



STAFF MOBILITY FOR TRAINING MOBILITY AGREEMENT

Planned period of the teaching activity:

from _____ till _____ [day/month/year]

Duration (days) – excluding travel days: _____

The Staff Member

Last name		First name	
Seniority ¹		Nationality ²	
Sex [M/F]		Academic year	2017-2018
E-mail			

The Sending Institution

Name	Universität Konstanz	Size of enterprise ³ (if applicable)	large (>251)
Erasmus code (if applicable)	D KONSTAN01	Type of enterprise NACE code ⁴ (if applicable)	P Education
Address	Universitaetsstrasse 10 D – 78457 Konstanz	Country/ Country code ⁵	Germany
Department /unit			
Contact person name, position e-mail, phone			

The Receiving Institution / Enterprise

Name		Size of enterprise ⁶ (if applicable)	large (>251)
Erasmus code (if applicable)		Type of enterprise: NACE code ⁷ (if applicable)	P Education
Address		Country/ Country code	
Department/ Unit			
Contact person name, position; e-mail, phone			

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

Section to be completed BEFORE THE MOBILITY

I. PROPOSED MOBILITY PROGRAMME

Language of communication: _____

Overall objectives of the mobility:

to understand current issues of the European Higher Education Area, especially concerning the bi-national exchange between _____ and Konstanz,
to exchange ideas and best practices with colleagues from this partner in the above mentioned subject fields,
to foster international collaboration,
to practise Foreign Language Skills and Interkultural Competencies

Added value of the mobility (both for the institutions involved and for the staff member):

exchange about best practice of two European institutions with strong sports services for staff and students and to foster the partnership between the University of _____ and the University of Konstanz, ...

Activities to be carried out

see programme attached

or detailed daily programme

Expected outcomes and impact (e.g. for the staff member and both institution):

deeper understanding of the European Higher Education Area for non-academic staff members, improved and broadened collaboration between these two partners as a personnel and institutional basis for future activities

individueller Mehrwert für berufliche Weiterentwicklung

II. COMMITMENT OF THE THREE PARTIES

By signing⁸ 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 receiving institution/enterprise will communicate to the sending institution any problems or changes regarding the proposed mobility programme or mobility period.

The staff member Name: _____ Signature: _____ Date: _____
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The sending institution: Universität Konstanz Name of the responsible person: _____ Signature: _____ Date: _____

The receiving institution (contact person/host) Name of the responsible person: _____ Signature: _____ Date: _____

¹ **Seniority:** Junior (approx. < 10 years of experience), Intermediate (approx. > 10 and < 20 years of experience) or Senior (approx. > 20 years of experience).

² **Nationality:** Country to which the person belongs administratively and that issues the ID card and/or passport.

³ **Size:** according to the number of staff, the enterprise should be defined as small (1-50), medium (51-250) or large (>251).

⁴ The top-level **NACE-Codes** available at

http://ec.europa.eu/eurostat/ramon/nomenclatures/index.cfm?TargetUrl=LST_NOM_DTL&StrNom=NACE_REV2&StrLanguageCode=EN

⁵ **Country code:** ISO 3166-2 country codes available at: <https://www.iso.org/obp/ui/#search>.

⁶ **Size:** according to the number of staff, the enterprise should be defined as small (1-50), medium (51-250) or large (>251).

⁷ The top-level **NACE-Codes** 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 digital signatures may be accepted, depending on the national legislation.