ERASMUS PLUS PROGRAMME
KEY ACTION 1 – MOBILITY FOR STUDY A.Y. 2020-2021

HIGHLIGHTS

Purpose
For the academic year 2020-2021, the University of Salerno has launched a Call for students to study abroad, through
- Erasmus + Programme
- Double Degree Programme
- International Mobility Programme with non-European countries.
- The programmes, the list of host institutions, the places available and the duration of the mobility are published in the Annex 2, which is an integral document of this call.

Duration of mobility
With the exception of some double degree programmes, the mobility period must be of at least three (3) months and a maximum of twelve (12) months and must be completed by September 30th, 2021. Mobility periods with a duration of less than 3 months will not be funded.

Mobility Recipients
To submit the application students must be enrolled at the University of Salerno in degree courses: bachelor, master’s degree (laurea magistrale), integrated master degree and PhD courses and they must have the language skills required by the host institution. The EU grant is incompatible with any other type of EU grants.

Applications
Applications must be submitted online only, through the web.unisa.it/international website by 11:59 p. m. on February 3rd, 2020. Incomplete applications will not be accepted. It will not be possible to change or cancel applications after submission.

Students are required to rank a maximum of three host institutions, in order of preference and according to their reference study cycle. These institutions must be chosen from their reference Department and their reference disciplinary area, under penalty of exclusion from the Call.
Choice of the host institution for which to apply
To ensure students’ applications are valid and effective, applicants are further invited to:
- visit the websites of the Universities in which they intend to spend their Erasmus+ period to acquire useful information (language requirements, course catalogue, Application Form deadlines, Learning Agreement);
- contact students who have already spent their Erasmus+ period in the host Institution of interest or incoming students from the Institution of interest spending their Erasmus+ period at the University of Salerno.

Information about linguistic requirements can be found inside the ‘note’ column of Annex 2. These requirements are subject to variations. For any updates, it is necessary to visit the website of the host institution.

Selection criteria
The students’ selection is carried out by the International Mobility Committee of the Teaching Council to which the student belongs.
The selection criteria are:

a) Academic merit: weighted average.
The weighted average is calculated by multiplying each mark by the number of credits of the corresponding examination. All the values obtained in this way are added together and eventually divided by the total number of credits obtained with marked examinations (giudizio evaluations are not included). For selection purposes, the rounding criteria will be applied: the digits after the comma lower than 50 will be rounded down (e.g. 26.49 = 26); the digits after the comma equal to or greater than 50 will be rounded up (e.g. 26.50 = 27).

b) Undergraduate degree mark for students enrolled in master’s degree courses. When completing the application, International students will insert 100 (=30 points) in their undergraduate degree mark.

c) Master’s degree mark for students enrolled in PhD courses. When completing the application, International students will insert 100 (=30 points) in their master’s degree mark.

d) Mandatory interview. The interview is scored from 0 to 40 points. Only applicants with a score of at least 10 points will be placed in the ranking list.

The interview is aimed at ascertaining the motivation and linguistic knowledge of the applicants. It will take place between February 14th and 21st, 2020.
The interviews calendar will be published at the webpage web.unisa.it/international. There are no other forms of communication of the interview dates to applicants.
If candidates are abroad or in situations of particular difficulty, they may be admitted to the interview via Skype. In this case, it is necessary to arrange the meeting with the International Delegate of the reference Teaching Council at least one week before the date of the interview.

Failure to attend the interview entails the candidate’s exclusion from the selection process. Based on the outcome of the interview, the Committee may change the Institution in which your Erasmus period will be carried out. Once this selection process is over, it will no longer be possible to make any changes.

Ranking list
At the end of the selection process, the list of admitted students will be published on web.unisa.it/international by February 28th, 2020.

Acceptance of mobility
Students in the ranking list with the status of ‘assignee’ (assegnatario) must confirm acceptance of their exchange places from 5 to 10 March 2020 through an online form. The acceptance link will be provided together with the publication of the rankings.
After the acceptance deadline, successful candidates who have not yet confirmed their acceptance will be automatically deleted from the lists and their places will be made available to other students.

Students in the ranking list with the status of ‘eligible’ (idoneo) will be contacted by the International Relations - Erasmus Office in case of availability of vacancies.

**Orientation day for future Erasmus students**

On **April 1st, 2020 - 10:00 a.m. at "Nicola Cilento"** will be held an orientation day dedicated to the students assigned to mobility.

