MS34 ACE²-EU Mobility guide for staff

ACE² EUROPEAN UNIVERSITY

Applied
Connected
Entrepreneurial &
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Technische Hochschule Ingolstadt	**TECHNISCHE HOCHSCHULE INGOLSTADT** **GERMANY** https://www.thi.de/

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1. Introduction to Erasmus+ and European Universities alliances

The Erasmus+ programme is the European Union's flagship initiative supporting education, training, youth and sport. Since its launch in 1987, Erasmus+ has provided millions of students, trainees, teachers and staff with the opportunity to study, train, gain professional experience, volunteer, and collaborate across borders. The programme aims to enhance personal and professional development, foster intercultural understanding, promote European values, and strengthen the quality and competitiveness of education systems. Erasmus+ supports both individual mobility and institutional cooperation, offering frameworks for learning, exchange, and innovation.

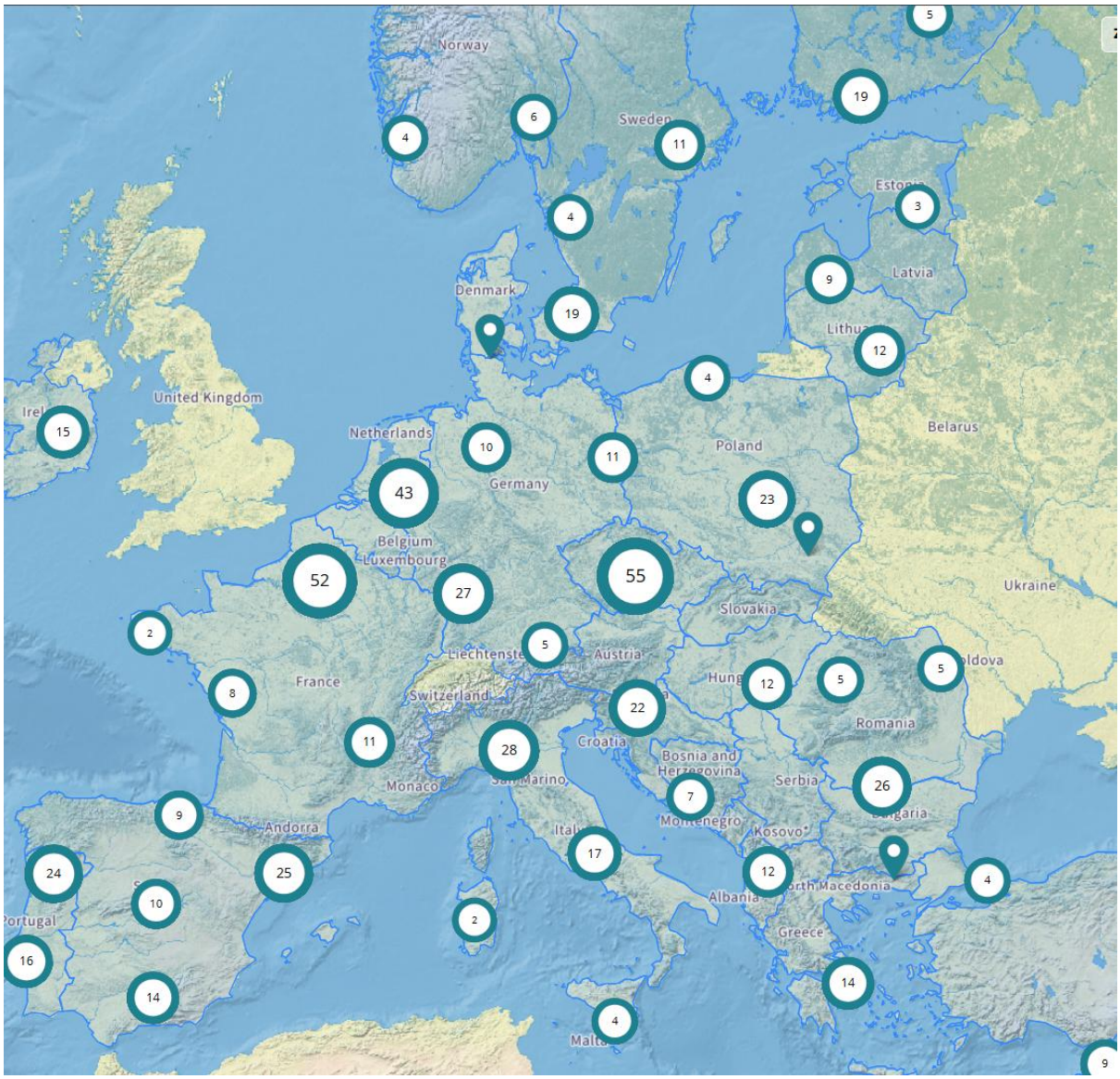
Building on the long-term success of Erasmus+, the European Universities Initiative was launched to foster deeper and more sustainable cooperation among higher education institutions across Europe. European Universities alliances bring together multiple universities to create transnational networks that integrate education, research, and innovation. These alliances promote joint curricula, shared programmes, and seamless mobility for students and staff, while strengthening the international competitiveness and attractiveness of European higher education.

