



PROFFORMANCE International Higher Education Teacher Award Call ^{2024/25}

Application form sample

#509 - Application title

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Teacher award call for proposals

PROFFORMANCE – International Higher Education Teacher Award 2024/25

International award for teaching excellence at higher education institutions (HEI) in the European Higher Education Area (EHEA).

Scope of the call

PROFFORMANCE+ consortium announces the second International Teacher Award in PROFFORMANCE+ partner countries (**Austria, Croatia, Czechia, Georgia, Hungary and Serbia**).

Aim of the call

The aim of PROFFORMANCE+ project is to promote teaching quality and cooperation, and to support higher education teaching staff in the EHEA. (More information about the project: <https://profformance.eu>)

Timescale and deadlines

This call for application will be open **until 17.00 CET, 10th December 2024**. Applications should be submitted with the **approval of the superior of the applicant** (e.g. head of department/institution, [vice-]dean, [vice-]rector, etc.) by the above deadline, using the application platform directly on <https://award.profformance.eu>.

Eligibility

The call is addressed to **individuals or groups of individuals officially involved (with formal agreement) in the teaching process at state recognised/accredited higher education institutions**.

The applications should present good practices in accordance with the categories of this call. The practice should have been implemented or being in process with justified **outputs exclusively in the following academic years: 2020/21, 2021/22, 2022/23, 2023/24, fall term of 2024/25**.

The applications are only valid with the signed **nomination form by the institutional superior** (e.g. head of department/institution, [vice-]dean, [vice-]rector, etc. of the applicant[s]). See application form. Student nominations are not required, but worth extra points in the evaluation.

Eligible categories

Applicants should choose **1 main category** from the below list:

- Category: 1. Student-centred course design
- Category: 2. Innovative teaching and learning
- Category: 3. Students' learning assessment
- Category: 4. Impact and mission with and for society

AND

Applicants should choose **1 main horizontal priority** from the following list:

- A. Digitalization
- B. Internationalization
- C. Inclusion and diversity
- D. Sustainability

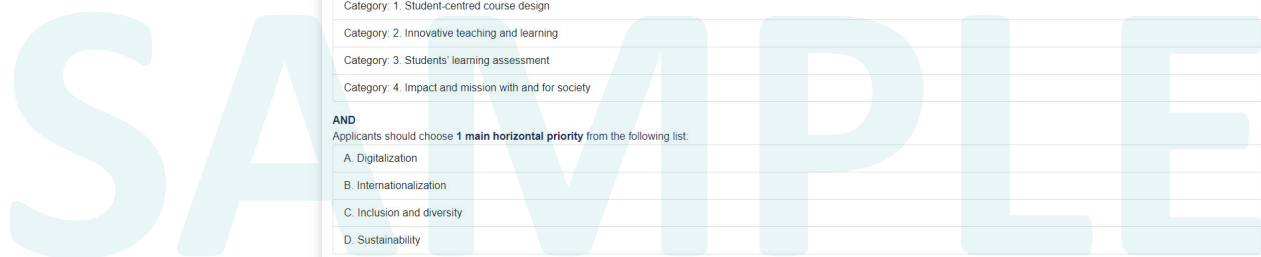
In the application, both the chosen main CATEGORY and the chosen main PRIORITY must be explicitly elaborated. However, the other 3 priorities can be also presented, if applicable.

Schedule of the application process:

| | |
|--|---|
| Deadline for applications: | 10 th December 2024, 17.00 CET |
| Evaluation period: | January–February 2025 |
| Decision and notification of awardees: | May 2025 |

Application step by step

1. Please visit the call website at <https://award.profformance.eu/> and read carefully
 - a. The call
 - b. The application form
 - c. The evaluation form.
2. Register at award.profformance.eu/login/register.
3. Prepare your application on the application platform.
4. Get nomination(s) and attach them duly to the application.
 - a. from your superior - **mandatory** for an eligible application
 - b. from your HEI' student organization/students of the course - **optional**, but worth extra points
5. Optionally, collect links, materials and upload them to any online space (Dropbox, Google Drive etc.), to complement your application.
6. Check if everything is duly filled in, **finalize and submit before 10th December 2024, 17.00 CET**.





