

MOBILITY TASK FORCE
STAFF MOBILITY - INFORMATIONS FOR INCOMING



| | Name of the university | UPHF | PUT | BTU | UC | UMONS | UNICT | UVA |
|----------------|---------------------------------------|--|---|---|---|-------|--|--|
| CONTACT | Name of person in charge at IRO | Aur lie Degaugue + Estelle Le Meur | Magdalena Siadek | Michael Mannel | Gemma Castro | | Valentina Barbagallo/ Maria Luisa Leotta | Outi Anttila |
| | Email | erasmus-staff@uphf.fr | erasmus@put.poznan.pl | michael.mannel@b-tu.de | gemma.castro@unican.es | | international@unict.it/marialuisaleotta@unict.it | head.international@uwasa.fi |
| | If relevant, other person in charge | Coordinators in faculties but for EUNICE we prefer to centralize for the moment | departmental coordinators | persons in relevant departments/faculties | Centralised for EUNICE | | Erasmus Institutional Coordinator / Erasmus Departmental coordinators (Erasmus Staff at IRO/International Didactic Units https://www.unict.it/it/internazionale/international-didactic-units-idu) | For incoming staff exchanges, please contact Ms Jenna Puska at incoming.international@uwasa.fi or our new EUNICE mobilities coordinator, Ms Anna Baranyai at anna.baranyai@uwasa.fi . Anna will start on March 30th 2022. |
| ORGANIZATION | Kind of E+ incoming mobility accepted | STA / STT | STA / STT | STA / STT | STA/STT | | STA/STT | STA/STT |
| | Procedures | Send a CV & proposal of work plan (work language included), IRO will transfer to appropriate faculties coordinators | Send a CV & proposal of work plan (work language included), IRO will transfer to appropriate faculties coordinators | Send a CV & proposal of work plan (work language included), IRO will transfer to appropriate departments or support the contact between both sides; decision has to be taken by the relevant department | Send a CV & proposal of work plan (work language included), IRO will transfer to appropriate departments or support the contact between both sides; decision has to be taken by the relevant department | | Send the request to the department that can host the mobility period for didactic or training purposes. The department involved, can choose to accept or not the mobility. If yes, send them an acceptance letter to be upload to the online application form. The IRO will made an official acceptance letter an at the end of the mobility, certify the activities done in the attendance certificate. | Please contact the incoming mobilities coordinator or our new EUNICE mobilities coordinator Ms Anna Baranyai at anna.baranyai@uwasa.fi |
| | Deadline for applications | No - accepted all the year | no deadline | No - accepted all the year | No - accepted all the year | | No - accepted all the year (except the closing period of the University) | no definite time point for applications |
| | Preferred preparation timing | If no contact in Faculties, around 4-6 weeks before planned period. Otherwise around 2 weeks | 4-6 weeks before planned mobility | depends on the work plan of the participant, the feasibility in the department etc. | 4-6 weeks before mobility | | Depends on the work plan of the participant, the feasibility in the department etc. | In good time before the planned mobility, preferably 4-6 weeks before. |
| | Preferred duration | 1 week | 1 week | depends on the work plan of the participant, the feasibility in the department etc. | from 2 days to 1 week | | 1 week | From 2 days to one week |
| STA: teaching | ISCED | all of the one in the EUNICE ISCED grid | all from EUNICE ISCED grid | | all from EUNICE ISCED grid | | all of the one in the EUNICE ISCED grid | to be agreed upon |
| | Preferred period | September - April : Humanities, until June for Sciences & technology | Preferably between October - June | preferably during the lecture periods (October - February; April - July) | During lecture periods | | Preferably during the lecture periods (October- May) | During lecture periods/autumn or spring terms |
| | Language | French / English / other in Humanities can be discussed | English/Polish | German / English | English/ Spanish | | English/Italian | English |
| STT : training | Thematics | IRO and University Library privileged, other can be discussed | to be discussed | to be discussed | To be discussed. Open to university services | | To be discussed | To be discussed |
| | Preferred period | IRO : October, April to July / Other department: all year round, preferred April to July | Preferably between September - June | all year round (depending on the work plan, feasibility in the department) | all year round (depending on the department and work plan) | | Preferably between September - June | Preferably autumn or spring terms |
| | Language | French / English in IRO and some dpt | Polish/English | German / English | Spanish/ English | | English/Italian | English |
| OTHERS | IRO services | Practical information provided (transportation, hotel), welcoming and presentation of the university, campus visit on demand | | Practical information through IRO and involved departments | Practical Information through IRO | | Practical information through IRO and involved departments | Practical info through IRO/UVA |