

## Selection Criteria for Staff Mobility – Teaching and Training

### Faculty / Rectorate Evaluation – max. 60 points

<b>Criterion I:</b> Benefits of the mobility for the staff member	<b>0 – 15 points</b>
<b>Criterion II:</b> Benefits for the applicant's department	<b>0 – 15 points</b>
<b>Criterion III:</b> institution choice - Strategic partner / faculty consortium partner	<b>0 – 20 points</b>
<b>Criterion IV:</b> Internationalisation activities / international projects	<b>0 – 10 points</b>
<b>Head of department approval</b>	Yes - No

### IRO Evaluation - max. 40 points

<b>Criterion I:</b> First-time mobility	<b>0 – 20 points</b>
<b>Criterion II:</b> Strategic partner of MENDELU / HEROES partner / university benefit	<b>0 – 10 points</b>
<b>Criterion III:</b> Active participation (BIP, workshop, teaching, International Week, etc.)	<b>0 – 10 points</b>

### Selection Procedure

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

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, recorded at the Rectorate and published on the IRO website.

*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: IRO will use the information obtained to create a final overview of allocated mobilities and will send successful applicants' information about their allocation. It will inform all applicants of the results and prepare an overview of allocated mobilities for the faculties, which it will also publish on the IRO website.

### 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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