

## CALL FOR ERASMUS Teaching Staff Mobility Key Action 1 (KA 171)

### PREAMBLE

The University of Málaga (UMA) and The University of Huelva (UHU) approve the publication of this call for the realization of a Teaching (STA) in UMA and UHU, in the framework of TransFrontEU Consortium, during the 2025 spring semester (February to July 2025). This program is developed by the European Commission with financial support organized by the Spanish Service for Internationalization of Education (SEPIE) within the Erasmus + Program, approved by the European Parliament in the financial framework 2021-2027. **The new Erasmus Programme prioritizes inclusion (persons with special needs and persons from disadvantaged backgrounds), the environment, digitalization and European values).**

The purpose of this call is to grant 1 place (to be occupied by academic staff employed at Chiang Mai University to carry out Erasmus Mobility for Teaching Assignment (STA) in the **UMA** or **UHU**.

The mobility slot corresponds to Erasmus Project 2023-1-ES01-KA171-HED-000123600 of the TransFrontEU Consortium.

### RULES OF THE CALL

#### 1. GENERAL CONDITIONS

1. The number of available places in this call corresponds to funding granted by the European Commission to the TransFrontEU Consortium and is based on interinstitutional agreements signed between the Consortium member institutions and Chiang Mai University.
2. Academic staff can choose teaching mobility. The mobility will take place for a 5 working day period. (if possible UHU prefers staff in April 2025 during their International Week).
- 3 Candidates should send applications and supporting documents to Chiang Mai University International Relations Office for screening.
4. **Financial assistance** is assigned to help cover maintenance and travel costs during the period of mobility, as specified in paragraph 7.
5. Chiang Mai University will be responsible for selecting and nominating the selected participant as well as organizing preparation for, and recognition of the mobility period.

### 3. GENERAL REQUIREMENTS OF PARTICIPANTS

To participate in this call for Erasmus mobility, applicants must meet the following requirements:

- **Being Employed** at Chiang Mai University at the time of applying and during the entire period of the mobility. The mobility must not take place in the country of residence of the participant nor where pursuing studies nor working.

### 3. APPLICATION PROCEDURE.

Candidates should send the following documents to Chiang Mai University International Office: [liu@kirly.org](mailto:liu@kirly.org).

- List of the activities/content of classes proposed for the mobility
- Document which shows that the candidate is an employee of Chiang Mai University at the time of applying.
- CV
- Official documentation showing degree and nature of special needs/disadvantaged economic background (if applicable)
- Documents relating to other pertinent skills or professional formation (if applicable)

Link to application form and procedures

<https://forms.gle/iynVEfi3NpPxx6J26>

Deadline for applications:  
10th Nov. 2024

### 4. SELECTION OF PARTICIPANTS.

The process of selecting participants at Chiang Mai University guarantees the principles of transparency, competition and equal competitive opportunities for all participants. The criteria for selecting participants are described below:

- a) Quality of proposed activities/classes at UHU 60 points
- b) Certified level of language 20 points
- c) Motivation letter 10 points
- d) Any other information specified by the candidate (additional skills or skills, specific academic interest, vulnerable socio-economic situation, etc.) 10 points

## 5. OBLIGATIONS OF BENEFICIARIES.

Selected participants who accept + ERASMUS mobility shall comply with the following obligations:

