

STAFF MOBILITY FOR TEACHING¹ MOBILITY AGREEMENT

Planned period of the teaching activity: from (---/---/----) till (---/---/----)

Duration (days) – excluding travel days: 5

The teaching staff member

Last name (s)		First name (s)	
Seniority ²		Nationality ³	
Sex [M/F]		Academic year	
E-mail			

The Sending Institution

Name		Faculty/Department	
Erasmus code ⁴ (if applicable)			
Address		Country/ Country code ⁵	
Contact person name and position		Contact person e-mail / phone	

The Receiving Institution / Enterprise⁶

Name	Instituto Politécnico de Castelo Branco		
Erasmus code (if applicable)	P CASTELO01	Faculty/Department	
Address	Av. ^a Pedro Álvares Cabral, nº 12 6000-084 Castelo Branco	Country/ Country code	PT
Contact person, name and position	Conceição Baptista Institutional Erasmus Coordinator	Contact person e-mail / phone	cbaptista@ipcb.pt
Type of enterprise: NACE code ⁷ (if applicable)		Size of enterprise (if applicable)	<input type="checkbox"/> <250 employees <input type="checkbox"/> >250 employees

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

Section to be completed BEFORE THE MOBILITY



I. PROPOSED MOBILITY PROGRAMME

Main subject field⁸:

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:

Number of teaching hours:

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):

II. COMMITMENT OF THE THREE PARTIES

By signing⁹ 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 sending 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:

Signature:

Date:

The sending institution/enterprise

Name of the responsible person: Signature:

Date:

The receiving institution

Name of the responsible person: Conceição Baptista

Signature:

Date:

- 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 references 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 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.
- ⁹ 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).