

Fact Sheet

Erasmus+ Staff Mobility for Teaching

Staff Mobility – Teaching Assignment (STA)

Eligible participants	<ul style="list-style-type: none"> • Professors and lecturers with an employment contract with HCU • Academic staff involved in teaching • Doctoral candidates involved in teaching • Staff from foreign companies and organisations may be invited to German universities for teaching purposes (STA2)
What is funded?	<p>Guest lectureships at partner universities. Teaching activities may take various forms, for example:</p> <ul style="list-style-type: none"> • Seminars • Lectures • Tutorials • Workshops • Summer/Winter Schools • Supervision of doctoral candidates / colloquia <p>Important: Physical presence of the lecturer is required (no online teaching).</p>
In which countries?	In all EU Member States as well as Iceland, Liechtenstein, North Macedonia, Norway, Serbia and Turkey.
At which institutions?	<p>Higher education institutions participating in Erasmus+ that have concluded an Inter-Institutional Agreement (IIA) with HCU.</p> <p>A current list of HCU partner universities with STA contract can be found here.</p>
Duration of the funding	<ul style="list-style-type: none"> • Minimum 2 days and up to 5 days (working days / stay and teaching). • Plus 2 travel days for arrival and departure; in the case of green travel (environmentally friendly travel) - up to 4 travel days may be funded.
Teaching load	<ul style="list-style-type: none"> • 8 hours for the first week of the stay. If the mobility lasts longer than one week, the minimum number of teaching hours for an incomplete week will be calculated proportionally to the duration of that week. • Combined staff mobility (STA/STT): If teaching activities are combined with training activities, the minimum teaching load is reduced to 4 hours per week. <p>Objective: To improve the quality of teaching through the development of innovative teaching methods and curricula, and to strengthen the pedagogical and didactic competences of university staff.</p>
Funding	Participants receive financial support for travel and subsistence costs (Erasmus grant). The amount of funding depends on the destination country and the duration of the stay.

	Subsistence costs:		
	Host country		Daily rate
	Austria, Belgium, Denmark, Finland, France, Iceland, Ireland, Italy, Liechtenstein, Luxembourg, Netherlands, Norway, Sweden		180 EUR
	Estonia, Cyprus, Czech Republic, Greece, Latvia, Malta, Portugal, Slovakia, Spain, Slovenia		160 EUR
	Bulgaria, Croatia, Hungary, Lithuania, North Macedonia, Poland, Romania, Serbia, Turkey		140 EUR
	Travel expenses:		
	Actual distance (one-way trip) as per the Distance Calculator	Travel allowance (return trip)	Green Travel allowance (return trip)
	10 km - 99 km	28 EUR	56 EUR
	100 km - 499 km	211 EUR	285 EUR
	500 km - 1.999 km	309 EUR	417 EUR
2.000 km - 2.999 km	395 EUR	535 EUR	
3.000 km - 3.999 km	580 EUR	785 EUR	
Payment of the Erasmus+ grant	The grant will be paid in a single instalment once all required documents have been submitted in full and verified.		
Application procedure	<ul style="list-style-type: none"> • There are no fixed application deadlines for STA; however, applications must be submitted at least two months before the start of the mobility. • Recommendation: Arrange an information meeting with the International Office before submitting your application. 		

	<ul style="list-style-type: none"> • Applications must be submitted via the Mobility Online database application here.
Selection criteria	<p>Applications will be assessed based on the extent to which the teaching programme and the planned activities during the stay are clearly described and well justified, particularly with regard to:</p> <ul style="list-style-type: none"> • academic relevance • institutional benefits • contribution to the internationalisation of teaching and studies • expected benefits for the visiting lecturer and students • possible follow-up activities
Additional information	<p>The European Union points out that an Erasmus mobility grant does not include insurance cover. Please read the information on insurance coverage on the HCU website (link below).</p> <p>Please note that the lump sums listed in the Grant Agreement must be declared as income in your tax return.</p>
Further information	<p>HafenCity Universität Hamburg (HCU): Erasmus+ Staff Mobility for Teaching (STA)</p>
Contact person	<p>Ms Katja Wittke, hcu-staff-mobility@vw.hcu-hamburg.de, Tel.: +49 (0) 40 300 880 4395 (Mon-Thu 10:00-14:00)</p>