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| **STAFF MOBILITY FOR TEACHING ASSIGNMENTS (STA)**  Erasmus+ Mobility Agreement (Individual Teaching Programme) | | | | | | | | **Academic year**  **2025/2026** | | | | |
|  | | | | | | | |  | | | | |
| 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 (days) - total | | | 7 | Duration of physical mobility (days) – excluding travel days | | | | | 5 | |
|  | |  | | | | | | | | |  | |
| **The Teaching Staff Member** | | | | | | | | | | | | |
| Last Name (s) | | |  | | | | | | | | | |
| First Name (s) | | |  | | | | | | | | | |
| Academic Degree/Title | | |  | | | Seniority1 | | | < 10 years of experience  >10 and<20 years of experience  > 20 years of experience | | | |
| Nationality2 | | |  | | | Sex (Male/Female/  Undefined) | | |  | | | |
| Email | | |  | | | | | | | | | |
| Faculty/Institute/Dept  (if applicable) | | |  | | | | | | | | | |
| Address (business) | | |  | | | | | | | | | |
| Telephone, Fax (business) | | | **+ 48 81 /** | | | | | | | | | |

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| **The Sending Organisation** | | | | |
| Name | UNIVERSITY OF LIFE SCIENCES IN LUBLIN, Poland  (Uniwersytet Przyrodniczy w Lublinie) | | | |
| Erasmus Code3 | PL LUBLIN04 | | | |
| Address | Akademicka 13, 20-950 Lublin | Country/  Country code4 | | POLAND/ PL |
| Contact person name and position | Institutional Erasmus+ Coordinator  Izabela Wolska, MA  International Exchange Office  Akademicka 15, 20-950 Lublin | E-mail/phone | [izabela.wolska@up.lublin.pl](mailto:izabela.wolska@up.lublin.pl)  Phone/Fax: +48 81 445 65 73 | |
| Type of enterprise: | university | Size of enterprise  (if applicable) | < 250  > 250 | |

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| **The Receiving Institution** | | | |
| Name |  | | |
| Erasmus Code3  (if applicable) |  | | |
| Faculty/Department/Unit  (if applicable) |  | | |
| Address  (Street, No, Zip Code, City) |  | Country/  Country code4 |  |
| Contact Person at the Department  (Name, position) |  | | |
| Contact Person  (E-mail/Phone) |  | | |

**Section to be completed BEFORE THE MOBILITY**

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| **I. PROPOSED MOBILITY PROGRAMME (Details of the Individual Teaching Programme)** | | |
| Main Subject Field5 |  |
| Language of teaching |  |

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| **Overall Objectives of the mobility:** |

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| --- | --- | --- | --- | --- | --- | --- | --- |
| Teaching Programme  -Topic(s) taught  including the virtual component,  (if applicable) | Course type**\*** | Number of hours**\*\*** | Level (mark by **X**) | | | Number of students benefiting from the activity | Physical (P) or virtual(V) |
| (choose  - see below) | Bachelor | Master | Doctoral |
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**\***Course type:lecture, classes, seminar, other (please specify)

**\*\***Minimum **8** teaching hours per **5** working days or any shorter period of stay (longer stay – proportionately more hours). If the teaching activity is combined with a training activity during a single period abroad, the minimum is reduced to 4 teaching hours per week (or any shorter period of stay). There is no minimum number of teaching hours for invited staff from enterprises.

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| **Expected outcomes and impact (not limited to the number of students concerned; e.g. on the professional development of the teaching staff member and on the competences of students at both institutions):** |

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

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| **II. COMMITMENT OF THE THREE PARTIES** |

By signing6 this document, the teaching staff member, the sending organisation 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 beneficiary organisation 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 any problems or changes regarding the proposed mobility programme or mobility period.

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| **The Teaching Staff Member (Teacher)** | |
| **Name** | **IMIĘ I NAZWISKO PRACOWNIKA** |
| Date …………………………………… | Signature …………………………………………… |

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| **The Sending Organisation (ULS Lublin)** | |
| **Name of the signatory (superior)** | **WPISAĆ IMIĘ I NAZWISKO KIEROWNIKA JEDNOSTKI** |
| Function | **WPISAĆ STANOWISKO** |
| Date …………………………………… | Signature …………………………………………… |
| **Institutional Erasmus+ Coordinator** | **IZABELA WOLSKA, MA** |
| Date  Stamp | Signature |

|  |  |
| --- | --- |
| **The Receiving Institution** | |
| **Name of the responsible person:**  **Stamp of the university:** |  |
| Date ……………………………………. | Signature and stamp…………………………………………… |

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

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

3 **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.

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

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

6 Circulating papers with original signatures is not compulsory. Scanned copies of signatures or digital signatures may be accepted, depending on the national legislation of the country of the beneficiary organisation.