

## INSTRUCTIONS FOR INCOMING STAFF FROM ENTERPRISES

### INVITED TO TEACH AT THE UNIVERSITY OF RIJEKA WITHIN ERASMUS

(Erasmus project 2023-1-HR01-KA131-HED-000113440 – project duration from 1.6.2023. to 31.7.2025.)

**Invited incoming staff from enterprises** may apply to the University of Rijeka (in further text: UNIRI) for **Erasmus+ grant for teaching mobility** at the University of Rijeka.

Invited staff from enterprises invited to teach at UNIRI may be **employed in any public or private organisation** (not awarded with an *ECHE - Erasmus Charter for Higher Education*) in an EU Member States, Norway, Iceland, Liechtenstein, Macedonia, Turkey and Serbia.

For example, such organization can be: a public or private, a small, medium or large enterprise; a public body at local, regional or national level; a social partner or other representative of working life, including chambers of commerce, craft/professional associations and trade unions; a research institute; a foundation; a school/institute/educational centre; a non-profit organization, association, NGO; a body providing career guidance, professional counselling and information services.

In the case of staff mobility from an enterprise to UNIRI, **the mobility is arranged by an invitation letter issued by the UNIRI member institution** (faculty/academy/department) to the staff member of the enterprise and **by teaching programme**.

Invited staff from enterprises will receive **Erasmus+ grant** as a contribution to their costs for travel and subsistence during the period abroad.

**Minimum duration** of invited incoming staff mobility is **1 day**.

**The candidate can apply for Erasmus+ grant to the UNIRI International Mobility Centre by submitting:**

1. Application form (in English)
2. Invitation letter from the UNIRI member institution (faculty / academy / department)
3. Employment status certificate (candidate cannot be employed by a higher education institution)
4. Mobility agreement for teaching signed by all sides
5. CV (in English).

Please, send your application to the e-mail: [international@uniri.hr](mailto:international@uniri.hr), with reference in the e-mail subject: Invited incoming staff from enterprises.

**Contact for all additional information:**

International Mobility Centre

University of Rijeka

[international@uniri.hr](mailto:international@uniri.hr)