**STAFF MOBILITY FOR TRAINING[[1]](#endnote-1)**

**MOBILITY AGREEMENT**

Planned period of the training activity: from (**28.10.2017)** till (**29.10.2017)**

Duration (days) – excluding travel days: **2 days**

**The Staff Member**

|  |  |  |  |
| --- | --- | --- | --- |
| Last name | **Bulut** | First name | **Ayşe** |
| Seniority[[2]](#endnote-2) | Senior | Nationality[[3]](#endnote-3) | **Turkish** |
| Sex [*M/F*] | F | Academic year | **2016/2017** |
| E-mail | **Ayşe.bulut@toros.edu.tr** |  |  |

**The Sending Institution**

|  |  |  |  |
| --- | --- | --- | --- |
| Name | **TOROS UNIVERSITY**  | Department/unit | **International** **Relations Office** |
| Erasmus code[[4]](#endnote-4) (if applicable)  | **TR MERSIN04** |
| Address | Toros University 45 Evler campus Yenişehir/Mersin TURKEY | Country/Country code[[5]](#endnote-5) | **TR** |
| Contact person name and position | **ERKAN TUNÇ** | Contact persone-mail / phone | **erkan.tuncl@toros.edu.tr****disiliskiler@toros.edu.tr****Phone :** |

**The Receiving Institution / Enterprise[[6]](#endnote-6)**

|  |  |
| --- | --- |
| Name  | **University of Bedfordshire , Luton** |
| Erasmus code (if applicable) | **UK LUTON02** | Department/unit | **International** **Relations Office** |
| Address | UNIVERSITYSQUARE , LUTON LU1 3JU İNGİLTRE | Country/Country code | **England** |
| Contact person,name and position | **JON BURTON** | Contact persone-mail / phone | [**www.iatefl.org**](http://www.iatefl.org)**generalenquiries@iatefl.org** |
| Type of enterprise:NACE code [[7]](#endnote-7)(if applicable) |  | Size of enterprise[[8]](#endnote-8) (if applicable) |  |

#### For guidelines, please look at the end notes on page 3.

#### **Section to be completed BEFORE THE MOBILITY**

#### **I. PROPOSED MOBILITY PROGRAMME**

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| **Overall objectives of the mobility:****The IATEFL testing , evaluation and assessment special Interest Group TEASING) in association with The centre for English language learning and assessment ( CRELLA) , University of Bedfordshire is going to hold a two days seminar on ‘’ Building practical assessment skills for teachers ‘’ This seminar will discuss assessment and effective learning skills and the curriculum. What is more the seminar will help teachers develop skills on assessment and curriculum also in the classroom with practical issues. This plenaries from the leading voices in this field, the seminar will get together ELT teachers with theoretical insights and examples of in range of educational setings.** |
| **Added value of the mobility (in the context of the modernisation and internationalisation strategies of the institutions involved):****As an Academic Coordinator, the seminar will develop my knowledge on Assessment strategies and the curriculum which are crucially important at a university’s preparatory program.**  |
| **Activities to be carried out:**

|  |  |  |
| --- | --- | --- |
| **Day** | **Activities** | **Hours** |
| **10.02.2016** | **Arrival** |  |

|  |  |  |
| --- | --- | --- |
| **28/10/2017** | **Meeting the head of International Relations and the Erasmus Institutional Coordinator and getting information about the university and office.** **Tour around university.****Training in the area of administrative works of international affairs.**  | **8 hours** |
| **29/10/2017** | **Getting acquainted with the organization of teaching and research work in the university. Getting acquainted with the infrastructure of the enterprise**.**Training in the area of administrative works of international affairs.**  | **8 hours** |

 |
| **Expected outcomes and impact:****Assessment can have transformational effects on learning . Effective assessment underpins language learning , but poor assessment practices can reduce motivation and undermine the curriculum . As an Academic Coordinator what I need is to develop and learn more the strategies of assessment and curriculum . The seminar will help me develop my skills which I can apply to the university I work .**  |

**II. COMMITMENT OF THE THREE PARTIES**

By signing**[[9]](#endnote-9)** this document, the staff member, the sending institution and the receiving institution/enterprise confirm that they approve the proposed mobility agreement.

The sending higher education institution supports the staff mobility as part of its modernisation and internationalisation strategy and will recognise it as a component in any evaluation or assessment of the staff member.

The staff member will share his/her experience, in particular its impact on his/her professional development and on the sending higher education institution, as a source of inspiration to others.

The staff member and the sending institution commit to the requirements set out in the grant agreement signed between them.

The staff member and receiving institution/enterprise will communicate to the sending institution any problems or changes regarding the proposed mobility programme or mobility period.

|  |
| --- |
| **The staff member** Name:Signature: Date:  |

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| --- |
| **The sending institution/enterprise**Name of the responsible person:**Erkan Tunç**Signature: Date:  |

|  |
| --- |
| **The receiving institution**Name of the responsible person: **JON** Signature: Date:  |

1. In case the mobility combines teaching and training activities, **the** **mobility agreement for teaching template** should be used and adjusted to fit both activity types. [↑](#endnote-ref-1)
2. **Seniority:**  Junior (approx. < 10 years of experience), Intermediate (approx. > 10 and < 20 years of experience) or Senior (approx. > 20 years of experience). [↑](#endnote-ref-2)
3. **Nationality:** Country to which the person belongs administratively and that issues the ID card and/or passport. [↑](#endnote-ref-3)
4. **Erasmus Code:** A unique identifier that every higher education institution that has been awarded with the Erasmus Charter for Higher Education receives.. It is only applicable to higher education institutions located in Programme Countries. [↑](#endnote-ref-4)
5. **Country code**: ISO 3166-2 country codes available at: <https://www.iso.org/obp/ui/#search>. [↑](#endnote-ref-5)
6. All refererences to "**enterprise**" are only applicable to mobility for staff between Programme Countries or within Capacity Building projects. [↑](#endnote-ref-6)
7. The top-level NACE sector codes are available at <http://ec.europa.eu/eurostat/ramon/nomenclatures/index.cfm?TargetUrl=LST_NOM_DTL&StrNom=NACE_REV2&StrLanguageCode=EN> [↑](#endnote-ref-7)
8. **Size:** according to the number of staff, the enterprise should be defined as small (1-50), medium (51-250) or large (>251). [↑](#endnote-ref-8)
9. Circulating papers with original signatures is not compulsory. Scanned copies of signatures or digital signatures may be accepted, depending on the national legislation. [↑](#endnote-ref-9)