

Erasmus+ KA171 (partner countries)

Selection procedure and process of recognition for outgoing students and staff

University of Medicine, Tirana	
Responsible Unit	Department of projects and professional development
Address	Rruga e Dibres no. 371, 1005-Tirana, Albania
Email	info@umed.edu.al
Web address	www.umed.edu.al
Regulations/Law/Rulebook for mobility	https://erasmus-plus.ec.europa.eu/sites/default/files/2023-11/2024-Erasmus%2BProgramme-Guide_EN.pdf

I. Selection procedure

Selection of students		
Call for applications	All calls for application are published in our website: www.umed.edu.al	
Application documents	<ul style="list-style-type: none"> • Letter of application; • CV in English; • Copy of passport; • Student attestation; • Transcript of record (translated in English and notarized); • Motivation letter in English; • Certificate of foreign language: German (minimum B1/ English (minimum B2); • Learning Agreement. 	
Selection criteria/Score system	Criteria	Points
	Academic Level	40 (20 points-average grade from 5-7 40 points - average grade from 8-10)
	Language skills	20
	Motivation Letter	20

	Extracurricular Activities	20	
Priority	<ul style="list-style-type: none"> Targeted categories of participants with fewer opportunities: Applicants who have not yet completed a funded mobility abroad are preferred 		
Selection committee	<p>The selection committee is composed of:</p> <p>Prof. Dr. Alma Idrizi Prof. Asoc. Najada Çomo Prof. Dr. Vergjini Mulo Prof. Asoc. Ledi Neçaj Etleva Vasha</p>		

Selection of staff			
Call for applications	All calls for application are published in our website: www.umed.edu.al		
Commission/Responsible Unit	<p>The Commission is composed of:</p> <p>Prof. Dr. Alma Idrizi Prof. Asoc. Najada Çomo Prof. Dr. Vergjini Mulo Prof. Asoc. Ledi Neçaj Etleva Vasha</p> <p>The responsible unit at UMT is the Department of Projects and Professional Development</p>		
Selection criteria	CV	40	
	Extracurricular Medical Activities	20	
	Language skills	20	
	Motivation Letter	10	
Priority/Restrictions	Applicants who have not yet completed a funded mobility abroad are preferred Extracurricular medical activities		
Application documents	<ul style="list-style-type: none"> Letter of application; CV and the list of publications in English; Copy of passport; Employment certificate attestation; 		

	<ul style="list-style-type: none"> • Motivation letter in English; • Foreign language certificate English or German (minimum B2); • Attestation from the Dean of your Faculty that allows you to detach to carry out the mobility; • Mobility Agreement
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II. Recognition procedure

Recognition of student mobility	
Documents	-Transcript of records -Certificate of participation
Procedure	<p>Credit Transfer: University of Medicine, Tirana (UMT), send the student's Transcript of Records to the Faculty secretary to ensure that the credits align with the Learning Agreement. These credits are transferred to the student's academic record.</p> <p>- Certificate of Participation: In addition to academic credit, students may receive a Certificate of Participation, recognizing the completion of their mobility experience. UMT formally recognizes the credits earned during mobility as equivalent to specific courses or requirements within the student's academic program.</p>

Recognition of staff mobility	
Documents	-Certificate of Attendance: After completing a mobility period, participants receive a certificate that details the nature of their mobility experience, including the duration, number of hours for teaching and the skill or knowledge gained
Procedure	<p>Upon completion of their mobility experience, staff members are required to submit a report or organize a presentation for the staff members of the University detailing their experience.</p> <p>Additionally, they must provide a copy of their Certificate of Attendance at the responsible person for the mobility.</p>