

**2019-2020
ACADEMIC YEAR
ERASMUS+ DEHA'S MEDICAL CONSORTIUM
STAFF MOBILITY
APPLICATION ANNOUNCEMENT**

STAFF MOBILITY (ST)

Staff Mobility Activities can be carried out in 2 ways.

1. Staff Mobility for Teaching Assignments (STA)
2. Staff Mobility for Staff Training (STT)

DEFINITIONS OF THE ACTIVITIES

Staff Mobility for Teaching Assignments (STA)

Staff mobility for teaching assignment is the activity field that provides an opportunity to a staff, who is obliged to give lecture in a higher education institution in Turkey having ECHE, to lecture to students in a higher education institution having ECHE in one of the program countries and carrying out joint academic/educational activities with the counterpart institution about lecturing.

Staff Mobility for Teaching Assignments is a day-based activity and grant is paid for the days that the lecture is given.

Staff Mobility for Staff Training (STT)

Staff Mobility for Staff Training is the activity field that provides an opportunity to a staff, who is employed in a higher education institution in Turkey having ECHE, to have training in one of the program countries. Within the scope of this activity, it is possible for the person to take various trainings (on the job trainings, observation processes, etc.) in order to develop the skills he/she has in his/her current job.

Participation in conferences **is not considered** as an eligible activity within the scope of staff training.

Facilities to have training at can be; businesses, training centers, research centers, chambers of commerce and associations, schools, foundations, non-profit organizations, career guidance organizations, professional counseling and guidance organizations, higher education institutions, and other organizations specified in the Erasmus + Program Guide.

(Please see: http://ec.europa.eu/programmes/erasmus-plus/documents/erasmus-plus-programme-guide_en.pdf)

Staff training is a full-time activity and grants are paid for full-time training.

Minimum and Maximum Period for Staff Mobility for Teaching Assignments

Activity period for Staff Mobility for Teaching Assignments is 2 consecutive days at minimum and 2 months at maximum excluding the time spent in travelling.

In addition to that, it **is required** for staff to lecture for **at least 8 course** hours for the activity to be considered as a valid activity.

In Staff Mobility for Teaching Assignments, the activity is considered **invalid** and **no grant payment is made** to the beneficiary in cases where it is seen that **the beneficiary is active for less than 2 days and/or lectures less hours than required** (except for force majeure) in the participation certificate.

Provided that the force majeure can be documented, activities in which the minimum period cannot be completed are accepted; grants are paid for the time covering their stay and travel expenses are paid calculated on the distance calculator.

Minimum and Maximum Period for Staff Mobility for Training

For Staff Mobility for Training, the duration of the activity is determined to be at least 2 consecutive working days and maximum 2 months, excluding the time spent in travelling.

In Staff Mobility for Training, the activity is considered **invalid** and **no grant payment is made** to the beneficiary in cases where it is seen that **the beneficiary is active for less than 2 days** (except for force majeure) in the participation certificate.

Provided that the force majeure can be documented, activities in which the minimum period cannot be completed are accepted; grants are paid for the time covering their stay and travel expenses are paid calculated on the distance calculator.

EVALUATION CRITERIA

CRITERIA	WEIGHTED SCORES
Participation in the foreign language exam is compulsory and scores given according to the foreign language exam results are as indicated in the table on the right. (Candidates who score below 60 in the language exam will be deemed ineligible and related applications will not be evaluated.)	Scores between 60-70 +10 Points
	Scores between 70-80 +20 Points
	Scores between 80-90 +30 Points
	Scores between 90-100 +40 Points
To be working for the university for 2 years or more	+10 Points
Participating in the activity for the first time	+10 Points
Staff with Disabilities	+10 Points
Veterans or children/spouse of veterans or those died during military service	+10 Points
Having brought a new agreement to the relevant Department/Program (The agreement must include Learning Mobility)	+20 Points
Participating in mobility in the country of citizenship	-10 Points
Prior Participation	-10 Points

*Since YÖKDİL and YDS exams are not in types of exams that measure four language skills, reading, writing, listening, and speaking, it is compulsory to participate in the English Exam for the Erasmus Program.

