ERASMUS+ KA107

INTERNATIONAL CREDIT MOBILITY

III Call for Applications for Teaching Staff mobility

2019-2020 Academic year

Art. 1 Purpose of the call and general regulations

1.1 This call regulates the application procedure for teaching staff mobility in the framework of the Erasmus+ KA107 International Credit Mobility project between Ca’ Foscari University of Venice and the following countries and partner Universities:

Belarus: BSU – Belarusian State University, Minsk
Bosnia and Herzegovina: UNSA – University of Sarajevo, Sarajevo
Ethiopia: BDU – Bahir Dar University, Bahir Dar
Japan: KU – Kyoto University, Kyoto
Kazakhstan: KAZNU – Al-Farabi Kazakh National University, Almaty
Kosovo: UP – University of Prishtina, Prishtina
Malaysia: UOM – University of Malaya, Kuala Lumpur
Montenegro: UCG – Univerzitet Crne Gore (University of Montenergro), Podgorica
Morocco: UMI – Université Moulay Ismail de Meknès, Meknès
Tunisia: US – Université de Sousse, Sousse

Erasmus+ is the EU programme for education, training, youth and sport covering the period 2014-2020. It offers a wide range of opportunities for students and staff to study and train abroad and obtain credits which are then recognised by the sending institution.

- The present Call for Applications covers the Erasmus+ International Credit Mobility projects between Ca’ Foscari University of Venice and its partner universities, lasting 26 months, from June 1st 2018 to July 31st 2020.

Art. 2 Mobility duration and available places

Under this call for applications the following places are available for prospective candidates from Ca’ Foscari University of Venice. For every destination, priority will be given to candidates proposing a Mobility Programme corresponding to the main
objectives of the mobility project approved by the Erasmus+ Italian Agency, as detailed below. In particular, the 20% of the maximum score envisaged for the “Proposed Work/research plan” selection criteria for every destination will be reserved to the above-mentioned coherence priority criteria (see Annex 1):

<table>
<thead>
<tr>
<th>COUNTRY</th>
<th>UNIVERSITY</th>
<th>TOWN</th>
<th>LEVEL</th>
<th>ISCED CODES</th>
<th>N° OF PLACES</th>
<th>DAYS</th>
<th>TOT. INDIVIDUAL SUPPORT PER STAFF</th>
</tr>
</thead>
<tbody>
<tr>
<td>Belarus</td>
<td>Belarusian State U.</td>
<td>Minsk</td>
<td>Staff teaching</td>
<td>031</td>
<td>1</td>
<td>14+2</td>
<td>€ 2.772,00</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>1</td>
<td>5+2</td>
<td>€ 1.260,00</td>
</tr>
<tr>
<td>Bosnia-</td>
<td>U. of Sarajevo</td>
<td>Sarajevo</td>
<td>Staff teaching</td>
<td>022, 023, 031</td>
<td>1</td>
<td>14+2</td>
<td>€ 2.772,00</td>
</tr>
<tr>
<td>Herzegovina</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Ethiopia</td>
<td>Bahir Dar U.</td>
<td>Bahir Dar</td>
<td>Staff teaching</td>
<td>031, 041</td>
<td>1</td>
<td>14+2</td>
<td>€ 2.772,00</td>
</tr>
<tr>
<td>Japan</td>
<td>Kyoto U.</td>
<td>Kyoto</td>
<td>Staff teaching</td>
<td>0531</td>
<td>1</td>
<td>10+2</td>
<td>€ 2.160,00</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>1</td>
<td>9+2</td>
<td>€ 1.980,00</td>
</tr>
<tr>
<td>Kazakhstan</td>
<td>Al-Farabi Kazakh National U.</td>
<td>Almaty</td>
<td>Staff teaching</td>
<td>022, 023, 031, 041</td>
<td>1</td>
<td>28+2</td>
<td>€ 4.536,00</td>
</tr>
<tr>
<td>Kosovo</td>
<td>U. of Prishtina</td>
<td>Prishtina</td>
<td>Staff teaching</td>
<td>022, 023</td>
<td>1</td>
<td>5+2</td>
<td>€ 1.260,00</td>
</tr>
<tr>
<td>Malaysia</td>
<td>U. of Malaya</td>
<td>Kuala Lumpur</td>
<td>Staff teaching</td>
<td>051, 052, 0531</td>
<td>1</td>
<td>28+2</td>
<td>€ 4.536,00</td>
</tr>
<tr>
<td>Montenegro</td>
<td>U. of Montenegro</td>
<td>Podgorica</td>
<td>Staff teaching</td>
<td>0222 (priority to 1 teacher for Medieval archaeology and 1 teacher for maritime archaeology)</td>
<td>1</td>
<td>5+2</td>
<td>€ 1.260,00</td>
</tr>
<tr>
<td>Morocco</td>
<td>U. Moulay Ismail de Meknès</td>
<td>Meknès</td>
<td>Staff teaching</td>
<td>02, 031</td>
<td>1</td>
<td>5+2</td>
<td>€ 1.260,00</td>
</tr>
<tr>
<td>Tunisia</td>
<td>U. de Sousse</td>
<td>Sousse</td>
<td>Staff teaching</td>
<td>02</td>
<td>1</td>
<td>5+2</td>
<td>€ 1.260,00</td>
</tr>
</tbody>
</table>