**Activities to be carried out by students before departure**

Selected students must:
- visit the website of the host institution to verify the linguistic requirements to be met before departure and / or any possible requested certificate;
- Strictly meet the deadlines fixed by the host Institution to send:
  - Application Form;
  - Accommodation Form (where there is availability of accommodation);
  - Learning Agreement;
  - Eventual enrolment to courses;
  - Possible Transcript of Records;
  - Possible certificates of linguistic knowledge.

**Learning Agreement**

The Learning Agreement is the document that sets out the study program to be followed abroad. **It is a mandatory document.** All selected students, including PhD students, are required to complete the Learning Agreement, both for full-time study activities and / or for thesis research.

The Learning Agreement proposed by the student must be approved and signed by the Sending Institution (Academic Tutor and Departmental Coordinator) and by the Receiving Institution.

Changes to the study programme can be made within one month of the student's arrival at the Receiving institution. All changes must be communicated by email to the Academic Tutor and to the Departmental Coordinator and approved with the same procedure.

**Minimum number of curricular credits to be foreseen in the Learning Agreement before departure**

It is mandatory for selected students to be committed to complete the study programme agreed and approved in the Learning Agreement.

The University Regulations for International Mobility (Art. 8 "Credit Recognition") establish that the Learning Agreement must foresee at least 20 curricular credits for periods of less than or equal to one semester and at least 40 curricular credits for longer periods. The mobility for only thesis research can also foresee a number of curricular credits of less than 20.

Subject to agreement with the host institution, it is also possible to include (in addition to study courses) thesis research and / or curricular internship activities. Curricular internships must be combined with a study period.

The number of curricular credits recognized at the student's return will determine a differentiated funding supplement, as indicated in 'Erasmus+ Funding'.

**Acceptance from the host institution**

Student’s exchange mobility shall be subject to acceptance by the host institution, which may also decide not to accept the student due to failure to meet deadlines, inadequacy of language requirements or incompatibility between the proposed study programmes (Learning Agreement)
Mandatory use of University email address
The student is required to insert the University email address when submitting the application. The Sending Institution and the Host Institution will only use the University email address for all notifications regarding mobility.

Mobility contract
All students must sign the mobility contract before departure. This document establishes the student's commitment to achieve the agreed educational components listed in the Learning Agreement and the University's obligation to recognize what has been achieved. Signing the Student Mobility Contract allows students to receipt the Erasmus+ grant.

In order to sign the Mobility Contract, it is necessary to book an appointment online www.unisa.it/modules/prenotazioni starting from June 8, 2020. Before booking, it is essential to have respected the Host Institution’s indications and deadlines and to have established the date of departure.

Students who start in the second semester must book in December.

It is necessary:
- Identification card;
- Photocopy of the tax code,
- 2 passport photos;
- IBAN code of the postal / banking account or prepaid card of which the student is the holder or joint account holder;
- Copy of the Learning Agreement if the host institution has already signed it. Otherwise, it will be sent later.

Immediately after signing the contract, the student must enter the IBAN code in his/her "User Area" (area utente).

Failure to comply with these rules may delay the payment of the grant.

Online Linguistic Support
Upon signing the contract, Erasmus students spending their exchange period on any of the Programme Countries (see funding for Programme Countries) will receive a license to take an online language course. The license assignment includes an initial test and a final test. The final test allows the student to receive the second instalment of the grant.

Erasmus + funding
1) The Erasmus+ grant.
The amount of funding depends on the destination country of the mobility student. Specifically, funding is divided into the following destination country groups:
   a) Group 1: **€ 300 per month** for mobility to countries, such as Denmark, Finland, Iceland, Ireland, Lichtenstein, Luxembourg, Norway, Sweden and United Kingdom* (*In the event of Brexit and lack of Agreement with the European Commission the monthly amount will be that foreseen for international mobility to non European countries).
   
   b) Group 2: **€ 250 per month** to the remaining countries.

The aforementioned amount, multiplied by the months of stay established in the mobility contract, will be paid to the student before departure or during the stay.

2) MIUR --Ministry of Education, Universities and Research grant (D.M. n. 1047 – 29/12/2017). If the student’s permanent residence is outside Italy, or if his/her residence is in Italy but the family the student depends on lives abroad (household abroad) he/she should request an ISEE equivalent (“ISEE parificato” or ISEEP). For International students the grant from the MIUR will be based on their ISEEP declaration.

3) UNISA additional monthly grant: based on award criteria. Students may be awarded with this grant if the recognized curricular credits are greater than 15 for a semester and 30 for longer periods.

As established by the Decree of the Ministry no. 1047 of Dec. 29, 2017, students remain excluded from the MIUR grant (point 2) if they:
   a) do not submit an ISEEP declaration or those who have an ISEEP of more than € 50,000;
b) at the time of departure are enrolled in the 2nd (or following) year outside prescribed time.

