

STAFF MOBILITY FOR TEACHING BETWEEN PROGRAMME COUNTRIES (KA103) 2018-2020

MOBILITY AGREEMENT

The Teacher

Last name (s)		First name (s)	
Seniority ¹		Nationality ²	
Sex [M/F]		Project year	
Date of birth			
E-mail			

The Sending Institution/Enterprise

Name	Faculty of Business Studies	Department/unit	International Office
Erasmus code ³ (if applicable)	SI LJUBLJA31		
Address	Krekov trg 1 SI-1000 Ljubljana	Country/ Country code ⁴	Slovenia
Contact person name and position	Mag. Pia Valenzuela Erasmus coordinator	Contact person e-mail / phone	pia.valenzuela@kat-in +386 820 52 300

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 **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.

⁴ **Country code:** ISO 3166-2 country codes available at: <https://www.iso.org/obp/ui/#search>.

The Receiving Institution

Name			
Erasmus code (if applicable)		Faculty/ Department	
Address		Country/ Country code	
Contact person name and position		Contact person e-mail / phone	

Section to be completed BEFORE THE MOBILITY

I. PROPOSED MOBILITY PROGRAMME

Planned period of the teaching activity:

From: (dd/mm/yyyy)

Till: (dd/mm/yyyy)

Duration (days):

Additional day for travel needed directly before the first day of the activity abroad

Additional day for travel needed directly following the last day of the activity abroad

Subject field⁵.....

Language:.....

Level: Short cycle (EQF level 5) ; Bachelor or equivalent first cycle (EQF level 6) ; Master or equivalent second cycle (EQF level 7) ; Doctoral or equivalent third cycle (EQF level 8)

Number of students at the receiving institution benefiting from the teaching programme:

Number of teaching hours:

⁵Annex 5 or use the [ISCED-F 2013 search tool](http://ec.europa.eu/education/tools/isced-f_2013_search_tool) available at http://ec.europa.eu/education/tools/isced-f_en.htm should be used to find the ISCED 2013 detailed field of education and training that is to the subject taught.



Overall objectives of the mobility:

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

Content of the teaching programme:

Expected outcomes and impact (not limited to the number of students concerned):

II. COMMITMENT OF THE THREE PARTIES

By signing 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.

The teacher

Name:

e-mail address:

Signature:

Date:

The sending institution/enterprise:

Faculty of Business Studies, Catholic institute



Erasmus+

Name of the Erasmus+ coordinator: as.mag. Pia Valenzuela

e-mail address of the Erasmus+ coordinator: pia.valenzuela@kat-inst.si

Signature:

Name of the responsible person:

Function of the responsible person:

Signature:

Stamp:

Date:

The receiving institution

Name of the responsible person:

Function of the responsible person:

e-mail address of the responsible person:

Signature:

Stamp:

Date: