



## POLE OF LATINA

### ERASMUS+ PROGRAMME

#### Student Mobility Selection Call for Study Academic Year 2020/2021

Call and Results of the Selection Procedure: <https://web.uniroma1.it/trasparenza/>

On-line Application: <https://relint.uniroma1.it/candidatura/login.aspx>

Deadline for On-line Application:

**March 4, 2020 - 2.00 pm (Italian time)**

Act N. 4/2020

Prot. N. 18 date 13/01/2020 Classif. III/12



<b><u>ART. 1 GENERAL INFORMATION</u></b>	3
ART. 1.1 OBJECTIVES	3
ART. 1.2 PARTICIPATING COUNTRIES	3
ART. 1.3 MOBILITY TOWARDS CIVIS ALLIANCE UNIVERSITIES	5
ART. 1.4 MOBILITY TO SWITZERLAND	5
ART. 1.5 DOUBLE DEGREE MOBILITY	3
<b><u>ART. 2 GENERAL REQUISITES FOR APPLICATION AND ADMISSIBILITY</u></b>	5
ART. 2.1 GENERAL ADMISSION REQUIREMENTS	5
ART. 2.2 INCOMPATIBILITY	6
ART. 2.3 ACADEMIC REQUIREMENTS	6
ART. 2.4 LANGUAGE REQUIREMENTS	6
ART. 2.5 OTHER REQUIREMENTS	9
<b><u>ART. 3 GRANTS AND FINANCIAL BENEFITS</u></b>	9
ART. 3.1 GENERAL ASPECTS	9
ART. 3.2 EU GRANTS FROM THE INDIRE NATIONAL ERASMUS+ AGENCY	9
ART. 3.3 ADDITIONAL MIUR AND SAPIENZA FUNDING	10
ART. 3.4 ADDITIONAL FUNDING FOR DISABLED STUDENTS AND/OR STUDENTS WITH SPECIAL NEEDS	11
ART. 3.5 GRANTS FOR MOBILITY TO SWITZERLAND	11
ART. 3.6 DOCUMENT COMPLIANCE	11
<b><u>ART. 4. AVAILABLE DESTINATIONS AND PLACES</u></b>	11
<b><u>ART. 5 ACADEMIC ACTIVITIES ABROAD</u></b>	13
<b><u>ART. 6 APPLICATION</u></b>	13
ART. 6.1 DEADLINES AND SUBMISSION	14
ART. 6.2 DOCUMENTS TO SUBMIT	14
<b><u>ART. 7 RANKING</u></b>	14
ART. 7.1 RANKING PROCESS	14
ART. 7.2 ACCEPTANCE OF MOBILITY PERIOD	15
ART. 7.3 REFUSAL OF THE MOBILITY AND REPLACEMENT	16
<b><u>ART. 8 LEARNING AGREEMENT</u></b>	16
<b><u>ART. 9 ONLINE LINGUISTIC SUPPORT AND EU SURVEY</u></b>	16
ART. 9.1 ONLINE LINGUISTIC SUPPORT (OLS)	16
ART. 9.2 EU SURVEY	17
<b><u>ART. 10 RECOGNITION OF ACADEMIC ACTIVITIES</u></b>	17
<b><u>ART. 11 - PROCEDURES AND LOGISTICS</u></b>	17
<b><u>ART. 12 ACTIVITIES AND GRANTS</u></b>	18
<b><u>ART. 13 CHECKS</u></b>	18
<b><u>ART. 14 TREATMENT OF PERSONAL DATA</u></b>	18



<b><u>ART. 15 FINAL AUTHORITY</u></b> .....	18
<b><u>ART. 16 END OF PROCEDURE</u></b> .....	18



## **ART. 1 GENERAL INFORMATION**

### **ART. 1.1 OBJECTIVES**

The Erasmus+ programme for study allows university students to increase educational opportunities aimed at acquiring the necessary skills to favour their transition to the labour market. To this purpose Erasmus+ provides students with the opportunity of studying abroad up to a maximum total of 12 months per each cycle of study and 24 months for one -cycle study programmes, regardless of the number of mobility periods (i.e.: 2 periods of 6 months or 3 periods of 4 months).

Students selected for a mobility period in one of the countries participating in the Erasmus Programme obtain the “Erasmus Student” status that comes with rights and duties, as established by the [Erasmus Student Charter](#).

Erasmus students receive a grant and have the right to attend courses and use the available structures without further registration fees (in some cases small contributions might be requested as for local students). All activities conducted abroad (with a positive outcome) will be fully recognized as long as they were previously approved by the Learning Agreement/Change Form.

**As per the “Regulations on Student Mobility and the Recognition of Periods of Study and Training Abroad” (D.R. N. 1436/2015 – 13/05/2015), in the EU Erasmus+ Programme, Sapienza students have the opportunity to enjoy a period of academic mobility whose results will be fully recognized by the degree programme and the university.**

Full recognition of activities carried out abroad is one of the commitments undertaken by Sapienza University of Rome with the approval of the Erasmus Policy Statement (EPS) and the ["Regulation for Student Mobility and Recognition of Study and Training Periods Abroad."](#)

### **ART.1.2 PARTICIPATING COUNTRIES**

For Academic Year 2020-2021, students may participate in the Erasmus+ Programme for Study at universities in European Union member states and other participating countries (Programme Countries).

The full list of possible destination countries is the following:

- **Member States of the European Union:** Austria, Belgium, Bulgaria, Croatia, Cyprus, Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Ireland, Latvia, Lithuania, Luxembourg, Malta, Netherlands, Poland, Portugal, Romania, Slovakia, Slovenia, Spain, Sweden and United Kingdom\*.



\*All mobility towards the **United Kingdom**, indicated at Art. 4 as “available places” are conditioned by the developments of Brexit. They may therefore not be available.

- **Non-EU Programme Countries:** Iceland, Liechtenstein, Norway, Republic of North Macedonia, Serbia, Turkey.

### ART. 1.3 MOBILITY TOWARDS CIVIS ALLIANCE UNIVERSITIES

Sapienza is a partner of the “CIVIS - A European Civic University” Alliance financed by the European Union. The alliance has been active since October 1, 2019 and includes the following universities:

- Free University of Brussels, [www.ulb.ac.be](http://www.ulb.ac.be)
- University of Tübingen, <https://uni-tuebingen.de/>
- Autonomous University of Madrid, <http://www.uam.es>
- Aix-Marseille University, <https://www.univ-amu.fr/>
- National Kapodistrian University of Athens, <https://en.uoa.gr/>
- University of Bucharest, <https://unibuc.ro/>
- University of Stockholm, <https://www.su.se/>

CIVIS is a synonym for the transnational collaboration of civic universities with a strong tie to the social and geographical context. It will allow the mobility of 400,000 students and 50,000 university personnel, promoting multilingualism and the diversity of European culture. The alliance is committed to implementing the principles of the Bologna Process and contribute to the development of a European Education Area. The European Civis Alliance is a space for teaching, research, cultural exchange and innovative action by citizens of Europe, the Baltic and the Mediterranean.

Over the course of time, it will activate a series of shared study programmes amongst the 8 European campuses to create a true European Higher Education Area and contribute to the development of a solid and multilingual European knowledge society. Education will be based on research and innovative didactic activities that will include, besides traditional Erasmus mobility, short mobility periods, including virtual and remote ones.

Students who participate in Civis mobility periods will become part of a European community and will benefit from upgraded services and innovative didactic programmes.

Project objectives include Erasmus mobility amongst universities in the alliance. In consideration of the fact that there will be an increase in mobility amongst partners, Sapienza will reserve **10% of total funds** for the mobility of students towards Civis Universities.



There are academic coordinators for Civis Mobility in each faculty:

<https://www.uniroma1.it/it/pagina/civis-luniversita-civica-europea>

**PLEASE NOTE: If you are interested in applying for other CIVIS offices, refer to the calls of the Faculty of belonging.**

FACULTY	REFERENT
Faculty of Information Engineering, Computer Science and Statistics	Professor Daniele GORLA
Economics	Professor Rosa LOMBARDI
Civil Industrial Engineering	Professor Francesca CAMPANA

#### ART. 1.4 MOBILITY TO SWITZERLAND

Switzerland does not take part in the Erasmus+ Programme under the same terms as Programme and Partner Countries; therefore, it **does not receive any EU funding** either for incoming or outgoing mobilities.

In order to guarantee existing mobility and cooperation, the Swiss Federal Council has developed a transitional solution, the so-called *Swiss European Mobility Programme* (SEMP). Under this programme, Swiss Universities finance the mobility of all incoming and outgoing students following the signature of specific agreements (see Art. 3. “Grants and Financial Benefits”).

Students applying to Swiss universities must satisfy all the requirements described in this call (see Art. 2 “GENERAL APPLICATION REQUISITES AND ADMISSIBILITY”).

#### ART. 1.5 DOUBLE DEGREE MOBILITY

Students selected for a DOUBLE DEGREE PROGRAMME may apply for this call only for the seats reserved for this type of programme (see Art. 4 “AVAILABLE DESTINATIONS AND PLACES”).

Information on double degree programmes is available at:

<https://www.uniroma1.it/it/pagina/doppia-laurea-e-titoli-congiunti>

### **ART. 2 GENERAL REQUISITES FOR APPLICATION AND ADMISSIBILITY**

#### ART. 2.1 GENERAL ADMISSION REQUIREMENTS



1. In order to apply to this call students must be **enrolled** (including part-time students) at Sapienza for **Academic Year 2019/20** in a Bachelor, Master, one-cycle or PhD degree programme, or a Specialization Schools.
2. In case of Specialization Programmes, the payment of the Erasmus grant is subject to the compatibility of the specialization contract with Erasmus grants. Incompatibility still allows participation in the programme, but the student will not receive any grant for the mobility period.
3. Students must have **adequate language skills** (see Art. 2.4 “LANGUAGE REQUIREMENTS”).
4. Students must **complete their enrolment at Sapienza University for Academic Year 2020/2021 by the established deadlines** (further information: <https://www.uniroma1.it/it/pagina-strutturale/studenti> “University Tuition”).
5. Students enrolled in the third (or subsequent) year of a Bachelor Degree (first cycle) in Academic Year 2019/2020, and who expect to graduate by the end of the academic year, may apply for a mobility period for the first year of a Master Degree (second cycle). However, the mobility period **must take place in the second semester** of Academic Year 2020/21. **Before leaving, students selected under these conditions must be enrolled in a Master Programme for Academic Year 2020/2021.** Moreover, **these students may not, under any circumstance, enjoy their mobility period during the first semester, even if approved by the host university.** If such students apply for mobility periods longer than a semester, the period will be automatically reduced.
6. Students on an Erasmus mobility period **may not graduate** before the end of their period of study abroad and before the recognition of the academic activities conducted abroad by the Academic Coordinator of the Mobility Period (RAM).
7. **Students enrolled in PhD Programmes** must end their mobility period before the official end of the Doctoral Programme.
8. **Specialisation students** must be authorised by the Director of their Specialisation School to apply for a mobility period abroad as part of this call.

#### ART. 2.2 INCOMPATIBILITY

1. Students applying to this call may receive one or more Erasmus+ mobility grants (Bachelor, Master, PhD) **provided the total period does not exceed 12 months per each cycle.** For one-cycle degrees, such as EU Architecture, **the maximum period is 24 months.**



**This does not apply to mobility periods towards Switzerland which are regulated by the Swiss-European Mobility Programme (SEMP).**

2. Prior mobility periods that have already been funded during the same study cycle under: ICM (International Credit Mobility), Lifelong Learning Programme, Erasmus+, Erasmus Mundus Action 1 and Erasmus Mundus Action 2 are included in the calculation of the total number of months spent abroad.

### **ART. 2.3 ACADEMIC REQUIREMENTS**

1. Students with the following academic requirements can apply for the Call for faculty of Economics, Civil Industrial Engineering, Information Engineering:
  - no minimum average grade of career marks
  - number of CFU:

#### **Faculty of Economics**

Minimum 9 CFU for the 1<sup>st</sup> year of the degree

Minimum 36 CFU for the 2<sup>nd</sup> year of the degree

Minimum 60 CFU for the 3<sup>rd</sup> year of the degree

Minimum 6 CFU for the 1<sup>st</sup> year of the master's degree

Minimum 36 CFU for the 2<sup>nd</sup> year of the master's degree

Students regularly enrolled in the PhD course in Management, Banking and Commodity Science [cod. 26079] are admitted to participate.

#### **Faculty of Civil Industrial Engineering**

Minimum 9 CFU for the 1<sup>st</sup> year of the degree

Minimum 36 CFU for the 2<sup>nd</sup> year of the degree

Minimum 60 CFU for the 3<sup>rd</sup> year of the degree

Minimum 6 CFU for the 1<sup>st</sup> year of the master's degree

Minimum 36 CFU for the 2<sup>nd</sup> year of the master's degree

Students regularly enrolled in the PhD course in Ingegneria industriale e gestionale [cod. 27738];

Ingegneria elettrica, dei materiali e delle nanotecnologie [cod. 26747]; Energia e ambiente [cod. 26743] are admitted to participate.

#### **Faculty of Information Engineering, Computer Science and Statistics**

Minimum 9 CFU for the 1<sup>st</sup> year of the degree

Minimum 36 CFU for the 2<sup>nd</sup> year of the degree

Minimum 60 CFU for the 3<sup>rd</sup> year of the degree





Minimum 6 CFU for the 1<sup>st</sup> year of the master's degree

Minimum 36 CFU for the 2<sup>nd</sup> year of the master's degree

Students regularly enrolled in the PhD course in Ingegneria industriale e gestionale [cod. 27738];

Ingegneria elettrica, dei materiali e delle nanotecnologie [cod. 26747]; Energia e ambiente [cod. 26743] are admitted to participate.

2. All credits acquired after the application submission, obtained exclusively through exams and **officially registered on Infostud**, will be accepted for the selection process.
3. Students may self-certify exams they have taken, but that have not yet been registered on Infostud, on their application.

Please note: as per Art. 76 - D.P.R. 28.12.2000 N. 445 “... *whoever provides false declarations, false acts or uses them for the purposes of the present call is passable of punishment as established by legislation and all special bills in this matter.*”

#### ART. 2.4 LANGUAGE REQUIREMENTS

Before completing the on-line application form, each candidate must take the language test at the University Language Centre (Centro Linguistico di Ateneo – CLA). **Students who satisfy the requisites described at Art. 2.4.3 on “LANGUAGE TEST EXEMPTIONS” do not have to take the language test.**

The test will verify the language level of each student.

**Students applying** to the Call must have a minimum **A2 language level** Common European Framework of Reference <https://www.coe.int/en/web/common-european-framework-reference-languages>.

**PLEASE NOTE: the CLA test does not exempt students from respecting the language requirements of the host university, which must be respected to enjoy the selected mobility period.**

The test result will be an element of evaluation for positioning in the ranking, as well as being a requirement for access to the call.



#### ART. 2.4.1 LANGUAGE TESTS

The tests – only for **FRENCH, ENGLISH, PORTUGUESE, SPANISH, GERMAN** – will be held at CLA “Marco Polo” Building (Circonvallazione Tiburtina 4, Rome - former Viale dello Scalo S. Lorenzo, 82). Students must report for the test with a valid form of ID (identity card, passport or driving license) and registration for one of the provided options according to the following schedule:

- January 27 – 31, 2020: 1<sup>st</sup> shift 10:00 am – 2<sup>nd</sup> shift 11:00 am – 3<sup>rd</sup> shift 12:00 (noon) – 4<sup>th</sup> shift 2:00 pm
- February 10 – 14, 2020: 1<sup>st</sup> shift 10:00 am – 2<sup>nd</sup> shift 11:00 am – 3<sup>rd</sup> shift 12:00 (noon) – 4<sup>th</sup> shift 2:00 pm
- February 24 – 28, 2020: 1<sup>st</sup> shift 10:00 am – 2<sup>nd</sup> shift 11:00 am – 3<sup>rd</sup> shift 12:00 (noon) – 4<sup>th</sup> shift 2:00 pm

**PLEASE NOTE: only available dates and shifts will be displayed on the application form.**

Test registration is valid only if you receive a confirmation e-mail on your university account.

Students can take tests for a maximum of two languages based on his mobility destinations, even on the same day, but in different shifts. Only one test can be taken for each language.

You can only take one further language test for destinations that require two or more alternative languages.

Tests are computer-delivered and multiple choice (no speaking, no listening). The level starts at A2 and progresses step by step, based on your score, up to level C1. Maximum amount of time permitted is 60 minutes (if you complete all four levels). No test simulations are available.

**PLEASE NOTE: there will be no further available dates.**

**As scheduled, there are 6000 places available.** There will be a maximum of 400 tests per day (100 per shift) and each shift may be booked as long as places are available.

We recommend you to book your tests as soon as possible to have the widest possible choice.

Test results will be automatically inserted by CLA on your application within 5 working days.

**The certificate will only be provided to students who complete their Erasmus mobility periods.** You can download the certificate directly from your Erasmus personal page.



#### ART. 2.4.2 INFORMATION FOR DISABLED STUDENTS AND SERVICES FOR STUDENTS WITH LEARNING DISORDERS

Students with disabilities (as per Art. 3 of Bill N. 104/1992) and/or disabilities equal or greater to 66% are exempt from the computer-delivered language test. They must indicate this on the language test booking form.

The CLA will test student language knowledge on the basis of suitable procedures.

Students with learning disorders (as per Bill N. 170/2010 and DM N. 5669/2011) who require specific aides to complete the test, must indicate this on their language test booking form. Candidates with learning disorders will be given 30% additional time; particular situations will be examined on the basis of the provided certifications.

All requests must be submitted by the language test registration deadline (see Art.2.4.1. "LANGUAGE TESTS") and will be verified by the Office for Students with Disabilities and Learning Disorders, which may request official certifications from the National Health Service or accredited specialists and facilities.

Further information is available at <https://www.uniroma1.it/it/pagina/disabilita-e-dsa> or writing to [supportidisabilidsa@uniroma1.it](mailto:supportidisabilidsa@uniroma1.it).

Learning disorder certification must refer to official reading/writing/calculation levels. Diagnoses must be updated after 3 years, if it was issued to a minor.

**PLEASE NOTE:** students with disabilities or learning disorders, who are resident abroad and intend to enjoy the measures described above, must submit certifications issued in their country of residence together with a sworn translation into Italian or English.

#### ART. 2.4.3 EXEMPTION FROM LANGUAGE TESTS

Students with the following requisites are exempted from the CLA language test, but must still observe minimum requisites required by the host university:

- 1) Mother tongue – for the chosen destination for at least one of the languages indicated in Art. 2.4.1 "LANGUAGE TESTS". As indicated by the Ministry of Public Instruction with Circular N. 5494 - 29/12/1982 (ref: C.U.N. 30/10/1982), the quality of a foreign mother tongue speaker is recognised for "Italian and foreign citizens only when it is proven that they have completed at least all of their elementary and secondary education in the



country where that language is spoken, either at public or (recognized) private schools of the same nationality.” Mother tongue language level corresponds to level C2 of the Common European Framework of Reference for Languages.

- 2) You have an official certificate for level A2 for at least one of the languages indicated at Art. 2.4.1 “LANGUAGE TESTS” issued by an agency recognized by CEFR (see Annex 1). If the student intends to apply for a host university that requires a higher level than that indicated by the certificate, the **student will have to take the test.**
- 3) Enrolment in a Sapienza degree programme that is held entirely in English. If the student applies for a destination that does not accept English, the **student will have to take the test.**
- 4) High School Diploma from an international lyceum recognised by MIUR for English, French (diploma ESABAC), German, Spanish or Portuguese. (A High School Diploma at an international high school corresponds to level B2). **If the student intends to apply for a host university that requires a higher level than that indicated by the certificate, the student will have to take the test.**
- 5) Level A2 language skills acquired during a mobility period in academic year 2019-20 for at least one of the languages indicated in Art. 2.4.1 “LANGUAGE TESTS” issued by the language centre at the host university. If the student intends to apply for a host university that requires a higher level than that indicated by the certificate, the **student will have to take the test.**

**PLEASE NOTE:** language tests taken as part of a degree programme do not exempt you from the CLA Test. Similarly, declarations issued by professors, even university professors, and language exams will not be considered valid.

#### ART. 2.5 OTHER REQUIREMENTS

- This call is NOT open to students enrolled in inter-faculty courses.
- This call is NOT open to students enrolled in other faculties.
- This call IS open to students from Rome and Latina from the Faculty of Economics, Civil and Industrial Engineering and Information, Computer Science and Statistics Engineering.
- Students enrolled in a PhD course will only be able to apply for places available in universities that have activated third-level exchanges, after the assignment of the first and second level places. The authorization from the PhD Coordinator is required.



- Mobility and recognition of credits, related to Erasmus activities, must take place before the discussion of the thesis and the conclusion of the course of study attended.
- Students who want to do research for the degree thesis must indicate the research topic, obtain the approval of the Italian rapporteur and the indication of the foreign co-rapporteur.
- Erasmus + mobility for study purposes cannot be assigned to graduates who carry out post-graduate professional apprenticeships.

### **ART. 3 GRANTS AND FINANCIAL BENEFITS**

#### **ART. 3.1 GENERAL ASPECTS**

1. Grants for mobility are assigned exclusively for academic activities abroad (see Art. 5 “ACADEMIC ACTIVITIES ABROAD”). The mobility period must last at least 3 months (90 days), not exceed 12 months and be completed between **01/06/2020** and **30/09/2021** (Erasmus Year).

2. In order to receive mobility grants, selected students **must** sign their financial contracts **before their departure** and follow all the directions provided upon acceptance of the mobility period.

#### **ART. 3.2. EU GRANTS FROM THE INDIRE NATIONAL ERASMUS+ AGENCY**

Funding for students on Erasmus+ mobility for studies must be considered as a contribution to the expenses required abroad. In particular, funding is based on destination countries:

**Group 1** (Programme Countries with higher living costs): Denmark, Finland, Iceland, Ireland, Lichtenstein, Luxembourg, Norway, Sweden, United Kingdom - **300,00 €/month**;

**Group 2** (Programme Countries with medium living costs): Austria, Belgium, France, Germany, Greece, Spain, Cyprus, Netherlands, Malta, Portugal - **250,00 €/month**;

**Group 3** (Programme Countries with lower living costs): Bulgaria, Croatia, Czech Republic, Estonia, Latvia, Lithuania, Hungary, Poland, Romania, Serbia, Slovakia, Slovenia, Republic of North Macedonia, Turkey - **250,00 €/month**.

**The National Erasmus+ Agency may communicate variations to these figures at any time.**

The actual grant will be calculated on the effective days of the mobility period as certified by the host university in the certificate of attendance.



Erasmus EU grants are incompatible with grants from other programmes/actions funded by the European Union.

In the case that EU funds are depleted, and/or students receive other university or EU grants, or if students do not require funding, the students may receive an “**Erasmus-Zero-EU-Grant**” status that will allow them to enjoy the benefits of the mobility period, but without receiving an EU grant.

**PLEASE NOTE: Erasmus EU grants are subject to the approval of Erasmus activities/funding, proposed by Sapienza for the Academic Year 2020-2021 by Indire - the National Agency for Erasmus+.**

### ART. 3.3 ADDITIONAL MIUR AND SAPIENZA FUNDING

MIUR and Sapienza funds will be granted on the basis of availability, **provided the student is NOT enrolled as “fuori corso” from the second year onwards in the academic year 2020-21.**

MIUR contributions will be assigned on the basis of the 2020 ISEE Declaration (ISEE for Right to University Studies DPCM 159/2013). Students who do not acquire **at least 6 CFUs** by 31/12/2021, will **have to return the full amount of funding received**. In case of mobility for thesis research, **CFUS must be no less than 3**. These limits are not valid for **PhD and Specialization students**.

Sapienza (Board of Administrators Resolution – Date 17/12/2019) has established the following monthly payments:

ISEE beneficiary	EU grant based on destination country	MIUR grant	Sapienza grant	Total
ISEE < 13.000	€ 250,00-300,00	€ 400,00	€ 100,00	€ 750,00-800,00
13.001 - 21.000	€ 250,00-300,00	€ 350,00	€ 100,00	€ 700,00-750,00
21.001 - 26.000	€ 250,00-300,00	€ 300,00	€ 100,00	€ 650,00-700,00
26.001 - 30.000	€ 250,00-300,00	€ 250,00	€ 100,00	€ 600,00-750,00
30.001 - 40.000	€ 250,00-300,00	€ 150,00	€ 100,00	€ 500,00-550,00
40.001 - 50.000	€ 250,00-300,00	€ 100,00	€ 100,00	€ 450,00-500,00
ISEE > 50.001	€ 250,00-300,00	€ 0	€ 100,00	€ 350,00-400,00

**Candidates who intend to request MIUR integrative funds must request the ISEE 2020 Declaration (ISEE for Right to University Studies DPCM 159/2013) by September 30, 2020 and**



authorize its transfer to the Infostud platform. The data will be transferred to the Student Services Area.

**Candidates who cannot request the ISEEU 2020 Declaration** (foreign students who are not resident in Italy, foreign students who are resident in Italy but are not independent and have family residing abroad, Italian students residing abroad who are not on the AIRE Register of Italians Residing Abroad) must request an **ISEE-U parificato 2020 Declaration** to the nearest CAF and submit it to the administrative office for registration.

Meritorious students and PhD/Specialisation students, who intend to request the MIUR integration, must still request **the ISEEU 2020 Declaration (ISEE for Right to University Studies)**.

Students who do not provide either an ISEEU or an ISEE-U parificato 2020 Declaration will not receive the MIUR integration.

#### **ART. 3.4 ADDITIONAL FUNDING FOR DISABLED STUDENTS AND/OR STUDENTS WITH SPECIAL NEEDS**

1. In order to allow a wider student participation in the mobility programme, Indire - the National Agency for Erasmus+ allocates grants intended to support disabled students and/or students with special needs.
2. Students must communicate their disability/special need both through their application form and upon acceptance, if assigned a mobility period.
3. The above-mentioned selected students will receive information about possible EU grants during the year at: <http://www.uniroma1.it/erasmus/studenti-students/erasmus-studenti-diversamente-abili>.

#### **ART. 3.5 GRANTS FOR MOBILITY TO SWITZERLAND**

- 1 The grant for Academic Year 2020-2021 SEMP mobility periods is provided by Swiss Universities. For further information, please consult the website of the relevant Swiss university.
2. It should be noted that **SEMP students** are not entitled to receive EU grants, including grants for special needs, whereas they are entitled to the additional MIUR and Sapienza grants (except as provided by Art. 3.3 "ADDITIONAL MIUR AND SAPIENZA FUNDING").



### ART. 3.6 DOCUMENT COMPLIANCE

Documents concerning the mobility period will be checked by the International Office – Erasmus Sector.

**If the provided documentation is not correct, students will be required to partially or fully reimburse allocated grants.**

### ART. 3.7 TAXATION OF THE ERASMUS + GRANT

Under Article 1, paragraph 50, Law No 208 - 28.12.2015, grants for international mobility are subject to the exemptions provided by Article 1, paragraph 3, Decree-Law N. 105 - 9 May 2003, converted with amendments into Law N. 170 - 11 July 2003, except further amendments.

### ART. 4 AVAILABLE DESTINATIONS AND PLACES

1. The student can apply from a minimum of 2 to a maximum of 4 destinations.

2. **The priority order indicated on your application is final** for the assignment of destinations, if the candidate is eligible for more than one destination. **Please make sure you have the necessary language level that will allow you to attend lessons and take exams at the chosen destination** (See Art. 2.4 “LANGUAGE REQUIREMENTS”).

**PLEASE NOTE:** In selecting possible destinations, the students must keep in mind that only two language tests are allowed, in addition to any applicable exemptions (see Art. 2.4.3 “EXEMPTION FROM LANGUAGE TESTS”)

3. The following table lists the place available, mobility periods and requisites to apply for:

- Destination with Erasmus+ mobility agreements as part of the Civis Alliance (Art. 1.5);
- Destination with Erasmus+ mobility agreements;
- Destinations reserved for double degree students.