1. **Acceptance:** The participant should inform Chiang Mai University of acceptance of the mobility place by email to [liu@kirly.org](mailto:liu@kirly.org).
2. **Commitment:** The recipient of Erasmus + grant shall comply with the following obligations:
  1. Sign **Grant Agreement** between the participant and the University of Huelva and any later amendments. The International Office staff of the University of Huelva will provide the Grant Agreement before the start of the mobility period.
  2. Sign the corresponding **Mobility Agreement** before departure. The UHU International Office will send this document to the selected participant for completion.
  3. Remain at UHU **the time indicated in the Agreement**. The minimum **period** of stay is 5 days. Non completion of the established period may result in the loss of the right to receive the grant and, subsequent reclaiming of payments made, if applicable.
  4. The selected participant **should contact Isabel Martin(UMA): [transfronteu@uma.es](mailto:transfronteu@uma.es); Claire Martin(UHU) [drinter@uhu.es](mailto:drinter@uhu.es) (after selection)** before departure to design the corresponding teaching plan and the mobility agreement.
  5. Participants selected for staff teaching assignment will teach a minimum of 8 hours per week.
  6. All participants must complete the online **Final report** at the request of the European Commission, within a maximum period of **thirty days following the mobility period**.
  7. It is the responsibility of the participant to procure the **health insurance coverage** for the purposes of sickness, accidents, occupational accidents and repatriation and civil responsibility, effective from arrival at the University of Huelva. Before departure the staff participants should **send evidence of** this to the Office of International Relations at the University of Huelva.
  8. The selected participants must apply and formalize the corresponding **visa** in their country of origin. The University of Málaga and The University of Huelva will issue a letter of acceptance for this purpose.
  9. Participants must organize and pay for travel in advance.
  10. In order to receive the funds, participants must follow the instructions sent by the UMA or UHU International Office.
  11. Participants will be responsible for finding **accommodation**.
  12. In the case of participants, nominated by Chiang Mai University as special needs participants or participants from disadvantaged backgrounds, UMA or UHU will transfer the Erasmus funds before the start of the mobility period, if the required documents are

submitted to UMA or UHU International Office 5 weeks before the start of the mobility period.

3. **Cancellations:** Participants should inform Chiang Mai University and UMA or UHU of cancellations as soon as possible, so that the Erasmus mobility might be offered to the first candidate on a waiting list.

## 6. OBLIGATIONS University of Huelva

1. The University of Málaga or The University of Huelva **shall send a letter of acceptance** and the corresponding informative documentation to selected participants resolved following the final selection.

2. After completion of mobility, UMA or UHU will provide participants with a Certificate of Attendance, and Chiang Mai University will issue a Certificate of Recognition.

## 7. PAYMENT AND ALLOCATION OF AID

The aid granted to the participants of the mobility program Erasmus + is designed to partially cover the expenses incurred by them during their stay abroad.

Aid funds from the European Union under this call include:

1. An aid to cover **subsistence expenses:** This amount is set according to the country of destination and length of stay. The aid is divided by groups of countries, according to the approximate cost of living. Spain is included in Group 2 and mobilities contribution to this country is **160 EUR a day for staff.**

2. **an aid to help cover travel expenses.** The amount is calculated as a function of distance bands.

The distance should be calculated between the city of origin and University City University of destination, using the distance calculator European Union ([http://ec.europa.eu/programmes/erasmus-plus/tools/distance\\_en.htm](http://ec.europa.eu/programmes/erasmus-plus/tools/distance_en.htm)). In the case of Chiang Mai University, the allocated travel fund per participant is 1500 €.

The UMA or UHU will send the funds by bank transfer.

The **maximum funding period** for each type of mobility will be **5 days** (Plus 2 travel days) for staff mobility visitors.

### **Provisions for Participants with special needs/disadvantaged backgrounds:**

**Participants who can provide official documentation showing special needs/disadvantaged backgrounds should declare this fact and include the corresponding documents when submitting their applications. If successful in obtaining and Erasmus mobility place in this Call, they should contact the International Office of the UMA or UHU as early as possible so that extra funding can be applied for on their behalf and so as to inform of the UMA or UHU might best facilitate their needs during the mobility period.**

## **8. COMMUNICATION.**

All communications by the candidates must be made to Chiang Mai University International Relations office. Once selected, beneficiaries may contact The University of Málaga through the addresses: [transfronteu@uma.es](mailto:transfronteu@uma.es) and the University of Huelva through the addresses: [drinter.uhu.es](mailto:drinter.uhu.es)