



# STAFF MOBILITY FOR TEACHING MOBILITY AGREEMENT

## The Teacher

Last name (s)		First name (s)	
Seniority <sup>1</sup>		Nationality <sup>2</sup>	
Sex [M/F]		Academic year	20../20..
E-mail			

## The Sending Institution/Enterprise

Name	Pforzheim University	Size of enterprise <sup>3</sup> (if applicable)	N/A
Erasmus code (if applicable)	D PFORZHE01	Department/unit	International Programs
Address	Tiefenbronner Str. 65 75175 Pforzheim	Country/ Country code <sup>4</sup>	DE
Contact person name and position	Eva Veldman Manager International Relations	Contact person e-mail / phone	eva.veldman @hs-pforzheim.de
Type of enterprise: NACE code <sup>5</sup> (if applicable)	N/A		

## The Receiving Institution

Name		Department/unit	
Erasmus code (if applicable)			
Address		Country/ Country code	
Contact person name and position		Contact person 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

Planned period of the teaching activity: from [day/month/year] till [day/month/year]

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 field<sup>6</sup>: 0410

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: .....

**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<sup>7</sup> 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.



**Higher Education  
Mobility Agreement form**  
*Participant's name*

The teacher and receiving institution will communicate to the sending institution/enterprise any problems or changes regarding the proposed mobility programme or mobility period.

<b>The teacher</b> Name: Signature: _____ Date: _____
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<b>The sending institution</b> Name of the responsible person: Frank Hoffmann Signature: _____ Date: _____
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<b>The receiving institution</b> Name of the responsible person: Signature: _____ Date: _____
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<sup>1</sup> **Seniority:** Junior (approx. < 10 years of experience), Intermediate (approx. > 10 and < 20 years of experience) or Senior (approx. > 20 years of experience).

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

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

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

<sup>5</sup> 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](http://ec.europa.eu/eurostat/ramon/nomenclatures/index.cfm?TargetUrl=LST_NOM_DTL&StrNom=NACE_REV2&StrLanguageCode=EN)

<sup>6</sup> The **ISCED-F 2013 search tool** available at [http://ec.europa.eu/education/tools/isced-f\\_en.htm](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.

<sup>7</sup> Circulating papers with original signatures is not compulsory. Scanned copies of signatures or digital signatures may be accepted, depending on the national legislation.