



CALL FOR PARTICIPATION IN INTERNATIONAL MOBILITY PROGRAMMES FOR THE A.Y. 2021/22

ERASMUS+ PROGRAMME MOBILITY FOR STUDY

(deadline 9th of March 2021, at 11.30 a.m.)

The publication of this call must be considered conditional, in waiting of publication of the call for funding and the subsequent subscription of the 2021/2022 Erasmus+ financial agreement between Agenzia Nazionale Indire/Erasmus+ and the University of Udine.

All the activities and related funding provided in this call are therefore subject to change in compliance with the provisions of the rules of the 2021/2022 Erasmus+ financial agreement. Changes will be made official through Rectoral Decree and communicated to students through institutional channels.

GENERAL INFORMATION

Purpose

The Erasmus+ programme, Mobility for Study, gives students the opportunity to spend a period of study at a partner university of UNIUD. Mobility students will attend the courses and use the facilities made available by the host universities. They will receive a financial contribution and full recognition of the educational activities approved by the study programme board and successfully completed abroad.

Erasmus+ in EU countries

The mobility period for study can be carried out in a partner university of UNIUD based, in one of the following countries: Austria, Belgium, Bulgaria, Cyprus, Croatia, Denmark, Estonia, Finland, France, Germany, Greece, Ireland, Latvia, Lithuania, Luxembourg, Malta, Netherlands, Poland, Portugal, Czech Republic, Romania, Slovakia, Slovenia, Spain, Sweden, Hungary, Iceland, Liechtenstein, Norway, the former Yugoslav Republic of Macedonia, Turkey.

Mobility in UK

UNIUD has exchange agreements with UK universities, which will not participate in the Erasmus+ 2021-2027 programme. Active exchanges with our English partners remain available for applications and mobility programmes will be financed with ministerial grants.

Mobility in Switzerland

The Swiss Confederation indirectly participates in the Erasmus+ programme by self-financing the mobility for study with a scholarship of around 360 CHF/month (around 300€/month). This is a non-EU funding and cannot be integrated, neither for disabled students nor for students with disadvantaged socio-economic conditions.

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ARTICLE 1 OBJECT

This call regulates the selection procedure for the award of scholarship for mobility abroad under the Erasmus+ programme, for the 2021/2022 academic year, to the destinations listed in Annex 1.

1. The stay abroad, for a minimum of 90 days and a maximum of 360 days, must take place in the period between 1st of June 2021 and 30th of September 2022.
The duration of the study stay abroad is defined in advance for each destination, by a bilateral agreement signed by the University and the foreign university. In compliance with this rule, extensions and/or reductions of the stay are allowed only for proven educational reasons and, in any case, bearing in mind that its overall duration must be continuous.
2. Students admitted to the Erasmus+ study mobility programme can:
 - attend courses and take the related exams, carry out preparation and research activities for final works;
 - carry out the internship as a combined activity with study (the internship must be offered by the partner university and certified in the Transcript of Records).
3. For students/PhD students that will carry out a mobility period abroad pursuant to this call, the University guarantees the recognition of the educational activities certified by the host University through the Transcript of Records (ToR) and previously authorized in the Learning Agreement for Studies (study plan abroad).

ARTICLE 2 REQUIREMENTS FOR ADMISSION TO THE SELECTION

The following profiles are admitted to the selection:

1. students enrolled in the academic year 2020/2021 by the closing date of the call for Bachelor's Degree, Master's Degree, Single Cycle Degree Programme, PhD Programme, and Masters from the University of Udine, including inter-university student career given that the administrative seat is the University of Udine. Students, enrolled in the 1st year of a three-year programme or single cycle degree programme, are required to have at least 12 ECTS registered in their career by 31st of July 2021, or their mobility will be cancelled;
2. students enrolled in the last year of a three-year programme in the academic year 2019/2020 as undergraduates/graduates in the exam sessions of the academic year 2019/2020 and students enrolled in a three-year degree programme, that are supposed to graduate before the date of departure for the Erasmus stay, can apply for **future career**, to carry out mobility during the first year of the Master's degree by attaching the related study plan. Departure will be subject to actual regular enrolment for the academic year 2021/22 to the Master's degree at the University of Udine and can **only** take place **in the second semester**;
3. students that have paid the tuition fees for the academic year 2020/21; students that want to graduate in the **extraordinary exam session 20/21** can use and leave for Erasmus mobility **only if they want to enrol in the a.y. 2021/22**;
4. The student must have, in relation to the requested destination, the knowledge of the language mentioned in Annex 1, in the column "LANGUAGE KNOWLEDGE REQUIRED AND FURTHER NOTES", and must bear in mind that candidates admitted to mobility may be required to certify their language skills when sending their data to the host university (application). It will then be up to the candidate to verify the deadlines and procedures for the submission of such documentation (application). For some destinations, a good/very good certified knowledge of the language is required (in any case, it is suggested for the student to start with a language knowledge of at least B1 level);