Belarus

**BSU** – *Belarusian State University, Minsk*. 2 places - 14 days + 2 travel days; 5 days + 2 travel days. ISCED code: 031 (Social and behavioural sciences). Priority will be given to candidates proposing courses of Economics of Globalization, Industrial cluster economics, Urban Innovation, Economics of the Italian productive system.

Bosnia and Herzegovina:

**UNSA** – *University of Sarajevo, Sarajevo*. 1 place - 14 days + 2 travel days; ISCED codes: 022 (Humanities-except Languages), 023 (Languages), 031 (Social and behavioural sciences). Priority will be given to candidates proposing courses of International Relations, History and literature, Linguistics (all focused on the Balkans).

Ethiopia

**BDU** – *Bahir Dar University, Bahir Dar*. 1 place for 14 days + 2 travel days. ISCED codes: 031 (Social and behavioural sciences), 041 (Business and Administration).

Japan:

**KU** – *Kyoto University, Kyoto*. 2 places – 10 days + 2 travel days; 9 days + 2 travel days; ISCED codes: 0531 (Chemistry). Priority will be given to candidates proposing related to Green Procedures for the Synthesis of Organic
Products (also from renewable sources).

**Kazakhstan:**
*KAZNU – Al-Farabi Kazakh National University, Almaty.* 1 place - 28 days + 2 travel days; ISCED codes: 022 (Humanities-except Languages), 023 (Languages), 031 (Social and behavioural sciences), 041 (Business and administration). Priority will be given to candidates proposing courses of Italian language and culture, Political and economical issues in Turkey and Azerbaijan, and Marketing and communication for cultural heritage.

**Kosovo:**
*UP – University of Prishtina, Prishtina.* 1 place – 5 days + 2 travel days; ISCED codes: 022 (Humanities-except Languages), 023 (Languages). Priority will be given to candidates proposing courses of Theoretical linguistics, Latin language, and Italian language.

**Malaysia:**
*University of Malaya, Kuala Lumpur.* 1 place – 28 days + 2 travel days. ISCED codes: 051 (Biological and related sciences), 052 (Environment), 053 (Chemistry). Priority will be given to candidates proposing courses of Green Chemistry and Environmental sustainability.

**Montenegro:**
*UCG – Univerzitet Crne Gore (University of Montenegro), Podgorica.* 1 place - 5 days + 2 travel days; ISCED code: 0222 (History and archaeology). Priority will be given to candidates proposing courses of Medieval archaeology and Maritime archaeology.