In practice, this means that participants in ACE²-EU and similar alliances benefit not only from traditional Erasmus+ mobility opportunities, but also from a broader, more connected European academic environment. Students and staff can engage in joint courses, interdisciplinary learning paths, and collaborative projects that address societal challenges, all within a network of partner institutions committed to quality, inclusivity, and innovation.

Below you can find a map of the currently existing European Universities alliances, illustrating the network of participating institutions and the geographical reach of these partnerships. This visual overview will help you explore potential mobility opportunities and better understand the scope of collaboration within the European Universities Initiative.

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European Universities alliances and their partners - European Education Area

2. About the ACE²-EU Alliance

The Applied, Connected, Entrepreneurial and Engaged European University (ACE²-EU) Alliance is a transnational European university initiative dedicated to addressing future societal challenges and delivering sustainable societal transformation. By bringing together partner universities across Europe, the alliance strengthens cooperation in education, research, innovation, and service to society, creating a shared European inter-university campus.

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The mission of ACE²-EU is to equip students, staff, researchers, and external stakeholders with the knowledge, skills, and competencies needed to respond to major global challenges, including the digital and green transitions and wider socio-economic issues. Through applied, challenge-based, and work-based approaches, the alliance seeks to generate meaningful impact for regions, Europe, and society as a whole.

Learning and mobility within ACE²-EU are student-centred and closely connected to real-world challenges. Educational activities are co-created with external stakeholders and delivered by interdisciplinary European Knowledge Creation Teams composed of students, academic staff, researchers, and societal partners. This approach enables flexible learning pathways, joint programmes, short-term and blended mobility opportunities, and work-based learning experiences across partner institutions.

ACE²-EU operates as an integrated inter-university campus with shared governance, joint operational units, and pooled resources. Key structures supporting collaboration and mobility include the APP Factory, which develops joint challenge-based learning opportunities; the ARIES Incubator, which fosters research, innovation, and entrepreneurship; the SPACE Centre, which promotes service-to-society activities and cultural engagement; and the ACE²-EU e-Campus digital platform, enabling seamless cooperation and access across the alliance.

The alliance is firmly grounded in core European Union values, including democracy, equality, human rights, solidarity, inclusiveness, and respect for diversity. ACE²-EU is committed to ensuring equal access to high-quality education and mobility opportunities, promoting gender equality, reducing social and digital barriers, and creating safe, inclusive, and supportive learning and working environments for all participants.

Sustainability, responsibility, and transparency underpin all ACE²-EU activities. The alliance integrates environmental sustainability into education, research, campus practices, and mobility initiatives, while adhering to the highest academic and ethical standards. Through strong engagement with communities and stakeholders, ACE²-EU strengthens European identity, fosters social commitment, and supports learners and staff in actively shaping a sustainable and innovative future.

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ACE²-EU VALUES AND PRINCIPLES

Transnational Cooperation
We forge connections across Europe and beyond, creating a network of collaboration that trasncends borders.

Creativity, Co-creation & Innovation
We collaborate to co-create impactful, pratical solutions for a sustainable future.

Inclusiveness & Equality
We embrace diversity and promote working, learning and research cultures that are inclusive, safe, and welcoming.

