

## INSTRUCTIONS FOR INVITED INCOMING STAFF

In case of staff mobility from a business entity to College of Applied Sciences „Lavoslav Ružička“ in Vukovar, the mobility is agreed upon by an invitation from the host department to the staff member of the business entity and by teaching programme.

In order to apply for the internal call of the host department, the candidate for Erasmus+ grant has to submit the following documentation to the host department:

1. **Application form (in English),**
2. **Mobility agreement for teaching signed by the candidate and the sending institution,**
3. **Invitation letter form by the host department of College of Applied Sciences „Lavoslav Ružička“ in Vukovar,**
4. **Employment status certificate (candidate cannot be employed by a higher education institution),**
5. **Europass CV (in English).**
6. **Consent for processing of personal data**

Please, send your original documentation by post to the following address:

**Veleučilište „Lavoslav Ružička“ u Vukovaru  
Department \*  
„Natječaj - Erasmus+ KA103-Invited staff“  
Županijska 50  
32000 Vukovar  
Croatia**

**\*Choose your host department:**

- Administrative Department
- Business Department
- Department for Health Studies

And a scanned copy by e-mail: [erasmus@vevu.hr](mailto:erasmus@vevu.hr)

**Deadline for application in the academic year 2021/2022 is:**

- Winter semester – August 30, 2022
- Summer semester – December 29, 2022