**Morocco:**
*UMI – Université Moulay Ismail de Meknès, Meknès.* 1 place - 5 days + 2 travel days; ISCED codes: 02 (Arts and Humanities); 031 (Social and behavioural sciences). Priority will be given to MIM teachers candidates.

**Tunisia:**
*US – Université de Sousse, Sousse.* 1 place - 5 days + 2 travel days; ISCED code: 02 (Arts and Humanities). Priority will be given to MIM teachers candidates.

All mobilities must end before the 31st of July 2020.

Changes in availability of places, duration and other terms of mobility can arise due to partner or Erasmus National Agency requirements.

Slight duration changes might be possible due to project reasons, upon approval by the International Relations Office.

The present call for applications provides mobility grants for the 2019-2020 academic year. Detailed information about type, duration and periods of mobilities is available in **ANNEX I**.

**Art. 3 Admission requirements**

3.1 In order to apply prospective candidates must be:
- “professori di prima e seconda fascia, anche a tempo determinato”;
- “ricercatori universitari e assistenti di ruolo, anche a tempo determinato”;
- “docenti a contratto”;
- “assegnisti di ricerca”;

3.2 The selected beneficiaries will have to hold the above-mentioned status at the moment of application and for the whole duration of the mobility period.

3.3 The selected beneficiaries must carry out their mobility in a Partner Country different from the country of the sending organisation and their country of residence. Selected beneficiaries might be asked to provide a proof of residence.

3.4 Language proficiency

Applicants are required to be proficient:

<table>
<thead>
<tr>
<th>COUNTRY</th>
<th>UNIVERSITY</th>
<th>ISCED CODES</th>
<th>1st LANGUAGE REQUIRED</th>
<th>LEVEL</th>
<th>LANGUAGE CERTIFICATE REQUIRED</th>
<th>OTHER LANGUAGES ACCEPTED</th>
<th>LEVEL</th>
<th>LANGUAGE CERTIFICATE REQUIRED</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
### COUNTRY | UNIVERSITY | ISCED CODES | 1st LANGUAGE REQUIRED | LEVEL | LANGUAGE CERTIFICATE REQUIRED | OTHER LANGUAGES ACCEPTED | LEVEL | LANGUAGE CERTIFICATE REQUIRED
--- | --- | --- | --- | --- | --- | --- | --- | ---
Belarus | Belarusian State U. | 031 | Russian | B2 | official certificates are not mandatory | English | B2 | official certificates are not mandatory
Bosnia-Herzegovina | U. of Sarajevo | 022, 023, 031 | Bosnian/Croatian/Serbian | B2 | official certificates are not mandatory | English | B2 | official certificates are not mandatory
Ethiopia | Bahir Dar U. | 031, 041 | Amharic | B2 | N/A | English | B2 | N/A
Japan | Kyoto U. | 0531 | Japanese | N/A | N/A | English | B2 | Official certificates are not mandatory
Kazakhstan | Al-Farabi Kazakh National U. | 022, 023, 031, 041 | Kazakh/Russian | B2 | any language certificate and self-certification can be accepted | English | B2 | any language certificate and self-certification can be accepted
Kosovo | U. of Prishtina | 022, 023 | Albanian | B1 | official certificates are not mandatory | English | B2 | official certificates are not mandatory
Malaysia | U. of Malaya | 051, 052, 0531 | Malay | B2 | official certificates are not mandatory | English | B2 | official certificates are not mandatory
Montenegro | U. of Montenegro | 0222 | Montenegrin | B2 | official certificates are not mandatory | English | B2 | official certificates are not mandatory
Morocco | U. Moulay Ismail de Meknès | 02, 031 | French | N/A | any language certificate can be accepted | Arabic | N/A | any language certificate can be accepted
Tunisia | U. de Sousse | 02 | French | B2 | any language certificate can be accepted | English | B2 | any language certificate can be accepted

#### 3.5 Incompatibility

- Selected beneficiaries will not be allowed to benefit from any other grant provided by the European Commission for mobility for teaching for the same period.

