component done before, during or after the physical period.*

**Dates:** Planned period of the **physical** mobility:

from ………………………… *[day/month/year]* to ………………………… [*day/month/year]*

**Duration:** Number of training days: ……………(excluding weekends and travel days)

**Dates:** Planned period of the **virtual** component (**only if applicable**):

from ………………………… *[day/month/year]* to ………………………… [*day/month/year]*

**Duration:** Number of training days: ……………(excluding weekends and travel days)

**Teaching staff member**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Last name (s)** | |  | | **First name (s)** |  |
| Seniority(2) | Junior (< 10 years of experience)  Intermediate (10 - 20 yearsof experience)  Senior (> 20 years of experience) | | | | |
| Gender [*Male/Female/Undefined*] | | |  | Nationality(3) |  |
| Faculty/School | | |  | | |
| Email | | |  | | |

**Receiving Institution**

|  |  |  |  |
| --- | --- | --- | --- |
| Name |  | | |
| Erasmus code  (if applicable) |  | Faculty/Department |  |
| Address |  | Country/ Country code |  |
| Contact person name and position |  | Contact person e-mail / phone |  |

**Sending Institution** (4)

|  |  |  |  |
| --- | --- | --- | --- |
| Name | **UNIVERSITAT DE LLEIDA** | | |
| Erasmus code(4)  (if applicable) | **E LLEIDA01** | Department | **International Relations** |
| Address | Jaume II, 67 bis  25001 Lleida | Country/ Country code(5) | Spain  ES |
| Contact person  name and position | Antoni Granollers  Vice-Rector | Contact person  e-mail / phone | ri@udl.cat |
| Type of enterprise: | Higher education  Institution | Size of enterprise  (if applicable) | ☐<250 employees  ☒>250 employees |

**Section to be completed BEFORE THE MOBILITY**

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

Main area of study of the stay opportunity selected (7): ……………………………………………………

*(according to the list of seats available, published on the web page regarding this call for applications)*

Level of students at the receiving institution (select only the main one):

Bachelor or equivalent first cycle (EQF level 6)

Master or equivalent second cycle (EQF level 7)

Doctoral or equivalent third cycle (EQF level 8)

Number of students at the receiving institution benefiting from the teaching programme: …………

Number of teaching hours(8): ………………… (minimum 8 hours per week)

Main language of instruction: ……………………………………

|  |
| --- |
| **Overall objectives of the mobility:** |

|  |
| --- |
| **Added value of the mobility** (in the context of the modernisation and internationalisation strategies of the institutions involved): |
| **Content of the teaching programme:** |
| **Expected outcomes and impact** (e.g. on the professional development of the teaching staff member and on the competences of students at both institutions): |
| **At present, do you teach in English any course at the University of Lleida?**  YES  NO  Name of the course: |

|  |
| --- |
| **Is this mobility part of the activities within a university network in which the University of Lleida is involved? Or part of a project for strategic academic cooperation in which the home faculty is involved?**  YES  NO  If YES, give details: |
| **Are you the staff member who proposed to initiate the signature of an Erasmus interinstitutional agreement between both universities including the mobility flows for teaching?** |
| Only if applicable :  **If you are submitting 2 applications for teaching mobility, please state order of preference :**  1st) (name of university) ……………………………………………………………………………………………  2nd) (name of university) …………………………………………………………………………………………… |

**II. COMMITMENT OF THE THREE PARTIES**

By signing(9)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.

|  |
| --- |
| **Staff member:** (name) ………………………………………………………………………………………………  Signature: Date: |

|  |
| --- |
| **Sending institution:** Universitat de Lleida  **Faculty/School:** …………………………………………………………………………………………………………  **Faculty/School Mobility Coordinator:** …………………………………………………………………  Signature: Date: |

|  |
| --- |
| **Receiving institution / enterprise:**  Responsible person: (name) ……………………………………………………………………………………………  Signature: Date:  **IF THE RECEIVING ORGANISATION IS NOT A UNIVERSITY, please complete the following details:**  -Which **type of institution** is the Receiving Organisation? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (see list on last page)  -**Size** of institution:  less than 250 employees  more than 250 employees  -Is the organization a **public** institution? Yes  No  -Is the organization a **profit-making** institution? Yes  No |

Adaptations of this template:

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 Programme and Partner Country HEIs, this agreement must be always signed by the staff member, the Programme Country HEI and the Partner Country HEI (three signatures in total).

In the case of invited staff from enterprises to teach in Partner Country HEIs, this agreement must be signed by the participant, the Programme Country HEI as beneficiary; the Partner Country HEI receiving the staff member and the Programme Country enterprise(four signatures in total). An additional space will be added for signature of the Programme Country HEI organising the mobility.

For invited staff from enterprises to teach in Programme Country HEIs, it will be sufficient with the signature of the staff member, the Programme Country HEI and the sending organisation (three signatures in total, same as in mobility between Programme Countries).

Seniority**:** Junior (approx. < 10 years of experience), Intermediate (approx. > 10 and < 20 years of experience) or Senior (approx. > 20 years of experience).

Nationality**:** Country to which the person belongs administratively and that issues the ID card and/or passport.

AnyProgramme or Partner Countryenterprise or, more generally, any public or private organisation active in the labour market or in the fields of education, training and youth.

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.

Country code: ISO 3166-2 country codes available at: <https://www.iso.org/obp/ui/#search>

1. The [ISCED-F 2013 search tool](http://ec.europa.eu/education/tools/isced-f_en.htm) (available at <http://ec.europa.eu/education/tools/isced-f_en.htm>) should be used to find the ISCED 2013 detailed field of education and training.
2. **A minimum of 8 teaching hours per week (or per any shorter period of stay) has to be respected.** If the mobility lasts longer than one week, the minimum number of teaching hours for an incomplete week shall be proportional to the duration of that week. If the teaching activity is combined with a training activity during a single period abroad, the minimum is reduced to 4 teaching hours per week (or any shorter period of stay). There is no minimum number of teaching hours for invited staff from enterprises.

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.