In any case, the aforementioned students will be able to benefit from the EU grant and a possible additional UNISA grant depending on the recognized curricular credits.

Further details on MIUR grant (point 2) and UNISA grant (point 3) are described in the Table ‘Fondi’ - Annex 1 that is an integral part of this Call.

Payment of the grant
Before leaving or during their stay student will get the full amount of the European Union grant and the 50% of the MIUR grant if applicable.

The remaining amount will be paid to students upon return from mobility, after recognition of curricular credits and after delivering documents listed below:

c) Certificate of Attendance issued by the Host University. It must certify and specify the exact exchange period, (i.e. arrival and departure dates). Certificates with cancellations will not be accepted;

d) Learning Agreement signed and stamped by all parties involved in the mobility (Sending Institution, Host Institution and grant holder);

e) Transcript of Records signed and stamped by the Host Institution or equivalent document for thesis research activities;

f) EU SURVEY Questionnaire (Participant Report) filled out and sent online after receiving an email from the European Commission;

g) Short report (maximum two pages on the mobility experience);

h) Final test of the OLS (see Online Linguistic Support) for those who have obtained the licenses;

i) Recognition of activities carried out during your exchange period: a semester or less: minimum 15 curricular credits; more than one semester: minimum 30 curricular credits

Extension of exchange period
During mobility, potential extensions for educational reasons must be sent, duly signed, to the International Relations - Erasmus Office (erasmus@unisa.it) one month before the expiry date of the mobility contract.

The grant from the Italian Ministry of Education, University and Research (MIUR) and the UNISA additional grant will be paid only for the initial duration of the exchange, according to what is established in Table ‘Fondi’ – Annex 1. Only the European Union grant, in case of availability of funds, will be paid for the period of extension.

Funding for International mobility to Non-European Countries
For the academic year 2020-2021, the grant will be € 600 per month.

It will be paid into two instalments, as follows:

- First instalment: 75% of the total amount (€ 600 multiplied by the number of months of the exchange period) will be paid to the student before departure or during the stay.
- Second instalment: The remaining 25% will be paid to the student upon return from mobility and after delivering documents listed below:

  a) Certificate of Attendance issued by the Host University. It must certify and specify the exact exchange period, (i.e. arrival and departure dates). Certificates with cancellations will not be accepted;

  b) Learning Agreement signed and stamped by all parties involved in the mobility (Sending Institution, Host Institution and grant holder);

  c) Transcript of Records signed and stamped by the Host Institution;

  d) Short report (maximum two pages on the mobility experience);

  e) Recognition of activities carried out during your exchange period: a semester or less: minimum 15 curricular credits; more than one semester: minimum 30 curricular credits
**Funding for Mobility to Switzerland**

Funding for SEMP periods of mobility during the 2020-2021 academic year will be paid directly by the Institutions of the Swiss Confederation. Students may receive the UNISA additional grant according to what established before (see point 3 of Funding for Programme Countries) and after delivering documents listed below:

a) Certificate of Attendance issued by the Host University. It must certify and specify the exact exchange period, (i.e. arrival and departure dates). Certificates with cancellations will not be accepted;

b) Learning Agreement signed and stamped by all parties involved in the mobility (Sending Institution, Host Institution and grant holder);

c) Transcript of Records signed and stamped by the Host Institution or equivalent document for thesis research activities;

d) Short report (maximum two pages on the mobility experience);

e) Recognition of activities carried out during your exchange period a semester or less: minimum 15 curricular credits; more than one semester: minimum 30 curricular credits

**Student’s educational obligations after returning**

For the recognition of exams and/or other activities completed abroad, students must fill in and submit directly to the Delegate for International Mobility and/or the academic tutor the request for recognition form, available on web.unisa.it/international. Students must attach the following:

- Transcript of Records. Certificate issued by the Host Institution and that must include all exams taken by the student, indicating the date, the duration of the course in hours (if applicable), the grade, credits and ECTS scale. In the case of mobility for thesis research a certificate, confirming preparation of the dissertation/internship will replace the Transcript of Records.

- Learning Agreement signed and stamped

**Student’s administrative obligations after returning**

After returning, within approximately 15 days, students must deliver to the International Relations - Erasmus Office the original documents requested (see funding, according to your exchange destination).

Failure to deliver these documents may result in the entire grant being returned.

**Important note: This English version is made only for publicity purposes. For resolving any dispute and for all legal purposes only the Italian version is valid.**