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CAUCASUS UNIVERSITY
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ERASMUS+ EXCHANGE PROGRAMS FOR ADMINISTRATIVE PERSONNEL, 2022 SPRING

28 MARCH 2022

Caucasus University announces “Call” for applications for the Administrative Personnel to participate in the Erasmus+ exchange mobility program during the **2022 Spring Semester**.

Erasmus+ exchange mobility program for international mobility of academic personnel covers travel costs and grants scholarship according to the Erasmus+ guide and legislation of the receiving country. Erasmus+ teaching mobility period is 1 week (5 working + 2 travel days). The program of the visit will be developed individually, based on the confirmation of the nomination and selected candidate by the partner University.

2022 Spring Semester Erasmus+ mobilities for the administrative personnel can be planned at the following Universities:

- Istanbul Bilgi University, Turkey
- Ovidius University in Constanta, Romania
- University of TUSCIA, Italy
- Šiauliai State University of Applied Sciences, Lithuania
- Powislanski College in Kwidzyn, Poland
- Babes-Bolyai University, Romania
- Wsztechnica Polska University in Warsaw, Poland
- Polytechnic University of Valencia, Spain

Application can be submitted by:

- Full-time administrative personnel of Caucasus University

In order to participate in the competition, it is necessary to have a competence of English language and submit the following documents in **English language**:

- Copy of valid passport
- [EUROPASS CV \(https://europass.cedefop.europa.eu/es/documents/curriculum-vitae\)](https://europass.cedefop.europa.eu/es/documents/curriculum-vitae)
- 1 Motivation Letter



- 1 Recommendation Letter

The following documents will not be considered:

- Incomplete and inconsistent with established requirements;
- Delayed or presented in stages

Interested administrative personnel should submit the application electronically by **April 3, 2022** to the following email address: ir@cu.edu.ge (<mailto:ir@cu.edu.ge>).

Selection process:

- Presented application documents will be reviewed by the Caucasus University selection committee;
- During the selection process, preference will be given to those candidates, who have not yet participated in the Erasmus+ staff mobility program;
- If necessary, interview or test in English language may be required;
- Nomination of the selected candidates and providing relevant documentations to the partner University;
- Final selection of administrative staff by the receiving University

In case of additional questions, please contact the International Relations and Projects Department, second floor, room B25.

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