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Evaluation criteria

Before applying, please read thoroughly all the materials of the call, especially the evaluation form in Annex 2, to see the main priorities of the call and the evaluation criteria. Please be aware that **both the chosen main category and the selected horizontal priority should be referred** to in the elaboration of the application. Please be concise, straightforward, emphasise the most important aspects relevant to each question.

The final score will be calculated upon the sum of points given by two independent experts based on the evaluation criteria. The consortium partners [Partners | Profformance](#) will decide the final list of awardees based on the scores and the quantity and quality of the applications.

Awards

The award ceremony is planned to be organized in 2025 at the final event of the PROFFORMANCE+ project.

The awardees

will have the opportunity to present their best practices at the final event of the PROFFORMANCE+ project and at various international professional forums, will receive the PROFFORMANCE teaching excellence prize with a certificate, and will become members of the PROFFORMANCE professional network. Please note that no financial compensation is offered.

Awardees' best practices

will be presented in diverse publications, newsletters, websites including [profformance.eu](#),

will be available at the PROFFORMANCE "best practices of teaching excellence" database at [award.profformance.eu](#).

Apart from the winners, all eligible applications will be published online in the "PROFFORMANCE teaching excellence database", once they have been evaluated.

Special conditions

The applicant declares:

- that the good practice
 - is not yet in the PROFFORMANCE Teaching Excellence database,
 - OR has an added value or an improved content, methodology or augmented quality of relevant characteristics compared to the previous application.
- that in case of a good practice has been implemented in cooperation of different institutions, countries, the applicant
 - has an approval from all partners to submit a proposal,
 - OR the application is submitted jointly,
 - OR a different aspect with recognizable value is presented by the applying partner(s).
- that the applicant(s) indicate(s) in the application
 - the institution where the good practice has been elaborated and implemented,
 - OR the institution where the team member(s) moved if the good practice has been further developed with recognizable added value.

Annexes

1. [Application form sample](#)
2. [Evaluation criteria](#)
3. [Nomination form of HEI superior](#)
4. [Nomination form of student representatives \(optional\)](#)

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0. Consents

Dear Applicants,

Before applying, please read carefully the statements before. They contain the main conditions for participating in this call. After accepting all of them, you may start the description of the application. Thank you for your kind understanding and collaboration. We wish you successful application!

With submission of the application the applicant declares:

- to have read the Call for Proposals with related documents and the [Privacy Statement of the PROFFORMANCE+ project](#) and to agree with their content,
- to give consent to the publication of the public content of the application in different platforms handled by the PROFFORMANCE+ consortium (websites, databases, social media, publications, newsletters, events),
- to agree with sharing the good practice (agreed public content) in an online searchable database at the PROFFORMANCE(+) website,
- to present the good practice at the PROFFORMANCE+ final conference to be held in 2025 in case of selected application and upon availability,
- to be officially involved in teaching at a state-recognized, accredited HEI in one of the eligible countries (Austria, Croatia, Czechia, Georgia, Hungary, Serbia),
- to obtain an approval for applying from one of the designated superiors (e.g. head of department, dean etc.) of the HEI,
- that the presented good practice has been completed after September 2020,
- that he/she will complete the application and provide materials in English,
- that the practice described in the application have been implemented by the applicant or team of his/her colleagues,
- that the application is aligned with all special conditions of the call.

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1. Project data

Please consider, that this part of the application will be public.

1.0 PROFFORMANCE Teacher Award Call in 2021/22

Have you submitted a proposal for the PROFFORMANCE Teacher Award Call in 2021/22?

Select your option...

1.1 ACRONYM *

Please write a short name/acronym of your good practice for easy reference.

1.2 Long title of the good practice *

Please write the long title of your good practice.

1.3 Broad fields of education *

Please tick the field(s) of education, in which your good practice have been implemented. Please name other category, when your field is a special one.

00 - Generic programmes and qualifications

01 - Education

02 - Arts and humanities

03 - Social sciences, journalism and information

04 - Business, administration and law

05 - Natural sciences, mathematics and statistics

06 - Information and Communication Technologies

07 - Engineering, manufacturing and construction

08 - Agriculture, forestry, fisheries and veterinary

09 - Health and welfare

10 - Services

Other, please specify

1.4 Levels of education or other *

Please tick the level(s) of education, in which your good practice have been implemented/relevant. Please name other category, when your level is a special one.

