

Erasmus+ call for professors for teaching purposes under project 2024-1-ES01-KA131-HED-000199762

Explanatory note:

Mobility periods will take place between September 1, 2025, and July 31, 2026, under the Erasmus+ project 2024-1-ES01-KA131-HED-000199762.

GENERAL INFORMATION:

This call is aimed at professors at Universidad CEU San Pablo who wish to undertake teaching placements at universities with which exchange agreements have been signed within the framework of the European Commission's Erasmus+ Program. Its objectives are:

- Support the acquisition of skills and improve personal development and employability.
- To improve foreign language skills.
- Raise awareness and understanding of other cultures and countries, offering the opportunity to build international networks.
- Increase the capacities, attractiveness, and international dimension of participating institutions.
- Strengthen synergies and transitions between formal and non-formal education, vocational training, employment, and entrepreneurship.
- Ensure better recognition of skills acquired during periods of learning abroad.

1. Requirements.

1.1 To be eligible for a scholarship, you must be a member of the teaching and research staff (PDI) at Universidad San Pablo CEU during the current academic year 2025/2026.

1.2 Likewise, in order to participate in an Erasmus, you must have nationality, permanent or temporary residence, or refugee or stateless status in one of the countries participating in the Erasmus+ program.

1.3 To apply for financial aid for teaching mobility (STA), there must be a valid Erasmus+ agreement in place during the academic year in which the mobility takes place between Universidad San Pablo CEU and the destination higher education institution.

1.4 If there is no agreement in force with the university where you wish to carry out the mobility, a new one may be signed, provided that this agreement reaches the Vice-Rectorate for Internationalization at least one month in advance and before the stay takes place.

1.5 In the application, the teacher must submit a teaching project that must be approved by the School and the Vice-Rectorate for Internationalization.

1.6 The application must be submitted to the Vice-Rectorate for Internationalization **at least one month before the planned date of the stay**.

2. Periods of stay and duration of the project.

2.1 Dates: Erasmus+ teaching mobility stays corresponding to the 2024 project may be carried out until July 31, 2026.

2.2 Duration: Teaching staff mobility stays must have a minimum duration of 2 days and a maximum duration of 6 weeks. The maximum period that will be funded by the Erasmus+ grant will be 7 days: 2 to 5 days of mobility, as well as 2 extra days of travel if requested in the Erasmus+ Mobility Agreement.

Teaching load during the stay: Minimum of 8 hours of teaching per week (for periods of between 2 and 5 days).

3. Expected results:

Erasmus+ mobility activities supported by this key action should have one of the following **outcomes for participants**:

- improvement of skills related to their professional profiles;
- better understanding of educational practices, policies, and systems in the field of youth in different countries;
- greater capacity to bring about change in terms of modernization and international openness within educational organizations themselves;
- a better understanding of the interconnections between formal and non-formal education, vocational training, and the labor market, respectively;
- better quality of work and activities for students;
- greater understanding and responsiveness to all types of diversity (social, ethnic, linguistic, cultural, diversity of abilities, or others);
- greater capacity to address the needs of people with fewer opportunities;
- greater support for mobility activities;
- greater opportunities for professional development;
- improved foreign language skills and digital competences;
- greater motivation and satisfaction in everyday work.

In addition, the activities supported by this action are expected to produce some of the following **results at the University**:

- greater capacity to operate at EU/international level: improved management capabilities and internationalization strategies and strengthened cooperation with partners in other countries;
- educational improvements and innovation;
- a more modern, dynamic, committed, and professional environment within the organization;

On the other hand, the objective is also for staff to undertake mobility abroad as part of their **professional development** in order to:

- **share their expertise;**
- **try out new teaching environments;**
- **acquire new innovative teaching and curriculum design skills, as well as digital skills;**
- **connect with their counterparts abroad to develop joint activities to achieve the Program's objectives;**
- **exchange good practices and strengthen cooperation between higher education institutions;**
- **better prepare students for the world of work.**

In addition, the aim is to promote the **development of transnational and transdisciplinary curricula**, as well as **innovative learning and teaching methods**, in order to address social challenges.

4. Deadlines

Given the open nature of the call, applications will be processed and decided on a first-come, first-served basis by the Vice-Rectorate for Internationalization.

The duration of the call will be subject to the availability of funds.

