**Higher Education:**

**Erasmus+  
Mobility Agreement form**

***COGNOME NOME***

**Erasmus+ Mobility Agreement**

**Staff Mobility For Teaching[[1]](#endnote-1)**

Planned period of the physical mobility for **TEACHING ACTIVITY**:

from *[day/month/year]* \_ \_ / \_ \_ / \_ \_ \_ \_ to *[day/month/year]* \_ \_ / \_ \_ / \_ \_ \_ \_

Duration of physical mobility (days) …NUMERO GIORNI… – excluding travel days: …………………. (Indicare le date di inizio

e fine delle attività di formazione e il relativo numero di giorni, escludendo dal conteggio i giorni di viaggio)

If applicable, planned period of the virtual component: from *[day/month/year]* to *[day/month/year]*

**The teaching staff member**

|  |  |  |  |
| --- | --- | --- | --- |
| Last name (s) | **COGNOME** | First name (s) | **NOME** |
| Seniority[[2]](#endnote-2) | o Junior  o Intermediate  o Senior | Nationality[[3]](#endnote-3) | **Nazionalità** |
| Sex [*M/F/Undefined*] | **o M**  **o F**  **o U** | Academic year | **2024/2025** |
| E-mail | **…………….@unirc.it** | | **+39 ……..……………** |

**The Sending Organisation**

|  |  |  |  |
| --- | --- | --- | --- |
| Name | **Università degli studi Mediterranea di Reggio Calabria** | | |
| Erasmus code[[4]](#endnote-4)  (if applicable) | **I REGGIO01** | Faculty/Department  (if applicable) | **Struttura di**  **appartenenza** |
| Address | **Via dell’Università 25 89124 Reggio Calabria** | Country/ Country code[[5]](#endnote-5) | **Italy** |
| Contact person  name and position | **Prof.ssa Francesca Fatta -**  **Vice Rector for Internationalisation**  **International Mobility**  **Office** | Contact person  e-mail / phone | **Administrative contact:**  **+39 09651691264**  **erasmus@unirc.it** |

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**The Receiving Institution**

|  |  |  |  |
| --- | --- | --- | --- |
| Name | **Denominazione completa dell’Istituto o**  **Impresa Ospitante** | Faculty/Department | **Dipartimento/**  **Struttura di accoglienza** |
| Erasmus code  (if applicable) | **CODICE ERASMUS**  **DELL’ISTITUTO** |
| Address | **Indirizzo postale completo o**  **dell’Istituto o Impresa Ospitante** | Country/ Country code | **Paese/Codice Paese** |
| Contact person name and position | **Indirizzo postale completo o**  **dell’Istituto o Impresa Ospitante** | Contact person e-mail / phone | **Indirizzo e-mail / telefono** |
| Type of organisation: | **TIPO DI**  **ORGANIZZAZIONE** | Size of organisation  (if applicable) | <250 employees  ≥250 employees |

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

**Section to be completed BEFORE THE MOBILITY**

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

Main subject field[[6]](#endnote-6): ………CAMPO DI STUDI………….

Level (select the main one): Short cycle (EQF level 5) ; 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: ……NUMERO STUDENTI DELL’ISTITUZIONE OSPITANTE AI QUALI TENERE LEZIONE…………

Number of teaching hours: ……NUMERO ORE DI INSEGNAMENTO……………

Language of instruction: …………LINGUA DI INSEGNAMENTO……………………………

|  |
| --- |
| **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 (including the virtual component, if applicable):** |

|  |
| --- |
| **Expected outcomes and impact (e.g. on the professional development of the teaching staff member and on the competences of students at both institutions):** |

**II. COMMITMENT OF THE THREE PARTIES**

By signing[[7]](#endnote-7) this document, the teaching staff member, the sending organisation and the receiving institution confirm that they approve the proposed mobility agreement.

The sending higher education institution or other organisation 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.

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The teaching staff member will share their experience, in particular its impact on their professional development and on the sending higher education institution or other organisation, as a source of inspiration to others.

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

|  |
| --- |
| **The teaching staff member**  Name: **COGNOME E NOME**  Signature:……………Firma…………… Date: \_ \_ / \_ \_ / \_ \_ \_ \_ |

|  |
| --- |
| **The sending organisation – University of Reggio Calabria**  Name of the Vice-Rector for Internationalisation: **COGNOME E NOME**  Signature:………………………………………………………….……………………... (a cura dell’Ufficio mobilità internazionale)  Date: \_ \_ / \_ \_ / \_ \_ \_ \_ |

|  |
| --- |
| **The receiving institution**  Name of the responsible person: **COGNOME E NOME**  Signature: ……………Firma…………… Date: \_ \_ / \_ \_ / \_ \_ \_ \_ |

1. 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 higher education institutions (HEIs) this agreement must always be signed by the staff member, the sending and the receiving HEI (three signatures in total).

   In the case of KA171 outgoing mobility of invited staff from (non-academic) organisation to teach in a HEI, this agreement must be signed by the participant, the beneficiary organisation, the HEI receiving the staff member, and the organisation they belong to (four signatures in total). An additional space should be added for signature of the beneficiary organisation organising the mobility.

   In the case of incoming mobility of invited staff from enterprises/(non-academic) organisation to teach in a HEI, this agreement must be signed by the staff member, the receiving institution (if applicable, the beneficiary organisation (if different from the receiving institution)) and the sending organisation (three or four signatures in total). [↑](#endnote-ref-1)
2. **Seniority:** Junior (approx. < 10 years of experience), Intermediate (approx. > 10 and < 20 years of experience) or Senior (approx. > 20 years of experience). [↑](#endnote-ref-2)
3. **Nationality:** Country to which the person belongs administratively and that issues the ID card and/or passport. [↑](#endnote-ref-3)
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 EU Member States and third countries associated to the programme. [↑](#endnote-ref-4)
5. **Country code**: ISO 3166-2 country codes available at: <https://www.iso.org/obp/ui>.

    [↑](#endnote-ref-5)
6. The [ISCED-F 2013 search tool](http://ec.europa.eu/education/tools/isced-f_en.htm) (available at <https://ec.europa.eu/eurostat/statistics-explained/index.php?title=International_Standard_Classification_of_Education_%28ISCED%29#ISCE> 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 beneficiary organisation (in the case of mobility with third countries not associated to the programme: the national legislation of the EU Member State or third country associated to the programme). Certificates of attendance can be provided electronically or through any other means accessible to the staff member and the sending institution. [↑](#endnote-ref-7)