



Higher Education:
Mobility Agreement form
Participant's name

Mobility Agreement Staff Mobility For Training¹

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

Duration (days) – excluding travel days:

The Staff Member

Last name (s)		First name (s)	
Seniority ²		Nationality ³	
Sex [M/F]		Academic year	2018/2019
E-mail			

The Sending Institution

Name	UNIVERSITY OF THE BASQUE COUNTRY	Faculty/Department	
Erasmus code (if applicable)	E BILBAO01		
Address	OFICINA DE RELACIONES INTERNACIONALES BARRIO SARRIENA S/N 48940 LEIOA	Country/ Country code ⁴	SPAIN (ES)
Contact person name and position	Gorka Orueta Estibariz, Director for International Mobility	Contact person e-mail / phone	director.internacional@ehu.eus
Type of enterprise NACE code ⁵ (if applicable)	85.4 Higher Education	Size of enterprise (if applicable)	<input type="checkbox"/> <250 employees <input checked="" type="checkbox"/> >250 employees

The Receiving Institution / Enterprise⁶

Name			
Erasmus code (if applicable)		Faculty/Department	
Address		Country/ Country code	
Contact person, name and position		Contact person e-mail / phone	
Type of enterprise:		Size of enterprise (if applicable)	<input type="checkbox"/> <250 employees <input type="checkbox"/> >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:

<p>Overall objectives of the mobility:</p>
<p>Added value of the mobility (in the context of the modernisation and internationalisation strategies of the institutions involved):</p>
<p>Activities to be carried out:</p>
<p>Expected outcomes and impact (e.g. on the professional development of the staff member and on both institutions):</p>



II. COMMITMENT OF THE THREE PARTIES

By signing⁷ 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

Name of the responsible person: Gorka Orueta Estivariz, Director for Int. Mobility

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.

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 The top-level NACE sector codes are available at http://ec.europa.eu/eurostat/ramon/nomenclatures/index.cfm?TargetUrl=LST_NOM_DTL&StrNom=NACE_R_EV2&StrLanguageCode=EN

⁶ All references to "**enterprise**" are only applicable to mobility for staff between Programme Countries or within Capacity Building projects.

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.