

Call for Applications

Universitat Politècnica de Catalunya (Spain) in the framework of the European Programme ERASMUS+ KA1

Objective:

Programme aims to provide more and better opportunities for an increased quality in teaching and learning by:

- Increasing capacities and International dimension of the institution
- Consolidating links between the partner universities
- Encouraging the Exchange of experiences
- Improving the foreign Language competences
- Reinforcing the on-going institutional projects

at **Universitat Politècnica de Catalunya** for **2 Academic Staff** from the University of Sfax.

Grants will cover part of the travel and subsistence expenses for teaching activities for academics staff.

FUNDING :

Mobility grants for teaching staff are provided as contributions towards subsistence, travel and health insurance, as established by the European Commission.

Staff subsistence and travel costs are paid as flat rates. Travel days are included in the calculation of the minimum duration. The amounts are calculated according to the following criteria:

- A. Subsistence: A daily rate of **160€** Euros will be awarded, according to the rates established for Spain as a receiving country (5 days maximum and two days for travel time). This amount is for the accommodation and subsistence expenses and for health insurance.
- B. An additional amount to cover travel expenses. **275€**

IMPORTANT NOTE:

The payment of the grant will become effective after having answered the survey.

APPLICATION REQUIREMENTS:

Applicants must meet certain requirements, both at the moment of the application and during the mobility period, as follows:

- a) Nationals of the countries of the partner institutions. (The staff must be a national of the country of the UPC partner university).
- b) To be regularly employed at home institution, as a UPC Partner University.

- FOR TEACHING STAFF :

They must teach in an official study program at a school or faculty of the receiving University.

- DURATION :

The duration of the teaching visit should be 5 days, and 2 days for travel time, even though maximum funded period will be 7 days according to the instructions of the Servicio Español para la Internacionalización de la Educación (SEPIE- Spanish National Agency).

Teaching Staff, as part of their mobility, must complete a minimum of **eight hours' teaching per week**. The teaching programme and the certificate of attendance must include the total

number of full days of teaching. The teaching will be done at any school or faculty of the receiving university.

Health, accidents, repatriation insurance: It is mandatory to have a Health insurance. In any circumstances, the following areas must be covered: third party liability (including, wherever appropriate, professional indemnity or insurance for responsibility); accident and serious illness (including permanent or temporary incapacity); death (including repatriation in case of activities carried out abroad); wherever relevant, medical assistance, including after care and special insurance for particular circumstances such as outdoor activities.

APPLICATION DOCUMENTS:

Applicants are required to submit a full application, including the following documents:

- ❖ Teaching Agreement (Annex I) for academic
- ❖ Knowledge of English (B1)
- ❖ Copy of the Passport
- ❖ Short CV
- ❖ Motivation letter

It is recommended that the teaching staff of the university of Sfax, interested in the exchange with the UPC, communicate with a professor of the UPC to request the visit and the invitation letter, before making his/her application at the home university. The consensus between HOMOLOGOS, on the topic of mutual interest and the dates, is more effective, than if we have to find a professor of a specific specialty to receive the visiting professor.

All documents in Arabic or French should be translated into English language.

These documents have to be sent to the International Office or to the Area in charge of coordinating the Erasmus+ Programme KA107 of the host university. (International Relations Office) Airport road km 0.5 P.O.BOX 1169 – 3029 – Sfax – Tunisia. The University of Sfax will be responsible of selection procedures on the basis **transparent and fair criteria**.

Pre-selection criteria at the home university:

The home university will provide a pre-selection of candidates according to the following general criteria:

The Erasmus+ mobilities are awarded following these criteria: 40% curriculum vitae, 40% language competences and 20% motivation letter.

The university of Sfax will internally perform a pre-selection of staff candidates. Then it publishes the list of pre-selected candidates, waiting list and not selected candidates.

Selection criteria at UPC:

All the Applications will be considered, as long as there is enough budgetary allocation. In case of more than one application for one place, the following criteria will be considered:

- Mobility proposal (to be assessed by the person in charge of the university of Sfax)
- If the applicant is currently involved in a project or activity with UPC.

The deadline for applying is fixed at **19th April 2019**.

For any specific question or information, you can contact Ms. Fatma GHORBEL **by e-mail** fatma.ghorbel@usf.tn at your home institution.

