

**Call for Mobility Scholarships
Within the Framework of Erasmus+ Program
for the Academic Staff**

It is possible to choose only one university within the mentioned competition.

For the Academic Staff:

Lithuania

University	Vytautas Magnus University
Field	Humanities, Law, Economics, Business
Language	English
Mobility Period	Spring Semester of the 2024/2025 Academic Year
Website	https://www.vdu.lt/en/
Mobility Duration	5 working days

Poland

University	University of Opole
Field	English Philology
Language	English
Mobility Period	Spring Semester of the 2024/2025 Academic Year
Website	https://uni.opole.pl/en/
Mobility Duration	5 working days

Selection process:

- Reviewing the election application and pertinent documentation (Tbilisi State University)
- Interview with the candidate selection committee (Tbilisi State University)
- Final selection/scholarship award (Host University)

Required documents:

1. Copy of passport;
2. A certificate of employment (in English)
3. CV in the European format <https://europa.eu/europass/en/create-europass-cv>
4. A letter of recommendation – kindly submit your English recommendation through the electronic registration portal mobility.tsu.ge by entering your recommender information in the designated field. Subsequently, a hyperlink will be dispatched to the recommender via email, facilitating the completion of the recommendation online.
5. Completed Mobility Agreement (in English):
 - 5.1 In the case of Staff Mobility for Teaching: the mobility agreement should include 8 hours of teaching activity per week of mobility; the document must be certified by the signature and seal of the dean of the relevant faculty of TSU; Appendix 1;

- 5.2 In the case of Staff Mobility for Training: completed mobility agreement should be certified by the signature of the Head of the relevant unit of TSU; Appendix 2;
6. Letter of interest (pre-acceptance) issued by the host university (the submission of an official letter is not obligatory; an emailed consent or proof of interest, duly issued by the secretariat and/or professor of the pertinent academic department at the host university, is deemed satisfactory).

Academic and administrative staff intending to participate in the exchange program are required to complete registration on the electronic portal for exchange and mobility program management at mobility.tsu.ge. The comprehensive set of application documents, formatted in PDF, should be uploaded, and the application must be electronically submitted no later than **14:00 on December 13, 2024.**

Please kindly note that:

- Modifying the submitted application or substituting uploaded documents is not feasible;
- The submission of an application requires the completion and transmission of a recommendation by the recommender. Hence, it is crucial for the recommender to be adequately informed about the application deadline.

Additional important information:

a) Please note that the portal mobility.tsu.ge:

- ✚ Does not register applications after the deadline (**December 13, 14:00**);
- ✚ Does not register an incomplete application package. The application is considered electronically submitted only after pressing the send button!
- ✚ Upon successful submission of the application documentation, the applicant will receive the relevant email notification;
- ✚ The time and date of the interviews will be sent individually to all applicants by e-mail indicated on the portal [mobility.tsu.ge]; The interview will be held face-to-face.

b) Finances and other conditions related to mobility:

- ✚ Kindly be advised that certain host [universities may provide reimbursement for up to five working days and one or two travel days. This consideration will be made subsequent to the host university's receipt and evaluation of the application documents.](#)

For further inquiries, kindly reach out to the Department of Foreign Relations via email at outgoingmobility@tsu.ge