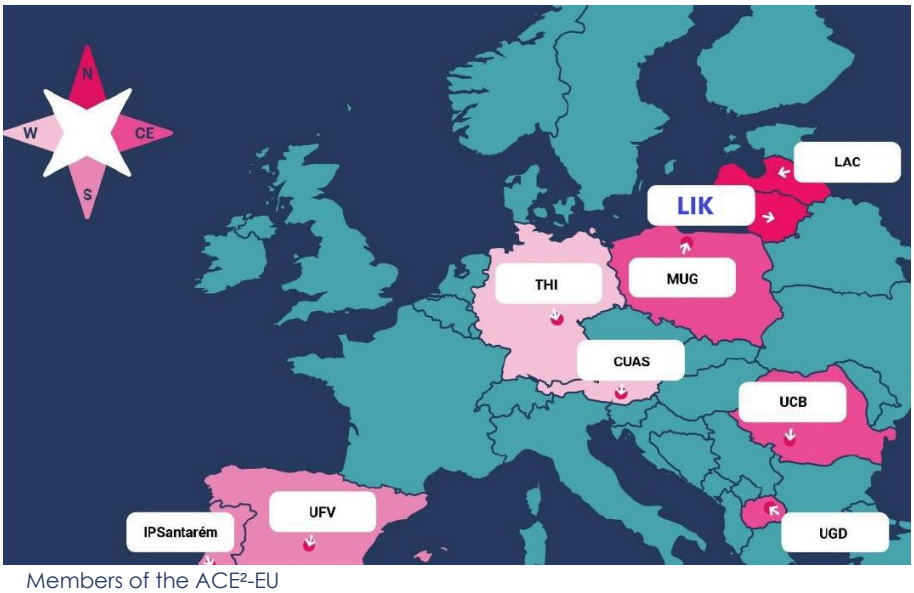
Human Rights & Dignity
We are dedicated to developing new pathways for humanity to flourish.

Solidarity & Social Commitment
We strengthen bonds with our communities.

Sustainability and environmental stewardship
We embrace the holistic interconnection of ecological, social, and economic systems.

Responsibility & Transparency
We recognise that our actions have a profund impact on the lives of individuals and the environment around us.

The ACE²-EU Alliance is a European University partnership made up of nine member universities — including the Polytechnic University of Santarém (Portugal), Universidad Francisco de Vitoria (Spain), Carinthia University of Applied Sciences (Austria), Goce Delcev University (North Macedonia), Lietuvos inzinerijos kolegija (Lithuania), Latvian Academy of Culture (Latvia), Medical University of Gdańsk (Poland), Technische Hochschule Ingolstadt (Germany), and Universitatea Constantin Brâncuși (Romania)



Members of the ACE²-EU

To get to know the ACE²-EU partner universities better, please check the appropriate link below for brief information on them:

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UNIVERSIDADE POLITÉCNICA DE SANTARÉM | SANTARÉM POLYTECHNIC UNIVERSITY	POLYTECHNIC UNIVERSITY OF SANTARÉM PORTUGAL https://www.ace2eu.eu/portugal_ipsantarem/
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)LKA(	LATVIJAS KULTURAS AKADEMIJA LATVIA https://www.ace2eu.eu/latvia-lac/
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Carinthia University of Applied Sciences	CARINTHIA UNIVERSITY OF APPLIED SCIENCES | CU HOCHSCHULE KÄRNTEN AUSTRIA https://www.ace2eu.eu/austria-cuas/
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Technische Hochschule Ingolstadt	TECHNISCHE HOCHSCHULE INGOLSTADT GERMANY https://www.ace2eu.eu/germany-thi/

3. Introduction to Staff Mobility in ACE²-EU

Staff mobility supports higher education teaching and administrative staff in engaging in professional development abroad and in sharing knowledge through teaching or training activities at partner institutions. Within the ACE²-EU Alliance, staff mobility plays a strategic role in fostering cross-border academic cooperation, driving innovation, enhancing educational quality, and supporting the professional and institutional growth of all participants.

The ACE²-EU Alliance offers a diverse range of mobility types:

- Short-Term physical Opportunities;
- Short-Term blended Opportunitites;

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- Online opportunities;

For a detailed description of these activities, please refer to the tables below:

