Faculty of Pharmacy and Medicine (Medical Area)
Faculty of Medicine and Dentistry

ERASMUS+ PROGRAMME
Student Mobility Selection Call for Study
Academic Year 2020/2021

Call and Results of the Selection Procedure:
Faculty of Pharmacy and Medicine
https://web.uniroma1.it/trasparenza/bando-erasmus-AA-2020-2021-area-medica
Faculty of Medicine and Dentistry
https://web.uniroma1.it/trasparenza/dettaglio_bando_albo/150041

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

Deadline for online application:
March 4, 2020 – 2.00 pm (Italian time).

Act FM N. 10/2020
Prot. N. 70 Date: 13/01/2020

Act MO n. 2/2020
Prot. N. 38 Date: 13/01/2020
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ART. 1 GENERAL INFORMATION

ART. 1.1 OBJECTIVES

The Erasmus+ programme for study provides university students with the chance to enrich their educational opportunities so they can develop the necessary skills to favour their transition towards the labour market. In fact, Erasmus+ provides students with the opportunity to study abroad for up to a maximum of 12 months within each study cycle and 24 months for single-cycle degree programmes, regardless of the number of mobility periods (i.e.: 2 periods of 6 months or 3 periods of 4 months).

Students who are selected for a mobility period in one of the countries participating in the Erasmus Programme obtains “Erasmus Student” status, which means they have the rights and duties established in Carta dello studente Erasmus.

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

Pursuant to the "Regulations for student mobility and the recognition of the period of study and training abroad" D.R. n. 1436/2015 of 13.05.2015, as part of the Erasmus + community Program, Sapienza students have the opportunity to take advantage of an academic mobility whose results are fully recognized by the course of study and transferred to the university career.

The full validation 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 Validation of Study and Training Periods Abroad."

ART.1.2 PARTICIPATING COUNTRIES

For the 2020/21 academic year, 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 countries is as follows:
• **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

• **Extra EU candidate countries**: Iceland, Liechtenstein, Norway, Turkey, former Yugoslav Republic of Macedonia, Serbia.

**ART. 1.3 CIVIS ALLIANCE UNIVERSITIES MOBILITY**

Sapienza is a partner of the European CIVIS alliance, "A European Civic University", financed by the European Union, active on 1 October 2019, and established together with the universities of:

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

CIVIS is synonymous with transnational collaboration of civic universities, with a strong connection with the social and geographical context. It will move around 400,000 students and 50,000 staff members, promoting multilinguism and European cultural diversity. The alliance is committed to implementing the principles of the Bologna process in order to contribute to the construction of the European Education Area. The Civis Europea alliance is intended as a space for teaching, research, cultural exchanges and innovative action of citizens in Europe, from the Baltic to the Mediterranean.

Over time, it will activate a variety of study programs shared between the 8 European campuses to create a true European Higher Education Area and contribute to the development of a solid and multi language European knowledge society. The training will be based on research and innovative teaching activities, which will include - in addition to traditional Erasmus mobility - short, also virtual and remote mobility.

Students who participate in the launch of CIVIS mobility will become part of a European community, which will benefit from enhanced services and new innovative educational paths.

Among the objectives of the project is Erasmus mobility between Alliance universities. In consideration of the fact that an increase in mobility between the Partners is expected, Sapienza reserves 10% of the overall contributions, as a priority, to the mobility of students who apply for CIVIS universities.
Academic referents for CIVIS mobility have been identified in each Faculty: https://www.uniroma1.it/it/pagina/civis-luniversita-civica-europea.

The CIVIS contact person for the Faculty of Pharmacy and Medicine (medical area) is Prof. Daniela De Biase: https://phd.uniroma1.it/web/DANIELA-DE-BIASE_nC2311_IT.aspx

The CIVIS contact person for the Faculty of Medicine and Dentistry is Prof. Umberto Romeo: https://web.uniroma1.it/odontoiatriamaxfacc/docenti_/romeo-umberto

ART. 2 REQUIREMENTS AND APPLICATION PROCEDURE

ART. 2.1 GENERAL ADMISSION REQUIREMENTS

In order to participate in this call:

1. Students must be enrolled (including part-time students) at Sapienza for the 2019/2020 Academic Year in a Bachelor, Master, Single-cycle or PhD degree programme, or a Specialization School;

2. In cases 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 students will receive no grant for their 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 2020/21 within 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 the 2019/20 Academic Year, and who expect to graduate by the end of the academic year, may apply for a mobility period for the first year of a Masters Degree (second cycle). However, the mobility period must take place in the second semester of the 2020/21 Academic Year. Before leaving, students selected under these conditions must be enrolled in a Masters Programme for Academic Year 2020/21. Moreover, these students may not, under any circumstances, spend their mobility period during the first semester, even if approved by the host university. Students who apply for mobility periods longer than a semester, their mobility will be automatically reduced.