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5. the candidate who has already carried out an Erasmus+ 2021-2027 mobility (Study, Internship or International Credit Mobility) or Erasmus Mundus and that applies to this call for applications for the same study programme is admitted to the selection, but the sum of the months of mobility used and the one for which s/he is applying cannot exceed a total of 12 months. For Single cycle degree programmes the maximum limit is 24 months. The months of postgraduate internship are counted within the study programme in which the candidate was enrolled at the time of application;
6. the students awarded of an Erasmus+ scholarship cannot receive, for the same period in which the mobility is provided by this call, other grants from the European Commission assigned to spend a period of study/work/research abroad;
7. it is not possible to obtain the final qualification before the end of the study period abroad and after recognition of the activity carried out during the mobility.

ARTICLE 3 SUBMISSION OF THE APPLICATION FORM

1. With the exception of special cases governed by Article 4 below (related to students enrolled in international double degree programmes, PhD programmes, and Masters), the application form must be submitted exclusively through the application software available at <https://uniud.esse3.cineca.it>. The application must be completed by 9th of March 2021 at 11.30 a.m.
2. In order to apply for the Erasmus+ programme the student will have to:
 - access Esse3 with his/her credentials;
 - fill in the online application available under the menu item "MOBILITY APPLICATIONS";
 - attach the required documents;
 - print the final application by the deadline of the call. By choosing "FINAL PRINT" you confirm the end of the application and data cannot be edited anymore.

Instructions on the procedure to follow are available at the following link: https://www.uniud.it/it/didattica/area-servizi-studenti/servizi-studenti/opportunita-allestero-/mobilita-extra-europea/erasmus-studio/informazioni_studenti/bando-erasmus-studio-1/bando-erasmus-mobilita-per-studio

In case of technical issues during the compilation of the online application, please save your entries and send a ticket to the helpdesk system <https://helpdesk.uniud.it>.

It is not possible to apply for a call other than the one that includes the study programme in which the student is enrolled at the time of application, since there must be consistency between the study programme followed by the student and the educational offer of the foreign institutions chosen in relation to the subject area provided by the agreement.

3. In the application form it is possible to indicate up to a maximum of 4 destinations, and specify the order of preference. For choosing the destination, please carefully read:
 - the agreement (available on the Web site <https://www.uniud.it/it/didattica/area-servizi-studenti/servizi-studenti/opportunita-allestero-/mobilita-extra-europea/erasmus-studio/accordi-bilaterali-erasmus-mobilita-per-studio-1>)
 - the websites of the partner Institutes, and pay particular attention to the educational offer and the language requirements.
 - the notes and disciplinary area mentioned in the competition next to each foreign university

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The application must include, exclusively in PDF format, ANNEX 2 (study plan), which can be downloaded at:

<http://www.uniud.it/it/didattica/area-servizi-studenti/servizi-studenti/opportunita-allestero-studiare-allestero/erasmus-studio/bando-erasmus-studio>

- For each destination, in addition to reasons, the courses to be attended at the foreign university and any final work project to be carried out abroad must be specified. This study plan (ANNEX 2) is NOT the definitive training project to be carried out during mobility, but is aimed at evaluating the candidate. The Study Plan (Learning Agreement) to be carried out during the Erasmus+ mobility will be drawn up by the student only after the final assignment of the foreign university.
 - Students of a three-year programme who are applying for future careers must prepare a study plan related to the didactic activities concerning the chosen Master's degree programme.
4. It is possible to attach to the application, always in PDF format, any certificates proving linguistic knowledge or self-certifications of the language exams taken during the university career.
 5. Students who are citizens of one of the European countries participating in the Erasmus+ programme cannot choose destinations in their country of residence.
 6. If an INTERVIEW with the referee professor for mobility is required for admission to the selection, the student is required to take it by the deadline of the call, through a direct agreement with the teacher, under penalty of exclusion from the call. The evaluation of the interview will be taken into account for calculating the candidate's merit score.

