

**CALL FOR APPLICATIONS TO SELECT STAFF TO TAKE PART IN UPV/EHU'S ERASMUS+ 2018 PROJECT FOR MOBILITY FROM UNIVERSITIES IN CANADA, RUSSIAN FEDERATION, SOUTH KOREA, UKRAINE, GEORGIA AND KAZAKSTAN TO UPV/EHU (SPAIN)**

**1.- Object of the process**

The aim of this call is to select the staff that will take part in UPV/EHU's Erasmus+ 2018 project for mobility from universities in Canada, Russian Federation, South Korea, Ukraine, Georgia and Kazakhstan to UPV/EHU (Spain).

**2.- Universities taking part**

The mobility envisaged in this process can be from the following universities to UPV/EHU:

**- CANADA**

- Concordia University of Edmonton
- Université Laval
- University of Regina
- University of Northern British Columbia
- University of British Columbia

**- RUSSIAN FEDERATION**

- Peter the Great Saint Petersburg Polytechnic University
- M. V. Lomónosov Moscow State University
- People's Friendship University of Russia
- Moscow State Institute of International Relations University

**- SOUTH KOREA**

- Hankuk University of Foreign Studies
- Sungkyunkwan University
- Dongguk University
- Sejong University

**- UKRAINE**

- National Technical University of Ukraine
- Odessa National Polytechnic University

- Zhytomyr State Technological University
- **GEORGIA**
  - Georgian Technical University
  - Georgian Aviation University
  - Sokhumi State University
- **KAZAKHSTAN**
  - KIMEP

### **3.- Types of mobility**

The mobility can be for one of the following purposes: teaching or training.

#### *3.1.- Mobility for teaching*

Teaching will be on an official bachelor, master or doctorate degree programme at UPV/EHU.

This measure has the following aims:

- To foster the pooling of experience in teaching methodologies.
- To enable students who cannot take part in mobility measures to benefit from the teaching knowledge of other countries, and where appropriate receive master/practical classes in a foreign language.

In this case at least eight hours must be taught in at least three sessions a week (even if the length of the stay is less than a week).

#### *3.2.- Mobility for training*

Training carried out at UPV/EHU must serve to meet and learn from colleagues in the same field or who hold the same position or job.

This measure has the following aims:

- To facilitate the observation of good practices in terms of ways of working and forms of organisation at UPV/EHU.
- To strengthen relations between the partner universities.

This option does not include attendance at conferences.

### **4.- Places offered**

This call for applications aims to select staff interested in the following vacancies:

## 1.-CANADA

UNIVERSITY OF ORIGIN	DESTINATION AT UPV/EHU	NUMBER OF PLACES	TYPE OF MOBILITY
Concordia University of Edmonton	International Staff Training Week to be held on 21-25 October 2019	1	Training
Université Laval	International Staff Training Week to be held on 21-25 October 2019	1	Training
University of Regina	International Staff Training Week to be held on 21-25 October 2019	1	Training
University of Northern British Columbia	International Staff Training Week to be held on 21-25 October 2019	1	Training
University of Northern British Columbia	Faculty of Engineering of Bilbao (Master in Construction Engineering)	1	Teaching
University of British Columbia	Faculty of Engineering of Bilbao (Master in Construction Engineering)	1	Teaching

## 2.- RUSSIAN FEDERATION

UNIVERSITY OF ORIGIN	DESTINATION AT UPV/EHU	NUMBER OF PLACES	TYPE OF MOBILITY
Peter the Great Saint Petersburg Polytechnic University	Engineering Faculty of Bilbao / Engineering school of Gipuzkoa / School of Architecture	6	Training or Teaching
M. V. Lomónosov Moscow State University	Faculty of Arts / International Staff Training Week to be held on 21-25 October 2019		Training or Teaching
People's Friendship University of Russia	Faculty of Arts / International Staff Training Week to be held on 21-25 October 2019		Training or Teaching
Moscow State Institute of International Relations University	Faculty of Arts / International Staff Training Week to be held on 21-25 October 2019		Training or Teaching

