**Mobility Agreement**

**Staff Mobility For Training**

**Erasmus+ DELTA**

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[[1]](#endnote-1) |  | Nationality[[2]](#endnote-2) |  |
| Sex [*M/F*] |  | Academic year | 20../20.. |
| E-mail |  | | |

**The Sending Institution**

|  |  |  |  |
| --- | --- | --- | --- |
| Name |  | Faculty/Department |  |
| Erasmus code[[3]](#endnote-3)  (if applicable) |  |
| Address |  | Country/ Country code[[4]](#endnote-4) |  |
| Contact person  name and position |  | Contact person e-mail / phone |  |

**The Receiving Institution / Enterprise[[5]](#endnote-5)**

|  |  |  |  |
| --- | --- | --- | --- |
| Name |  | | |
| Erasmus code  (if applicable) |  | Faculty/Department |  |
| Address |  | Country/ Country code |  |
| Contact person, name and position |  | Contact person e-mail / phone |  |
|  |  | Size of enterprise  (if applicable) | <250 employees  >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: ………………………………………

|  |
| --- |
| **Overall objectives of the mobility:** |
| **I hereby confirm that I am applying to take part in training activity with a view to developing and sharing pedagogical and/or curriculum design skills within my discipline and earning an Erasmus+ DELTA digital badge[[6]](#endnote-6)**  **Tick box to confirm ☐** |
| **Added value of the mobility (in the context of the modernisation and internationalisation strategies of the institutions involved):** |
| **Activities to be carried out:** |
| **Expected outcomes and impact (e.g. on the professional development of the staff member and on both institutions):** |

**II. COMMITMENT OF THE THREE PARTIES**

By signing**[[7]](#endnote-7)** 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**  Name of the responsible person:  Signature: Date: |

|  |
| --- |
| **The receiving institution/enterprise**  Name of the responsible person:  Signature: Date: |

**Appendix: Notes on Erasmus+ DELTA**

Erasmus+ DELTA is a new opportunity to engage with the existing Erasmus+ mobility programme for staff in higher education. DELTA stands for Disciplinary Excellence in Learning, Teaching and Assessment[[8]](#footnote-1) and is a core concept of the work of the National Forum for the Enhancement of Teaching and Learning in Higher Education.[[9]](#footnote-2) This initiative is the result of a partnership between the National Forum and the Higher Education Authority, building on the success of the existing Erasmus+ mobility programmes. Erasmus+ DELTA focuses on supporting the professional development of those who teach in Irish higher education, with a particular focus on the enhancement of teaching and learning within and between disciplines.

Erasmus+ DELTA provides:

* an opportunity for those who teach in Irish higher education to enhance their professional development through a training period in another European country
* national recognition, in the form of a National Forum digital badge, for those who complete the mobility period and come back and share their learning
* an opportunity to enhance teaching and learning within and between disciplines
* a structure to allow staff to share good practice within and between disciplines at home and abroad

Steps involved in Erasmus+ DELTA:

1. Complete this Erasmus+ DELTA mobility application form, indicating how you intend to enhance your learning and that of others within your discipline through the mobility period. (Note: The Erasmus+ DELTA mobility only covers training mobility periods. In this case, training can include job shadowing, peer observation, and other forms of training that are intended to help you learn and share learning within your discipline.)
2. Submit the completed form to the international office in your institution.
3. If the mobility is approved, partake in the mobility period and achieve the targets you set for enhancement within your discipline.
4. On your return, share your learning with colleagues and other interested parties.
5. To complete your Erasmus+ mobility process, complete the standard online Erasmus+ feedback form. (More information from your international office)
6. To gain national recognition with an Erasmus+ DELTA digital badge, go to [www.teachingandlearning.ie/ErasmusDELTA](http://www.teachingandlearning.ie/ErasmusDelta) and complete the Erasmus+ DELTA online feedback form. (Note: In completing this online form, you will be required to upload this completed application form so be sure to retain a signed copy.)

1. **Seniority:** Junior (approx. < 10 years of experience), Intermediate (approx. > 10 and < 20 years of experience) or Senior (approx. > 20 years of experience). [↑](#endnote-ref-1)
2. **Nationality:** Country to which the person belongs administratively and that issues the ID card and/or passport. [↑](#endnote-ref-2)
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 Programme Countries. [↑](#endnote-ref-3)
4. **Country code**: ISO 3166-2 country codes available at: <https://www.iso.org/obp/ui/#search>. [↑](#endnote-ref-4)
5. Any Programme Country enterprise or, more generally, any public or private organisation active in the labour market or in the fields of education, training and youth. [↑](#endnote-ref-5)
6. For more information on earning your Erasmus+ DELTA digital badge, see the appendix. [↑](#endnote-ref-6)
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. Certificates of attendance can be provided electronically or through any other means accessible to the staff member and the sending institution. [↑](#endnote-ref-7)
8. For more information on the framework underpinning the DELTA concept, please see [www.teachingandlearning.ie/DELTAFramework](http://www.teachingandlearning.ie/DeltaFramework) [↑](#footnote-ref-1)
9. The National Forum is Ireland’s advisory body for teaching and learning in higher education. See more here: [www.teachingandlearning.ie](http://www.teachingandlearning.ie) [↑](#footnote-ref-2)