**STAFF MOBILITY FOR TRAINING**

**MOBILITY AGREEMENT**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Planned period of the teaching activity** | from | \_\_/\_\_/20\_\_ | to | \_\_/\_\_/20\_\_ |
| **Duration (days) – excluding travel days** | … | days |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **The Staff Member** | | | |
| **Last name** | ... | **First name** | ... |
| **Seniority[[1]](#endnote-1)** | ... | **Nationality[[2]](#endnote-2)** | ... |
| **Sex [M/F]** | ... | **Academic year** | 20.../20... |
| **E-mail** | ... | | |

|  |  |  |  |
| --- | --- | --- | --- |
| **The Sending Institution** | | | |
| **Name** | Recep Tayyip Erdogan University | | |
| **Erasmus code** | TR RIZE01 | **Department/Unit** | ... |
| **Address** | Recep Tayyip Erdogan University, Fener Mah. 53100 Rize | **Country, Country code[[3]](#endnote-3)** | TURKEY, TR |
| **Coordinator** | ...  Department Coordinator | **Coordinator e-mail** | ...@erdogan.edu.tr |
| **Type of enterprise: NACE code [[4]](#endnote-4)** | | | 85.4 |

|  |  |  |  |
| --- | --- | --- | --- |
| **The Receiving Institution** | | | |
| **Name** | ... | **Department/unit** | ... |
| **Erasmus code**  **(if applicable)** | ... |
| **Address** | ... | **Country**  **Country code** | ...  ... |
| **Contact person  name/position** | ...  ... | **Contact person**  **e-mail/phone** | ...  ... |
| **Type of enterprise (NACE code)** | ... | **Size of enterprise** | <250 employees  >250 employees |

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

**Section to be completed BEFORE THE MOBILITY**

**I. PROPOSED MOBILITY PROGRAMME**

|  |  |
| --- | --- |
| **Language of training** | **…** |

|  |
| --- |
| **Overall objective of the mobility:** |
| ... |
| **Added value of the mobility (in the context of the modernisation and internationalisation strategies of the institutions involved):** |
| ... |
| **Activities to be carried out:** |
| **…** |
| **Expected outcomes and impact (e.g. on the professional development of the staff member and on both institutions):** |
| ... |

(if necessary, add lines)

**II. COMMITMENT OF THE THREE PARTIES**

By signing[[5]](#endnote-5) this document, the 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 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 beneficiary institution commit to the requirements set out in the grant agreement signed between them.

The 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.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Commitment** | **Name** | **Position** | **Date** | **Sign** |
| **The teaching staff member** | …  … | Staff Member | \_\_/\_\_/20\_\_ |  |
| **The sending institution** | …  … | Departmental Coord. | \_\_/\_\_/20\_\_ |  |
| Spec.  Ozan Selcik | Institutional Coord. | \_\_/\_\_/20\_\_ |  |
| **The receiving institution** | …  … | … | \_\_/\_\_/20\_\_ |  |

**GUIDELINES**

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. **Country code**: ISO 3166-2 country codes available at: <https://www.iso.org/obp/ui/#search>. [↑](#endnote-ref-3)
4. The top-level NACE sector codes available at <http://ec.europa.eu/eurostat/ramon/nomenclatures/index.cfm?TargetUrl=LST_NOM_DTL&StrNom=NACE_REV2&StrLanguageCode=EN> [↑](#endnote-ref-4)
5. 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. [↑](#endnote-ref-5)