ACE²-EU Mobility Opportunities Characteristic Chart for Teachers

Mobility Opportunity	Duration	Delivery	ACE²-EU /Erasmus funding	Main Aim
BIP	Online+ 5 days in campus	Blended	Erasmus funding	Blended Intensive Programme (BIP) supported by Erasmus+, requiring physical and online elements.
COIL	Open to design of the LO	Online	X	A COIL (Collaborative Online International Learning) structure is an educational framework that connects students and faculties from different countries virtually to work together on shared learning experiences.
MOOC	Open to design of the LO	Online	X	A MOOC (Massive Open Online Course) is an online course designed for large-scale participation.
ALPS	4 days	In campus	ACE²-EU fuding	Active Learning Pedagogy Schools (ALPS) will offer academic staff the opportunity to participate in an intensive 4-day training programme in Active Learning Pedagogy. It is intended to deliver 9 ALPS programmes throughout the project, one to be hosted by each alliance member
ALES	Online	Online	X	This approach promotes digital integration in ACE and it can enhance the quality and accessibility of joint courses, workshops, and research projects. By taking this approach students could engage in interactive activities, simulations, and discussions through educational media resources fostering collaboration and critical thinking skills thereby providing flexibility, accessibility, and a blended pedagogy with innovative digital methodologies, thus enhancing the learning process in online environments.
Discovery Mission/ ACEploration mission	2 days	On-site	ACE²-EU fuding	Focussed on identifying unique collaborative development opportunities in education, research, innovation, and service to society which could form the basis of joint activities to be created across and by the members universities of ACE²-EU
ABC programmes	Online+ 5 days in campus	Blended	ACE²-EU fuding	Applied Blended Challenge Programmes (ABC) The main objective of the ABCs is to enable students to work together to develop work plans and solutions focused on solving real-world challenges identified by external stakeholders and relevant to EU priority areas
Pedagogy conference	3 days	Blended	ACE²-EU fuding	Exploring new teaching methodologies and sharing good practices
Cultural Traineeship Programme for Staff	3-4 days	On-site	ACE²-EU fuding	Focussed on providing key staff of the alliance with training opportunities to better understand alliance partner cultures and to identify effective strategies for the successful induction and inclusion of international students within university environments across the alliance, particularly those who are at risk of cultural exclusion.

Blended Mobility*: A mix of virtual and in-person mobility.

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ACE²-EU Mobility Opportunities: Characteristic Chart for non-academic Staff

Mobility Opportunity	Duration	Delivery	ACE²-EU /Erasmus funding	Main Aim
WP Teams Meetings	typically 2 days	On-site	ACE²-EU fuding	Focus on Work Package Aims
ARC (Applied Research, Development, and Innovation Centres) Engagement Events with Industry	2 days	On-site	ACE²-EU fuding	Involving students, researchers, and external stakeholders to promote the outputs of the ARCs and which facilitate further exploration of joint RDI development opportunities with external stakeholders and partners.
Stakeholder Workshops	3 days	On-site	ACE²-EU fuding	Focus on improving mobility experiences

4. Financial Support

All on-site mobility opportunities within the ACE²-EU Alliance are financially supported through ACE²-EU funds and/or the Erasmus+ programme. The aim of this financial support is to reduce barriers to participation and to ensure equal access to mobility opportunities for students and staff.

The table below summarises the main cost categories covered by mobility funding:

Funding Category	Description
Travel Costs	A contribution towards international and/or local travel expenses between your home institution and the host institution (e.g. airfare, train, bus, or other eligible transport).
Accommodation Costs	Coverage of housing expenses during the mobility period, such as hotels, rented apartments, or other accommodation options.
Subsistence Costs	A daily or monthly allowance to help cover living expenses, including food, local transport, and other basic needs while abroad.

Funding rates vary depending on the country of origin, the host country, and the duration of the mobility activity.

For detailed information on available funding please contact your Home University International Relations Coordinator. Their contact details are provided in Annex 1 of

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this guide. They will support you throughout the application process and advise you on financial matters related to your mobility.

5. Academic and Language Requirements

Academic and language requirements may vary depending on the type of mobility programme and the host institution. Each ACE²-EU mobility opportunity may define its own specific eligibility criteria related to academic background or field of research.

As the main working language of most ACE²-EU mobility activities is English, participants are recommended to have a minimum English language proficiency at B2 level in order to fully participate in academic and social activities.

Participants are advised to consult the detailed programme descriptions, academic prerequisites, and language requirements published in each specific call for mobility before applying.