**Exam types and scores to be accepted are as follows;

TOEFL: 85 IELTS: 6,5 (Validity period is 2 years)

GRANT SUPPORT

The grant that is granted to the staff benefiting from Staff Mobility is a contribution and the grant is not intended to cover all expenses related to the period spent abroad.

Daily Grant Amount by Country

COUNTRY GROUPS	HOSTING COUNTRIES FOR MOBILITY	DAILY GRANT AMOUNT EURO
1. Group Countries	United Kingdom, Denmark, Finland, Ireland, Sweden, Iceland, Liechtenstein, Luxemburg, Norway,	153
2. Group Countries	Germany, Austria, Belgium, France, Cyprus, Holland, Spain, Italy, Malta, Portugal, Greece	136
3. Group Countries	Bulgaria, Czech Republic, Esthonia, Croatia, Latvia, Lithuania, Hungary, Macedonia, Poland, Romania, Serbia, Slovakia, Slovenia, Turkey*	119

*Only used for staff who are invited to teach from an overseas facility or a higher education institution that does not have ECHE.

Calculation of Travel Expenses

The amount of travel expenses to be paid to the staff benefiting from Staff Mobility should be calculated using "Distance Calculator".

The distance calculator can be accessed from the link down below:

http://ec.europa.eu/programmes/erasmus-plus/tools/distance_en.htm

Using the distance calculator, the km value of the two points, from the place where the staff is located to the place of activity should be determined and the travel grant should be calculated using the table below.

The grant equivalent of the km, which is calculated using the distance calculator, in the following table is the **round trip amount, and it is not multiplied by two.**

Traveling with connected flights does not affect the distance that is found with the above-mentioned calculation.

Calculated "KM"	Grant (Euro)
Between 10-99 KM	20
Between 100 - 499 KM	180
Between 500 - 1999 KM	275
Between 2000 - 2999 KM	360
Between 3000 - 3999 KM	530
Between 4000 - 7999 KM	820
Between 8000 KM and above	1500

*Chart of Distance Band and Travel Grant

The starting point of the mobility is assumed to be the sending facility and the place where the activity takes place is the hosting facility.

If the travel starting point is a city other than the city where the sending institution is located or if the activity is taking place in a city other than the host city where the host institution is located -if this situation causes changes in the distance band- the travel invoices are requested and the staff is granted according to the actual distance band.

If a different starting point or place of activity is reported, the reason for this difference is stated in the report. Documents and invoices showing travel starting and ending points are kept in the staff file for presentation in possible inspections.

The beneficiaries who prove that the travel grant allocated according to the distance band does not cover at least 70% of the total travel costs may claim exceptional travel costs provided that it is certified.

The grant that can be taken in this regard may not exceed 80% of the total travel costs. However, in this case, additional travel grants are not paid according to the distance band.

Non-Granted ("0" Grant) Staff Status

If required, staff can participate in the activity without receiving grant.

In order to benefit from the activity without any grant, an application must be made and the application must be evaluated together with other applications.

The difference of the staff without grant is that the staff is not included in the budget calculations and is not paid. The absence of grant is not a justification for the staff to not to be involved in the selection process.

Documents to be Submitted during Application:

- 1- Application Form
- 2- Signed and stamped Invitation Letter to be received from the institution to be visited
- 3- Valid language certificate (if available)

Application Date: February 03, 2020- March 06, 2020

Application Place: International Programs Directorate, Ground Floor, Z10

Vocational School/Faculty/Institute to Apply: The announcement is open to all Vocational Schools/Faculties/Institutes provided that the participant contributes to the studies in the field of Medicine.

Quota: 4

* In case the grant increases, the **waiting list** will be evaluated.

Mobility Date: The mobility must be completed by **December 11, 2020** at the latest.

Upon the closure of application, date and time for the Foreign Language Exam will be announced on **erasmus.istinye.edu.tr

We wish you success.