

For all applicants for Erasmus+ Staff Mobility to Chiba University

1. Eligible incoming staff to Chiba

The eligible incoming staff to Chiba is just teaching staff. Unfortunately, we cannot accept administrative and technical staff members because it is difficult to provide sufficient training environments at Chiba University at this time.

2. Screening process and schedule

We will have a screening process if there are many applicants.

Call for applications for Erasmus+ staff mobility at your university

Starting to receive applications at Chiba University

• We will start to receive applications. Please send the following documents to International Affairs Division (bfk2043@office.chiba-u.jp) by **21 July 2022 at 5 p.m. (JST)**.

-Curriculum Vitae

-Plan of the staff mobility for **training** (Please clarify your academic field.)

*Both documents must be written in English.

• Once we receive your application, and we will send you a confirmation email for receiving your documents.

• Please note that you are ineligible for the screening if there are any incompletions in your submission.

21 July 2022 at 5p.m. (JST)

Application deadline at Chiba University

• We will start the screening process at our end.

• Please note that the deadline at Chiba University is **21 July 2022 at 5 p.m.(JST)**.

From 25 to 29 July 2022

Receiving the selection result from Chiba University

• We will let you know the result of the screening process.

4 August 2022 at 5p.m. (JST)

Sending the signed agreement to Chiba University

• If you receive the email that you are selected as incoming staff, please send the mobility agreement signed by you and your institution by **4 August 2022 at 5 p.m. (JST)**.

*It will take time to complete the signing process at Chiba University in mid-August for the summer holidays. Please stick to this deadline.

Before 25 August 2022

Completing the signing of the agreement

AUTh ver.

• We will send you the signed mobility agreement and the invitation letter from Chiba University.

- Please check Chiba University's academic calendar on page 3.
- If possible, please avoid visiting from 23 to 25 November; International Affairs Office Staff will leave the office for the international forum hosted by Chiba University.

Chiba University academic calendar 2022-2023

from October to December

Fall semester							
	Sun	Mon	Tue	Wed	Thu	Fri	Sat
10 Oct.							1
	2	3	4	5	6	7	8
	9	10	11	12	13	14	15
	16	17	18	19	20	21	22
	23	24	25	26	27	28	29
	30	31					
11 Nov.			1(Fri)	2	3	4	5
	6	7	8	9	10	11	12
	13	14	15	16	17	18	19
	20	21	22	23	24	25	26
	27	28	29	30			
12 Dec.					1	2	3
	4	5	6	7	8	9	10
	11	12	13	14	15	16	17
	18	19	20	21	22	23	24
	25	26	27(Wed)	28	29	30	31
Term4	Term5	Term6	Preparation for class				
Remarks on fall semester							
University Festival: 4 to 6 November							