

# International Credit Mobility - ICM

## WHAT IS ICM?

For over 25 years, since 1987, Europe has funded the Erasmus programme, which has enabled over three million European students to spend part of their studies at another Higher Education Institution (HEI) in an Erasmus programme country. International Credit Mobility Erasmus+ now offers opportunities to students and staff from other parts of the world. Under the ICM a HEI in a Partner Country can send its students or staff to a partner HEI in a Programme Country, and vice versa.

## MOBILITY FOR TEACHING MISSIONS

### ERASMUS STAFF MOBILITY FOR TEACHING MOBILITIES (STA)

- The aim?

The mobility of teachers is one of the important missions of cooperation between institutions of higher education whose objective is to promote the European dimension and the quality of Higher Education to the students who do not have the possibility of carrying out any type of mobility. The teacher will have to teach classes and participate in other activities integrated in the teaching program of the host institution. You can use this type of activity to monitor Erasmus + students, develop new cooperation projects or research activities.

- Objectives?
  - Opportunity for valuation, both personal and professional;
  - Strengthen cooperation links between partner higher education institutions;
  - To promote the exchange of professional experiences and teaching methods.
- Duration of Mobility: 5 working days + 2 days of travel (8 hours of teaching or more at the host university).

## MOBILITY FOR TRAINING

### ERASMUS + STAFF MOBILITY FOR TRAINING (STT)

- The aim?

In the context of programs such as ERASMUS +, non-teaching personnel at FMUP have the possibility to travel to partner institutions and enjoy a period of professional training aimed at developing their professional skills.

- Objectives?

Provide learning based on the exchange of knowledge and / or know-how, based on the experiences and good practices of the host institution / company, as well as the acquisition of practical skills relevant to the current occupation and professional development.

- Duration of Mobility: 5 working days + 2 days of travel

# International Credit Mobility - ICM

## INFORMATION FOR STT AND STA

- Application procedures

Interested participants should contact the International Relations Office of their University and follow the application procedures indicated for this project.

- Financing

The Erasmus + grant awarded is intended to cover travel expenses and to help with subsistence costs (accommodation and meals). The scholarship value is assigned by country of destination and based on the Table of values of scholarship provided by the National Agency Erasmus +, Training and Education:

Country of origin	Direction	Host Country	Daily grant
Partner country	Incoming	Portugal	160€
Portugal	Outgoing	Partner country	180€

The amount of the trip is calculated by means of a "distance band" defined by the European Commission:

Distance band	Amount
Between 0 and 99 KM	20 EUR per participant
Between 100 and 499 KM	180 EUR per participant
Between 500 and 1999 KM	275 EUR per participant
Between 2000 and 2999 KM	360 EUR per participant
Between 3000 and 3999 KM	530 EUR per participant
Between 4000 and 7999 KM	820 EUR per participant
8000 KM or more	1500 EUR per participant

### BEFORE MOBILITY – AFTER SELECTION

1- The list of the candidates is published in the University webpage or communicated by e-mail. The final list of candidates is communicated to P.PORTO (carla.carneiro@sc.ipp.pt) by the International Office;

2- In the case of the withdrawal of a selected candidate, he or she must do it in writing within a week.

3- The candidate must inform in writing if there is a change of destination of mobility (host University).

4- The candidate must take care of the Teaching/Training Program and collect all the necessary signatures. This document must be sent to P.PORTO International Office.

## International Credit Mobility - ICM

- 4- The selected candidate or International Office, STA or STT, must send the information required for the calculation of the grant and emission of the mobility contract.
- 6- The candidate may deal with travel and accommodation procedures after receipt this information and confirmation of the mobility.
- 7- The grant payment will be done in cash upon in the beginning of the mobility.

### AFTER MOBILITY

- Send to International Office and P.PORTO International Office: the mobility certificate and copies of boarding passes;
- Complete the online satisfaction report sent to you by the platform of the Erasmus + program (MTOOL)
- Make a small "report" of the mobility that must be delivered in your department and send also to the P.PORTO International Office, for dissemination on the institution's website;

---

	CHECK-LIST
	Application with the School's International Office within the established deadlines
	Take care of the Teaching / Staff Program
	<b>Confirmation of the mobility</b>
	Fill in the Teaching/Staff programme – communication with the P.PORTO School that will host you / International Office – and define mobility dates
	Send all required documents
	<b>After the confirmation of mobility (signed documents)</b>
	Deal with travel and accommodation procedures
	<b>After mobility (send to Host School's IO or GCRI)</b>
	Boarding passes
	Mobility Certificate
	<b>Perform online satisfaction report (MTOOL)</b>