#### “CIVIS” DESTINATIONS

Sca Code	ISO	Inst. Code	Institution name	Teacher surname	Teacher name	Area code	Area name	Nation	Places available	Duration	Level	Language Requirements
52448	RO	RO BUCURES09-C	UNIVERSITATEA DIN BUCURESTI - CIVIS	CAMPANA	Paola	041	Business and administration	ROMANIA	2	5	1	Language 1: English/French, Level: B1, Language 2: Romanian, Level: B1
52449	RO	RO BUCURES09-C	UNIVERSITATEA DIN BUCURESTI - CIVIS	CAMPANA	Paola	041	Business and administration	ROMANIA	2	5	2	Language 1: English/French, Level: B1, Language 2: Romanian, Level: B1





## ERASMUS+ DESTINATIONS

Cod.Sc a	IS O	Inst. Code	Institution name	Teacher surname	Teacher name	Area code	Area name	Nation	Places availab le	Durat ion out	Lev el	Language Requirement s
49794	CZ	CZ HRADEC01	UNIVERZITA HRADEC KRALOVE	Tarola	Annamaria	0410	Business and administration , not further defined	REPUBBLIC A CECA	2	5	1, 2	Language 1: English, Level: B1, Language 2: English, Level: B1,
49795	DE	D CLAUSTH0 1	TECHNISCHE UNIVERSITAT CLAUSTHAL	ALIMONTI	CLAUDIO	071	Engineering and engineering trades	GERMANIA	1	3	1, 2, 3	Language 1: German, Level: B1,
49796	DE	D MUNSTER 01	WESTFÄLISCHE WILHELMS- UNIVERSITÄT MÜNSTER	SIMONE	CRISTINA	041	Business and administration	GERMANIA	2	5	1, 2, 3	Language 1: German, Level: B2, Language 2: English, Level: B2,
49797	DE	D NURNBER 02	TECHNISCHE HOCHSCHULE NURNBERG GEORG SIMON OHM [former GEORG-SIMON- OHM- FACHHOCHSCH ULE NÜRNBERG]	QUATTROCI OCCHI	BERNARDI NO	041	Business and administration	GERMANIA	3	5	1, 2	Language 1: German, Level B2, Language 2: English, Level B2
49800	ES	E GRANADA 01	UNIVERSIDAD DE GRANADA	QUATTROCI OCCHI	BERNARDI NO	0413	Management and administration	SPAGNA	2	5	1	Language 1: Spanish, Level: B1, Language 2: English, Level: B1,
52282	ES	E GRANADA 01	UNIVERSIDAD DE GRANADA	QUATTROCI OCCHI	BERNARDI NO	041	Business and administration	SPAGNA	4	5	1, 2	Language 1: Spanish, Level: B1, Language 2: English, Level: B1,
49801	ES	E HUELVA01	UNIVERSIDAD DE HUELVA	CAMPANA	Paola	0413	Management and administration	SPAGNA	4	9	1, 2	Language 1: Spanish, Level: B1,
49802	ES	E MADRID03	UNIVERSIDAD COMPLUTENSE DE MADRID	MARIOTTINI	LAURA	0413	Management and administration	SPAGNA	1	10	1	Language 1: Spanish, Level: B1,
49803	ES	E MURCIA01	UNIVERSIDAD DE MURCIA	TEMPERINI	MARCO	061	Information and Communicati on Technologies (ICTs)	SPAGNA	1	9	1	Language 1: Spanish, Level: B1, Language 2: English, Level: B1,
49805	ES	E MURCIA04	UNIVERSIDAD POLITECNICA DE CARTAGENA	TEMPERINI	MARCO	061	Information and Communicati on Technologies (ICTs)	SPAGNA	2	5	1	Language 1: Spanish, Level: B1, Language 2: English, Level: B1,
49806	ES	E MURCIA04	UNIVERSIDAD POLITECNICA DE CARTAGENA	BONIFAZI	Giuseppe	071	Engineering and engineering trades	SPAGNA	2	5	1, 2	Language 1: Spanish, Level: B1, Language 2: English, Level: B1,
49807	ES	E OVIEDO01	UNIVERSIDAD DE OVIEDO	ORLANDI	Maurizio	04	Business, administration and law	SPAGNA	2	10	1, 2	Language 1: Spanish, Level: B1, Language 2: English,



												Level: B1,
49808	ES	E OVIEDO01	UNIVERSIDAD DE OVIEDO	ORLANDI	Maurizio	041	Business and administration	SPAGNA	2	10	1, 2	Language 1: Spanish, Level: B1, Language 2: English, Level: B1,
49809	ES	E SANTAND01	UNIVERSIDAD DE CANTABRIA	TEMPERINI	MARCO	061	Information and Communication Technologies (ICTs)	SPAGNA	2	5	1	Language 1: Spanish, Level: B1, Language 2: English, Level: B2,
49811	ES	E SANTAND01	UNIVERSIDAD DE CANTABRIA	Pomi	Raffaella	0712	Environmental protection technology	SPAGNA	2	6	2	Language 1: Spanish, Level: B1, Language 2: English, Level: B2,
49812	ES	E SEVILLA03	UNIVERSIDAD PABLO DE OLAVIDE	QUATTROCI OCCHI	BERNARDI NO	041	Business and administration	SPAGNA	4	9	1, 2	Language 1: Spanish, Level: B1, Language 2: English, Level: B2,
49813	ES	E VALLADO01	UNIVERSIDAD DE VALLADOLID	MARIOTTINI	LAURA	041	Business and administration	SPAGNA	1	10	1, 2	Language 1: Spanish, Level: B1,
49816	HR	HR ZAGREB01	SVEUCILIŠTE U ZAGREBU	ORLANDI	Maurizio	041	Business and administration	CROAZIA	4	5	1, 2	Language 1: English, Level: B2, Other Language: Croatian, Level: B2,
49817	HU	HU BUDAPEST0	BUDAPESTI GAZDASAGI FOISKOLA	SIMONE	CRISTINA	041	Business and administration	UNGHERIA	2	5	1, 2	Language 1: English, Level: B1,
49818	MK	MK SKOPJE15	Univerzitet za Turizam i Menagment vo Skopje	ROTUNDO	Giulia	041	Business and administration	REP. DI MACEDONIA	4	5	1, 2	Language 1: English, Level: B1,
49819	NL	NL EINDHOV17	TECHNISCHE UNIVERSITEIT EINDHOVEN	ALIMONTI	CLAUDIO	0715	Mechanics and metal trades	OLANDA	2	5	2	Language 1: English, Level: C1,
49820	PT	P COIMBRA01	UNIVERSIDADE DE COIMBRA	CAMPANA	Paola	041	Business and administration	PORTOGALLO	2	12	1, 2	Language 1: English, Level: B1,
49821	PT	P PORTO05	INSTITUTO POLITECNICO DO PORTO	TEMPERINI	MARCO	061	Information and Communication Technologies (ICTs)	PORTOGALLO	2	6	1	Language 1: Portuguese, Level: B1, Language 2: English, Level: B1,
49822	PL	PL KATOWIC02	UNIWERSYTET EKONOMICZNY W KATOWICACH	QUATTROCI OCCHI	BERNARDI NO	041	Business and administration	POLONIA	2	5	1, 2	Language 1: English, Level: B2,
49823	PL	PL WARSZAW41	University of Ecology and Management in Warsaw	QUATTROCI OCCHI	BERNARDI NO	041	Business and administration	POLONIA	2	5	1	Language 1: English, Level: B1, Other Language: Polish, Level: B1,
49824	PL	PL WARSZAW41	University of Ecology and Management in Warsaw	BONIFAZI	Giuseppe	071	Engineering and engineering trades	POLONIA	2	5	1, 2	Language 1: English, Level: B1, Other Language: Polish, Level: B1,
49825	RO	RO BRASOV01	UNIVERSITATEA TRANSILVANIA	Silvia	SERRANTI	0712	Environmental protection	ROMANIA	2	10	1, 2	Language 1: English,



			DIN BRASOV				technology					Level: B1,
49828	RO	RO BUCURES18	UNIVERSITATEA ROMANO AMERICANA	CAMPANA	Paola	041	Business and administration	ROMANIA	2	9	1, 2	Language 1: English, Level: B1, Other Language: Romanian, Level: B1,
49829	RO	RO BUCURES18	UNIVERSITATEA ROMANO AMERICANA	TEMPERINI	MARCO	061	Information and Communication Technologies (ICTs)	ROMANIA	2	5	1	Language 1: English, Level: B1, Other Language: Romanian, Level: B1,
49830	RO	RO CRAIOVA01	UNIVERSITATEA DIN CRAIOVA	TEMPERINI	MARCO	061	Information and Communication Technologies (ICTs)	ROMANIA	1	6	1	Language 1: English, Level: B1, Other Language: Romanian, Level: B1,
49831	SK	SK BRATISL02	COMENIUS UNIVERSITY IN BRATISLAVA	TEMPERINI	MARCO	061	Information and Communication Technologies (ICTs)	SLOVACCHIA	2	6	1, 2, 3	Language 1: English, Level: B2, No certificate is required
49832	SK	SK BRATISL03	EKONOMICKA UNIVERZITA V BRATISLAVE	Tarola	Annamaria	041	Business and administration	SLOVACCHIA	4	5	1, 2	Language 1: English, Level: B2,
49833	TR	TR CANAKKA01	CANAKKALE ONSEKIZ MART ÜNİVERSİTESİ	QUATTROCI OCCHI	BERNARDINO	041	Business and administration	TURCHIA	2	5	1, 2, 3	Language 1: English, Level: B1, Other Language: Turkish, Level: B1,
49834	TR	TR ERZURUM01	ATATÜRK ÜNİVERSİTESİ	QUATTROCI OCCHI	BERNARDINO	041	Business and administration	TURCHIA	2	5	1, 2	Language 1: English, Level: A2/B1 Other Language: Turkish, Level: A2/B1
49835	TR	TR ERZURUM01	ATATÜRK ÜNİVERSİTESİ	BONIFAZI	Giuseppe	071	Engineering and engineering trades	TURCHIA	2	5	1, 2	Language 1: English, Level: A2/B1 Other Language: Turkish, Level: A2/B2

## DESTINATIONS RESERVED FOR DOUBLE DEGREE STUDENTS

Sca Code	IS O	Inst. Code.	Institution name	Teacher surname	Teacher name	Area code	Area name	Nation	Places available	Duration	Level	Language Requirements
49798	DE	D NURNBERG02	TECHNISCHE HOCHSCHULE NURNBERG GEORG SIMON OHM [former GEORG-SIMON-OHM-FACHHOCHSCHULE NURNBERG]	QUATTROCI OCCHI	BERNARDINO	041	Business and administration	GERMANY	2	12	1, 2	Language 1: English, Level: B2 Other Language: German, Level: B2



### **MOBILITY LEVELS**

*1 = Undergraduate (Bachelor);*

*2 = Postgraduate (Master, One-cycle Degree);*

*3 = Doctoral (Specialization or Doctoral Programmes)*

**PLEASE NOTE: Available places and destinations** are subject to modifications if the partner universities or national and European organisations regulating the programme introduce variations. Before applying, please independently verify the feasibility of studying at your preferred destinations on the websites of the individual universities.

4. **The mobility period** indicated in this call is based on inter-university agreements. These periods may vary only in specific circumstances in which the student:

- Begins the mobility period during the second semester,
- Has already enjoyed periods of mobility during the same cycle of studies (see Art. 2.2.). In this case, the maximum mobility period will be reduced to satisfy the upper limit of 12 months per cycle of studies and 24 months for one-cycle degree programmes, in agreement with the host university.

**PLEASE NOTE: the overall length of the mobility period cannot, in any case, be less than 90 days**

5. It will not be possible to guarantee the beginning of a mobility period in the 1<sup>st</sup> semester for destinations that have a deadline (for the submission of student documents) that is not compatible with the schedule of this call (Art. 16 “END OF PROCEDURE”).

### **ART. 5 ACADEMIC ACTIVITIES ABROAD**

1. Students must indicate the didactic activities they intend to pursue abroad on the application form. The indicated activities are not final and may be integrated upon completion of the official Learning agreement (Art. 8 “LEARNING AGREEMENT”) that will have to be approved by the Degree Programme Academic Mobility Coordinator (RAM).

2. Admissible mobility activities are:

- Attendance of courses and passing of exams;
- Preparation of graduation and/or doctoral thesis;
- Curricular traineeship (only if relevant)



3. For programme and course-related information, students should contact the agreement promoter for the destination university as indicated in Art. 4.

4. **PhD students and candidates enrolled in Specialization Schools**, after having verified their eligibility for a mobility period abroad, must agree on the educational programme abroad with the Coordinator of the PhD Programme/Specialization School in which they are enrolled. Moreover, they will have to ascertain their insurance coverage with the relevant offices.

## **ART. 6 APPLICATION**

### **ART. 6.1 DEADLINES AND SUBMISSION**

1. **The deadline for submission of the on-line application form is 4<sup>th</sup> march at 2.00 pm (Italian time).**

2. The application form is available at: <https://relint.uniroma1.it/candidatura/login.aspx>.

For technical issues, please contact the Help Desk form available at <https://relint.uniroma1.it/candidatura/sendmail.aspx>

3. In order to submit an application form, **you must use your university e-mail account** ([familyname.studentnumber@studenti.uniroma1.it](mailto:familyname.studentnumber@studenti.uniroma1.it)).

This will be the only official means used for communications for this call and subsequent procedures.

4. Once the application has been completed, each candidate will receive a report of all the data submitted at his/her university email address. Thus, all applicants must verify that they receive this report and that all the data submitted is correct. Any error6+ must be immediately reported to the Faculty Erasmus Administrative Coordinator: Franca Rieti - E-mail [franca.rieti@uniroma1.it](mailto:franca.rieti@uniroma1.it); [erasmus.pololatina@uniroma1.it](mailto:erasmus.pololatina@uniroma1.it), Tel. 0773-476807.

**PLEASE NOTE: the only valid receipt for your application is the e-mail you receive on your university account.**

### **ART. 6.2 DOCUMENTS TO SUBMIT**

In order to correctly complete the application process, students must fill out all fields of the on-line form and **verify the upload of the following documents**, which are an integral part of the application process:



1. **Scan of a valid identity document**,
2. **Language Certification** (see Art. 2.4.3 “EXEMPTION FROM LANGUAGE TESTS”)

**Please Note: If the required documentation is not uploaded by the deadline, or the declared/self-certified information is not correct, the application will be rejected.**

## **ART. 7 RANKING**

### **ART. 7.1 RANKING PROCESS**

1. A Commission nominated by the direct of Ce.R.S.I.Te.S. and composed of the Academic Coordinator of International Mobility, the Erasmus Administrative Manager, the Academic Managers for International Mobility of each Faculty of the Pole of Latina, a scholarship holder from the Erasmus Office and by a student representative, as guarantor of student rights, will evaluate all applications.
2. Two rankings will be produced: **one for CIVIS Universities and one for other Erasmus+ destinations.**

The selection process will be based on your ***academic transcript***. Evaluation criteria will be finalized by the Commission during its first meeting and will be defined coherently with the evaluation requirements.

The total score obtained by the candidate will be expressed on a total of 100 points, attributed as follows:

#### **Faculty of Economics**

- up to 100 points for the ratio between the number of credits obtained and the number of credits foreseen in the study plan.

#### **Faculty of Civil and Industrial Engineering**

- up to 100 points for the ratio between the number of credits obtained and the number of credits foreseen in the study plan.

