

**KASTAMONU UNIVERSITY
ERASMUS+ KA171
INTERNATIONAL CREDIT MOBILITY
STAFF MOBILITY CALL**

2023 & 2024 PROJECT YEARS



Announcements



Please announce the Staff Mobility Call on your webpage and social media accounts. We are obligated to announce the mobility call to the best of our ability and as we work together we kindly ask you to help us fulfill this at your institutions.

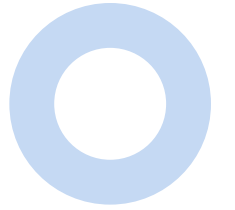


Please send us screenshots of your announcements/posts as we are required to keep proof of sufficient announcement of the call.



Announcements must include;

- Eligible applicants
- Application dates
- How to apply
- Quotas and included fields
- Application requirements
- Required documents
- Selection Criteria



Who can apply?

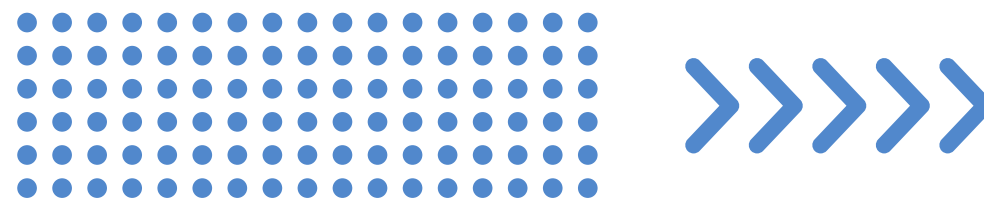
You can check your university's quota and fields included in the call from the call document.

Staff Teaching Mobility

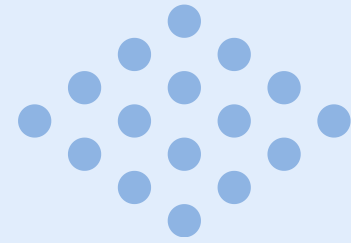
- all academic staff working in fields specified in the mobility call.

Staff Training Mobility

- all administrative staff from any unit.



Application Process

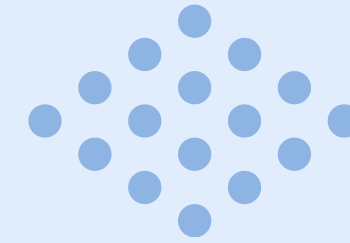


Application Period

Application period starts on the 27th of April and ends the 19th of May.

Where to Apply

Applications will be submitted to Kastamonu University's application system by the applicants.



Evaluation Process

Applications will be evaluated by KU in accordance with the Erasmus+ Handbook for Higher Education Institutions

Required Documents



All documents provided by the applicant must be in English or translated into English. Documents translated into English must be approved by the university's Erasmus/IRO coordinator.



Application form with photo

The form will be downloaded from our call page and should be signed by the applicant and Erasmus/IRO coordinator before it is uploaded.



Language proficiency level in English

- exam result/certificate (officially approved)
- official document stating that the medium of instruction is English at your institution (signed and stamped by the sending institution officials)
- official document stating that the official language of the country is English (signed and stamped by sending institutions officials)



Letter of Intent

- must be signed by the applicant
- should be evaluated by the committee formed by the applicant's home university during the selection period, the committee should not have any conflict of interest with applicants.

Required Documents



All documents provided by the applicant must be in English or translated into English. Documents translated into English must be approved by the university's Erasmus/IRO coordinator.



Valid certificate for disabled staff

Certificate can be any document authorized by the applicant's home country's officials.



Any other documents required for additional points

- An official document prepared by the university authorities showing the applicant's years of service as Erasmus/IRO coordinator. The applicant may benefit from this criterion once.
(+15 points)



Selection Criteria

The evaluation criteria have been determined by Kastamonu University Erasmus Institutional Coordinator within the scope of the Erasmus+ Handbook for Higher Education Institutions

Criteria	Score	
Language Competency in English ¹ (with a valid certificate)	%50 (out of 100)	
First time participation in Erasmus+ KA171/KA107 staff mobility	+15	
Previous participation in Erasmus+ KA171/KA107 staff mobility within last five academic year.	Once	-10
	Twice	-15
	More than twice	-20
Letter of intent (to be evaluated by the home university) ²	+20	
Disabled staff member (with a valid certificate) ³	+15	
Erasmus Coordinator/IRO Coordinator ⁴	+5	
Agreement Contact Person (specified in IIAs) ⁵	+15	
Administrative Staff (for training activity only) ⁶	+15	

Explanations

¹at least B1 level of English according to CEFR (Common European Framework of Reference for Languages) is required. The language score will be converted to a 100-point scale based on the reference table below to calculate a total point

CEFR Levels	Points (100 scale)
C2	100
C1	95
B2	75
B1	60

The applicant's home university can hold a language competency exam for their staff members.