ARTICLE 4 SUBMISSION OF PAPER APPLICATION

(only for students enrolled in PhD programmes)

1. PhD students must submit their application on a specific paper form (ANNEX 3), available on the Web site https://www.uniud.it/it/didattica/area-servizi-studenti/servizi-studenti/opportunita-allestero-mobilita-extra-europea/erasmus-studio/informazioni_studenti/bando-erasmus-studio-1/bando-erasmus-mobilita-per-studio
The following documents must be attached to the application:
 - curriculum vitae in European format (ANNEX 4);
 - in addition to the reasons, the courses to be attended at the partner University and/or any final work project to be carried out abroad must be specified (ANNEX 2);
 - any language certifications or self-certifications of language exams taken at the University of Udine, related to the language of the host Country or the working language of study.

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ARTICLE 5 STUDENTS ENROLLED IN DOUBLE DEGREE/JOINT QUALIFICATION PROGRAMMES

Students enrolled in an **International double degree/joint qualification programme and in international Masters** must not apply for the Call through the procedure for ordinary students but, given they have reserved places, they must contact the referee professor of the double degree and the teaching support office of their Department for the assignment of the campus and Erasmus Studio mobility.

They will be required to participate, upon convocation, in information meetings organized by the UNIUD International Relations and Mobility Office;

ARTICLE 6 DEADLINE FOR SUBMISSION OF APPLICATIONS

1. The application must be completed no later than 9th of March 2021 at 11.30 a.m. A paper copy must not be delivered to the International Relations and Mobility Office. It will be candidate's responsibility to print and keep a copy of the application for any further feedback.
2. The paper application of students enrolled in a PhD programme must be submitted within 9th of March 2021 at 11.30 (postmark will not be used as proof) to the following address:
University of Udine - Ufficio Protocollo (Protocol Office) - Via Palladio n.8 – 33100 Udine
opening hours: Monday to Friday from 9.00am to 11.30am
On the envelope it is compulsory to write "CANDIDATURA ERASMUS+ STUDIO 2021/2022, ASTU/UFFICIO MOBILITÀ"

ARTICLE 7 SELECTION, EVALUATION CRITERIA AND RANKING LIST

1. Only applications complete with all elements will be admitted to the selection and assignment of destination, with reference to what provided in ARTICLE 3 and ARTICLE 4.
The score of the ranking will be calculated as follows:
 - **for students enrolled in the academic year 2020/21 in the 1st year of a three-year degree, Single cycle degree programme:**
high school grades on a 30 + 6 basis. To these points, it is possible to add points - from 0 to 40 - assigned by the referee professor of the mobility. The assigned mobility can be confirmed and carried out only if the student has registered 12 ECTS in the log book by 31st of July 2021.
 - **for students enrolled in the academic year 2020/21 in the 1st year of the Master's degree:**
Graduation score of the Bachelor's degree on a 30 + 1.5 basis (if graduation score cum laude) + [num. of standard years of the three-year degree / (AY graduation of BD - AY enrolment + 1)]*30. To these points, it is possible to add points - from 0 to 40 - assigned by the referee professor of the mobility.
 - **for students enrolled in years after the first one (N>1), in line with exams (FC = 0) or not of FC years:**
[ECTS/(N+FC-1)*60]*30 + Weighted average. To these points, it is possible to add points - from 0 to 40 - assigned by the referee professor of the mobility
The weighted average and ECTS take into account the scores recorded in the log book as of 30th of September 2020.

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- **for graduating students of three-year programmes (N=3) in the degree exam sessions of the a.y. 2020/21 (last year of enrolment a.y. 2020/21) in line with exams (HR = 0) or not of FC years:**
 $ECTS/(N+FC)*60] * 30 + \text{Weighted average}$. To these points, it is possible to add points - from 0 to 40 - assigned by the referee professor of the mobility.
 The weighted average and ECTS take into account the scores recorded in the log book as of 30th of September 2020.
2. **All students** will be able to take advantage of the mobility only if regularly enrolled in the a.y. 2021/22 before departure for the Erasmus study stay.
 3. The Erasmus referee professor assesses the application by assigning a score, from 0 to 40 points, for:
 - the activity proposed in the study and/or research project for a final work to be done abroad;
 - the level of linguistic knowledge, if certified or self-certified;
 - the interview, if required.
 The referee professor will assign the following score:
 0 points - insufficient
 10 points - sufficient
 20 points - fair
 30 points - good
 40 points - excellent
 The referee professor has the right to assign, in any case, a "NOT SUITABLE" candidate to a destination. These will be excluded from the ranking of that destination.
 4. For what concerns foreign qualifications, if the score is not available, the Grade Point Average (GPA) will be taken into account.

