



Erasmus+ Mobility Agreement

Staff Mobility For Training¹

Planned period of the physical mobility: from 30/11/2026 to 04/12/2026

Duration of physical mobility (days) – excluding travel days: 5

Day of arrival:

Day of departure:

Total number of travel days (excluding the physical mobility period)

If applicable, planned period of the virtual component: n/a

The Staff Member

Last name (s)		First name (s)	
Seniority ²		Nationality ³	
Sex		Academic year	2026/2027
E-mail			

The Sending Institution

Name	University of Mostar		Faculty/	
Erasmus code ⁴ (if applicable)	BA MOSTAR02		Department	
Address	Trg hrvatskih velikana1, 88000 Mostar	Country/ Country code ⁵	Bosnia and Herzegovina/ BA	
Contact person name and position	Inja Stojkić, PhD, IRO Head	Contact person e-mail / phone	inja.stojkic@sum.ba +387 36 397 385	

The Receiving Organisation

Name	Università Politecnica delle Marche		
Erasmus code (if applicable)	I ANCONA01	Faculty/Department (if applicable)	IRO OFFICE
Address	Piazza Roma, 22	Country/ Country code	ITALY



Contact person, name and position	Silvia Mangialardo s.mangialardo@univpm.it	Contact person e-mail / phone	Caterina Delvecchio uniadrión.italy@univpm.it
Type of organisation	Public body	Size of organisation (if applicable)	☐ <250 employees ☐ ≥250 employees

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

Section to be completed BEFORE THE MOBILITY

I. PROPOSED MOBILITY PROGRAMME

Language of training: English.....

Overall objectives of the mobility:

The main objective of the mobility is to strengthen institutional cooperation and foster internationalisation between Italian universities and higher education institutions from the Western Balkans. The event aims to promote Erasmus+ mobility opportunities, encourage intercultural dialogue, and support the development of joint initiatives in the Adriatic-Ionian region. It also seeks to enhance the professional competencies of administrative staff through networking, knowledge exchange, and active participation in strategic meetings and workshops.

Added value of the mobility (in the context of the modernisation and internationalisation strategies of the institutions involved):

I plan to pursue a program that will provide me with extensive training in networking strategies what includes courses in networking policies, strategic planning, resource development and project based management.

Activities to be carried out (including the virtual component, if applicable):

The mobility includes the following activities:

- Participation in the **Partnership Meeting** of the Erasmus+ Consortium "Uniadrión Italy".
- Attendance at the **Western Balkans Promotion Fair at the Università Politecnica delle Marche**
- Attendance at the **Western Balkans Promotion Fair at the Università degli Studi di Teramo**
- Engagement and presentation in **workshops** with ESN representatives and staff from Western Balkans universities.
- Contribution to the **development of a format** for future editions of the Promotion Fair.



- Networking during social events and informal meetings. *Note: No virtual component is foreseen in the current programme.*

Expected outcomes and impact (e.g. on the professional development of the staff member and on both institutions):

The expected outcomes include:

- strengthened understanding of Erasmus+ mobility schemes, especially within the Adriatic-Ionian region.
- Improved competencies in international project management and coordination of mobility initiatives.
- Enhanced intercultural communication skills through direct engagement with Italian and Western Balkans partners.
- Increased capacity to design, promote and implement student-centred mobility opportunities.
- Greater confidence in representing the institution in international academic environments.
- Increased visibility of the university within the Uniadrion Italy Consortium and among participating Italian universities.
- Potential development of new bilateral agreements and expansion of KA171 cooperation.
- Strengthened institutional partnerships leading to joint promotional initiatives and future collaborative projects.
- Transfer of newly acquired knowledge to internal structures (IRO, faculties, management) to improve mobility promotion and implementation.
- Contribution to strategic planning for future promotional events, including the forthcoming editions of the Western Balkans Promotion Fair.

II. COMMITMENT OF THE THREE PARTIES

By signing⁶ this document, the staff member, the sending institution and the receiving organisation 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 their experience, in particular its impact on their professional development and on the sending higher education institution, as a source of inspiration to others.

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

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



The staff member

Name:

Signature:

Date:

The sending institution

Name of the responsible person at the Faculty (Vice Dean for International Relations):

Signature:

Date:

Name of the responsible person at the University: Prof Sanja Bijakšić, PhD, Vice Rector for International Relations:

Signature:

Date:

The receiving institution

Name of the responsible person:

Signature:

Date:

^[i] Adaptations of this template:

- 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.
- In the case of mobility between higher education institutions (HEIs), this agreement must always be signed by the staff member, the sending and the receiving HEI (three signatures in total).
- In the case of incoming mobility of higher education staff to an organisation, this agreement must be signed by the participant, the beneficiary organisation, the sending HEI and the organisation receiving the staff member (four signatures in total). An additional space should be added for signature of the beneficiary organisation organising the mobility.

^[ii] **Seniority:** Junior (approx. < 10 years of experience), Intermediate (approx. > 10 and < 20 years of experience) or Senior (approx. > 20 years of experience).

^[iii] **Nationality:** Country to which the person belongs administratively and that issues the ID card and/or passport.

^[iv] **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 EU Member States and third countries associated to the programme.

^[v] **Country code:** ISO 3166-2 country codes available at: <https://www.iso.org/obp/ui>

^[vi] Circulating papers with original signatures is not compulsory. Scanned copies of signatures or electronic signatures may be accepted, depending on the national legislation of the country of the beneficiary institution (in the case of mobility with third countries not associated to the programme: the national legislation of the EU Member State or third country associated to the programme). Certificates of attendance can be provided electronically or through any other means accessible to the staff member and the sending institution.



¹ Adaptations of this template:

- 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.
- In the case of mobility between higher education institutions (HEIs), this agreement must always be signed by the staff member, the sending and the receiving HEI (three signatures in total).
- In the case of incoming mobility of higher education staff to an organisation, this agreement must be signed by the participant, the beneficiary organisation, the sending HEI and the organisation receiving the staff member (four signatures in total). An additional space should be added for signature of the beneficiary organisation organising the mobility.

² **Seniority:** Junior (approx. < 10 years of experience), Intermediate (approx. > 10 and < 20 years of experience) or Senior (approx. > 20 years of experience).

³ **Nationality:** Country to which the person belongs administratively and that issues the ID card and/or passport.

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 EU Member States and third countries associated to the programme.

⁵ **Country code:** ISO 3166-2 country codes available at: <https://www.iso.org/obp/ui>

⁶ Circulating papers with original signatures is not compulsory. Scanned copies of signatures or electronic signatures may be accepted, depending on the national legislation of the country of the beneficiary institution (in the case of mobility with third countries not associated to the programme: the national legislation of the EU Member State or third country associated to the programme). Certificates of attendance can be provided electronically or through any other means accessible to the staff member and the sending institution.