#### **Faculty of Information Engineering, Computer Science and Statistics**

- up to 100 points for the ratio between the number of credits obtained and the number of credits foreseen in the study plan.

**PLEASE NOTE: the following do not concur to your GPA calculation:**



- Exams taken abroad during Erasmus periods that have not yet been officialised as they refer to exams still in the process of being validated;
- Extracurricular exams (former Art. 6 - Regio Decreto N. 1269/38) as they do not count for CFUs necessary for degree and are not used to calculate GPA;
- Exams for single courses that have not been recognised as part of the degree programme (Bachelors, Masters, one Cycle) for which the student is currently enrolled;
- Integrated exams and elective educational activities (ADE) if the credits related to all the modules of each integrated exam have not been successfully completed;
- Exams cancelled due to lack of prerequisites;
- Exams declared to have been taken, but which were only booked and not taken, or not even booked.

In assigning mobility periods, **in case of identical scores, priority will be given to students** who have not had a prior Erasmus experience for study and placement/traineeship.

3. The Commission will produce a ranking of candidates based on the above-mentioned criteria and publish the **provisional ranking** at <https://web.uniroma1.it/trasparenza/>

The ranking will be considered final when, 10 natural and consecutive days after its publication, no reviews will have been presented to Ce.R.S.I.Te.S. Polo di Latina Viale XXIV 7/9 04100 Latina.

The **final ranking** will be published on the Faculty site at: <http://web.uniroma1.it/cersites>

#### **ART. 7.2 ACCEPTANCE OF MOBILITY PERIOD**

**1. Selected students must accept their assigned mobility destination within 7 days from the publication of the final ranking or assignment.**

**2. Candidates who do not respect this deadline will be excluded.**

3. The final assignment of an Erasmus+ mobility requires:

- Submission of necessary documentation;
- Formalization and approval of the Learning Agreement by the Academic Coordinator for International Mobility (RAM);
- Signature and upload to the student's personal page of the Financial Agreement between the student and Sapienza, following the directions provided when the mobility is assigned.



4. Presence in the final ranking does not automatically mean the student will enjoy the mobility period, as this depends on the background check conducted by the Faculty and host university on requirements and pre-requisites.

**Please note: the student's mobility is subject to acceptance by the foreign Institution (i.e., academic curriculum, language skills) which may require further certificates or reject the application on the basis of regulations that are not specified in the inter-institutional agreement signed with the partner University.**

#### **ART. 7.3 REFUSAL OF THE MOBILITY AND REPLACEMENT**

**The acceptance of the mobility is a serious commitment by the candidate.** Thus, selected candidates are expected to limit refusals, after acceptance or at the beginning of the mobility period, on account of serious and proven matters of force majeure, which must be communicated in writing and duly justified to allow replacement by the first reserve candidate.

In case of renunciation, the Faculty Erasmus Office will assign mobility to subsequent students in the ranking list who can be contacted via email or telephone and invited to reply within two working days, under penalty of revocation of the mobility.

#### **ART. 8 LEARNING AGREEMENT**

1. All students who have accepted their assigned destination must complete an official Learning Agreement (LA). The LA is a document that is prepared before departure and defines the academic activities that will be completed abroad.

2. The LA, which guarantees the recognition of credits obtained for passed exams and thesis research work conducted abroad, must be:

- **Completed on-line by students on their personal page:**  
<https://relint.uniroma1.it/pp2013/login.aspx>
- **Approved on-line by the Academic Coordinator for International Mobility (RAM – The full list is available at <https://www.uniroma1.it/it/pagina/coordinatori-e-responsabili-accademici-mobilita-internazionale-0>**
- **Signed by the student**
- **Approved (stamp and signature) by the partner university**

The completion and approval of the Learning Agreement are mandatory and binding to enjoy your mobility period. Failure to do so will cause your exclusion.





The LA includes the exams you plan to take or other didactic activities that will ensure you earn **at least 6 CFUs (or at least 3 CFUs for thesis research mobility)**.

Students who do not earn **at least 6 CFUs (or at least 3 CFUs for thesis research mobility)** will be forced to return their mobility funding to MIUR. This limit does not concern PhD and Specialisation students.

### **ART. 9 ONLINE LINGUISTIC SUPPORT AND EU SURVEY**

#### **ART. 9.1 ONLINE LINGUISTIC SUPPORT (OLS)**

1. The Erasmus+ Programme requires **selected candidates to take an on-line language skills assessment, both before and after the mobility period**, if the language used abroad and indicated in the Learning Agreement is one of the following: Bulgarian, Czech, Croatian, Danish, Dutch, English, Finnish, French, Hungarian, German, Greek, Estonian, Irish, Latvian, Lithuanian, Maltese, Polish, Portuguese, Rumanian, Slovakian, Slovenian, Spanish and Swedish, except students who are assigned a mobility to Switzerland.
2. On the basis of the result in the assessment test, the student may receive a licence for an on-line preparatory language course to prepare for the mobility period
3. Procedures concerning the language test will be communicated directly to the student at the email address provided on the application form.

#### **ART. 9.2 EU SURVEY**

At the end of the mobility period, students (with the exception of students who are assigned for mobility period toward Switzerland) must complete the EU SURVEY.

Information concerning the procedures to be followed will be sent directly to your university e-mail account.

### **ART. 10 RECOGNITION OF ACADEMIC ACTIVITIES**

Under the "Rules for Student Mobility and Recognition of Study Periods and Training Abroad" R.D. N. 34218 - 13.05.2015 and in the framework of the EU Erasmus+ Programme, Sapienza students have the opportunity to enjoy a mobility period and have all exams recognised and included in their official transcripts.



## **ART. 11 PROCEDURES AND LOGISTICS**

1. In order to prepare their curricular project at the host university, students should carefully examine all available information on the university websites before applying. In fact, this information is binding for receiving the mobility grant.
2. For degree, PhD or Specialisation thesis work, students must agree on the project with their Italian supervisor and Academic Mobility Coordinator, based on the agreement with the partner professor at the host university.
3. At the end of their courses, Erasmus students must take the planned exams following the programmes and procedures provided for students of the host university. Academic activities will be recognized as indicated by the Faculty and the “Rules for Student Mobility and Recognition of Study Periods and Training Abroad”. Credits for exams taken at host universities must be acquired respecting all the rules and regulations of degree programme curricula.
4. Students must autonomously acquire information regarding housing opportunities provided by destination universities. Moreover, students are also responsible for informing themselves about:
  - Health Assistance in the host country, requesting information from their local health office, diplomatic missions or at the following link\_  
[http://www.salute.gov.it/portale/temi/p2\\_6.jsp?lingua=italiano&id=897&area=Assistenza%20sanitaria&menu=italiani](http://www.salute.gov.it/portale/temi/p2_6.jsp?lingua=italiano&id=897&area=Assistenza%20sanitaria&menu=italiani)
  - Entrance into the host country, checking for requirements with embassies and consulates (in Italy for non-EU citizens).
5. Laws regulating the entrance of non-EU students in countries participating in the Erasmus+ Programme are based on the nationality of these students. Student are responsible for promptly obtaining information and all the documents needed to be admitted and allowed to sojourn in the destination country from the relevant diplomatic missions.
6. The civil responsibility and accident insurance coverage that students get automatically when enrolled at Sapienza is extended with the same procedures for the entire mobility period abroad at the host university:: <https://www.uniroma1.it/it/node/24654>

## **ART. 12 ACTIVITIES AND GRANTS**

Activities and grants provided for in this call are subject to the signature of the Erasmus+ Convention 2019-20 between the Erasmus+ National Agency and Sapienza University of Rome.



