

Dear Colleagues,

ACRO would like to draw your attention to the following call for applications:

ERASMUS+ TEACHING MOBILITY GRANTS 2015/2016 - Third Application Cycle

Application deadline: **January 29, 2016**

Within the European Commission's Erasmus+ Program Key Action 1 – Mobility of Individuals, CEU academic staff (faculty) may seek Erasmus+ funding for a teaching period at a partner institution abroad. The teaching must be carried out at a Higher Education Institution (HEI) that is a holder of an Erasmus Charter for Higher Education with which CEU has signed a bilateral agreement in a specific area of teaching.

PRE-REQUISITES OF PARTICIPATION

Erasmus+ Teaching Mobility may be carried out by all resident and visiting academic staff at CEU, who hold employment contract with Közép-európai Egyetem (CEU).

The sending and receiving organisations, must have agreed in advance on the program of the activities to be delivered by the visiting teachers (teaching program) - in a 'Mobility Agreement' - prior to the start of the mobility period. These agreements define the target teaching outcomes for the teaching period abroad, specify the formal recognition provisions and list the rights and obligations of each party.

VENUE OF THE ACTIVITY

Faculty must carry out their mobility activity in any Program Country different from the country of the sending organisations and the staff country of residence. The Erasmus Program Countries are the following:

Member States of the European Union (EU): Austria, Belgium, Bulgaria, Czech Republic, Croatia, Cyprus, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Italy, Ireland, Latvia, Lithuania, Luxembourg, Malta, Netherlands, Poland, Portugal, Romania, Slovakia, Slovenia, Spain, Sweden, United Kingdom

Non-EU Program Countries: former Yugoslav Republic of Macedonia, Iceland, Norway, Liechtenstein, Turkey

ELIGIBLE ACTIVITIES ABROAD:

The home and the host institution shall ensure that the visiting faculty's contributions will be an integral part of a diploma programme of the host institution. Priority should be given to mobility activities which will also

- lead to the production of new teaching material
- be used to consolidate and extend links between Departments and Faculties to prepare future co-operation projects.

DURATION OF THE MOBILITY

The duration of the mobility is from 2 days to 2 months, excluding travel time. In all cases, a teaching activity has to comprise a minimum of 8 hours of teaching per week (or any shorter period of stay). In order to be able to support various applications, CEU provides grant for a maximum of 5-6 days.

FINANCIAL RULES

Selected applicants are eligible to receive funds to partially support their visit, which does not cover all the actual expenses incurred. Funds eligible for Erasmus+ Teaching Mobility are made up of two components;

- Individual Support (Subsistence) and
- Travel Contribution.

Where it is possible, the applicant's unit can supplement the grant from their own budget. Participants will receive their salaries while away on Erasmus teaching.

APPLICATION PROCEDURE

- Select a host institution from among CEU's Erasmus partner institutions.
- Prepare the teaching program: explain the objectives of the mobility, the added value of the mobility for both institutions and the expected results. The teaching program must be agreed on by all parties before submission.
- Fill in the **application form**: <http://acro.ceu.edu/erasmus-teaching-mobility-faculty>
<http://acro.ceu.edu/sites/acro.ceu.edu/files/attachment/basicpage/178/teachingapplicationform201516.docx>
- Obtain an **official invitation** from the host institution

SUBMISSION OF APPLICATIONS

Applicants must submit one original application form (hard copy) to:

Academic Cooperation and Research Support Office (ACRO), József Attila u. 24, room 101

Applications must be submitted by the given deadlines. Incomplete and/or e-mailed application forms will not be accepted. Late applications will not be considered.

Applicants will be notified about the application decisions within four weeks after the deadline.

ANNA SZATHMÁRI

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