- Candidates with a double nationality must specify the nationality under which they submit their scholarship application.

#### 3.6 Ineligibility

- If, at any stage in the application procedure, it is established that the information provided by the applicant has been knowingly falsified, the candidate will be disqualified from the selection process.

- Selected beneficiaries who receive an Erasmus+ grant will fully or partially reimburse the EU grant if they do not
comply with the terms of the grant agreement and/or if they fail to complete and submit the final online report, unless they are prevented from completing their planned activities abroad due to a case of force majeure.

**Art. 4 Activities**

4.1 Teaching assignments can come in various forms and take place as seminars, lectures and tutorials. Actual teaching in this context should require the teacher to be physically present with the students. A minimum number of 8 compulsory hours of teaching per week is required. Although email tutoring or any other forms of distance learning as well as preparation are highly encouraged, they do not count in the minimum number of 8 hours per week.

4.3 At the end of the mobility, in order to enhance the best impact of the project results, beneficiaries will be asked to provide:
- a short impact report on the template provided by the UNIVE International Relations Office;
- the EU mobility survey;

**Art. 5 Economic support**

5.1 Beneficiaries will receive an individual support as a contribution to their costs during their mobility which is specified in the table below. Such individual support is intended to be a gross payment - “compenso lordo”, and it will be subject to the application of the Italian fiscal law.

<table>
<thead>
<tr>
<th>Teaching staff (both mobilities for teaching and for training)</th>
<th>INDIVIDUAL SUPPORT</th>
</tr>
</thead>
<tbody>
<tr>
<td>180 € per day until the 14th day and 126 € per day for the following days</td>
<td></td>
</tr>
</tbody>
</table>

5.2 Travels (1 round-trip flight ticket per beneficiary) will be covered by the Erasmus+ International Credit Mobility project, according to the fixed amount assigned per destination, as follows:

<table>
<thead>
<tr>
<th>TRAVEL DISTANCE</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Between 500 and 1999 Km</td>
<td>Euro 275,00 per participant</td>
</tr>
<tr>
<td>(Belarus, Bosnia and Herzegovina, Kosovo, Montenegro, Morocco: Meknès, Tunisia)</td>
<td></td>
</tr>
<tr>
<td>Between 4000 and 7999 Km</td>
<td>Euro 820,00 per participant</td>
</tr>
<tr>
<td>(Ethiopia, Kazakhstan)</td>
<td></td>
</tr>
<tr>
<td>8000 Km or more</td>
<td>Euro 1,500,00 per participant</td>
</tr>
<tr>
<td>(Japan, Malaysia)</td>
<td></td>
</tr>
</tbody>
</table>

5.3 Erasmus+ selected beneficiaries will be required to purchase their international medical insurance with their funds.

5.4 The mobility period must be carried out continuously and it must not be split into different periods. Therefore, during their mobility period beneficiaries must not carry out any teaching activity at Ca’ Foscari. Teachers will be invited to provide evidence of the activity performed during their mobility (photos, video, seminars programs, etc).

5.5 Selected candidates accepting the scholarship will sign a grant agreement for mobility listing their duties and responsibilities. They will be required to comply with the local admission requirements.

5.6 Administrative support:
Support in visa application, housing, accommodation will be supplied by each host partner university. Ca’ Foscari University
5.7 This call is issued notwithstanding the current regulations on missions at Ca’ Foscari University (Regolamento di Ateneo per le Missioni, art. 5.9), in particular concerning the maximum daily amounts and the method of payment.

