

MAIN CALL: Erasmus+ KA171 (Non-European Countries) Staff Mobility for Teaching

Erasmus International Credit Mobility for Staff Mobility (From SU to Partners)

1. Main Call

- **Application Period:** 11.04.2025–30.04.2025
- **Deadline:** 30.04.2025 @16:00
- **Mobility End Date:** The mobility must be completed by **July 31, 2025***.
- **Project Ref:** 2022-1-TR01-KA171-HED-000068713, 2023-1-TR01-KA171-HED-000164079
- **Contact:** erasmus@sabanciuniv.edu or 9627 (IRO Responsible: Gözde Doğmuş)

* The mobility for Stellenbosch University can be completed by July 31, 2026.

2. What is Erasmus+ ICM?

Erasmus+ KA171 ICM (Non-European Countries) Staff Mobility for Teaching Assignments (STA) enables academic staff from a Higher Education Institution (HEI) to teach and undertake joint academic and educational activities at a partner HEI in program countries worldwide. Erasmus+ KA171 Staff Mobility for Teaching Assignments includes various activities like lecturing, hands-on teaching, seminars, and workshops. This call covers bilateral staff mobility between Sabancı University (SU) and its KA171 Partners.

3. Who is Eligible?

- **For Teaching Assignments (STA):** Academic staff with a contractual relationship with Sabancı University.

4. Possible Slots and Grants:

- **Slots (From SU to Partners):**

Partner Institution	Partner Country	Shared Quota *	Total Grant Amount
Khazar University	Azerbaijan	1	(1260+275 €)
University of Jordan	Jordan	7	(1260+275 €)
National Research University Higher School of Economics (HSE)	Russia	1	(1260+275 €)
Stellenbosch University**	South Africa	2	(1260+1500 €)

These quotas are shared between training mobilities for administrative staff and teaching mobilities for faculty members, with priority given to teaching mobility applications*

- Erasmus+ Grants:

- Daily Grant:** €180/day (for 7 days: 5 working days + 2 travel days).
- Travel Grant by Distance:**

Travel Distance	Standard Travel Grant Amount (Euro)	Green Travel Grant* Amount (Euro)
10-99 km	23 €	
100-499 km	180 €	210 €
500-1999 km	275 €	320 €
2000-2999 km	360 €	410 €
3000-3999 km	530 €	610 €
4000-7999 km	820 €	
8000+ km	1500 €	

***Green Travel Grant:** Staff may receive a Green Travel Grant, in case they prefer green travel, for up to 4 days for individual travel days. This grant encourages participant to travel to their exchange destination by bus or train as an alternative to flying. The grant for the Green Travel will be paid out with payment at the end of your mobility trip. You should submit the related documents (bus ticket, train ticket, etc, receipts), including the travel route and date.

New! Within the scope of Erasmus+ and European Solidarity Programs, the Turkish National Agency beneficiaries may fly with **Turkish Airlines** with a **15%** discount and a total **40kg** baggage allowance. Detailed information will be given upon final acceptance.

5. Erasmus+ Special Needs Support:

Erasmus+ supports participants with physical, mental, or health-related conditions by providing extra financial support. SU IRO, in consultation with the disability office, will assist beneficiaries in applying for additional funding for their special needs.

6. Timeline of the Visit:

- The mobility must be completed by **July 31, 2025. ****

****The mobility for Stellenbosch University can be completed by July 31, 2026.**

- For Teaching Assignment (STA):** The duration is 5 days (excluding travel time). A minimum of 8 hours of teaching per week is required for grant eligibility.

7. How to Apply:

Applications for the MAIN CALL are open from 11 April 2025 to 30 April 2025 on [TURNAPORTAL](#). You can access the application form using your e-Government (e-Devlet) account. After logging in successfully, you can find the relevant call under the “Başvurularım” section in the left-side menu.

Please make sure to apply for:

“MAIN CALL: Erasmus+ KA171 (Non-European Countries) Staff Mobility for Teaching”

[The manual for application system.](#)

Application Documents:

○ **Teaching Assignment (STA):**

- Invitation Letter or Acceptance Email (a document or pdf version of email shows that the host institution accepts your teaching assignment) (entitled as “Davet Mektubu” on the system)
- Write a paragraph about the “impact of visit” (entitled as “Work Plan” on the system)
- Supporting documents for disability/veteran/martyr status (if applicable) *

*The official health report proving disability must be submitted during the application.

**Documents proving the condition must be submitted during the application.

The activities related to Artificial Intelligence are prioritized within the scope of the 2021-2025 National Artificial Intelligence Strategy prepared by the Presidency Digital Transformation Office. It should be mentioned in your invitation letter or acceptance e-mail explicitly.

8. Evaluation Criteria:

○ **For Teaching Assignment (STA):**

- First-time applicants: +6 (not applied to staff with less than 1 year at SU)
- Work experience at SU: Points based on years of service (max. 6 points if > 6 years)
- Impact of the visit (the response may consist of 4–5 sentences max) +3
- Personnel with special needs: +3
- Applying for home country: -3 points
- Child/spouse of martyr or veteran: +3
- Application from a faculty that has never been involved +1
- Participation in the KA171 program in the last 3 years (Minus 3 points for each participation) (Example: 2 participations → -6)
- AI activities (in line with The Presidency Digital Transformation Office's 2021-2025 National Artificial Intelligence Strategy¹) and digital skills development will be prioritized +2

In case of ties:

- Priority is given to staff who have never participated before or have fewer prior participations. Priority is given to staff with more work experience at SU (calculated in days).

¹ <https://cbddo.gov.tr/SharedFolderServer/Genel/File/TR-UlusalYZStratejisi2021-2025.pdf>

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Erasmus+ Staff Mobility without Grant (Zero Grant):

Participation without a grant is possible. Applicants without grants will go through the same evaluation process but will not receive financial support.

9. Selection Process and Nomination to Partner Universities:

The Selection Committee at Sabancı University will review applications within two weeks after the deadline. Selected candidates will be nominated to partner universities and asked to complete the necessary procedures.

10. Invitation Letters:

Host universities will issue invitation letters for visa procedures after nomination.

11. Payments:

Payments will be made to Akbank € account before the departure date. Participants will receive 70% of the grant at the beginning of their mobility, with the remaining 30% paid after the training program is completed.

12. After the Staff Mobility:

The below documents should be sent to the SU IRO for proper management of the funds allocated for Teaching Mobility.

- **Confirmation of Participation** (a template will be provided by IRO before your mobility begins, and it must be signed by the host institution)
- Boarding passes (upon return)
- Beneficiary Module Participant Survey (SU IRO will register participants to EU's portal for an online survey). (mandatory)

13. Grant Deduction and Refund Policy

Deductions and/or repayment may apply to staff members who do not fulfill their responsibilities. Grant deduction and/or repayment may take place in case of the following:

- If an outgoing staff member(participant) leaves the host institution before completing the minimum time frame of five days and cannot present a Force Majeure² with proof, the staff's mobility is considered null and s/he is required to return his/her grant (total paid amount) to SU within the specified time frame.
- If a participant fails to submit/complete all the required paperwork (including the EU online participant report) to SU on time, the s/he will be obliged to pay the grant received back to SU.
- If the staff member is participating in activities on the same day as travelling, they are not entitled to a travel day.

² Force Majeure is an unforeseeable exceptional situation or event beyond the participant's control and not attributable to error or negligence on his/her part and prevents a participant from fulfilment of liability under the Agreement.