

**German Academic Exchange Service. Internationalisation of Teacher Education. Lehramt.International Module A / ProMobil<sup>GS</sup>** - Programme for the [Promotion of] International Mobility in Primary School Teacher Education.

## Call for Applications for Guest Lectureships at the Heidelberg University of Education and the Participating Partner Universities

Ladies and Gentlemen, dear colleagues,

Within the framework of the ProMobil<sup>GS</sup> project, funds are provided for guest lectureships in cooperation with participating partner universities for the period 01.01.20 - 31.12.22. The guest lectureships are intended to strengthen the bilateral relations between the Heidelberg University of Education and the participating partner universities through teaching and academic cooperation, and to serve the formation of networks for the internationalisation of teacher education. If desired, the CITE will be happy to assist in arranging contacts. The guest lectureships are aimed at lecturers and students at the participating partner universities. The lectureships consider didactic and contrastive aspects. In this way they provide professional support for the ProMobil<sup>GS</sup> project.

According to the approved application, funds are available for guest lectureships at and from our partner universities. According to the planning, one lectureship per calendar year can be realised in both directions per partner university.

For the project year 2020, you can now offer a guest lectureship at a partner university and invite colleagues for a guest lectureship in Heidelberg. As project leader, I ask you to use the attached form (see Appendix 1 "ProMobilGS Guest Lectureship Application") to apply for funding. Applications can be submitted as of now. **Please submit your planning for the accounting year 2020 by 30.06.2020 at the latest.** The funds for 2021 will be tendered in November 2020.

### 1. Planning

According to the approved application, the following guest lectureships are planned for the entire duration of the project.

The dates are to be understood as suggestions and can be handled flexibly.

	OUT	IN
PH Lucerne	April 2020* Sept. 2021 April 2022	June 2020 May 2021 November 2022
University of Applied Sciences and Arts Northwestern Switzerland	April 2020 Sept. 2021 April 2022	June 2020 May 2021 November 2022
University of Teacher Education Zug	April 2020* Sept. 2021 April 2022	June 2020 May 2021 November 2022
Marmara University, Istanbul	April 2020 Sept. 2021 April 2022	June 2020 May 2021 November 2022
Virginia Wesleyan University	April 2020 Sept. 2021 April 2022	June 2020 May 2021 November 2022

\* Financing from other funds or reallocation due to change in the financing plan 2020

## 2. Formats

### A. Courses:

- Lecture, seminar, tutorial, workshop, block seminar, etc.  
➔ Opportunity for team teaching
- University public lecture
- At Heidelberg University of Education: if applicable, crediting to the “Global Citizen” certificate

### B. Work meetings

- Expert exchange
- Development of joint projects
- Planning of publications
- Planning and coordination of further measures
- Comparison of study contents/common standards, if applicable

## 3. Time scope

Per day: at least one course (ca. 90 minutes)

## 4. Financing

Financing is provided through project funds.

### 4.1 Teaching staff of Heidelberg University of Education

- Application for funding and business trip application via project manager Henrike Schön to the dean and HR department
- A1 application, if applicable
- Settlement after completion of the lectureship via the HR department according to the Landesreisekostengesetz (state travel cost law) under presentation of the original receipts. Reimbursed are travel costs for rail travel in 2<sup>nd</sup> class or flight costs from a distance of more than 1,000 km in economy class. Accommodation costs are reimbursed according to the Landesreisekostengesetz (LRKG). In justified exceptional cases, these can be exceeded, but only up to the rates specified by the DAAD. Daily allowances are calculated according to the Landesreisekostengesetz.

	Travel costs (max. DAAD rate)	Accommodation costs (max. DAAD rate)	Daily allowance (LRKG)
PH Lucerne	150.00 €	169.00 € per night	51.00 €
University of Applied Sciences and Arts Northwestern Switzerland	150.00 €	169.00 € per night	51.00 €
University of Teacher Education Zug	150.00 €	169.00 € per night	51.00 €
Marmara University, Istanbul	250.00 €	78.00 € per night	29.00 €
Virginia Wesleyan University	1,100.00 €	138.00 € per night	42.00 €

## 4.2 Guest lecturers from partner universities

In order to prepare the payment of the funds, please complete and sign the attached form with your bank information (see Appendix 2 "ProMobilGS Bank Information"). The transfer of the DAAD flat rates by PH HD/**ProMobil**<sup>GS</sup> takes place after completion of the lectureship to the specified account.

	Travel cost flat rate	Daily allowance
PH Lucerne	275.00 €	89.00 €
University of Applied Sciences and Arts Northwestern Switzerland	275.00 €	89.00 €
University of Teacher Education Zug	275.00 €	89.00 €
Marmara University, Istanbul	600.00 €	89.00 €
Virginia Wesleyan University	1,150.00 €	89.00 €

## 5. Report

Within the framework of project funding, we request a short report (see Appendix 3 "ProMobilGS Bericht Gastdozentur") from you in preparation for the annual report to the DAAD.

On behalf of the university and the project we would like to thank you very much for your commitment to the internationalisation of teacher education. We are looking forward to an intensive and fruitful exchange and interesting new contacts for our universities.

With kind regards,

Henrike Schön (Project Manager **ProMobil**<sup>GS</sup>)

### Contact, information, and support:

Henrike Schön (Project Manager): [hschoen@vw.ph-heidelberg.de](mailto:hschoen@vw.ph-heidelberg.de), room 153, direct line +49 6221 477 544

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Further information:

[Akademisches Auslandsamt](#)

[Center for International Teacher Education \(CITE\)](#)

[ProMobil](#)<sup>GS</sup>

Stand Juli 2020  
As of July 2020