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Koper, 30<sup>th</sup> August 2023

## Call for Staff Exchange in the frame of the Erasmus+ Programme (KA171) Outgoing Staff

### 1. Background

The Centre of the Republic of Slovenia for Mobility and European Educational and Training Programmes (CMEPIUS), has in the frame of Erasmus+ KA171 programme, granted **mobilities for the purpose of teaching and training to Algeria, Bosna and Hercegovina, Botswana, Montenegro, Israel, Jordan, South Africa, Kenya, Malesia, Namibia, Singapore, Sri Lanka, Uzbekistan and USA.** ([For up-to-date information on available mobilities, see the table on the University of Primorska website](#)).

### 2. Mobility duration and conditions

The mobility length is **5 days** with max **two (2) additional days for travel** or max **four (4) days for green travel**. Mobility for the purpose of **teaching must include at least 8 pedagogical hours per week** or proportionally more depending on the mobility duration.

**Mobilities must be completed by** the end of the project which is **31. 7. 2026**.

Candidates can plan the mobility on one of the host institutions which is a partner institution.

Partner universities are:

COUNTRY	INSTITUTION
Algeria	University of Tlemcen
Bosna and Hercegovina	University of Tuzla University of Banja Luka University of Sarajevo University of Dzermal Bijedic in Mostar University of Modern Sciences - CKM Mostar
Botswana	University of Botswana
Israel	Ben Gurion University of the Negev
Jordan	University of Jordan
Kenya	Maseno University
Malaysia	University of Putra Malaysia
Montenegro	University of Montenegro
Namibia	The University of Namibia

Singapore	Nanyang Technological University
Sri Lanka	University of Colombo
South Africa	Stellenbosch University
Uzbekistan	Urgench State University
USA	Indiana University - Purdue University Indianapolis San Diego State University (SDSU) Research Foundation Virginia Polytechnic Institute and State University

Before the mobility begins, the host institution must agree with the program of tasks which will be performed by the participant (Erasmus+ Mobility Agreement for Staff Mobility for Teaching)

### 3. Erasmus+ mobility grant

The selected candidate will be given a grant for covering travel and subsistence costs:

- **Subsistence costs:** participant will be given, for at most **5 day of mobility and 2 days for travel (or 4 days for green travel), 180 EUR/day,**
- **Travel expenses:** contribution to the travel costs from participant's place of origin to the venue of the activity and return. Travel distances must be calculated using [the distance calculator supported by the European Commission](#). The travel cost will be reimbursed according to actually incurred cost on the bases of the original invoices.

DISTANCE	STANDARD TRAVEL (per person)	GREEN TRAVEL (per person)
from 10 to 99 km	23 €	
from 100 to 499 km	180 €	210 €
from 500 to 1999 km	275 €	320 €
from 2000 to 2999 km	360 €	410 €
from 3000 to 3999 km	530 €	610 €
from 4000 to 7999 km	820 €	
over 8000 km	1500 €	

### 4. Eligible costs

In the frame of the grant for subsistence costs, following may be taking into account: subsistence allowances, local transfer, health insurance for abroad.

In the frame of the grant for travel costs following may be taking into account: public transfer or transfer by car from the place of origin to the place of business on the day of arrival and departure.

### 5. Application procedure

Employees at the **University of Primorska**, who can justify and prove that mobility is important for their work, can apply for this call.



The condition for the participation in the Erasmus+ KA171 program is an active knowledge of English language or language knowledge of host country.

The candidate's application must include:

- 1) [Application form that is available online](#)
- 2) **Mobility program proposal for the purpose of teaching or training** ([Agreement for Staff Mobility for Teaching or Mobility Agreement for Staff Mobility for Training](#)). The program must be completed in Slovene and English language. It is not necessary to submit a signed program proposal at this stage.

The candidate submits the application by filling in the online application form and submits it online together with other required documents until the vacancies are filled.

The commission at the UP faculty member will evaluate the applications received on time on the basis of stated criteria.

Selected candidates are eligible for a grant under this call if the host institution accepts them for a mobility and if their mobility is actually carried out.

Each mobility is eligible for only one grant from the EU budget. The grant must not be used for candidate profit making. Financial plans must be transparent, traceable and verifiable.

## 6. Selection of the candidates

If there are more applications than free vacancies or funds available at the end of the deadline, priority will be given to candidates who:

### FOR PURPOSE OF **TEACHING**:

- selected host institution invites them to a mobility (invitation letter or any other relevant correspondence from where it is evident that the candidate is invited must be attached);
- in the academic year of 2021/2022 hosted, in the frame of their lectures, lecturers from higher education institutions or other institutions;
- did not attend a mobility for the purpose of teaching under the previous Erasmus+ KA107 call (for the year 2020);
- demonstrate the intention to establish other forms of cooperation with the host institution during the mobility in addition to teaching, that their program content demonstrates the compliance of the mobility with expected professional progress and host institution interests and that they anticipate the appropriate knowledge transfer in their work.

### FOR THE PURPOSE OF **TRAINING**:

- are administrative workers;
- are employed in offices that are responsible for education, research and international corporation areas;
- selected host institution invites them to a mobility (invitation letter or any other relevant correspondence from where it is evident that the candidate is invited must be attached);
- their program content demonstrates the compliance of the mobility with expected professional progress and host institution interests and that they anticipate the appropriate knowledge transfer in their work;

Received applications will be evaluated by the competent commission at the UP faculty member.

Candidates will be notified in writing about their selection.

## 7. Further information

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