

## Mobility Agreement

### Staff Mobility For Training<sup>1</sup>

Planned period of physical training activity: from 14/02/2022 till 18/02/2022

If applicable, planned period of virtual training activity: from [day/month/year] till [day/month/year]

Duration of physical mobility (days) – excluding travel days: 5

#### The Staff Member

|                                |  |                          |                 |
|--------------------------------|--|--------------------------|-----------------|
| Last name (s)                  | <b>Stanachkova</b>   | First name (s)           | <b>Elitsa</b>   |
| Seniority <sup>2</sup>         | Junior   | Nationality <sup>3</sup> | <b>Bulgaria</b> |
| Gender [Male/Female/Undefined] | Female   | Academic year            | 2022/2023       |
| E-mail                         | <a href="mailto:ellie.stanachkova@shu.bg">ellie.stanachkova@shu.bg</a> |                          |                 |

#### The Sending Institution

|  |   |                                       |  |
|--|---|---------------------------------------|--|
| Name   | <b>Konstantin Preslavsky University of Shumen</b> |                                       |  |
| Erasmus code <sup>4</sup><br>(if applicable) | <b>BG SHOUMEN01</b>                               | Faculty/<br>Department                | <b>International<br/>Relations Center</b>  |
| Address                                      | 115 Universitetska str.<br>9700 Shumen            | Country/<br>Country code <sup>5</sup> | <b>BG<br/>Bulgaria</b>   |
| Contact person<br>name and position          | Prof. Rositsa<br>Davidova, PhD                    | Contact person<br>e-mail / phone      | <a href="mailto:ersmus@shu.bg">ersmus@shu.bg</a><br><b>+359 853 101</b><br><b>+359 88 484 4583</b> |

#### The Receiving Institution / Enterprise<sup>6</sup>

|                                      |   |                                       |  |
|--------------------------------------|---|---------------------------------------|--|
| Name                                 | <b>Trakya University</b>  |                                       |  |
| Erasmus code<br>(if applicable)      | <b>TR EDIRNE01</b>  | Faculty/<br>Department                | <b>International<br/>Relations Office</b>  |
| Address                              | 22030 Balkan<br>Yerleşkesi<br>Edirne                                      | Country/<br>Country code              | <b>TR<br/>Turkey</b>   |
| Contact person,<br>name and position | Prof. Dr. Murat<br>Türkyilmaz<br>Institutional<br>Erasmus+<br>Coordinator | Contact person<br>e-mail / phone      | <a href="mailto:erasmus@trakya.edu.tr">erasmus@trakya.edu.tr</a><br><b>+90 284 235 90 88 - 7</b> |
|                                      |   | Size of enterprise<br>(if applicable) | <input type="checkbox"/> <250 employees<br><input checked="" type="checkbox"/> >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: English

Is the mobility a part of a blended mobility programme?  Yes  No

**Overall objectives of the mobility:**

**Meeting with colleagues to exchange practices of administrating mobilities and of preparation of documents for students and staff**

**Training activity to develop pedagogical and/or curriculum design skills:**  
Yes  No

**Added value of the mobility (in the context of the modernisation and internationalisation strategies of the institutions involved):**

**It is expected that the mobility furthers the cooperation between the universities not only under the Erasmus+ programme but also in regards to other international projects. Better understanding of the procedures of nominating inbound/outbound students to both Universities and better knowledge of the documents to prepare is also expected.**

**Activities to be carried out:**

- 1. Meeting with International Relations Office Staff**
- 2. Exchange of good practices of preparing student mobilities**
- 3. Exchange of information regarding the required documents for inbound and outbound student and staff mobilities**
- 4. Exchanging ideas on future practices**

**Expected outcomes and impact (e.g. on the professional development of the staff member and on both institutions):**

- 1. Strengthening the contact between the two offices**
- 2. Better administrative work regarding realization of staff and student mobilities**
- 3. Finding similarities in the work of the International offices**
- 4. Researching other ways to cooperate in the future**

## II. COMMITMENT OF THE THREE PARTIES

By signing<sup>7</sup> 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: Elitsa Stanachkova

Signature:

Date:

### The sending institution

Name of the responsible person: Assoc. Prof. Ergidzhan Alinder-Ismailova, PhD

Signature:

Date:

### The receiving institution/enterprise

Name of the responsible person: Prof. Dr. Murat Türkyilmaz

Signature:

Date:

<sup>1</sup> Adaptations of this template:

- In case the mobility combines teaching and training activities, **the mobility agreement for teaching template** should be used and adjusted to fit both activity types.
- In the case of **mobility between Programme and Partner Countries**, this agreement must be always signed by the staff member, the Programme Country HEI as beneficiary and the Partner Country HEI as sending or receiving organisation. In case of mobility from Partner Country HEIs to Programme Country enterprises the last box should be duplicated to include the signature of the Programme Country HEI (the beneficiary) and the receiving organisation (four signatures in total).

<sup>2</sup> **Seniority:** Junior (approx. < 10 years of experience), Intermediate (approx. > 10 and < 20 years of experience) or Senior (approx. > 20 years of experience).

<sup>3</sup> **Nationality:** Country to which the person belongs administratively and that issues the ID card and/or passport.

<sup>4</sup> **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.

<sup>5</sup> **Country code:** ISO 3166-2 country codes available at: <https://www.iso.org/obp/ui/#search>.

<sup>6</sup> 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.

<sup>7</sup> 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 (in

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the case of mobility with Partner Countries: the national legislation of the Programme Country). Certificates of attendance can be provided electronically or through any other means accessible to the staff member and the sending institution.

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