**Please note:** the information contained in this call may undergo changes and/or integrations based on further updates and regulations required by the Erasmus+ National Agency.

#### **ART. 13 CHECKS**

As per Art. 71 - DPR 445 - 28/12/2000, the university administration will verify all application information through random checks on any candidature application that poses reasonable doubts on the information provided through self-certifications.

Non-compliance of information, declared or self-certified, constitutes a cause of exclusion/forfeiture.

#### **ART. 14 TREATMENT OF PERSONAL DATA**

The treatment of personal data is regulated by the new European Regulation n. 679 - 27.4.2016 – GDPR (General Data Protection Regulation) as well as current national legislation.

#### **ART. 15 FINAL AUTHORITY**

Under Bill N. 241 - 7.8.1990 and subsequent amendments and integrations, in the framework of the exclusive competence of Sapienza University of Rome - Pole of Latina, the final authority for this procedure is the Erasmus Administrative Coordinator Dr. Franca Rieti, E-mail: [franca.rieti@uniroma1.it](mailto:franca.rieti@uniroma1.it); [erasmus.pololatina@uniroma1.it](mailto:erasmus.pololatina@uniroma1.it). Office Hours: Tues. 2.30 p.m. - 4.30 p.m Thu. 09.30 a.m. - 12.30 a.m. Telephone number 0773-476807. Room 112, building Ce.R.S.I.Te.S. Viale XXIV Maggio 7/9 04100 Latina.

#### **ART. 16 END OF PROCEDURE**

The date by which we expect to conclude and publish the results of the selection process is March 31, 2020.

**This call is also available in Italian.**

**In case of conflicting interpretations between the English and Italian versions of this call, the Italian language version is to be considered the definitive version.**

<b>DATE</b>	<b>DEAN (SIGNATURE)</b>
13/01/2020	F.to Prof. Vincenzo Petrozza



## **ANNEX 1**

<b>CERTIFICATIONS FOR FRENCH</b>					
	<b>A2</b>	<b>B1</b>	<b>B2</b>	<b>C1</b>	<b>C2</b>
Centre International d'Etudes Pédagogiques (CIEP) Ministère de l'Education nationale	Diplôme d'Etudes en Langue Française (DELF) A2	Diplôme d'Etudes en Langue Française (DELF) B1	Diplôme d'Etudes en Langue Française (DELF) B2	Diplôme Approfondi de Langue Française (DALF) C1	Diplôme Approfondi de Langue Française (DALF) C2
	Diplôme d'Etudes en Langue Française Option Professionnelle (DELF Pro) A2	Diplôme d'Etudes en Langue Française Option Professionnelle (DELF Pro) B1	Diplôme d'Etudes en Langue Française Option Professionnelle (DELF Pro) B2		
	Test de connaissance du Français (TCF)* Niveau A2	Test de Connaissance du Français (TCF)* Niveau B1	Test de Connaissance du Français (TCF)* Niveau B2	Test de Connaissance du Français (TCF)* Niveau C1	Test de Connaissance du Français (TCF)* Niveau C2
Chambre de commerce et d'industrie de Paris (CCIP)	Diplôme de Français Professionnel (DFp)	Diplôme de Français Professionnel (DFp)			
			DFP Affaires B2	DFP Affaires C1	DFP Affaires C2
		DFP Secrétariat B1	DFP Secrétariat B2		
		DFP Tourisme et Hôtellerie B1			
		DFP Scientifique et Technique B1			
			DFP Juridique B2		
			DFP Médical B2		



### CERTIFICATIONS FOR SPANISH

	A2	B1	B2	C1	C2
<b>Instituto Cervantes</b>	Diploma de Espanol DELE Nivel A2	Diploma de Espanol DELE Nivel B1	Diploma de Espanol DELE Nivel B2	Diploma de Espanol DELE Nivel C1	Diploma de Espanol DELE Nivel C2
<b>Instituto Cervantes</b>	SIELE GLOBAL o per singole abilità (dall'A2 al C2)				

### CERTIFICATIONS FOR ENGLISH

	A2	B1	B2	C1	C2
<b>British Council; IDP: IELTS Australia;</b>	IELTS* 2.5 - 3.0 - 3.5	IELTS* 4.0 - 4.5 - 5.0	IELTS* 5.5 - 6.0 - 6.5	IELTS* 7.0 - 7.5 - 8.0	IELTS* 8.5 - 9.0
<b>Cambridge English Language Assessment</b>	Key (KET) Merit Pass	Preliminary (PET) Merit Pass	First (FCE) Grade B Grade C	Advanced (CAE) Grade B Grade C	Proficiency (CPE) Grade A Grade B Grade C
		Key (KET)	Preliminary	First (FCE)	Advanced (CAE) Grade A
	Cambridge English Certificate Level A2 120 - 139	Cambridge English Certificate Level B1 140 - 159	Cambridge English Certificate Level B2 160 - 179	Cambridge English Certificate Level C1 180 - 199	
		Business Preliminary (BEC Preliminary)	Business Vantage (BEC Vantage)	Business Higher (BEC Higher)	
			Financial (ICFE) 50 - 69	Financial (ICFE) 70 - 100	
			Legal (ILEC) 50 - 69	Legal (ILEC) 70 - 100	
<b>Educational Testing Service</b>		TOEFL iBT 60 - 79	TOEFL iBT 80 - 99	TOEFL iBT 100 - 108	TOEFL iBT 109 - 120
<b>Trinity College London</b>	ISE 0	ISE I	ISE II	ISE III	ISE IV



## CERTIFICATIONS FOR GERMAN

	A2	B1	B2	C1	C2
Goethe-Institut	Goethe-Zertifikat A2: Start Deutsch 2	Goethe- Zertifikat B1	Goethe-Zertifikat B2	Goethe-Zertifikat C1	Goethe-Zertifikat C2: Großes Deutsches Sprachdiplom (GDS)
	Goethe-Zertifikat A2: Fit in Deutsch 2				
			Zertifikat Deutsch für den Beruf (ZDfB)	Prüfung Wirtschaftsdeutsch International (PWD)	
Österreichisches Sprachdiplom (OSD)	A2 Grundstufe Deutsch 2 (A2 GD2)	B1 Zertifikat Deutsch Österreich	B2 Mittelstufe Deutsch (B2 MD)	C1 Oberstufe Deutsch (C1 OD)	C2 Wirtschaftssprache Deutsch (C2 WD)
	A2 Kompetenz in Deutsch 2 (A2 KID2)	Zertifikat B1 (ZB1)			
TestDaF-Institut			TestDaF Niveaustufe 3 (TDN 3)	TestDaF Niveaustufe 4 (TDN 4)	TestDaF Niveaustufe 5 (TDN 5)

## CERTIFICATIONS FOR PORTUGUESE

	A2	B1	B2	C1	C2
Centro de Avaliação de Português Língua Estrangeira (CAPLE)	CIPLE Certificado Inicial de Português Língua Estrangeira	DEPLE Diploma Elementar de Português Língua Estrangeira	DIPLE Diploma Intermédio de Português Língua Estrangeira	DAPLE Diploma Avançado de Português Língua Estrangeira	DUPLE Diploma Universitário de Português Língua Estrangeira