²Letter of intent should be evaluated by the committee formed by the applicant's home university. The committee should not have any conflict of interest with applicants.

³Certificate can be any document authorized by the applicant's home country's officials.

⁴An official document prepared by the university authorities showing the applicant's years of service as Erasmus/IRO coordinator. The applicant may benefit from this criterion once.

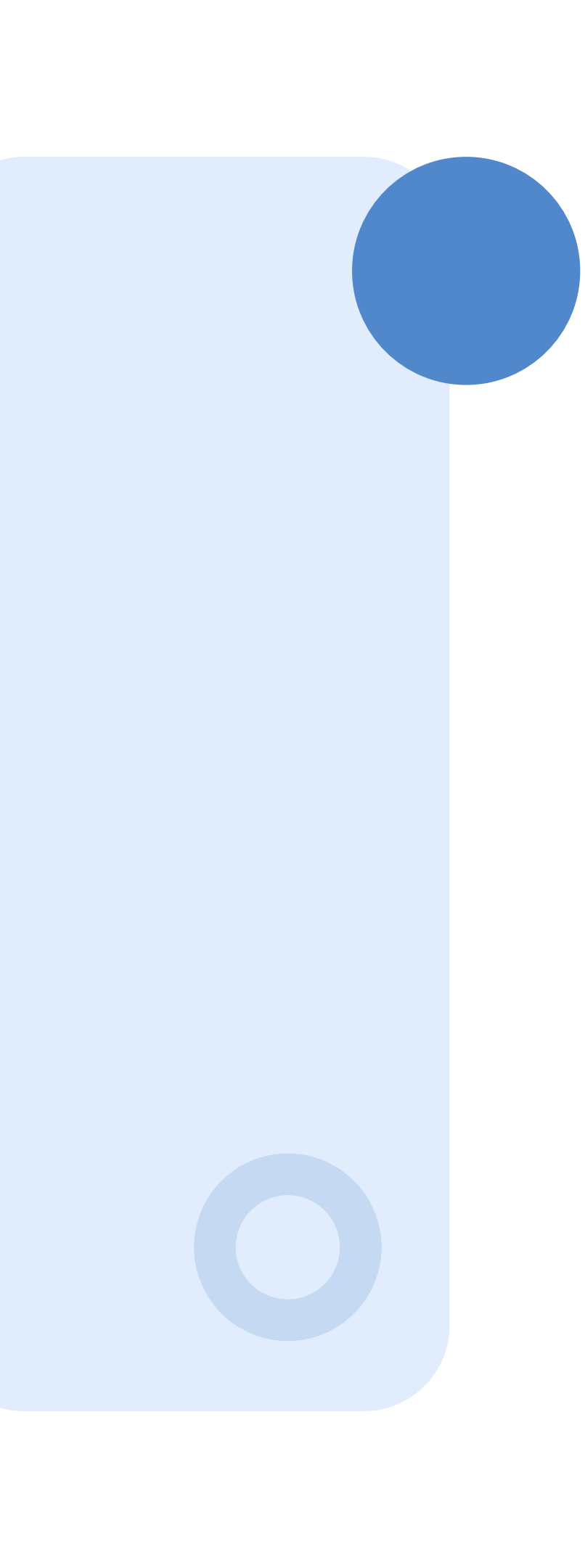
⁵A maximum of two agreement contact persons may be involved in an IIA, and the agreement contact person may benefit from this criterion once.

⁶Academic staff members applying to training activity cannot be considered as administrative staff even if they have administrative duties in their university.

In case of equality in the ranking, the following criteria shall be applied respectively until the equality is broken:

- Staff with a higher language proficiency score
- Staff with more service time at the sending university.





- After evaluating the results, we will inform our partner university about the selected staff and we will announce the results through KU Erasmus Website.

- Staff who qualify will also be notified through their personal e-mail.

Please read the call document carefully and let us know if you have any questions.

**THANK
YOU!**