**ERASMUS+ STAFF MOBILITY FOR TRAINING (STT)**

**MOBILITY AGREEMENT[[1]](#footnote-1)**

**The Staff Member**

|  |  |  |  |
| --- | --- | --- | --- |
| Last name (s) |  | First name (s) |  |
| Seniority[[2]](#footnote-2) |  | Nationality[[3]](#footnote-3) |  |
| Sex [*M/F/Undefined*] |  | Dept. or Unit |  |
| E-mail |  | Academic year | **2023/2024** |

**The Sending Institution**

|  |  |  |  |
| --- | --- | --- | --- |
| Name  Erasmus code | **Universität Trier**  **D TRIER01** | Department | **International Office** |
| Address | **Universitätsring 15**  **54296 Trier** | Country/ Country code[[4]](#footnote-4) | **Germany**  **DE** |
| Contact person  name and position | **Birgit Roser | ERASMUS  Institutional Coordinator** | Contact person  e-mail / phone | [**erasmus-ic@uni-trier.de**](mailto:erasmus-ic@uni-trier.de)  **+49 651 201 2807** |

**The Receiving Institution/ Enterprise**

|  |  |  |  |
| --- | --- | --- | --- |
| Name |  | | |
| Erasmus code  (for universities) |  | Faculty/Department/ unit |  |
| Address |  | Country/ Country code3 |  |
| Contact person name and position |  | Contact person e-mail / phone |  |
| Size of enterprise (for enterprises) | | <250 employees >250 employees | |

**Planned period of the physical training activity (excluding travel days):**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Stay at host institution  from | (day/month/year) | to | (day/month/year) | Duration  (days including weekend) |  |

**Is the mobility a part of a blended mobility programme?**   Yes  No

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| If applicable, planned period  of virtual training activity | (day/month/year) | to | (day/month/year) | Duration  (days including weekend) |  |

**„Green Travel[[5]](#footnote-5)“**

one additional day for “green travel” before the first day of the activity abroad (up to 24 hrs including overnight stay)

two additional days for “green travel” before the first day of the activity abroad (more than 24 hrs including overnight stay)

one additional day for “green travel” following the last day of the activity abroad (up to 24 hrs including overnight stay)

two additional days for “green travel” following the last day of the activity abroad (more than 24 hrs including overnight stay)

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

|  |  |
| --- | --- |
| Category of Staff | Administration  Academic Staff  International Office  Other |
| Language of Training: |  |

|  |
| --- |
| **Overall objectives of the mobility:** |
|  |
| **Training activity to develop pedagogical and/or curriculum design skills:** |
| Yes  No |

|  |
| --- |
| **Added value of the mobility (in the context of the modernisation and  internationalisation strategies of the institutions involved)** |
|  |
| **Activities carried out (or content of the training programme (including the virtual component, if applicable):** |
| Please add a detailed workplan of the training activity. |
| **Expected outcomes and impact (e.g. on the professional development of the staff member and on both institutions):** |
|  |

**II. COMMITMENT OF THE THREE PARTIES**

By signing 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 receiving institution/enterprise will communicate to the sending institution any problems or changes regarding the proposed mobility programme or mobility period.

The Teaching staff member has taken note of the privacy notice for Erasmus+ decentralised actions: <https://webgate.ec.europa.eu/erasmus-esc/index/privacy-statement>

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

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

|  |
| --- |
| **The sending institution**  Name of the responsible person: **Birgit Roser, ERASMUS Institutional Coordinator**  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 [↑](#footnote-ref-1)
2. **Seniority:**  Junior (< approx..10 years of experience), Intermediate (> 10 and < 20 years) or Senior ( > 20 years) [↑](#footnote-ref-2)
3. **Nationality: Country to which the person belongs administratively and that issues the ID card and/or passport.** [↑](#footnote-ref-3)
4. **Country code**: ISO 3166-2 country codes available at: <https://www.iso.org/obp/ui/#search>. [↑](#footnote-ref-4)
5. *Green Travel* im Rahmen der Programmdurchführung von Erasmus+ STA/STT ist definiert als Reisen, bei denen für den Hauptteil der Reise zum Zielort und zurück emissionsarme Verkehrsmittel wie Bus und Bahn genutzt werden. Bei Reisen in Zielorte, die auf dem Landweg nicht erreichbar sind, gelten auch Schiffe/Fähren als emissionsarme Verkehrsmittel. Der *Green Travel* – Zuschuss wird nur gezahlt, wenn sowohl die Hin- als auch die Rückreise die o.a. Voraussetzung erfüllt; eine anteilige Förderung pro Richtung ist nicht möglich. **Die Verwendung emmissionsarmer Verkehrsmittel ist nach der Reise zu belegen.** [↑](#footnote-ref-5)