



Anhang I – zum Grant Agreement

STAFF MOBILITY FOR TEACHING/TRAINING MOBILITY AGREEMENT

(Title) Last name, First name	
Seniority (Years of experience) ² <input type="checkbox"/> <10 years <input type="checkbox"/> 10-20 years <input type="checkbox"/> >20 years	Nationality ³
Sex <input type="checkbox"/> female <input type="checkbox"/> male	Academic year 2016/2017
E-mail	

THE RECEIVING INSTITUTION

Contact person name	Contact person position
Contact person e-mail	Contact person phone

Receiving **PARTNER UNIVERSITY**:

Name	
PIC CODE	Faculty/Department

Public Body? <input type="checkbox"/> YES <input type="checkbox"/> NO			Non-Profit? <input type="checkbox"/> YES <input type="checkbox"/> NO		Number of Employees below 250? <input type="checkbox"/> YES <input type="checkbox"/> NO	
Legal Address of Partner University						
City				Post Code		
Country				Region		
Email				Telephone		
Website				Type of Organisation		

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



Higher Education
Mobility Agreement form

THE SENDING INSTITUTION

Name Humboldt-Universität zu Berlin		Erasmus code ⁵ D BERLIN13	
Address Unter den Linden 6 D-10099 Berlin	Country code ⁶ DE	Size of enterprise >250 employees	Type of enterprise: NACE code ⁷ P 85.42
Contact person name Matthias Parske	Contact Person position ERASMUS +International -coordinator	Faculty/Department International Office	
Contact person e-mail matthias.parske@hu-berlin.de	Contact person phone +49 30 2093-46715		

Section to be completed BEFORE THE MOBILITY

I. PROPOSED MOBILITY PROGRAMME

Planned period of the Training (STT) /Teaching activity (STA) (dd/mm/yyyy) from _____ till _____	
Duration (days) – excluding travel days	Language of training

Overall objectives of the mobility:

Added value of the mobility (in the context of the modernisation and internationalisation strategies of the institutions involved):

Activities carried out/field of training/STA teaching- teaching hours planned

Expected outcomes and impact (e.g. on the development of joint project, the staff member and on both institutions):



II. COMMITMENT OF THE THREE PARTIES

By signing⁸ this document, the staff member on training, 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 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 will communicate to the sending institution/enterprise any problems or changes regarding the proposed mobility programme or mobility period.

The staff member	
Name	Signature

The sending institution	
Name	Signature
Matthias Parske	

The receiving institution	
Name of the responsible person	Signature

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 All references to "**enterprise**" are only applicable to mobility for staff between Programme Countries or within Capacity Building projects.

⁵ **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.

⁶ **Country code:** ISO 3166-2 country codes available at: <https://www.iso.org/obp/ui/#search>.

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 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).