



Kolegji AAB
CILËSI. LIDERSHIP. SUKSES!

GO ON MOBILITY!

STAFF GUIDE



Don't worry about the application process. We'll guide you!

WHY ERASMUS+ MOBILITY?

The Erasmus+ programme provides invaluable opportunity for academic and administrative staff all over the world to obtain theoretical and practical knowledge abroad. An experience like this would help you broaden your horizons and give you the opportunity to explore different cultures and countries.

ARE THERE FUNDS TO SUPPORT THE MOBILITY EXPERIENCE?

Funding is available for staff to teach or train, with a view to giving a career boost, sharing best practices, and developing their networks.

The total grant for staff mobility includes both travel costs support as well as individual financial support to cover costs of stay. The travel costs are calculated based on the travel distances by using the distance calculator supported by the European Union. For staff from AAB College, the grant is provided by the host institution. For staff coming from partner universities to AAB College, grants are provided by their home institution.



OUTGOING STAFF MOBILITY

If you wish to apply for mobility, you have two opportunities:

Teaching Mobility - for 8 teaching hours (per week).

Training Mobility - for 5 working days.

Eligible applicants should be full-time employees of AAB. The selection of applicants will be carried out based on the information provided in the Application Calls including a teaching/training programme.

HOW TO APPLY?

To apply for a staff mobility, please keep in mind:

- AAB International Office is responsible for organizing application calls and facilitating outgoing staff exchange. The application process is started by the application call that AAB International Office opens. You will receive such information via email and social media.

- Once you read the application call and confirm that you fulfill the conditions to apply, you apply via the online Application Form (the link will usually be attached to the application form).

- After the application call is closed, you will be informed via email about the final results

REQUIRED DOCUMENTS

- CV
- Scanned Valid Passport
- Motivation Letter
- One Photo

Note: To be uploaded in the Application Form.

INCOMING STAFF MOBILITY

If you wish to apply for mobility, you have two opportunities:

Teaching Mobility - for 8 teaching hours (per week).

Training Mobility - for 5 working days.

Eligible applicants should be full-time employees of AAB. The selection of applicants will be carried out based on the information provided in the Application Calls including a teaching/training programme.

HOW TO APPLY?

To apply for a staff mobility, please keep in mind:

- Staff must be selected by their sending HEI in a fair and transparent way and nominated to the International Office of AAB.
- Nominated staff will be emailed directly with a link to our online application form.

REQUIRED DOCUMENTS

- CV
- Scanned Valid Passport
- Mobility Agreement
- One Photo

Note: To be uploaded in the Application Form.



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CONTACT US

venera.llunji@aab-edu.net
ereza.mehmeti@aab-edu.net

OFFICE

International Relations Office
Third Floor, Kolegji AAB