

**ERASMUS+ Grant Agreement**

Academic year 20__/20__

- Staff mobility- Teaching Assignment (STA) -

The Agreement* is kept by the home (sending) Institution. Payment of the Erasmus+ grant for staff mobility for teaching assignments is possible only after this agreement is completely filled out and signed.

Nr. of ERASMUS University Charter: 255216-EPP-1-2014-1-MK-EPPKA3-ECHE**Faculty Erasmus Coordinator:** _____**Home Institution (ERASMUS-Code):** _____**Name and Surname of the staff member:** _____*(in capital letters)***Address:** _____**Bank:** _____**Account Number:** _____**National ID number:** _____**Nationality:** _____**Subject taught at the home institution (Courses, if more):** _____**Duration of the engagement for the present Institution:** _____**Host institution (ERASMUS-Code):** _____**Subject taught at the host institution:** _____**Level of teaching:** Short Cycle (S) First Cycle (1) Second Cycle (2)
 Third Cycle (3) Multiple Cycles (M)**Language of instruction:** _____**Participation on a language course at the home institution:** yes no**Participation on a language course at the host institution:** yes no**Period of stay abroad from- to (Day/Month/Year):** _____**Number of days:** _____ **Number of teaching hours:** _____**Extra contribution for special needs in the amount of EUR** _____**Type of handicap/ Reason for the extra grant:** _____**First mobility with ERASMUS:** yes no

I accept the Erasmus+ mobility funds in the amount of

_____ **EUR,**

that are awarded to me for usage from funds of the Commission of the European Union, and I hereby commit to:

- Before the start of my stay abroad to agree upon the content of the „Teaching programme“ with my Host and Home Institution,
- To write a report about my engagement at the Host institution,
- After the end of the mobility to submit in the Home Institution a Confirmation by the Host Institution,
- To use the Erasmus+ grant to cover the travel costs, living costs and language course costs, that I will have during the planned period for mobility stay abroad,
- To arrange my necessary insurance myself.

I am familiar with the rules according to which the mobility grant for teaching assignments is calculated:

The exact amount of the grant is calculated according to the actual costs, or according to the amounts of the table provided by the EC for maximal daily sums for different countries. The travel costs are calculated according to real costs. The living costs can also be calculated on the basis of real costs or the maximum sums provided by the Commission (ask your Home Institution to show you the table with the maximum costs). Surpassing the limits of maximal amounts is not allowed.

The grant is also pending on the available costs. The Home institution is obliged to pay the sums they have received from the National Agency.

- I am aware that the Teaching assignment can last a minimum of 5 hours and a maximum of 6 weeks, in order to be recognised as Erasmus+ mobility for teaching assignment.
- I hereby agree to pay back my Erasmus+ grant partially or in full amount if I don't begin my mobility abroad, if I cancel it before it's due start or if I don't respect the abovementioned commitments.
- I oblige during the period of my Erasmus+ grant not to accept any other EU Funding, and thus avoid double funding by the EU for the same or similar purposes.
- I also agree to give my data to the National Agency in my country, since it's necessary for the purposes of reporting about the usage of funds to the European Commission.
- I am familiar with the fact that all changes to the Grant Agreement (eg. change of dates) have to be immediately reported to the Home institution.

Place, date:

Signature:

(*) The host Institution is committed to keep and protect the personal information of the Erasmus+ grantees, and use them for the purpose of creation of reports to the European Commission. The national law for protection of private information is to be respected.