

Call for Applications - Erasmus+ Staff Training & Teaching winter term 2026_27

for Staff of University of Prizren Ukshin Hoti, Kosovo

Hochschule für nachhaltige Entwicklung Eberswalde (HNEE) **calls for applications** to participate in the Erasmus + **Staff Teaching & Training programme** during **winter term 2026/2027.**

Academic staff can apply to participate in various courses/modules at HNEE. In designated modules, they can further their academic education in topics related to their field and/or learn about various teaching methods and tools used at HNEE.

Applicants select module(s) offered by HNEE based on their own academic research, teaching experiences and interests. **Please find attached an overview of block modules offered at our university during winter term 2026/2027.**

Applying for a training mobility is possible twice (as of winter term 2025_26). Afterwards it is only possible to apply for a teaching mobility!

CONDITIONS TRAINING MOBILITY

Please state 1-2 block modules of interest in your application. You can only choose FULL modules, visiting only parts of the modules is NOT possible. The Erasmus+ funding grant includes a daily sum-lump to cover the living expenses (160,00€ /per day for 14 days) incurred in Germany (accommodation and meals) for the duration of the mobility as well as a one-time travel allowance (between 200,00€ and 500€).

At the moment HNEE does not have specific offers for administrative staff. If an offer for administrative staff is available, we will include it in our call.

CONDITIONS TEACHING MOBILITY

After **visiting us two times as part of a training mobility** academic staff may apply for a guest **teaching mobility** at HNEE. To apply for a teaching mobility, you need to have **established contacts** at HNEE and need to discuss content / participation / extent in HNEE block modules (1-3 weeks max.) **with respective lecturers prior to your application**. If that is of interest to you, we ask you to use your training mobilities to get in contact with the professors and lecturers and discuss teaching possibilities with them. In addition, please inform the Exchange Office as well about your intentions. For a teaching mobility you need to have at least 8h of teaching at HNEE. If only a smaller amount of teaching is possible, please contact us and we will check if a combined training & teaching mobility is possible.

APPLICATION

If you would like to participate in the Erasmus+ programme, you need to apply at the International Office at your home university until **August 16th 2026** via email: perparim.avdullahu@uni-prizren.com.

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Please submit the following documents with your application:

- [Erasmus+ Mobility Agreement](#) – Staff Mobility for Teaching or Training (if you have problems to sign the document yourself or by a responsible person, please let us know);
- **Registration Form**
- **Certificate of English and/or Germany language proficiency** (min. B2) – if you don't have a certificate, please state the teaching language you speak (German or English)
- **Curriculum Vitae**
- **Letter of Intent** of max. 1 page with an explanation of the choice of module(s) and its/their relation to the own teaching and/or academic/professional context

APPLICATION PORCESS (can take 1-5 weeks AFTER application deadline)

- You apply at your International Office with above mentioned documents (extra documents might be requested by your IO)
- HNEE gets pre selected (by your University) Staff applications
- HNEE checks the application for completeness and determines whether it is eligible for funding
- HNEE checks whether motivation / reason for mobility / CV are compatible with the chosen module
- If all is in accordance, you will get an information e mail with all necessary documents

ACCOMMODATION

Please note that at the time being, there is a shortage of guest accommodation in Eberswalde and finding a temporary & central room in the town is extremely difficult. **Please self-organise and pre-arrange your accommodation for the time of your stay.** You will find a list of accommodations attached. In case you cannot find a room in Eberswalde, please be prepared to commute from Berlin.

TRAVEL

Please be aware that you are responsible to make your own travel arrangements and need to find your way to Eberswalde by yourself. We will support you by sending travelguides, answer questions about the process etc.

FURTHER INFORMATON

For further information, please contact your institutional Erasmus+ Coordinator: Ylli Kortoci, International Office at University of Prizren Ukshin Hoti: perparim.avdullahu@uni-prizren.com