



## Erasmus+ Call for Applications for Faculty Members for Teaching Purposes Under Project [2025-1-ES01-KA131-HED-000307509](#)

### Clarification:

The mobility periods will take place between September 1, 2026, and July 31, 2027, as part of the Erasmus+ project [2025-1-ES01-KA131-HED-000307509](#).

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### GENERAL INFORMATION:

This Call for Applications is intended for faculty members at Universidad CEU San Pablo who wish to undertake teaching assignments at universities with which exchange agreements have been signed under the European Commission's Erasmus+ Program. Its objective is:

- Support the acquisition of skills and enhance personal development and employability.
- Improve foreign language proficiency
- To increase awareness and understanding of other cultures and countries, offering the opportunity to build international networks.
- To enhance the capabilities, appeal, and international dimension of participating institutions.
- Strengthen synergies and transitions between formal education, 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 2026/2027 academic year.

**1.2** Additionally, to participate in an Erasmus exchange, you must hold citizenship, permanent or temporary residency, or refugee or stateless status in one of the countries participating in the Erasmus+ program.

**1.3** To apply for financial assistance for a faculty exchange (STA), there must be a valid Erasmus+ agreement in place during the academic year in which the exchange takes place between Universidad San Pablo CEU and the host institution of higher education.

**1.4** If there is no valid agreement with the university where the mobility is to take place, a new agreement may be signed, provided that this agreement is submitted to the Vice-Rectorate for Internationalization at least one month in advance and before the stay begins.

**1.5** In the application, the faculty member must submit a teaching proposal, which must be approved by the faculty and the Vice-Rectorate for Internationalization.

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

## 2. Duration of the stay and project.

**2.1** Dates: Erasmus+ faculty mobility stays corresponding to the 2025 project may take place through July 31, 2027.

**2.2** Duration: Faculty mobility stays must last a minimum of 2 days and a maximum of 6 weeks. The maximum period to be funded by the Erasmus+ grant is 7 days: 2 to 5 days of mobility, plus 2 additional days for travel if requested in the Erasmus+ Mobility Agreement.

**Teaching load during the stay:** A minimum of 8 teaching hours per week (for periods of 2 to 5 days).



### 3. Expected outcomes:

Erasmus+ mobility activities supported by this key action must lead to one of the following **outcomes for participants**:

- improvement of skills related to their professional profiles;
- a better understanding of educational practices, policies, and systems in the field of youth in different countries;
- greater capacity to drive change in terms of modernization and international openness within their own educational organizations;
- a better understanding of the interconnections between formal and non-formal education, vocational training, and the labor market, respectively;
- improved quality of work and activities benefiting students;
- greater understanding of and ability to respond to all types of diversity (social, ethnic, linguistic, cultural, disability, or other);
- greater capacity to address the needs of people with fewer opportunities;
- greater support for mobility activities;
- greater opportunities for professional development;
- improved knowledge of foreign languages and digital skills;
- greater motivation and satisfaction in daily work.

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

- greater capacity to operate at the 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, engaged, and professional environment within the organization;

Furthermore, the objective is also for staff to participate in mobility abroad as part of their **professional development** in order to:

- **share their specialized knowledge;**
- **experience 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 aimed at achieving the Program's objectives;**
- **exchange best practices and strengthen cooperation among higher education institutions;**
- **better prepare students for the workforce.**



Additionally, the goal 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 for proposals, applications will be processed and decided upon in the order in which they are received by the Vice-Rectorate for Internationalization.

The duration of the call for proposals will depend on the availability of funds.

## 5. Selection Criteria.

### 5.1 Selection Criteria

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

- **INTERNATIONAL EXPERIENCE.** The candidate's prior international experience relevant to successfully carrying out their project and/or language proficiency will be evaluated. Up to 15 points
- **FIRST MOBILITY EXPERIENCES.** Applications submitted by staff who have not previously participated in an international mobility program will be viewed favorably. 10 points
- **PROJECT.** Quality of the teaching project (alignment with the candidate's field of expertise, innovation, and the international scope of the USPCEU educational project). Up to 50 points
- **HOST UNIVERSITY.** Quality, relevance, and strategic interest of the host university (rankings, prominence in the field of study, prior collaborations in the field, strategic alliances, etc.). Up to 10 points
- **INSTITUTIONAL INTERNATIONALIZATION.** Priority will be given to applications that are best suited to promoting the internationalization of the University of San Pablo CEU (development of new educational projects, sharing of best practices, signing of collaboration agreements, etc.). Up to 15 points

The Vice-Rectorate for Internationalization will give priority to faculty members who have not previously participated in a mobility program and to those whose proposal is focused on innovation or on areas of particular current relevance and/or relevance to their position.