6. Application Process & Timeline

To take part in the mobility programme, please follow these key steps:

1. Check available mobility calls on the ACE²-EU website www.ace2eu.eu under "Staff opportunities", or click the link below: Staff opportunities
2. Consult the International Relations Office or the ACE²-EU Institutional Coordinator at your institution (see Annex 1);
3. Choose and apply for the opportunity by using the registration link provided in the open call for the specific programme;
4. Follow the application procedure from the host institution including the signing a Grant Agreement;
5. Await notification regarding your confirmation, rejection, or placement on a waiting list.

7. Actions to Take Before, During and After Mobility

Before the Mobility

- Sign the Grant Agreement (mandatory for all participants).

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- Prepare and sign additional required documents, if applicable (e.g. learning/training agreements, insurance), as specified by the International Relations Office.
- Plan Ahead – organise travel, accommodation, and familiarise yourself with the host institution and local regulations.

During the Mobility

- Attend and Engage – participate in all scheduled activities and maintain communication with coordinators;

After the Mobility

- Submit Certificate of Attendance – You must provide to IRO the original or a scanned copy of the Certificate of Attendance issued by the host institution;
- Complete ACE²-EU participant survey;
- Submit additional documents – depending on your mobility, you may be asked to submit further documentation. Be sure to check with your International Office for any extra requirements.

8. Support and Pre-Arrival Information

Each sending and receiving institution provides full support to outgoing and incoming staff. This includes guidance and consultations as needed.

These measures aim to ensure staff are well-prepared before departure, supported during their mobility, and able to make the most of their academic and cultural experience abroad.

Practical arrival details, including travel options, nearby airports, train connections, and accommodation, are provided in the Infopacks prepared by the host universities.

The links below lead to the English-language webpages and Infopacks of all partner institutions, providing information for individuals arriving from abroad. Please select a university from the list below to access the relevant details:

UNIVERSIDADE POLITÉCNICA DE SANTARÉM | SANTARÉM POLYTECHNIC UNIVERSITY	POLYTECHNIC UNIVERSITY OF SANTARÉM PORTUGAL Santarém Polytechnic University – Santarém & Rio Maior – Portugal Portugal InfoPack

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Lietuvos inžinerijos kolegija	LIETUVOS INZINERIJOS KOLEGIJA LITHUANIA LIK - Titulinis Lithuania InfoPack
)LKA(	LATVIJAS KULTURAS AKADEMIJA LATVIA Latvian Academy of Culture Latvia InfoPack
CONSTANTIN BRANCUSI UNIVERSITY Of Târgu Jiu	UNIVERSITATEA CONSTANTIN BRANCUSI TARGU JIU ROMANIA Home - REIUCB - "Constantin Brancusi" University of Targu Jiu Romania InfoPack
MEDICAL UNIVERSITY OF GDAŃSK	GDASNSKI UNIWERSYTET MEDYCZNY PL POLAND Homepage | Medical University of Gdańsk Poland InfoPack
GOCE DELCEV UNIVERSITY	REPUBLIC OF NORTH MACEDONIA STATE UNIVERSITY STIPMK NORTH MACEDONIA Goce Delchev University Shtip - Универзитет Гоце Делчев - Штип North Macedonia
Carinthia University of Applied Sciences	CARINTHIA UNIVERSITY OF APPLIED SCIENCES | CU HOCHSCHULE KÄRNTEN AUSTRIA International Relations Office | CUAS University Austria Austria InfoPack
UFV Universidad Francisco de Vitoria	UNIVERSIDAD FRANCISCO DE VITORIA SPAIN Private Universities Madrid - UFV Madrid Spain InfoPack
Technische Hochschule Ingolstadt	TECHNISCHE HOCHSCHULE INGOLSTADT GERMANY Technische Hochschule Ingolstadt Germany InfoPack

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Annex 1

Key Contacts

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Annex 2

References and Sources

The information provided in this guide is based on official and publicly available sources to ensure accuracy and reliability. Key references include:

1. **Erasmus+ Programme Guide** – European Commission, providing details on objectives, priorities, and implementation of the Erasmus+ programme. Available at: https://erasmus-plus.ec.europa.eu/programme-guide
2. **European Universities Initiative** – European Commission, detailing the initiative, its goals, and the structure of European Universities alliances. Available at: https://education.ec.europa.eu/education-levels/higher-education/european-universities-initiative
3. **ACE²-EU Alliance Official Website and Documentation** – including partner universities' web pages and alliance-specific materials describing mission, governance, mobility opportunities, and initiatives. Examples include the ACE²-EU e-Campus and APP Factory platforms.

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