**Mobility Agreement**

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

Planned period of the training activity:

from ………………….……….. *[day/month/year]* till ………………….……….. *day/month/year]*

Duration: Number of training days, excluding travel days: ……………

**The Staff Member**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Last name (s) | |  | First name (s) |  |
| Seniority[[2]](#endnote-2) | Junior (approx. < 10 years of experience)  Intermediate (approx. > 10 and < 20 years)  Senior (approx. > 20 years of experience) | | | Nationality[[3]](#endnote-3) |
|  |
| Sex [*M/F*] | |  | Academic year | 2016/2017 |
| E-mail | |  | | |

**The Sending Institution**

|  |  |  |  |
| --- | --- | --- | --- |
| Name | **UNIVERSITAT DE LLEIDA** | | |
| Erasmus code[[4]](#endnote-4)  (if applicable) | **E LLEIDA01** | Faculty/Department | International  Relations Office |
| Address | Jaume II, 67 bis  25001 Lleida | Country/ Country code[[5]](#endnote-5) | Spain  ES |
| Contact person  name and position | Astrid Ballesta  Vice-Rector | Contact person  e-mail / phone | ori@int.udl.cat |
| Type of enterprise: | University | Size of enterprise  (if applicable) | <250 employees  >250 employees |

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

|  |  |  |  |
| --- | --- | --- | --- |
| Name |  | | |
| Erasmus code  (if applicable) |  | Faculty/Department |  |
| Address |  | Country/ Country code |  |
| Contact person, name and position |  | Contact person e-mail / phone |  |
| Type of enterprise 9 |  | Size of enterprise  (if applicable) | <250 employees  >250 employees |

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

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

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

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 to be carried out:** |
| **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**[[7]](#endnote-7)** 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.

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

|  |
| --- |
| **The sending institution/enterprise:** Universitat de Lleida  Name of the responsible person: Astrid Ballesta (Vice-Rector)  Signature: Date: |

|  |
| --- |
| **The receiving institution**  Name of the responsible person:  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. [↑](#endnote-ref-1)
2. **Seniority:** Junior (approx. < 10 years of experience), Intermediate (approx. > 10 and < 20 years of experience) or Senior (approx. > 20 years of experience). [↑](#endnote-ref-2)
3. **Nationality:** Country to which the person belongs administratively and that issues the ID card and/or passport. [↑](#endnote-ref-3)
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. [↑](#endnote-ref-4)
5. **Country code**: ISO 3166-2 country codes available at: <https://www.iso.org/obp/ui/#search>. [↑](#endnote-ref-5)
6. All refererences to "**enterprise**" are only applicable to mobility for staff between Programme Countries or within Capacity Building projects. [↑](#endnote-ref-6)
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.

   8 **Type of enterprise**: Broad Structure of NACE Rev. 2

   **Section Title Divisions**

   A Agriculture, forestry and fishing

   B Mining and quarrying

   C Manufacturing

   D Electricity, gas, steam and air conditioning supply

   E Water supply; sewerage, waste management and remediation activities

   F Construction

   G Wholesale and retail trade; repair of motor vehicles and motorcycles

   H Transportation and storage

   I Accommodation and food service activities

   J Information and communication

   K Financial and insurance activities

   L Real estate activities

   M Professional, scientific and technical activities

   N Administrative and support service activities

   O Public administration and defence; compulsory social security

   P Education

   Q Human health and social work activities

   R Arts, entertainment and recreation

   S Other service activities

   T Activities of households as employers; u0ndifferentiated goods- and services-producing activities of

   households for own use

   U Activities of extraterritorial organisations and bodies [↑](#endnote-ref-7)