**STAFF MOBILITY AGREEMENT FOR TEACHING**

**The teaching staff member**

|  |  |  |  |
| --- | --- | --- | --- |
| Last name(s) |  | First name(s) |  |
| Seniority[[1]](#endnote-1) | J/I/S\* | Nationality[[2]](#endnote-2) |  |
| Gender  | M/F/Undefined | Academic year | 20../20.. |
| E-mail |  |

**The Sending Institution**

|  |  |  |  |
| --- | --- | --- | --- |
| Name  | St. Patrick's Pontifical University | Size of enterprise | Small |
| Erasmus code Organisation ID | IRLKILDARE01 | Department/unit |  |
| Address | [St Patrick’s Pontifical University, Maynooth,Co. Kildare, W23 TW77](https://sppu.ie/) | Country code | IRL |
| Name and positionresponsible person[[3]](#endnote-3) |  |  |  |

**The Receiving Institution**

|  |  |  |  |
| --- | --- | --- | --- |
| Name |  | Department/unit |  |
| Erasmus Code  |  | PI Code |  |
| Address |  | Country |  |
| Name and position contact person |  | Contact persone-mail / phone |  |

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

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

First day of the teaching activity: …/…/……… (DD/MM/YYYY)

Last day of the teaching activity: …/…/……… (DD/MM/YYYY)

Total number of days: ………………… (excluding travel days)

Travel days:

[ ] Check if additional travel day before the first activity day abroad is required

[ ] Check if additional travel day following the last activity day abroad is required

#### Subject field (including ISCED[[4]](#endnote-4)): ....................................................

Level:

[ ]  Bachelor

[ ]  Master

[ ]  Doctoral

Language of teaching: ......................................

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

Number of teaching hours in total for the whole period of stay: …………………

*(minimum 8 hours per week. Stays shorter than a week also require 8 hours)*

The stay includes training in pedagogical and/or curriculum design skills:

[ ]  Yes (if so, a minimum of 4 hours teaching per week is required)

[ ]  No

|  |
| --- |
| **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 involved):** |

**II. COMMITMENT OF THE THREE PARTIES**

By signing[[5]](#endnote-5) this document, the teacher, 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 teacher.

The teacher 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 teacher and receiving institution will communicate to the sending institution/enterprise any problems or changes regarding the proposed mobility programme or mobility period.

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| --- |
| **The teaching staff member**Name:Signature: Date:  |

|  |
| --- |
| **The sending institution**Name of the responsible person6: Signature:  Date:  |

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

1. **Seniority:**  Junior (J) (approx. < 10 years of experience), Intermediate (I) (approx. > 10 and < 20 years of experience) or Senior (S) (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. Head of the department/unit or person in charge. [↑](#endnote-ref-3)
4. 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 field of education of the subject taught. [↑](#endnote-ref-4)
5. Circulating papers with original signatures is not compulsory. Scanned copies of signatures or digital signatures may be accepted, depending on the national legislation.

6 Head of the department/unit or person in charge. [↑](#endnote-ref-5)