5. Selection criteria.

5.1 Selection scale

The following selection criteria will be applied (100 points):

- **INTERNATIONAL EXPERIENCE.** The candidate's previous international experience in successfully carrying out their project and/or knowledge of languages will be taken into account. Up to 15 points
- **FIRST MOBILITY.** Applications from staff who have not previously enjoyed international mobility will be viewed favorably. 10 points
- **PROJECT.** Quality of the teaching project (suitability for their area of knowledge, innovation, international projection of the USPCEU educational project). Up to 50 points
- **DESTINATION UNIVERSITY.** Quality/relevance/strategic interest of the destination university (rankings, relevance in the area of knowledge, previous collaborations in the field of study, strategic alliances, etc.). Up to 10 points
- **INSTITUTIONAL INTERNATIONALIZATION.** Priority will be given to candidates who offer the greatest suitability in terms of promoting the internationalization of Universidad San Pablo CEU (development of new educational projects, sharing of best practice models, signing of collaboration agreements, etc.). Up to 15 points

The Vice-Rectorate for Internationalization will give priority to professors who have not previously participated in a mobility program and to those whose proposal is oriented towards innovation or areas of special relevance at present and/or for their job position.

5.2. Evaluation Committee:

The Evaluation Committee for applications will be composed of:

- The Vice-Rector for Internationalization (acting as Chair)
- An academic staff member attached to the Vice-Rectorate for Internationalization (acting as a member)
- A member of the Vice-Rectorate for Internationalization's administrative and service staff (acting as Secretary)
- The Head of the International Mobility Office may act as a substitute for the Members and/or the Secretary

6. Financial allocation.

1. Travel expenses:

Travel distance	Eco-friendly travel - amount	Non-eco-friendly travel - amount
Between 10 and 99 km	56 EUR per participant	28 EUR per participant
Between 100 and 499 km	285 EUR per participant	211 EUR per participant
Between 500 and 1999 km	417 EUR per participant	309 EUR per participant
Between 2000 and 2999 km	535 EUR per participant	395 EUR per participant
Between 3000 and 3999 km	785 EUR per participant	580 EUR per participant
Between 4000 and 7999 km	1188 EUR per participant	1188 EUR per participant
8000 km or more	1735 EUR per participant	1735 EUR per participant

2. Living expenses

Group 1	Germany, Austria, Belgium, Denmark, Finland, France, Ireland, Iceland, Italy, Liechtenstein, Luxembourg, Norway, the Netherlands, and Sweden. Countries not associated with the program in regions 13 and 14: Andorra, Vatican City State, Monaco, San Marino, Faroe Islands, United Kingdom, and Switzerland. 120€/day
----------------	---

Group 2	Czech Republic, Cyprus, Slovakia, Slovenia, Spain, Estonia, Greece, Latvia, Malta, and Portugal. 107€/day
Group 3	Bulgaria, Croatia, Hungary, Lithuania, North Macedonia, Poland, Romania, Serbia, and Turkey. 93€/day

7. Submission of applications.

To apply for Erasmus+ teaching mobility funding, you must submit the [application form](#) to the following email address: alba.valleizquierdo@ceu.es

8. Additional information: Documents related to this mobility action:

8.1. Before undertaking mobility

AUTHORIZATION FROM THE HOST UNIVERSITY: Once the teacher has obtained pre-approval for the grant, they will contact the university they have chosen for their mobility to confirm authorization to carry it out.

MEDICAL INSURANCE. The mobility beneficiary must take out medical insurance. The insurance must include at least medical insurance coverage, civil liability insurance coverage, and accident insurance coverage. The interested party may take out the insurance on their own or through the ERGO company, with which CEU has an agreement. Mobility grants will not be paid without documentary evidence of the insurance policy.

ERGO insurance conditions

- Medical expenses coverage: 60,000€. Medical assistance is not covered for any pre-existing medical conditions that the insured person may have
- Accident coverage: 6,000€
- Civil liability coverage: 60,000€. Travel cancellation expenses are not covered.

Premiums:

PERIOD	PREMIUM
--------	---------

2 DAYS	15.13€
3 DAYS	15.13€
4 DAYS	15.93€
5 DAYS	15.93€
6 DAYS	17.20€
7 DAYS	17.20€

If you wish to take out ERGO insurance, please contact:

- Nuria Ordoñez (nordonez@ersmgrupo.com)
- Olga Torrent (otorrent@ersmgrupo.com)

In any case, the PDI beneficiary of the mobility program must submit the Mobility Agreement signed by all parties, the grant agreement, and the multi-assistance insurance policy to the Vice-Rectorate for Internationalization at Universidad CEU San Pablo.

8.2. At the end of the stay

Proof of the stay must be provided by submitting the following documentation to the Vice-Rectorate for Internationalization:

- Certificate of stay, signed and stamped by the host institution.
- Participant's report: At the end of the stay, each professor will receive an email with instructions for completing the EU report.

In Madrid, September 26, 2025