ARTICLE 8 DESTINATION ASSIGNMENT

1. The destination assignment (among those mentioned in the student's application) takes place at the level of each call, in line with their position in the ranking list, the order of preference and the number of places available for a specific destination. In case of equal scores with other candidates, priority will be given to the oldest student.
2. In case of withdrawal by the student awarded of an available destination, it will be assigned to the next student eligible for that destination according to the order of the ranking list.
3. The ranking lists of the selected students and of their assigned destinations, together with the calendar of information meetings to which students in Erasmus mobility are required to participate, will be published online **by March 2021**. The publication in the official University register (online) has the value of official communication to interested parties (access from the home page of the University Web site). There are no individual communications.
4. The actual departure of the winners is always subject to acceptance by the host University and, in case of rejection, it is not provided any reassignment by the University of Udine.

ARTICLE 9 FUNDING MOBILITY: MOBILITY WITH FINANCIAL CONTRIBUTION

- The total number of months of mobility that can be financed are 2149 of which 1560 for ordinary mobility and 589 for mobility related to international courses, double degrees, joint qualifications. The monthly amount will be provided in percentages to each call according to the mobility data of the last two years.
For the purposes of assigning the financial mobility call, the ranking lists of each call will be assigned until the financed months assigned to it are exhausted. Students placed in the ranking list in a position that does not allow to receive the financial contribution but that can receive the mobility will be considered as Erasmus+ student described in ARTICLE 11 paragraph 2 and, according to the order of the ranking list, they will be able to take over the funded mobility in case of withdrawals.
- Please note that in case of insufficient allocation to the University of EU and national funds, the contribution will be provided for a maximum stay of 6 months per student. The months of Erasmus+ stay after the sixth will not be funded. In any case, the Erasmus status will be assigned to the student, as well as the didactic activity carried out during the entire study stay and included in the Learning Agreement.
- Community/European financial contribution.** According to the provisions of the European Commission and the Agenzia Nazionale INDIRE, the monthly amount of the scholarship is different, according to the country of destination, as shown below, and is defined on the basis of the period of stay abroad calculated in terms of effective days (except for what mentioned in paragraph 3 of ARTICLE 10);

DESTINATION COUNTRY (Defined by the European Commission with high cost of living)	MONTHLY AMOUNT OF EUROPEAN FUNDS
Denmark, Finland, Ireland, Iceland, Liechtenstein, Luxembourg, Norway, Sweden	300.00 €/month (30days)
Austria, Belgium, Cyprus, Croatia, France, Germany, Greece, Netherlands, Portugal, Czech Republic, Slovenia, Spain, Turkey, Bulgaria, Estonia, Latvia, Lithuania, Malta, Poland, Romania, Slovakia, Hungary, the former Yugoslav Republic of Macedonia	250.00 €/month (30days)

(the figures shown refer to the a.y. 2020/2021 and may be subject to change following the signing of the Erasmus+ 2021/2022 financial agreement between the Agenzia Nazionale Indire and UNIUD).

- Additional financial contribution.** According to the provisions of the National Authority MIUR, the amount of the Erasmus additional contribution is paid as shown in this table, or according to the income bracket resulting from the ISEE 2021 declaration sent (not in the application phase) via email in the attachment, as scanned document in pdf format (no other formats will be accepted), by the student at claudia.schileo@uniud.it or by hand to the Office of Mobility and International Relations – Palazzo Garzolini Di Toppo Wassermann – via Gemona 92, Udine, within 22nd of May 2021.

ISEE/INCOME BRACKETS	INTEGRATION FOR ERASMUS+ SCHOLARSHIP
ISEE ≤ 13,000	€ 450/month (30days)
13,000 < ISEE ≤ 21,000	€ 400/month (30days)
21,000 < ISEE ≤ 26,000	€ 350/month (30days)
26,000 < ISEE ≤ 30,000	€ 300/month (30days)
30,000 < ISEE ≤ 40,000	not more than € 200/month (30days)
40,000 < ISEE ≤ 50,000	not more than € 150/month (30days)
ISEE > 50,000	€ 0

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In case of a surplus from MIUR funds, the sum may be redistributed as supplement to the amounts listed in this table;

5. Students with disabilities will be eligible for an additional financial contribution. Further information is available at:
https://www.uniud.it/it/didattica/area-servizi-studenti/servizi-studenti/opportunita-alleestero-/mobilita-extra-europea/erasmus-studio/informazioni_studenti/erasmus-studio#section-3
to access these services you will need to contact the Office for Persons with Disabilities and DSA.
6. Any additional contributions may be obtained by the beneficiary students from the Regional Agency for the Right to Higher Education (ARDISS, Agenzia Regionale per il diritto agli studi superiori), which publishes a call each year for additional financial contributions to mobility students. For information, please contact: Agenzia Regionale per il Diritto agli Studi Superiori (Regional Agency for the Right to Higher Education) – ARDISS – Viale Ungheria 39/b, Udine, phone +39 0432-245772, <http://www.ardiss.fvg.it/>, info.udine@ardiss.fvg.it