ISCED 5: Short-cycle tertiary education

ISCED 6: Bachelor's or equivalent level

ISCED 7: Master's or equivalent level

ISCED 8: Doctoral or equivalent level

Special course, non-formal education program

Other, please specify

1.5 Category *

Please identify which category your good practice fits into (you can choose only one option, which is the most relevant).

Select your option...

1.6 Main horizontal priority *

You can select one main horizontal priority that is most characteristic of your good practice within the chosen category, and in which you have implemented your project that is unique, yet adaptable by other institutions.

The other 3 horizontal priorities may have also an impact on your practice; these can be reflected in point 6. in the Application form

Choose your main horizontal priority now:

Only 1 can be chosen.

Select your option...

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2. Identification data (personal and institutional data)

This part is not public. This is for identification and communication.

The person who is contributed to the best practice and takes the role of the contact person in the application process - there will be a one-window communication - so we ask the contact persons to notify their teams on evaluation process.

2.1 Contact name Title(s) *

2.2 Contact name First name(s) *

2.3 Contact name: Last name(s) *

2.4 Position at the institution *

(e.g. full professor, head of department etc.)

2.5 Country *

Please choose the contact person's country. In case of international projects with multiple partners, please refer to it in Section 7 "7.2 Other remarks, requests, comments", and in the description of your good practice.

Select your option...

2.6 Town of the institution *

2.7 Official name of the institution in English *

Only the chosen country HEIs appear in the list.

Select your option...

2.8 Official name of the institution in national language *

Please type the official institution name in your national language. Please do not use acronyms.

2.9 Institutional unit (larger unit: e. g. faculty) in English *

2.10 Institutional unit (institute/department) - smaller unit in English *

2.11 Email of contact person *

2.12 Mobile phone (including country prefix: +3611234567) *

2.13 Participants contacts (name, institution, email, mobile)

| | Name | Institution | Email | Mobile | |
|---|----------------------|----------------------|---|---|--|
| 1 | <input type="text"/> | <input type="text"/> | <input type="text" value="example@domain.com"/> | <input type="text" value="+36202345678"/> | |

2.14 Recommendation/nomination by your superior (attachment) *

Accepted file types: doc, docx, pdf, jpg, jpeg, png

[Download template](#)

2.15 Student recommendation/nomination (attachment)

Accepted file types: doc, docx, pdf, jpg, jpeg, png

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3. Overall information on the good practice

Please summarize your good practice emphasizing the most important achievements and the innovative aspects. Please provide evidence and describe concisely how the main category you have chosen and the main horizontal priority implemented in your example. When evaluating, the points available will be divided equally between these two areas. It is crucial to also show the alignment between the category and the horizontal priority.

3.1 Short description (max. 500 characters) – in the form of potential publication *

Please consider, that this answer will be public.

500, remains 500

3.2 Long description (max. 2500 characters) *

Please be very concise, straightforward, emphasising the innovative aspect, the main outcomes - outputs - and activities of your good practice.

2500, remains 2500

3.2.a 3-6 key words *

Please enumerate the keywords which are relevant to your good practice. Please separate the keywords by a comma.

3.3 Public contact name - project name - public email address - website url *

John Doe

Project name

example@domain.com

http://ka.hu

(if relevant, please copy paste the URL of your website. This is not a compulsory field.)

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4. Good practice references

In this part please describe how your good practice relates to wider objectives, researches, policies, trends, etc., how it is embedded in your institutional, national strategy, how you apply EU/EHEA policies in everyday practice. Please emphasize the policies/strategies related to your chosen main horizontal priority as well. Evaluators will give points if both are referred to.

4.1 Please indicate in which way your good practice relates to EHEA/EU policy documents, national priorities, institutional strategies *

You may choose more or all of them - when relevant and applicable. In any case, please justify your choice in the next question.

- EHEA/EU policies
- National priorities
- Institutional strategies
- Individual/group innovative idea

4.1.a Please explain your choices (max: 1000 characters) *

Please explain each level you ticked, how your good practice is in line with the policy objectives, strategic aims at the different level. Please describe shortly in 1-2 sentences, how your good practice contributes to their achievement.

Leave a comment here

1000, remains 1000

4.2 Funding programme or framework in which your good practice have been elaborated and/or implemented (if applicable)

This question is only for statistics and for the searching. If your good practice have been developed in the frame of a programme, please indicate name and project number. This part doesn't count in evaluation of your practice.

