**MOBILITY AGREEMENT**

**STAFF MOBILITY FOR TRAINING**

**(Porozumienie dot. programu nauczania i szkolenia)**

Planned period of the teaching activity (planowany termin wyjazdu od – do)**:**

**From till**

*[day/month/year] [day/month/year]*

Duration (days) – excluding travel days (długość pobytu bez dni w podróży): **…**

**The teaching staff member** (nauczyciel)

|  |  |  |  |
| --- | --- | --- | --- |
| Last name (s)  nazwisko |  | First name (s)  imię |  |
| Seniority[[1]](#endnote-1)  Staż pracy |  | Nationality[[2]](#endnote-2)  obywatelstwo |  |
| Sex [*M/F*] płeć |  | Academic year | **20…. /20….** |
| E-mail: |  | | |

**The Sending Institution**

|  |  |  |  |
| --- | --- | --- | --- |
| Name | **The Maria Curie-Sklodowska University** | | |
| Erasmus code[[3]](#endnote-3)  (if applicable) | **PL LUBLIN01** | Faculty/Dept. |  |
| Address | pl. M. Curie-Skłodowskiej 5,  20-031 Lublin, Poland | Country/ Country code[[4]](#endnote-4) | **PL** |
| Contact person  name and position | Ryszard Straszynski  Erasmus Mobility Coordinator | Contact person  e-mail / phone | ryszard.straszynski@umcs.pl |
| Contact person  name and position | Dept. Coordinator | Contact person  e-mail / phone |  |

**The Receiving Institution**

|  |  |  |  |
| --- | --- | --- | --- |
| Name |  | Faculty/  Department |  |
| Erasmus code  (if applicable) |  |
| Address |  | Country/ Country code |  |
| Contact person name and position |  | Contact person e-mail / phone |  |
| Contact person  name and position | Dept. Coordinator | Contact person  e-mail / phone |  |
| Type of enterprise:  NACE code[[5]](#endnote-5)  (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**

(Sekcja do uzgodnienia przed wyjazdem)

#### **PROPOSED MOBILITY PROGRAMME** (Proponowany program wyjazdu)

Main subject field[[6]](#endnote-6): ………. (kod kierunku studiów)

Level (poziom studiów): (studia krótkie) Short cycle (EQF level 5) □;

(I. St.) Bachelor or equivalent first cycle (EQF level 6) □;

(II. St.) Master or equivalent second cycle (EQF level 7) □;

(III. St.) Doctoral or equivalent third cycle (EQF level 8) □

Number of students at the receiving institution benefiting from the teaching programme (liczba studentów-uczestników zajęć) : …

Language of instruction (język prowadzenia zajęć): ……………………………

Number of **training** hours (liczba godzin szkoleniowych): ……

Is the mobility a part of a blended mobility programme? ☐ Yes ☐ No

(czy mobilność jest częścią mobilności mieszanej?)

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| **Overall objectives of the mobility** (ogólne cele wyjazdu)**:**   * implement the university/ department internationalisation strategy, * upgrade own individual international experience and foreign language skills, * learn Erasmus exchange procedures at the receiving university |

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| **Added value of the mobility** (in the context of the modernisation and internationalisation strategies of the institutions involved)(wartość dodana z wyjazdu dla obu instytucji w odniesieniu do strategii modernizacji I umiedzynarodowienia)**:**   * meet partners in the Erasmus+ KA131 mobility project exchange, * discuss how to further develop initiatives in international collaboration, * learn about the activities carried out at the partner university, * …. |

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| **Content of the teaching and training programme** (treści/tematyka zajęć):  Training: Erasmus and international exchange scheme procedures – job shadowing; exchange work experience.  Day 1:  Day 2:  Day ..:  Day ..:  Day ..: |

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| **Expected outcomes and impact (e.g. on the professional development of the teaching staff member and on the competences of students at both institutions)** (spodziewane rezultaty, efekty oddziaływania - nie tylko dla/na studentów)**:**  Training: upgraded own work skills as departmental international exchange coordinator, higher numbers of exchanges with the partner university - in the field of ……. |

**II. COMMITMENT OF THE THREE PARTIES**

By signing[[7]](#endnote-7) 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 sending 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.

(Strony zatwierdzają postawnowienia porozumienia. Uczelnia wysyłająca uzna wyjazd przy ocenie pracownika; Nauczyciel podzieli się doświadczeniami z wyjazdu ze współpracownikami. Uczelnia przyjmująca i nauczyciel będą powiadamiać uczelnię wysyłającą o wszelkich zmianach i problemach związanych z wyjazdem).

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| **The teaching staff member** (pracownik)  Name (nazwisko):  Signature (podpis): Date: |

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| **The sending institution** (kierownik jednostki)  Name of the responsible person:  Signature (podpis): Date: |

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| --- |
| **The receiving institution**  Name of the responsible:  Signature: Date: |

1. **Seniority:** Junior (approx. < 10 years of experience), Intermediate (approx. > 10 and < 20 years of experience) or Senior (approx. > 20 years of experience). [↑](#endnote-ref-1)
2. **Nationality:** Country to which the person belongs administratively and that issues the ID card and/or passport. [↑](#endnote-ref-2)
3. **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. [↑](#endnote-ref-3)
4. **Country code**: ISO 3166-2 country codes available at: <https://www.iso.org/obp/ui/#search>. [↑](#endnote-ref-4)
5. 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> [↑](#endnote-ref-5)
6. 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. [↑](#endnote-ref-6)
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 sending institution (in the case of mobility with Partner Countries: the national legislation of the Programme Country). [↑](#endnote-ref-7)