**Application Form**

**Staff Mobility**

Planned period of Staff Mobility: from *[day/month/year]* till *[day/month/year], including travel days*

**The Staff Member**

|  |  |  |  |
| --- | --- | --- | --- |
| Last name (s) | ……… | First name (s) | ……… |
| Seniority  Remove what is not applicable | Junior (< 10 years of experience)  Intermediate (10-20 years  Senior > 20 years | Nationality (according to passport or ID card) | ……… |
| Faculty or Unit | FHML/FSE/MUO | | |
| UFO Job Profile |  | | |
| Sex [M/F/X] | M/F/X | | |
| E-mail | ………@maastrichtuniversity.nl | | |

**The Receiving Institution / Enterprise[[1]](#endnote-1)**

|  |  |  |  |
| --- | --- | --- | --- |
| Name |  | | |
| Faculty/Department |  | | |
| Address |  | | |
| Contact person, name and position |  | Contact person e-mail / phone |  |

#### **Section to be completed BEFORE THE MOBILITY**

#### **I. PROPOSED MOBILITY PROGRAMME**

Language of training: ………………………………………

Type of staff training: Job shadowing

1. **Motivation letter**

   |  |
   | --- |
   | **Please reflect on your personal- and professional motivation to pursue an Erasmus+ mobility (max. 250 words).** |
   |  |

   **Analysis**

   |  |
   | --- |
   | **Please provide an analysis of the specific knowledge the host institute offers and its value to UM (max. 250 words).** |
   |  |

   **Ambassador proposal**

   |  |
   | --- |
   | **Please provide a proposal outlining how you will take on the role of Erasmus+ Ambassador after your return (max. 250 words).** |
   |  |

   **International Experience**

   |  |
   | --- |
   | **Please provide an overview of your previous international work experience, if applicable (max. 150 words).** |
   |  |

   **UM employee training programs/coaching**

   |  |
   | --- |
   | **Please provide an overview of your previously received training programs/coaching as a UM employee if applicable (max. 150 words).** |
   |  |

   Please note :

   Do not forget to include a copy of the correspondance from your intented host institution stating that they can and will receive you as an attachment when you send this application form to [erasmusstaff@maastrichtuniversity.nl](mailto:erasmusstaff@maastrichtuniversity.nl) [↑](#endnote-ref-1)