6. Graduating students on mobility programmes may not graduate before the end of their period of study abroad and before the validation of their academic activities conducted abroad by the Academic Coordinator of the Mobility Period (RAM).

7. PhD Programmes students must finish their mobility period before the official end of the Doctoral Programme.
8. Specialisation school students must ask for the clearance at the Director of the graduate school to which they are enrolled to obtain the confirmation to have the possibility to carry out a study period abroad under this call.

**ART. 2.2 INCOMPATIBILITY**

1. Students applying to this call may receive one or more Erasmus+ mobility grants for each study cycle (Bachelor, Master, PhD) provided the total period does not exceed 12 months for each cycle. For single-cycle degrees (e.g. Medicine and Surgery), the limit is 24 months.

2. Prior mobility periods that have already been funded during the same study cycle under Lifelong Learning Programme, Erasmus+, Erasmus Mundus Action 1 and Erasmus Mundus Action 2, must be included in the calculation of the total number of months spent abroad.

**ART. 2.3 ACADEMIC REQUIREMENTS**

Academic requirements to apply for the call:

**CLM students Medicine and Surgery, Dentistry and Dental Prosthesis**

- Students enrolled in the first year of the course CANNOT apply.
- Be enrolled in the second year and have acquired a number of CFU not less than 1/5 of those that can be acquired up to the expiry date of the call.
- Be enrolled in the third year or later and have acquired all the credits of the first year of the course (all the exams of the first year).

**CdS / CLM students Health professions**

- All students who have acquired a number of CFU not less than 1/5 of all those that can be acquired at the deadline date can apply.

**Specialization schools / doctorates**

To be enrolled in one of the following Specialization Schools / doctorates:

- School of Specialization Health statistics and biometrics
- School of Specialization in Endocrinology and metabolic diseases
- Specialization Schools in General Surgery
- Postgraduate Schools In Psychiatry
- School of Specialization in Dermatology and venereology
- Doctorate in Experimental Medicine
- Doctorate in infectious diseases, microbiology and public health
• Doctorate in Clinical Psychology
• Doctorate in Clinical Experimental Neuroscience and Psychiatry

2. During the selection, will be taken into consideration and evaluated all CFU accredited up to the moment of submission of the application, acquired for the exams recorded on Infostud. However, only for exams taken but not yet recorded in Infostud, the student can self-certify them in the appropriate section of the application form.

Please note that, pursuant to art. 76 of the Presidential Decree 28.12.2000 n. 445 "... anyone who makes false statements, forms false documents or uses them in the cases provided for in this consolidated act is punished pursuant to the penal code and special laws on the matter".

ART. 2.4 LANGUAGE REQUIREMENTS

Before completing the online application, each candidate must have taken the language assessment test(s) at the University Language Center (CLA). Students in possession of the requirements indicated in art 2.4.3 "LANGUAGE TEST EXEMPTION" are exempt from carrying out the test(s). The tests will serve to certify the level of linguistic knowledge of the student. To apply for the call, is required a minimum level of linguistic competence equal to level A2 of the Common Framework of Reference for the knowledge of languages (CEFR) recognized by the Council of Europe at https://www.coe.int/en/web/common-european-framework-reference-languages

PLEASE NOTE: the test at the CLA does not exonerate the student from complying with the language requirements required by the host University, which is required to verify and comply, otherwise he will not be able to take advantage of the mobility at that location.

ART. 2.4.1 LINGUISTIC TESTS

The tests, only for vehicular languages, FRENCH, ENGLISH, PORTUGUESE, SPANISH, GERMAN, will be carried out at the CLA, “Marco Polo” building, Circonvallazione Tiburtina 4, Rome (ex Viale dello Scalo S. Lorenzo, 82) and the student must have a valid identification document (identity card, passport, driving license), upon reservation by the student, who must choose the date and time from the options on the form available in the application, according to the following calendar:
• from 27 to 31 January 2020: I shift at 10:00 am - II shift at 11:00 am - III shift: at 12:00 pm - IV round: at 2:00 pm
• from 10 to 14 February 2020: I shift at 10:00 am - II shift at 11:00 am - III shift: at 12:00 pm - IV round: at 2:00 pm
• from 24 to 28 February 2020: I shift at 10:00 am - II shift at 11:00 am - III shift: at 12:00 pm - IV round: at 2:00 pm

PLEASE NOTE: Only the dates and times still available will be visible on the form.
The reservation for the tests is to be understood as successful when saving the form. The student will receive a reminder email on the institutional mailbox, where all communications relating to the selection procedures will be delivered.