- Erasmus+
- CEEPUS
- EEA Grants
- Horizon 2020
- National framework or programme
- Institutional framework
- Institutional unit framework
- Individual/group initiative without funding
- Other, please specify

4.2.a Please add project name and number, if applicable.

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5. Description of the good practice (max: 14000 characters altogether)

Please consider that this part will be public. As the length is limited, please try to be as concise and straightforward as possible, emphasizing the most relevant and innovative aspect of your good practice. **IMPORTANT!** In your description (in all parts) both the chosen MAIN CATEGORY and the HORIZONTAL PRIORITY should be described and elaborated, as your score will be based on both.

5.1 Methodology *

Please describe the process (planning, implementation, review, partners involved, different roles and actors, etc.)

0, remains 14000

5.2 Tools, equipment, technology used *

Please describe tools, equipment, technology used, emphasizing the novelty of the tool, or the innovative use of the tools for your good practice.

0, remains 14000

5.3 Outcomes and outputs, main results *

Please describe the most important results, outcomes and outputs of your good practice. Please be as concrete as possible.

0, remains 14000

5.4 Lessons learnt *

Please describe according to your experience, the most important aspects, one should taken into consideration and mistakes to be avoided when trying out your good practice.

0, remains 14000

5.5 Adaptability and sustainability of the best practice (for other institutions) *

Please describe how your good practice could be adapted in other institutions

Remark! Please note that SUSTAINABILITY refers to both that

The good practice will be continuously implemented or has longer term impact.

It considers sustainability in implementation as well.

0, remains 14000

5.6 Promotion of best practice *

Please describe how you promote your good practice (dissemination channels, tools and materials, target groups)

0, remains 14000

5.7 Scope and impact *

Please choose all levels which are relevant to your good practice.

Course/department level

Faculty level

Institutional level

Cross-institutional level

National level

EU/EHEA/International level

Please describe how your good practice contributes to the challenges and goals at the levels you indicated.

0, remains 14000

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In your good practice you might apply some digital tools, covered diverse needs of students, or included some sustainability issues, or your project had a strong international dimension. As these aspects are at high priority in the EU and EHEA, we would like to acknowledge and prioritize projects which meet these requirements as well. So please indicate, if the below statements are relevant to your best practice. Please also provide some evidence as well.

6.1.a Digitalization [†]

The lines below are NOT subcategories - they serve the easier orientation 1. for applicants to give inspiration what kind of projects are expected, but this is not an exhaustive list, other ideas may be added to the OTHER field. 2. For the good practice database - it makes search easier and more precise. Please choose the area(s) (max. 5) which is/are the most relevant to your good practice. Please note, evaluation score depends on relevant justification, not on the number of the chosen areas.

- NOT RELEVANT
- Outstanding, innovative, excellent practices of online / blended / hybrid learning
- Innovative, novel methodology in using digital tools/devices in teaching
- Innovative use of digital administration tools
- Digital skills development and assessment both general and profession-related, embedded in course design, in teaching and assessment
- Novel digital solutions (tools, frameworks, devices, tasks to enhance efficiency and motivation)
- Digital scientific sources used in T&L
- Artificial intelligence and learning analytics in education and training
- Data security and responsible digital presence embedded in learning outcomes
- Other, please specify

6.1.b Digitalization - reasoning and proofs (max: 500 characters)

Please reason here your choice(s) from the above list. Please explain how digitalization is present at your good practice. Please, mention some concrete facts, methods, tools, solutions, etc. Please consider that extra points can be given to innovative, novel use of digital technology.

500, remains 500

6.2.a Internationalization [†]

The lines below are NOT subcategories - they serve the easier orientation 1. for applicants to give inspiration what kind of projects are expected, but this is not an exhaustive list, other ideas may be added to the OTHER field. 2. For the good practice database - it makes search easier and more precise. Please choose the area(s) (max. 5) which is/are the most relevant to your good practice. Please note, evaluation score depends on relevant justification, not on the number of the chosen areas.

