



Lecturer's selection procedure

1. Objective

The aim of this procedure is to bring under regulation the selection and admission process of the lecturers willing to participate in the Intensive Programme *Greener and Safer Energetic and Ballistic Systems*, under ERASMUS+ KA2.

2. The selection committee

Each university participating in the project will nominate a selection committee having the role to organize and govern the selection process. The committee will be fully responsible for the correct application of this procedure. At the beginning of their activity the members of the committee will sign a conflict of interest disclosure statement.

3. Organization of the selection process

The selection process is a public activity based on free competition and upholds the principle that all applicants seeking to enroll are treated fairly and equitably. The final selection grade will be calculated based on the fulfillment of the selection criteria.

4. Advertising of the selection call for GSEBS program

a) The course curricula and the number of lecturers needed for the IP, as well as other relevant information about the GSEBS program shall be made available on the web pages and at the faculty/department notice board.

b) The program coordinator/responsible will take care for the advertising of the call, mentioning the deadline, the forms/documents to be completed and the criteria for eligibility and selection.

5. Eligibility criteria for the GSEBS program

To be eligible as lecturers in the GSEBS IP, the candidates:

a) Must be a member of the academic staff of the university (under contract with the university);

b) Must have didactical and research experience in the area of the proposed discipline.

6. Selection criteria for the GSEBS program

- *Professional activity*, evaluated based on the CV (max. 80 %);

- *Linguistic competencies* (if applicable), evaluated based on the Europass Linguistic Passport (max. 20 %).

7. Registration of candidates

a) Registration is made following the deposition of a registration folder by the candidate.

b) The folder must contain:

- Application;

- CV EUROPASS;

- EUROPASS Linguistic Passport.

Supplementary, the candidates can provide other relevant information: linguistic certificates, diplomas, proofs of scientific accomplishments, recommendations etc.

8. Selection results

The Selection Committee will evaluate each candidate and assign a score. The final results will be included in a recording of proceeding signed by all the members of the Selection Committee and will be made public.

9. Appeals

An applicant may appeal against a decision made under this policy. Appeals will be analyzed by the Selection Committee. Appeals must be addressed, in writing, to the Selection Committee. The appeal decision will be based on the written material provided.

Applicants who wish to appeal a decision made under this policy must do so within two working days of receiving notification of the admission decision.

The candidate whose appeal was approved is declared selected lecturer for the IP if he/she will obtain (after the recompletion of the final ranking) a score bigger than the last candidate initially admitted.

Approved during the 2nd meeting of the GSEBS management group
January 7th 2015

Approved by the University Senate of the Military Technical Academy
February 27th 2015