

ICMED – International Credit Mobility: a new challenge for the Mediterranean Region

TRAINING WEEK 1 + 2

8th-12th October 2018
Host Institution : Université de Monastir
Venue: Regency Hotel, Monastir

Day 1 – Monday 8th October 2018

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|---------------|--|
| 08:30 – 09:00 | Registration of participants |
| 09:00 – 09:30 | Welcome & Introduction <i>Prof. Rachid Said – University of Monastir</i> <i>Adel M. Alimi – Tunisia National Erasmus+ Office</i> |
| 09:30 – 10:30 | SESSION 0 Participants presentations and Training introduction” for Training Week 1 “Effective cooperation between EU and Partner countries towards a successful application” <i>Valentina Manzato – University of Bologna</i> |
| 10:30 – 11:00 | <i>Coffee Break</i> |
| 11:00 – 13:00 | SESSION 1 The Erasmus+ Programme/KA107 and group exercise on the application form <i>Francesca Pollicino – University of Messina</i> <i>Kathelijne Smits – Leiden University</i> |
| 13:00 – 14:30 | <i>Lunch Break</i> |
| 14:30 – 15:30 | SESSION 2 Different ways to draft the application: Centralised vs decentralised approach <i>Valentina Manzato – University of Bologna</i> <i>Kathelijne Smits – Leiden University</i> <i>Francesca Pollicino – University of Messina</i> |
| 15:30 – 16:00 | <i>Coffee Break</i> |
| 16:00 – 17:00 | SESSION 2 Different ways to draft the application - Centralised vs decentralised approach, exercise and group discussion [continued] <i>Valentina Manzato – University of Bologna</i> |

Day 2 – Tuesday 9th October 2018

SESSION 3

Internationalisation strategies to underpin the application

Dorina Moisa – University of Iasi

Francesca Pollicino – University of Messina

Kathelijne Smits – Leiden University

09:00 – 11:00

11:00 – 11:30

Coffee Break

SESSION 3

Internationalisation strategies to underpin the application, exercise group on the analysis of institutional (internationalization) strategies

Dorina Moisa – University of Iasi

Francesca Pollicino – University of Messina

Kathelijne Smits – Leiden University

11:30 – 12:30

12:30 – 14:00

Lunch Break

SESSION 4

Tips and suggestions to successfully overcome competition in a specific region - the essential input from Partner Country HEIs

Kathelijne Smits – University of Leiden

Francesca Pollicino – University of Messina

14:30 – 15:30

15:30 – 16:00

Coffee Break with group discussion on practical cases and real experiences relating to issues of SESSION 4

Day 3 – Wednesday 10th October 2018

SESSION 5

Effective tools for dissemination and exploitation: selecting among different options in order to make one's audience aware of the mobility opportunities and motivate their application

Valentina Manzato – University of Bologna

09:00 – 11:00

Dorina Moisa – University of Iasi

11:00 – 11:30

Coffee Break

SESSION 6

Wrap-up of past sessions and exercise group on reviewing the application form

Francesca Pollicino – University of Messina

Valentina Manzato – University of Bologna

Dorina Moisa – University of Iasi

11:30 – 13:00

Kathelijne Smits – Leiden University

13:00 – 14:30

Lunch Break

SESSION 0

Introduction to Training Week 2 “Instruments and services for ICM: from the selection process to the information policy and the mobility management”

University of Padova

14:30 – 15:00

SESSION 1

Promotion

15:00 – 16:00

Kathelijne Smits – Leiden University

16:00 – 16:15

Coffee Break

SESSION 2

The Internal Call

16:15 – 18:30

Otis Pioche – University of Poitiers

16:15 – 17:00 *Group exercise*

17:00 – 17:30 *Group exercise presentation*

17:30 – 18:30 *Presentation & Reflection*

Day 4 – Thursday 11th October 2018

SESSION 3

The Evaluation and Selection Process

Mattia Gusella – University of Padova

Saoussen Harzallah Bizid – University of Monastir

Dalila Belhassena - USTO

09:00 – 11:30

09:00 – 10:00 *Presentation & Reflection*

10:00 – 11:00 *Group exercise*

11:00 – 11:15

Coffee Break

SESSION 3

The Evaluation and Selection Process [continued]

Mattia Gusella – University of Padova

11:15 – 12:00

11:15 – 12:00 *Group exercise presentation*

SESSION 4

Financial Aspects

Otis Pioche – University of Poitiers

12:00 – 13:00

13:00 – 14:30

Lunch Break

SESSION 5

Support to Applicants & Grantees

Mattia Gusella – University of Padova

Nabila Bedjaoui – University of Biskra

14:30 – 16:00

14:30 – 15:30 *Presentation & Reflection*

15:30 – 17:00 *Group exercise*

17:00 – 17:15

Coffee Break

SESSION 5

Support to Applicants & Grantees [continued]

Mattia Gusella – University of Padova

17:15 – 18:15

17:15 – 18:15 *Group exercise presentation*

Day 5 – Friday 12th October

SESSION 6

Documents & Templates

09:00 – 10:30 *Francesca Pollicino – University of Messina*

10:30 – 10:45 *Coffee Break*

SESSION 7

Wrap-up & general conclusions of the TW

10:45 – 13:00 *All trainers*

13:00 – 14:30 *Lunch*

In view of the training, **participants are also invited to collect and bring the following documents/information** concerning their higher education institution:

- 1.the organisational chart of their institution including the International Office or any Office/Unit in charge of internationalization
- 2.the strategic plan/ internationalization plan of their Institution and/or Department/Faculty

WORKING DOCUMENTS:

The following readings are recommended to the participants in the training:

1. E+ PROGRAMME GUIDE – Mobility project for higher education students and staff : Mobility between Programme and Partner Countries
https://ec.europa.eu/programmes/erasmus-plus/programme-guide/part-b/three-key-actions/key-action-1/mobility-higher-education-students-staff_en
2. International Credit Mobility - Do's and don'ts
http://www.erasmusplus.it/wp-content/uploads/2015/12/credit-mobility-dos-and-donts-2016.11_en.pdf
3. FAQs
http://www.erasmusplus.it/wp-content/uploads/2015/12/FAQ-on-International-Credit-Mobility-for-HEIs_Nov-2015-1.pdf
4. ICM Handbook for participating organisations
http://www.erasmusplus.it/wp-content/uploads/2015/12/ICM-HANDBOOK_2018.pdf
5. Erasmus Charter for Higher Education 2014-2020 (ECHE)
https://ec.europa.eu/programmes/erasmus-plus/sites/erasmusplus/files/files/resources/he-charter_en.pdf
6. FAQs Erasmus+ for Higher Education Students and Staff
http://ec.europa.eu/dgs/education_culture/repository/education/opportunities/higher-education/doc/students-questions-answers_en.pdf
7. Inter-Institutional Agreement
https://ec.europa.eu/programmes/erasmus-plus/resources/documents/applicants/inter-institutional-agreement_en
8. Learning Agreement
https://ec.europa.eu/programmes/erasmus-plus/resources/documents/applicants/learning-agreement_en
9. Mobility Agreement for Teaching/Training
https://ec.europa.eu/programmes/erasmus-plus/resources/documents/applicants/mobility-agreement_en
10. Guidelines on how to use the Learning Agreement for Studies
http://ec.europa.eu/dgs/education_culture/repository/education/opportunities/higher-education/doc/learning-studies-guidelines_en.pdf