

Dear Applicant,
we are grateful for your interest to the
SmaLog project.
This Call for the **INTERNSHIP** according to the
Work package 4.4. “Training UA&GE teachers in EU universities”
SmaLog project

Please note that you are submitting Application for the internship according to the Work package 4.4. “Training UA&GE teachers in EU universities” SmaLog project
The selection is provided for selecting 4 participants for the internship.

Internship period – 15 days

The place of the internship is European universities, namely:

European University	Dates of travel (from-to)
Hochschule Wismar University of Applied Sciences Technology, Business and Design	From 29.10.2018 to 09.11.2018
Sapienza University of Rome	From 12.11.2018 to 23.11.2018
University of Rome Tor Vergata	From 19.11.2018 to 30.11.2018

1-Target Group

Universities’ academic staff from the Georgian and Ukrainian universities/academy of SmaLog project.

2 - Eligibility Criteria

For participating to the selection the following requirement are asked:

- To be academic staff from the Georgian and Ukrainian universities/academy partners of SmaLog
- To have a work agreement with the institution to which the application is submitted; the work agreement must end not later than two years after the end of SmaLog or a declaration from the institution that it is available to continue collaboration for not later than two years after the end of SmaLog
- To be involved in SmaLog programme as professor or lecture
- To have experience in the topic of modules of SmaLog
- To held a Master degree or equivalent academic title
- To have adequate knowledge of English

Teachers with fewer opportunities, from less advantaged socio-economic backgrounds, who going abroad for the first time and less experience rather than more experienced staff members will have priority.

Teachers with **fewer opportunities** are:

- ✓ economically disadvantage groups, which belong to the Low-income families in accordance with Ukrainian legislation;
- ✓ persons with disability I and II groups in accordance with Ukrainian legislation and etc.;
- ✓ persons who suffered from the Chernobyl disaster;
- ✓ participants in hostilities;
- ✓ citizens belonging to preferential population groups in accordance with Ukrainian legislation.

Complete application: You are requested to submit your application according to the rules of this Guideline. Each applicant, participating in the selection, declares to accept the rules and constraints defined by the Guidelines provided by EACEA. Please be aware that without providing all mandatory documents your application will be considered **ineligible**.

3 - Required documents

- 1 - Passport copy – **mandatory document**.
- 2 - Curriculum Vitae – **mandatory document**.
- 3 - Recommendation Letter (**Expert from the minute of University**) – **mandatory document**.
- 4 - Motivation Letter – **mandatory document**.
- 5 - Proof of staff employment (Decree) – **mandatory document**.

4 - Evaluation procedure

Selection criteria for ACADEMIC/ADMINISTRATIVE STAFF	
Curriculum Vitae	0 points - insufficient; 1 point - sufficient; 2 points - good; 3 points - very good.
Recommendation letter(s)	The number of votes from the minute of University (Department)
Motivation letter	0 points - insufficient; 1 point - sufficient; 2 points - good; 3 points - very good.
Total Score 9	

Applicants with fewer opportunities, from less advantaged socio-economic backgrounds, less experience rather than more experienced staff members will have priority.

5 – Selection results

Final lists of the candidates: Main List, Reserve List and Non-selected List will be drawn up as a result of the selection procedure.