

**ERASMUS+**  
**KA107 MOBILITY BETWEEN PROGRAMME AND PARTNER COUNTRIES**  
**MOBILITY PROJECT COORDINATED BY WPUT, SZCZECIN, POLAND**  
**STAFF MOBILITY FOR TRAINING STT**

**SELECTION CRITERIA**  
**ACADEMIC YEAR 2017/2018**

The aim of the training mobility 2017/2018 is to enable the staff members of Tbilisi State Medical University to acquire knowledge and skills necessary to ensure high quality academic mobility realized under the Erasmus project and compliant with the obligations stipulated by Erasmus+ Charter for Higher Educations, with special focus on recognition of the learning outcomes for students and staff teaching and related procedures (selection, developing individual learning / activity programmes, etc ).

The host university may indicate topics, areas and staff category considered a priority for the quality realization of the mobility project.

The 5-day training week will be organized by the West Pomeranian University of Technology, Szczecin, Poland and held on its premises in Spring semester 2018.

The topic of the training “recognizing learning results gained during mobility periods”.

**Formal criteria:**

The candidates have to be employed at the Tbilisi State Medical University, Georgia

Priority will be given to staff members – decision makers, employed at central / faculty offices providing services to mobile students and staff members

Submitting the application will be treated as a declaration of English language oral and written skills ensuring effective participation in the training (min. B2 level equivalent according to the Council of Europe’s Common European Framework of Reference for Languages).

**Eligibility criteria:**

**In the selection process the following will not be considered:**

- Applications aimed at internationalization of teaching and learning process,
- Applications aimed at organizational activities (e.g. discussing mobility issues and arrangements in general or general exchange of experience),
- Applications of candidates selected for teaching mobility in the same academic

year.

## Application documents:

STT applications and Individual Training Programme forms can be requested from the Local Mobility Coordinator Prof Tamar Sanikidze or the Coordinating University (e-mail address: international@zutedu.p1)

Complete STT applications have to be submitted to the Local Mobility Coordinator by 2 weeks after the date of signing the criteria for appeal procedure at the latest.

Selection proceedings with the candidates' complete applications and Individual Training Programmes have to be sent to the Coordinating University by 15<sup>th</sup> November.

The receiving University will send back information within one week after receiving the selection proceedings and the candidates' applications.

## Selection criteria:

Selection results are based on the evaluation of the Training Programme (individual Mobility Agreement) carried out in two stages

1. Evaluation of the objectives, work plan and expected outcome (0 — 15

points) Overall objectives (0- 3 points):

0 - 1 points **Evaluation of objectives (clearly defined and training-centered — the aim of the**

**training should be targeted at gaining specific, not general, knowledge and skills;** training does not cover general exchange of experience as well as organisational and promotional activities, i.e. signing a cooperation agreement, discussing cooperation conditions, presenting the university and its offer etc.).

0-1 points The aim contributes to the internationalization of the local teaching/learning process and/or is student-centered.

0 — 1 points The aim complies with the priority areas set out by the host university.

Work plan (0 - 8 points):

0- 5 points Evaluation of the tasks and planned activities (efficient planning of 40 hours / 5 days, defining methods of work, e.g. individual work, job shadowing, workshop, lecture / presentation, practical task; indicating units / departments)

0 --- 2 points Compliance of the work plan with the overall objectives

0 - 1 points Feasibility of the work plan (is the candidate able to perform particular tasks considering his/her position and previous experience / knowledge)

Expected outcomes and impact (0- 4 points):

0 – 1 point Defining the way in which the results will be implemented in the candidate's daily work.

0— 2 points Defining the solutions to be developed and implemented at the home university as the follow-up of the training.

0 — 1 point Defining the way in which the results will be disseminated in the candidate's institution (central / faculty level — targeted groups, planned activities).

2. Evaluation of added value and previous participant in Erasmus+ mobility

The number of points resulting from the above work plan evaluation can be increased / decreased by the following:

0 — 1 point evaluation of added value

0+1 point Candidate has never participated in a similar E+ mobility project

0-2 points Candidate participated in a similar E+ mobility project last year.

### **Selection process**

The selection process is carried out by home university's commission appointed by the Institutional and Scientific coordinator of TSMU .

TSMU ensures that there is no conflict of interest (e.g. the candidate is not a member of the selection commission).

Opening the selection round is announced on the project website ([www.tsmu.edu](http://www.tsmu.edu))

Application form is available on the above site.

### **SELECTION SCHEDULE**

**STAFF MOBILITY FOR TRAINING STT** activities in the framework of Erasmus+ programme (KA107) is carried out within the following schedule:

#### **19<sup>th</sup> of October , 2017**

Information meetings for candidates (Venue- TSMU; Blue Hall. Time: 14.00).

#### **31 October, 2017**

- Candidates submit applications and proposed teaching programmes (mobility agreements) to the Local Coordinator Prof. Tamar Samikidze
- Institutional Coordinator appoints the Selection Commission.

**6th of November, 2017**

Selection proceedings

**6th of November**

Announcing the results and sending to WPUT

*Eligible applications are evaluated by two members of the selection commission and the results are expressed as the average of the two evaluations. In case of 30% discrepancy an application is evaluated by the third member and the final result will be the average of the two closest results.*

**Appeal procedure:**

Candidate may appeal from the selection result within 7 days following the publication of the results. The appeal is to be submitted to the Vice Rector for Education of TSMU and the following decision is final.

Approved by Local Coordinator  
Nino Kandelaki MD PhD



Signed and sealed  
10/Oct/2017

