



Erasmus+ Mobility Agreement

Staff Mobility for Teaching¹

KA131-HED-0064/2025-STAXX

Planned period of the **physical** mobility: from DD/MM/YYYY to DD/MM/YYYY.
If applicable, planned period of the **virtual** component: from DD/MM/YYYY to DD/MM/YYYY.

Duration of physical mobility (days) – excluding travel days: XX days

The teaching staff member

Last name (s)		First name (s)	
Seniority ²		Nationality ³	
Sex [M/F/Undefined]		Academic year	202X/202X
E-mail			

Consortium Coordinator

Name	Skupnost višjih strokovnih šol Republike Slovenije (Skupnost VSS)		
Accreditation Code and OID	AKR-HE-2025-1-SI01- KA130-HED-00031526 4 OID: E10068464	Faculty/ Department	n/a
Address	Mariborska cesta 2, SI-3000 Celje	Country/ Country code ⁴	Slovenia (SI)
Contact Person name and position	Nejc Gajšek, Erasmus Consortium Coordinator	Contact person e-mail / phone	nejc.gajsek@skupnost-vss.si ; +38664171710

The Sending Organisation (Consortium Member)

Name			
Erasmus code ⁵ (if applicable)		Faculty/ Department	Higher Vocational College

¹ Adaptations of this template

- In case the mobility combines teaching and training activities, **this template** should be used and adjusted to fit both activity types.
- In the case of mobility between higher education institutions (HEIs) this agreement must always be signed by the staff member, the sending, the receiving HEI, and the Consortium Coordinator (four signatures in total).
- In the case of incoming mobility of invited staff from enterprises/(non-academic) organisation to teach in a HEI, this agreement must be signed by the staff member, the receiving institution, the Consortium Coordinator, and the sending organisation (four signatures in total).

² **Seniority:** Junior (approx. < 10 years of experience), Intermediate (approx. > 10 and < 20 years of experience) or Senior (approx. > 20 years of experience).

³ **Nationality:** Country to which the person belongs administratively and that issues the ID card and/or passport.

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

⁵ **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 EU Member States and third countries associated to the programme.



Address		Country/ Country code ⁶	
Contact person name and position		Contact person e-mail / phone	
Type of organisation	P85.4.2 - Tertiary education	Size of organisation	☐ <250 employees ☐ ≥250 employees

⁶ Country code: ISO 3166-2 country codes available at: <https://www.iso.org/obp/ui>.



The Receiving Institution

Name			
Erasmus code (if applicable)		Faculty/ Department	
Address		Country/ Country code	
Contact person name and position		Contact person e-mail / phone	
Type of organisation:		Size of organisation (if applicable)	☐ <250 employees ☐ ≥250 employees
Note:			



Section to be completed BEFORE THE MOBILITY

I. PROPOSED MOBILITY PROGRAMME

Main subject field⁷:

Level (select the main one): ☒ 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:

Language of instruction:

Is the mobility a part of a blended mobility programme? ☒ Yes/No

Overall objectives of the mobility:

Added value of the mobility (in the context of the modernisation and internationalisation strategies of the institutions involved):

Content of the teaching programme (including the virtual component, if applicable):

Expected outcomes and impact (e.g. on the professional development of the teaching staff member and on the competences of students at both institutions):

⁷ The [ISCED-F 2013 search tool](https://ec.europa.eu/eurostat/statistics-explained/index.php?title=International_Standard_Classification_of_Education_%28ISCED%29#ISCED) (available at https://ec.europa.eu/eurostat/statistics-explained/index.php?title=International_Standard_Classification_of_Education_%28ISCED%29#ISCED should be used to find the ISCED 2013 detailed field of education and training.



II. COMMITMENT OF THE FOUR PARTIES

By signing⁸ this document, the teaching staff member, the sending organisation, Consortium Coordinator and the receiving institution confirm that they approve the proposed mobility agreement.

The sending higher education institution or other organisation 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 teaching staff member.

The teaching staff member will share their experience, in particular its impact on their professional development and on the sending higher education institution or other organisation, as a source of inspiration to others.

The teaching staff member and the Consortium Coordinator commit to the requirements set out in the grant agreement signed between them.

The teaching staff member and the receiving institution will communicate to the sending organisation and the Consortium Coordinator any problems or changes regarding the proposed mobility programme or mobility period.

The staff member

Name: **Name Surname**

Signature:

Date: **DD/MM/YYYY**

Consortium Coordinator

Name of the responsible person: **Miha Zimšek, Secretary General**

Signature:

Date: **DD/MM/YYYY**

Sending institution (Consortium Member)

Name of the responsible person: **Name Surname**

Signature:

Date: **DD/MM/YYYY**

Receiving institution/enterprise

Name of the responsible person: **Name Surname**

Signature:

Date: **DD/MM/YYYY**

⁸ 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 Consortium Coordinator (in the case of mobility with third countries not associated to the programme: the national legislation of the EU Member State or third country associated to the programme). Certificates of attendance can be provided electronically or through any other means accessible to the staff member and the sending institution.