Co-funded by the Erasmus+ Programme of the European Union

University EMUNI

Labelled by: Union for the Mediterranean

Based on the Grant Agreement concluded with the Slovenian National Agency, the Centre of the Republic of Slovenia for Mobility and European Educational and Training Programmes (CMEPIUS), the Euro-Mediterranean University (EMUNI), Pristaniška ulica 14, 6000 Koper, Slovenia, hereby announces the

publishes the

CALL FOR APPLICATIONS FOR THE CO-FINANCING OF STAFF MOBILITY FOR TRAINING AND TEACHING PURPOSES

PURPOSE AND OBJECTIVES

The Erasmus+ programme supports participants' professional and personal development, equal opportunities, inclusion, diversity, digital transformation, sustainability, environmental protection and active citizenship.

This call supports mobility of eligible EMUNI academic and administrative staff for teaching (STA) or training (STT) at eligible host organisations abroad.

- Develop professional knowledge and practical skills relevant to work at EMUNI.
- Strengthen institutional cooperation and exchange good practices.
- Improve understanding of education, training and cultural diversity.
- Contribute to EMUNI's strategic and internationalization objectives.

ELIGIBILITY CRITERIA

- Applicants must be EMUNI employees or contractual collaborators whose relationship and proposed activities meet the applicable Erasmus+ staff mobility eligibility rules.
- Applicants must submit a complete application by the deadline.
- Applicants must provide an invitation letter or written acceptance from the proposed host organization at the time of application.
- The proposed teaching or training activities must be relevant to the applicant's work and the objectives of the programme.

The invitation/acceptance must identify the host organisation, the applicant, the intended mobility purpose and the proposed period. A clear email confirmation may be accepted as written evidence. Applications without this confirmation are incomplete.

ELIGIBLE DESTINATIONS AND MOBILITY ACTIVITIES

Mobility may take place in eligible Erasmus+ destinations, including EU Member States and third countries associated with the Erasmus+ Programme: Iceland, Liechtenstein, Norway, North Macedonia, Serbia and Türkiye.
The eligibility of the host institution and destination must comply with the applicable Erasmus+ KA131 project rules.

Staff Mobility for Training (STT)

Training mobility may take place at a higher education institution, enterprise, or any other eligible public or private organisation active in the labour market or in the fields of education, training, youth, research and innovation.
Eligible activities include training courses, workshops, job shadowing and observation periods relevant to the participant's professional responsibilities and development.
An inter-institutional agreement is required for staff mobility for training between higher education institutions.

Staff Mobility for Teaching (STA)

Teaching mobility may take place at an eligible higher education institution in an Erasmus+ Programme Country.
Eligible activities include delivering lectures, seminars, workshops and other teaching activities relevant to the participant's field of expertise and the academic programmes of the host institution.
The teaching activity must comprise a minimum of 8 teaching hours per week (or for any shorter period of mobility). If the mobility lasts longer than one week, the minimum number of teaching hours for an incomplete week is calculated proportionally.
An inter-institutional agreement between EMUNI University and the host higher education institution is required for staff mobility for teaching.

MONTHLY PERIOD, DURATION

All mobilities financed under this call must be completed before 31 July 2027.

The minimum activity period is two days, excluding travel days, subject to the applicable Erasmus+ rules.
Up to two travel days may be supported for standard travel; additional travel days may be eligible for green travel under the applicable rules.

Teaching mobility must comply with the Erasmus+ minimum teaching workload (normally at least eight teaching hours per week or per shorter mobility; different rules may apply to combining teaching and training).

Sending institution

- Inform the host organization about the selection, assist with pre-departure preparation and documentation.

- Provide administrative support, monitor mobility and facilitate recognition and dissemination.

Receiving institution

- Confirm acceptance and cooperate in preparing the relevant Mobility Agreement.
- Provide appropriate support and equal treatment during mobility.

Participant

- Sign the Mobility Agreement and Grant Agreement before departure and carry out the agreed programme.
- Complete the EU participant survey within the required deadline after mobility.
- Submit a publishable mobility report to EMUNI within 14 days after completion.
- Retain travel evidence and submit the required supporting documents.

FINANCIAL RULES AND PAYMENT PROCESS

Selected participants will receive individual support and a travel grant. Erasmus+ funding is a contribution to costs and may not cover all actual expenses. Payment arrangements are specified in the Grant Agreement.

Individual Support

Receiving country	Amount (days 1–14)
Austria, Belgium, Denmark, Finland, France, Germany, Iceland, Ireland, Italy, Liechtenstein, Luxembourg, Netherlands, Norway, Sweden	EUR 190/day
Cyprus, Czechia, Estonia, Greece, Latvia, Malta, Portugal, Slovakia, Slovenia, Spain	EUR 170/day
Bulgaria, Croatia, Lithuania, Hungary, Poland, Romania, North Macedonia, Serbia, Türkiye	EUR 148/day

For days 15–60, the daily individual support rate is 70% of the applicable daily rate shown above.

Travel Grant

Travel support is calculated using the European Commission distance calculator, based on the one-way distance between the place of departure and the host location: https://ec.europa.eu/programmes/erasmus-plus/tools/distance_en.htm

Distance	Standard travel	Green travel
10–99 km	EUR 28	EUR 56
100–499 km	EUR 211	EUR 285
500–1,999 km	EUR 309	EUR 417
2,000–2,999 km	EUR 395	EUR 535
3,000–3,999 km	EUR 580	EUR 785
4,000–7,999 km	EUR 1,188	EUR 1,188
8,000 km or more	EUR 1,735	EUR 1,735

Participants must retain tickets, boarding passes or other proof of travel. For green travel, a declaration signed by the participant and the sending institution is required.
Applicants with special needs may request additional support through CMEPIUS in accordance with the applicable procedures. Each mobility may receive only one grant from the EU budget; funding must not generate a profit.

APPLICATION PROCEDURE

Applicants must submit their applications using the online form:
https://1ka.arnes.si/a/7cd2d6e5

Application deadline: **December 1st, 2026**.
If funding remains available, the call may reopen in March 2027.

Required application documents and information

- Completed online application form with applicant details, host organisation, mobility type and proposed dates.
- Motivation statement describing objectives, relevance to the applicant's work and expected benefits for EMUNI.
- Mandatory invitation letter or written confirmation of acceptance from the host institution, indicating the planned mobility period and purpose.
- Brief proposed programme of teaching or training activities.

Only complete applications submitted by the deadline will be considered. The selected applicants will complete the formal Mobility Agreement and Grant Agreement before departure.

SELECTION PROCEDURE AND NOTIFICATION ABOUT DECISION

Applications will be assessed on the quality and relevance of the motivation statement and proposed mobility programme, as well as their contribution to EMUNI's international cooperation.
Priority will be given to applicants who have not previously benefited from Erasmus+ mobility and to activities strengthening cooperation with European universities.
The competent selection committee will approve or reject applications, subject to eligibility and available funding. Applicants will be informed of the decision within 15 days of the application deadline.

CONTACT
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Koper, 21 October 2026
EMUNI University

Erasmus+ coordinator

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