ARTICLE 10 SCHOLARSHIP ALLOCATION

1. The scholarship will be provided as follows:
 - 80% of the amount provided after departure for foreign country and after sending the certificate of arrival to the University of Udine;
 - the balance of the remaining 20% on return from mobility and upon submission of the documents provided.
2. In case of withdrawal or interruption of the stay abroad within the first 3 months (except in cases of force majeure), the Erasmus student will be required to refund the amount received.
3. Additional financial contributions are not guaranteed for any further months of extension, formally required by the student, in relation to the duration of the Erasmus stay defined in the financial agreement before departure.
4. The financial contributions received shall be returned in the event that a minimum number of credits is not acquired in relation to the mobility period as specified below:

• (90 days)	Minimum number of ECTS	6
• (Over 90 days)	Minimum number of ECTS	12

ARTICLE 11 ERASMUS MOBILITY WITHOUT FINANCIAL CONTRIBUTION

1. Mobility students enrolled in PhD programmes receive the Erasmus status without financial contribution.
2. All Erasmus+ mobility students without financial contribution will obtain Erasmus+ student status, which guarantees:
 - Exemption from the payment of registration fees at the host university, given regular payment of tuition fees at the University of Udine, for the a.y. 2020/2021;
 - Use of the facilities available at the host University.
 - Recognition of teaching/training activities carried out in Erasmus and included in the Learning Agreement.

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ARTICLE 12 LANGUAGE SUPPORT (OLS)

According to the information provided by the European Commission, the Erasmus+ mobility students are required to take an examination of their language skills both before and after the mobility period if the language is among the following: Czech, Danish, Greek, English, French, German, Spanish, Dutch, Polish, Portuguese or Swedish, except for native speakers. The verification will be carried out on-line, through procedures that will be communicated directly to the student. Payment of the last instalment of the financial contribution will be conditional to the completion of the compulsory online verification (final language test) at the end of the mobility period.

On the On-line Language Platform (OLS), the European Commission provides self-learning courses in these languages to support Erasmus students during the period of mobility abroad. Access to these courses shall be in accordance with the arrangements to be communicated at the signature of the Financial Agreement.

ARTICLE 13 RESPONSIBLE OFFICIAL

According to Article 4 of Law 241 of 7 August 1990 "New rules concerning administrative procedure and right of access to administrative documents" the Head of the Procedure is Dr. Manuela Croatto, Head of the Student Services of the University of Udine. Candidates have the right to exercise their access right to the procedure documents according to what provided in Articles 1 and 2 of the Presidential Decree n. 352 of 23 June 1992, (Regulation concerning methods of exercise and cases of exclusion of the right of access to administrative documents, as implementation of Article 24, paragraph 2, of the Law n. 241/90, related to the new rules on administrative procedure and the right of access to administrative documents) and subsequent amendments and additions. The request must be sent to the Office of Institutional and Legal Affairs, Via Palladio 8 Udine, by filling out the dedicated form which can be downloaded at: <https://www.uniud.it/it/servizi/servizi-comunicazione/accesso-agli-atti>

ARTICLE 14 FINAL PROVISIONS

The personal data provided by the candidates will be processed, in paper or through IT media, according to the current rules (EU Regulation 679/2016 and Legislative Decree 196/2003).

According to Article 71 of the DPR 445 of 28 December 2000, the Administration reserves the right to carry out appropriate checks, even on a random basis, and in all cases where there are reasonable doubts about the truthfulness of the substitutive declarations.

In addition to the criminal responsibilities provided by law, making false statements to the university administration implies the automatic and unquestionable exclusion from the selection.

Udine,

THE RECTOR
Signed Prof. Roberto Pinton

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Information on the Erasmus+ programme can be found on the Web site: <https://www.uniud.it/it/didattica/area-servizi-studenti/servizi-studenti/opportunita-alleestero-/studiare-alleestero/erasmus-studio>

It is strongly recommended that all students read carefully every part of the Call. For specific requests for clarification not specified in this Call, please contact the International Relations and Mobility Office.

Annexs to the Erasmus+ Call of Mobility for Study:

1. 11 calls
2. Study plan form
3. PhD student form
4. European CV form

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