*\* In the case of Russian universities, teaching mobilities will have priority.*

### 3.- SOUTH KOREA

UNIVERSITY OF ORIGIN	DESTINATION AT UPV/EHU	NUMBER OF PLACES	TYPE OF MOBILITY
Hankuk University of Foreign Studies	Any academic-research field of UPV/EHU	4	Training or Teaching
Sungkyunkwan University	Any academic-research field of UPV/EHU		Training or Teaching
Dongguk University	Any academic-research field of UPV/EHU / International Staff Training Week to be held o 21-25 October 2019		Training or Teaching
Sejong University	Any academic-research field of UPV/EHU / International Staff Training Week to be held on 21-25 October 2019		Training or Teaching

### 4.- UKRAINE

UNIVERSITY OF ORIGIN	DESTINATION AT UPV/EHU	NUMBER OF PLACES	TYPE OF MOBILITY
National Technical University of Ukraine	Faculty of Engineering of Bilbao	5	Teaching
Odessa National Polytechnic University	Faculty of Engineering of Bilbao / Faculty of Arts		Teaching
Zhytomyr State Technological University	Faculty of Engineering of Bilbao		Teaching

### 5 - GEORGIA

UNIVERSITY OF ORIGIN	DESTINATION AT UPV/EHU	NUMBER OF PLACES	TYPE OF MOBILITY
Georgian Technical University	Faculty of Engineering of Bilbao	3	Teaching
Sokhumi State University	Faculty of Arts		Teaching
Georgian Aviation	Faculty of Engineering of Bilbao		Teaching

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*\* In the case of Georgian universities, teaching mobilities will have priority.*

## 6 - KAZAKHSTAN

UNIVERSITY OF ORIGIN	DESTINATION AT UPV/EHU	NUMBER OF PLACES	TYPE OF MOBILITY
KIMEP	Faculty of Economy and Business / Faculty of Social Sciences and Communication	2	Training or Teaching
KIMEP			Training or Teaching

## 5.- Features of the Erasmus+ grants

The maximum period financed by the Erasmus+ programme will be **five days**, **plus** additional two day for travel days, and an amount for **travel expenses** depending on the distance.

FROM UNIVERSITIES IN	TO	Individual support - amount per day up to a maximum of 5 days (+ 2 additional travel days in certain conditions are met)	Amount for travel expenses	Maximum/minimum stay
Canada	UPV/EHU	€160 per day	€ 820 (except for UBC €1500)	Minimum: 5 days' stay + 2 days for travel (1) (2)
Russian Federation	UPV/EHU	€160 per day	€ 530	Minimum: 5 days' stay + 2 days for travel (1) (2)
South Korea	UPV/EHU	€160 per day	€ 1500	Minimum: 5 days' stay + 2 days for travel (1) (2)
Ukraine	UPV/EHU	€160 per day	€ 360	Minimum: 5 days' stay + 2 days for travel (1) (2)
Georgia	UPV/EHU	€160 per day	€ 530	Minimum: 5 days' stay + 2 days for travel (1) (2)
Kazakhstan	UPV/EHU	€160 per day	€ 820	Minimum: 5 days' stay + 2 days for travel (1) (2)

- (1) *The first travel day (additional €160) can only be paid if the person arrives to Spain the day before the first day of activity.*
- (2) *The second travel day (additional €160) can only be paid if the person goes back to his/her country the day after the last day of activity.*

## **6.- Period in which the mobility can take place**

Mobilities must take place between the 1<sup>st</sup> of September 2019 and the 30<sup>th</sup> of June 2020.

## **7.- Requirements to take part**

Candidates must meet the following conditions:

- a) They must be on the payroll of one of the universities taking part, both at the time of applying and at the time of the mobility.
- b) They must have the approval of their university of origin and UPV/EHU for the work plan included in the provisional mobility agreement for teaching or training (Mobility Agreement for Teaching - Annexe I or Mobility Agreement for Training – Annexe II).
- c) They must have a good level in the language in which the work plan is to be carried out at UPV/EHU.