## 5.2. Evaluation Committee:

The committee evaluating the applications will consist of:

- The Vice-Rector for Internationalization (serving as Chair)
- A faculty member attached to the Vice-Rectorate for Internationalization (serving as a member)
- A staff member from the Vice-Rectorate for Internationalization (serving as Secretary)
- The Head of the International Mobility Office may serve as a substitute for the Members and/or the Secretary

## 6. Funding.

### 1. Travel Expenses:

| Distancias de viajes    | Desplazamientos ecológicos -<br>Importe | Desplazamientos no<br>ecológicos - Importe |
|-------------------------|-----------------------------------------|--------------------------------------------|
| Entre 10 y 99 km:       | 56 EUR por participante                 | 28 EUR por participante                    |
| Entre 100 y 499 km:     | 285 EUR por participante                | 211 EUR por participante                   |
| Entre 500 y 1 999 km:   | 417 EUR por participante                | 309 EUR por participante                   |
| Entre 2 000 y 2 999 km: | 535 EUR por participante                | 395 EUR por participante                   |
| Entre 3 000 y 3 999 km: | 785 EUR por participante                | 580 EUR por participante                   |
| Entre 4 000 y 7 999 km: | 1 188 EUR por participante              | 1 188 EUR por participante                 |
| 8 000 km o más:         | 1 735 EUR por participante              | 1 735 EUR por participante                 |

### 2. Living Expenses

|                |                                                                                                                                                                                                                                                                                                                                                                              |
|----------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Group 1</b> | <p>Germany, Austria, Belgium, Denmark, Finland, France, Ireland, Iceland, Italy, Liechtenstein, Luxembourg, Norway, the Netherlands, and Sweden.</p> <p><b>Countries not participating in the program for Regions 13 and 14:</b></p> <p>Andorra, Vatican City State, Monaco, San Marino, the Faroe Islands, the United Kingdom, and Switzerland.</p> <p><b>120 €/day</b></p> |
| <b>Group 2</b> | <p>Czech Republic, Cyprus, Slovakia, Slovenia, Spain, Estonia, Greece, Latvia, Malta, and Portugal.</p> <p><b>107 €/day</b></p>                                                                                                                                                                                                                                              |



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| <b>Group 3</b> | Bulgaria, Croatia, Hungary, Lithuania, North Macedonia, Poland, Romania, Serbia, and Turkey.<br><b>93 €/day</b> |
|----------------|-----------------------------------------------------------------------------------------------------------------|



## 7. Submission of Applications.

To apply for an Erasmus+ teaching mobility grant, you must submit the [application form](#) to the following email address: [ivana.miceta@ceu.es](mailto:ivana.miceta@ceu.es)

## 8. Additional Information: Documents related to this mobility action:

### 8.1. Before the mobility period

**AUTHORIZATION FROM THE HOST UNIVERSITY:** Once the faculty member has received preliminary approval for the grant, they must contact the university they have chosen for their mobility to confirm authorization to proceed.

**HEALTH INSURANCE:** The mobility beneficiary must purchase health insurance. The insurance must include, at a minimum, medical coverage, liability coverage, and accident coverage. To purchase the insurance, the applicant may do so on their own or through ERGO, with which CEU has an agreement. Mobility grants will not be paid without documented proof of the insurance policy.

#### **ERGO Insurance Conditions**

- Medical Expenses Coverage: 60,000€. Medical care for any pre-existing medical conditions the insured may have is not covered.
- Accident Coverage Limit: 6,000€
- Civil Liability Coverage: 60,000€.
- Expenses related to trip cancellation 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 |



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If you wish to purchase ERGO insurance, please contact:

- Nuria Ordoñez ([nordonez@ersmgrupo.com](mailto:nordonez@ersmgrupo.com) )
- Olga Torrent ([otorrent@ersmgrupo.com](mailto:otorrent@ersmgrupo.com) )

In any case, the faculty or staff member participating in the mobility program must submit the Mobility Agreement signed by all parties, the grant agreement, and the policy for the comprehensive 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 will 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 faculty member will receive an email with instructions on how to complete the EU report.

Madrid, September 15, 2026