Art. 6 Admission procedure

6.1 Application

- Applicants should submit their application form and all required documents (6.2) via e-mail to the following address: icm@unive.it. Deadline: October 31st, 2019 at 13:00 (1 o’clock p.m. Italian time). Any application received after the deadline will not be accepted.
- A confirmation e-mail will be sent to the applicants after their application has been successfully submitted.
- The official language for the application is English. At the time of application any official documents may be submitted in original language but they must be accompanied by an English translation. At this stage non-certified translations are accepted. Selected applicants may be asked to provide certified translations of all relevant documents.
- The application form and all the attachments MUST BE MERGED IN ONE PDF file named after the Host University and the Host Country for which the application is submitted and the candidate’s name and surname, following this scheme: acronym.country.name.surname (for example: GSU.usa.mario.rossi.pdf)

6.2 Required Documents

Teaching staff must provide the following documents:

- Application form, duly filled in and signed by the applicant;
- Mobility Programme signed by the applicant and by the Head of the applicant's Department;
- Copy of a valid passport;
- Copy of official language certifications or, if not available, self-declaration within the Mobility Programme (section “Language skills”);
- Curriculum Vitae (max 2 pages) in English including extra-curricular activities (courses, seminars, conferences, published research, etc.) and professional experience related to the fields of the mobility. Please use the European template on https://europass.cedefop.europa.eu/en/documents/curriculum-vitae/templates-instructions.ihtml;
- Letter of interest signed by the prospective academic supervisor at the host university stating the availability and willingness to supervise the applicant.

6.3 Total number of applications

Applicants can submit as many applications as the number of destinations available for this call, taking into consideration the requirements foreseen for each destination (language, etc). In such case one application per destination will be required and the personal priority ranking must be indicated in every application form.

For further details, please carefully check Annex I.

Art. 7 Selection process

7.1 Valid and eligible applications will be evaluated by a specific Evaluation Committee nominated by the Rector and composed by 1 academic staff and 2 administrative staff members. Applications will be evaluated according to the criteria as specified in Annex 1 for every destination, which have been jointly agreed by the partner universities and the coordinating university.

7.2 The final selection decision will consider also cross-cutting evaluation criteria such as gender balance, equal opportunities and participation of disadvantaged groups providing a more equal and fair selection process.

7.3 In order to evaluate the applications, the Evaluation Commission may resort to the external support of one or more professors who are experts in specific subjects. To do this, the Commission may choose one or more of the following institutional figures from the Ca’ Foscari Departments: Department Director, Delegate for Internationalization, Education Delegate, Research Delegate.

7.4 At the end of the selection procedure Ca’ Foscari University of Venice will draft a ranking list of qualified candidates. A reserve list will also be defined and will include the names of eligible candidates who may be awarded a grant in case of
withdrawals/drop-out of selected candidates.

7.5 All applicants will be notified by e-mail to their institutional e-mail addresses of the selection results as soon as the evaluation procedure has been concluded.

7.6 Selected candidates will receive a scholarship offer and are required to accept or reject it in written (no later than 3 days from the notification e-mail). For every selected candidate who will renounce or not accept within the deadline, Ca’ Foscari University of Venice will nominate a candidate from the reserve list.

7.7 Appeal Procedure

- **Rejected applicants** who feel that a mistake has been made in the process or that their application has not been fairly evaluated can file a complaint to icm@unive.it not later than 2 days after the notification e-mail, explaining their reasons.
- Complaints from applicants who have failed to satisfy all the eligibility criteria (e.g. who have not produced the required documentation, or have applied for a scholarship but do not meet the requirements, etc.), or have failed to satisfy them within the established timeframes, will not be taken into consideration.
- The appeal procedure can only come into play if a candidate feels that the Selection Committees have not handled his/her own application in line with the principles and procedures described in the call. In other words, the appeal cannot concern the decision itself, but only an alleged error made in the process.

**Art. 8 Data protection**

Information relating to individuals (personal data) is collected and used in accordance with the General Data Protection Regulation (GDPR) n. 2016/679 of the European Commission, with regard to the processing of personal data by European institutions and organizations and the unrestricted circulation of such data.

Venice, 24/09/2019

The Rector

Prof. Michele Bugliesi