## **8.- Application**

Applications are to be individual and for a single destination.

Each application must be made using the following form:

<https://www.encuestafacil.com/RespWeb/Qn.aspx?EID=2496688>

Incomplete applications will not be considered.

Besides, the following documents must be sent via email to [pc.international@ehu.eus](mailto:pc.international@ehu.eus):

1. Provisional work plan (Mobility Agreement for Teaching - Annexe I or Mobility Agreement for Training – Annexe II, **signed by the home university and the applicant**).
2. Report by the counterpart at UPV/EHU accepting the proposed work plan included in the provisional mobility agreement.
3. Curriculum Vitae of the applicant in Spanish or English.

## **9.- Application period**

The application period will begin on the 26<sup>th</sup> of February 2019 and will end on the 23<sup>rd</sup> of May 2019.

## **10.- Assessment committee**

The committee to assess the applications received will be made up of the following people: The Director of International Mobility, the Head of the International Relations Service and a project officer of the International Relations Office (as secretary to the committee).

UPV/EHU will ask applicants' universities of origin for their assessment of each of the candidatures received.

## **11.- Assessment criteria**

The following criteria will be used to select participants:

1. Rating of the work plan proposed in the provisional mobility agreement, from 1 to 10.
2. Rating of the candidate sent by the university of origin, from 1 to 5.

Each applicant must score at least 11 points in order to be a candidate for one of the places available.

## **12.- Resolution**

The Vice-Rector for Coordination and International Relations will, in view of the list of priorities prepared by the committee, order publication of the mobility applications accepted and those placed on the waiting list.

However, applicants will be notified individually at the email address they gave in their application and given a period of 10 working days to accept or waive the mobility.

## **13.- Erasmus+ grant agreement**

People selected to take part in the mobility must first sign a Grant Agreement setting forth the rights and obligations they must take on as beneficiaries of an Erasmus+ grant for staff.

## **14.- Obligatory insurance for participants**

Before travelling, the participant must send UPV/EHU a copy of a document proving they have travel insurance, including accident cover, medical expenses, medical transfer and repatriation.

## **15.- Beneficiaries' duties**

Non-compliance with the rules and/or periods shown in the call for application, or any concealment, alteration or tampering with information may be grounds for

rejection, suspension or cancellation of the grant awarded, leading to an obligation to return any sums handed over.

The International Relations Office may ask beneficiaries and universities of origin for whatever documents it sees fit in order to verify that the mobility has taken place in accordance with the spirit of the round of applications.

#### **16. Contact to find a place at UPV/EHU**

People interested in taking part can contact the International Relations Office at their university of origin, or UPV/EHU at the email address [pc.international@ehu.eus](mailto:pc.international@ehu.eus)

UPV/EHU will try to cooperate in finding counterparts for the people interested (colleagues who work at UPV/EHU in subject areas or posts with similar responsibilities to the person interested).

People who need help to contact their counterparts at UPV/EHU must ask for help before the end of March, specifying their university of origin, subject area and the work plan they propose.

#### **17.- Information about this call for applications**

UPV/EHU will publish the steps taken in this round of applications on the following web page (2018 project):

<http://www.ehu.eus/en/web/nazioarteko-harremanak/en-erasmus-partner-countries>

#### **18. Signature of the Erasmus+ agreement**

If an Erasmus+ agreement for mobility with partner countries has not been signed before the mobility date between the home university of the participant and UPV/EHU, the potential beneficiary will not be allowed to carry out the mobility and he/she will not be able to claim any Erasmus+ funding. In this case, the award of the Erasmus+ mobility to this person will be considered as revoked.

#### **Annexe I- Mobility Agreement for Teaching**

#### **Annexe II- Mobility Agreement for Training**

#### **Annexe III- Report by the counterpart at the host university accepting the proposed work plan included in the provisional Mobility Agreement.**

(Templates available in the aforementioned UPV/EHU's webpage)