- NOT RELEVANT
- Outstanding practices of international online collaborative learning
- Developing students' multicultural awareness
- Innovative practices of blended mobility
- Students engagement in international projects
- Courses implemented in international cooperation (projects, co-teaching, virtual/blended mobility, etc.)
- Courses offered to international multicultural students both online and offline
- International projects/research results embedded into course development and T&L
- Use of AI to make teaching and learning more international
- Other, please specify

6.2.b Internationalization - reasoning (max: 500 characters)

Please reason here your choice(s) from the above list. Please summarize how internationalization is present at your good practice. Please mention some concrete facts, methods, tools, solutions, etc. Please consider that extra points are given to innovative, novel aspects of internationalization.

500, remains 500

6.3.a Inclusion and diversity, universal design [†]

The lines below are NOT subcategories - they serve the easier orientation 1. for applicants to give inspiration what kind of projects are expected, but this is not an exhaustive list, other ideas may be added to the OTHER field. 2. For the good practice database - it makes search easier and more precise. Please choose the area(s) (max. 5) which is/are the most relevant to your good practice. Please note, evaluation score depends on relevant justification, not on the number of the chosen areas.

- NOT RELEVANT
- Inclusive course design, universally designed divers activities to meet special students' needs
- Universally designed teaching material - adjustable for special needs
- Innovative teaching methodology for inclusion and meet diverse student needs
- (Innovative) use of devices and tools for inclusion
- Alternative, flexible assessment methods for students with special needs
- Sensitizing students to consider special needs when practicing their profession
- Course includes hints on how the services/products of the profession could be universally designed/inclusive
- Use of AI to increase accessibility in teaching and learning
- Other, please specify

6.3.b Inclusion - reasoning (max: 500 characters)

Please reason here your choice(s) from the above list. Please summarize how inclusion is present at your good practice. Please, mention some concrete facts, methods, tools, solutions, etc.

500, remains 500

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6.4.a Sustainability *

The lines below are NOT subcategories - they serve the easier orientation 1. for applicants to give inspiration what kind of projects are expected, but this is not an exhaustive list, other ideas may be added to the OTHER field. 2. For the good practice database - it makes search easier and more precise. Please choose the area(s) (max. 5) which is/are the most relevant to your good practice. Please note, evaluation score depends on relevant justification, not on the number of the chosen areas.

- NOT RELEVANT
- Sustainability goals are addressed in the course(s)
- Teaching material contains profession related sustainability aspects
- Special courses reflecting to UN 2030 Sustainability goals, Green Deal - mini-courses, microcredentials
- Social entrepreneurship projects, service-learning in the topic
- Extra-curricular student activities for sustainability
- Environmental attitude, skill development and assessment either general or profession-related
- Sustainability aspects are considered in all phases of the learning practice - "hidden curriculum"
- Use of AI in research, projects or 3rd mission activities
- Other, please specify

6.4.b Sustainability - reasoning (max: 500 characters)

Please reason here your choice(s) from the above list. Please summarize how sustainability is present at your good practice. Please, mention some concrete facts, methods, tools, solutions, etc.

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This part gives you the possibility to complement your application. Please consider that above a certain amount, your materials cannot be assessed. So please try to reasonably attach materials which may support your application.

7.1 URL of an application folder

containing related links and documents, video link – max two minutes video presentation all kind of technique

(if relevant, please copy paste the URL of your website. This is not a compulsory field.)

7.2 Other remarks, requests, comments

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Dear Applicant,

Before submitting, please check again, because after submitting changes are no longer possible. Everything is written in English.

All compulsory fields are filled in. Errors are corrected.

You have attached the **superior form fully filled in and properly signed**.

If you wanted, you have attached the student form fully filled in and properly signed.

Provided links and materials in a folder, to justify your applications, if relevant and intended. Not compulsory.

You consider your application ready = no more changes needed in your application.

Please note, that **after pushing the „finalize and submit“ button, no more changes are possible**.

After submission, you may see your application and download it in PDF in [My applications](#) menu.

You will receive an email about the submission with main data of your application. Good luck and thank you for sharing your good practice. Highly appreciated!

Sincerely,

PROFFORMANCE Team

I declare that to the best of my knowledge I complied with all the requirements and conditions of this call, the application is ready for submission. (Please note, that after submission, no more changes are possible.)

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Coordinators:



Co-funded by
the European Union

European Higher Education Area (EHEA) - Initiative to support the implementation of reforms ERASMUS-EDU-2021-EHEA-IBA Action Grant

Full Partners:



Associated Partners:

