



Swiss-European Mobility Programme¹

Mobility for teaching assignments in Switzerland – staff teaching

Target audience:

Lecturers from a university in an Erasmus+ programme country in possession of the Erasmus Charter for Higher Education (ECHE).

Definition:

Lecturers from a university in an Erasmus+ programme country in possession of the Erasmus Charter for Higher Education (ECHE) have the opportunity to receive financial support, irrespective of the full-time equivalent of their employment, while lecturing at Bern University of Applied Sciences.

Conditions:

- There is a partnership agreement between the universities
- Before leaving their home university, the lecturer discusses the mobility plan with the international office of the relevant department and, together with the relevant department of Bern University of Applied Sciences, completes a teaching programme which details the teaching to be undertaken at Bern University of Applied Sciences. The teaching programme must be signed by the home university and the relevant department of Bern University of Applied Sciences before the stay begins and submitted together with the grant agreement on the platform Moveon.
- At the end of the stay, the lecturer submits a final report and copies of travel documents.

Duration and timing:

Lecturers can teach at Bern University of Applied Sciences for between two days and two months (not including days of arrival and departure). The minimum duration is eight teaching hours per week.

Calculating financial contributions:

Travel costs: the actual costs are reimbursed (to a maximum of CHF 600).

Day rate: CHF 170 (for stays of 2-14 days); CHF 80 (for stays of 15-60 days). If the travelling days do not fall on a working day, additional day rates are paid. Free days or weekends, i.e. work-free days, are not reimbursed. Copies of travel documents (with travel dates visible), e.g. booking confirmation, are required for reimbursement.

Accommodation:

Arrange your accommodation in good time. The relevant BFH departmental international office may be able to help with recommendations and tips. Discounts are available, via Bern University of Applied Sciences, on accommodation in Accor Hotels – contact Bern University of Applied Sciences international relations office (international@bfh.ch).

Contact details of BFH departmental international offices:

Engineering and Information Technology
international.ti@bfh.ch

Architecture, Wood and Civil Engineering
international.ahb@bfh.ch

Business
international.wirtschaft@bfh.ch

Health Professions
internationales.gesundheit@bfh.ch

¹ As of the 2014/2015 academic year, Switzerland participates indirectly in Erasmus+ as a third-party country. All agreements remain valid. Swiss institutions guarantee all benefits for incoming and outgoing students and employees.



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