

Selection Criteria for Staff Mobility Erasmus+ International Credit Mobility – Teaching and Training

Faculty / Rectorate Evaluation – max. 60 points

Criterion I: Benefits of the mobility for the staff member	0 – 20 points
Criterion II: Benefits for the applicant's department	0 – 20 points
Criterion III: institution choice - Contact at the selected university, established cooperation	0 – 10 points
Criterion IV: Internationalisation activities / international projects	0 – 10 points
Head of department approval	Yes - No

IRO Evaluation - max. 40 points

Criterion I: First-time mobility	0 – 20 points
Criterion II: Benefit for the university	0 – 10 points
Criterion III: Active participation (BIP, workshop, teaching, International Week, etc.)	0 – 10 points

Selection Procedure

Faculties will receive an allocated number of mobilities (average duration 5 days + 2 travel days) together with the call announcement.

The Vice-Dean for International Relations (or authorised representative) is responsible for scoring. Upon request, justification of the scoring must be provided. Results will be sent to faculties and recorded at the Rectorate.

Note: PhD candidates may undertake Erasmus+ mobility in the form of traineeships (minimum duration 2 months).

Procedure in Five Steps

1. Call announcement – 16 March 2026 (mass email for staff + IRO website)
2. Application deadline – 27 April 2026 (online form)
3. IRO sends applicant list + mobility allocation to faculties
4. Evaluation deadline – 10 May 2026 (evaluation tables returned to IRO)
5. From 14 May 2026 – Announcement of results: Applicants who apply in this round will be placed on a waiting list. Mobility opportunities will be allocated before the end of the project if they are not fully utilized by the team that participated in the preparation and implementation of the project. The project ends on June 30, 2027. The Erasmus+ ICM coordinator will keep you informed.

Teaching Assignments and Training – Eligible Activities

♣ STA – Teaching: This activity enables teaching staff at higher education institutions or employees from the business sector to teach at a foreign partner higher education institution; staff mobility can take place in any field/academic discipline;

♣ STT – Training: this activity supports the professional development of university staff through training abroad (**with the exception of conferences**), job shadowing at the relevant workplace, participation in workshops or BIPs, attending lectures or professional courses at a partner higher education institution or other relevant organization abroad.

♣ STT – language course abroad

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