**Mobility Agreement**

**Staff Mobility For Training[[1]](#footnote-2)**

Planned period of the training activity: from *[10/05/2023]* till *[14/05/2023]*

Duration (days) – excluding travel days: 5

**The Staff Member**

|  |  |  |  |
| --- | --- | --- | --- |
| Last name (s) |  | First name (s) |  |
| Seniority[[2]](#footnote-3) |  | Nationality[[3]](#footnote-4) |  |
| Gender [*Male/Female/Undefined*] |  | Academic year | 2022/2023 |
| E-mail |  | | |

**The Sending Institution**

|  |  |  |  |
| --- | --- | --- | --- |
| Name | **University of Cadiz** | Faculty/  Department |  |
| Erasmus code[[4]](#footnote-5)  (if applicable) | **E CADIZ01** |
| Address | Edificio Hospital Real  Plaza Falla, 9, 11003  Cádiz | Country/ Country code[[5]](#footnote-6) | **ES** |
| Contact person  name and position | Rafael Jiménez Castañeda  Vice-rector for  Internatinalization | Contact person e-mail / phone | **internacionalizacion@uca.es** |

**The Receiving Institution / Enterprise[[6]](#footnote-7)**

|  |  |  |  |
| --- | --- | --- | --- |
| Name | **UNIVERSITY OF TIRANA** | | |
| Erasmus code  (if applicable) | **998022137** | Faculty/Department | **International**  **Relations Office** |
| Address | “Mother Teresa”  Square, Rectorate UT,  Tirana, 1004. | Country/ Country code | **Albania/AL** |
| Contact person, name and position | **Prof. Assoc. Dr.**  **Bernard Dosti**  Vice Rector/ Erasmus +  Institutional Coordinator | Contact person e-mail / phone | [bernard.dosti@unitir.edu.al](mailto:bernard.dosti@unitir.edu.al)  +35542250166 |

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

#### **Section to be completed BEFORE THE MOBILITY**

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

Language of training: English

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| **Overall objectives of the mobility:**   * To strengthen bi-lateral Erasmus cooperation * To increase incoming and outgoing mobility fluxes of students and staff * To encourage links between different departments and services |
| **Training activity to develop pedagogical and/or curriculum design skills: Yes ☐ No X** |
| **The added value of the mobility (in the context of the modernisation and internationalisation strategies of the institutions involved):**  Internationalization and strengthening of cooperation between UCA and its Bosnian partners, as well as setting up new networking opportunities with academics, researchers, and administrative staff. |
| Activities to be carried out: (Tentative programme – to be confirmed)  **10th of July**  *10:00 – 11:00h*  Institutional welcome and Registration  *11:00 – 12:00h*  Presentations of UCA’s participants  *12:00 – 13:00h*  Presentations of UHU’s participants  *13:00 – 14:30h*  Lunch  *14:30 – 15:30h*  Presentations of UT’s participants  **11th of July**  *09:00 – 12:30h*  University tour: visit to the different facilities of the University of Tirana. Meeting with the Deans.  *12:30 – 14:00h*  Lunch  *14:00 – 17:30*  Meetings with counterparts  **12th of July**  *10:00 – 11:00h*  Internationalization of Tirana University  *11:00 – 12:00h*  Applying to an Erasmus+ student mobility to UHU  *12:00 – 13:00h*  Erasmus+ International projects: Presentation of UCA International Projects Unit  *13:00h*  Lunch  **13th of July**  *09:30 – 17:30*  Local cultural activities  **14th of July**  *10:00 – 11:00h*  *Conclusions and Remarks*  *11:00 - 12:00h*  Closing ceremony & collection of documents |
| **Expected outcomes and impact (e.g. on the professional development of the staff member and on both institutions):**   * An enhanced framework of cooperation between participant institutions * Increase in the number of incoming and outgoing mobilities and a higher rate of mobilities achieved per academic year |

**II. COMMITMENT OF THE THREE PARTIES**

By signing**[[7]](#footnote-8)** 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 beneficiary 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.

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

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

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| **The receiving institution/enterprise**  Name of the responsible person: **Prof. Assoc. Dr. Bernard DOSTI**  **Vice Rector/ E+ Institutional Coordinator**  Signature: Date: |

1. Adaptations of this template:

   * 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.
   * In the case of **mobility between Programme and Partner Countries**, this agreement must be always signed by the staff member, the Programme Country HEI as beneficiary and the Partner Country HEI as sending or receiving organisation. In case of mobility from Partner Country HEIs to Programme Country enterprises the last box should be duplicated to include the signature of the Programme Country HEI (the beneficiary) and the receiving organisation (four signatures in total).

   [↑](#footnote-ref-2)
2. **Seniority:** Junior (approx. < 10 years of experience), Intermediate (approx. > 10 and < 20 years of experience) or Senior (approx. > 20 years of experience). [↑](#footnote-ref-3)
3. **Nationality:** Country to which the person belongs administratively and that issues the ID card and/or passport. [↑](#footnote-ref-4)
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. [↑](#footnote-ref-5)
5. **Country code**: ISO 3166-2 country codes available at: [https://www.iso.org/obp/ui/#search](https://www.iso.org/obp/ui/" \l "search). [↑](#footnote-ref-6)
6. Any Programme Country enterprise or, more generally, any public or private organisation active in the labour market or in the fields of education, training and youth (training of staff members from Programme Country HEIs in Partner Country non-academic partners is not eligible). [↑](#footnote-ref-7)
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). Certificates of attendance can be provided electronically or through any other means accessible to the staff member and the sending institution. [↑](#footnote-ref-8)