The student will be able to book and take tests for up to two languages on the basis of the locations selected in the application, even on the same day, but in different shifts. **Only one test will be possible for each language.**

For locations where two or more alternative languages are provided, it will be possible to take the test for only one of the languages indicated.

The tests will be computer-delivered, with a level barrier and in multiple answer / cloze mode (no speaking - no listening). The test starts from level A2 and, based on the score obtained, you can move on to the next levels (step by step) up to level C1. The test will last a maximum of 60 minutes (if all four levels are completed) and no online test simulations will be available.

**PLEASE NOTE: There are no recovery sessions.**

**The total number of places available in the three time windows is equal to n. 6,000.** For each day there is a maximum number of 400 tests (100 tests in turn) and the booking, for a single day, can be carried out while seats last. It is recommended to promptly proceed to the test booking, to have the maximum choice.

The results of the tests will be automatically transferred by the CLA to the application no later than five working days from taking the tests. **The certificate relating to the result obtained in the language assessment test will be issued only to those who will carry out Erasmus mobility.** This certificate can be downloaded directly from your personal Erasmus page.

**ART. 2.4.2 INFORMATION FOR DISABLED STUDENTS AND SERVICES FOR STUDENTS WITH D.S.A.**

Students with disabilities pursuant to art. 3 of the law n. 104 of 1992 and/or with a disability equal to or greater than 66% are exempt from taking the language assessment test via computer-delivered test and must report it in the booking form.

The CLA reserves the right to ascertain knowledge of the language in the manner deemed most appropriate.

Students with D.S.A., referred to in law n.170/2010 and to D.M. n. 5669/2011, which for the performance of the test require special aids in relation to the type of D.S.A., must report it when booking the language test.

These candidates are given an additional time equal to 30% more than that defined for the test. Special situations will be examined taking into account the certifications presented. Requests must be received by the deadline for enrolling in the language assessment test (see art. 2.4.1. "LINGUISTIC TESTS") and will be subject to verification by the Disability Office and DSA which may request suitable certification issued by facilities of the SSN or by specialists and structures accredited by the same.
Further information is available at https://www.uniroma1.it/it/pagina/disabilita-e-dsa or by writing to supportidisabilida@uniroma1.it.

D.S.A. certification must refer to the nosographic codes and to the explicit wording of the D.S.A. (of Reading and / or writing and / or Calculation).
The diagnosis must be updated after 3 years if performed by the minor student.

PLEASE NOTE: students with disabilities or with D.S.A. residents in foreign countries, who intend to take advantage of the measures previously mentioned, must present the certification attesting the state of disability or D.S.A. issued in the country of residence, accompanied by a sworn translation in Italian or English.

ART. 2.4.3 EXEMPTION FROM LANGUAGE TESTS

Only students with one of the following requirements are exempted from taking the language assessment test at the CLA, without prejudice to the minimum requirement required by the host offices:

1) Be a native speaker, in relation to the chosen locations, for at least one of the languages indicated in art. 2.4.1 "LANGUAGE TESTS", according to the directives issued by the Ministry of Education with circular no. 5494 of 29/12/1982 (ref. CUN of 30/10/1982), the quality of foreign native speaker is recognized "to Italian and foreign citizens only when it is proven that they have completed at least the entire cycle of primary and secondary instruction in the country whose language they intend to profess, at state or private (recognized) schools of the same nationality ". To be a native speaker corresponds to level C2 of the Common European Framework of Reference (QCER).

2) Having achieved a minimum level of linguistic competence equal to level A2, certified by means of an official certificate for at least one of the languages indicated in art. 2.4.1 "LANGUAGE TESTS". The certificate will be recognized ONLY if it is issued by one of the Certifying Bodies listed in the QCER equivalence table, as per Attachment 1. If the student intends to submit the application for a location that requires a level of linguistic competence higher than that indicated in the above certificate, the student must take the test.

3) For the English language only, to be enrolled in Courses entirely taught in English at La Sapienza. If the student intends to apply for a location that does not include English as the language of instruction, he will have to take the test.

4) Having obtained the upper secondary school diploma at an international high school recognized by MIUR for at least one of the languages English, French (ESABAC diploma), German, Spanish or Portuguese (the upper secondary school diploma at an international high school corresponds to level B2 ). If the student intends to submit the application for a location that provides a level of linguistic
competence higher than that indicated in the certificate above, the student must take the test.

5) Having obtained, during the mobility period carried out in the academic year 2019/2020, a minimum level of linguistic competence equal to level A2 for at least one of the languages indicated in art. 2.4.1 "LINGUISTIC TESTS" by means of a certificate of linguistic competence level issued by the Language Center of the host University. If the student intends to submit the application for a location that provides a level of linguistic competence higher than the level indicated in the certificate, he will have to take the test.

PLEASE NOTE:
- The language skills passed within the course of one's study program DO NOT exempt from taking the assessment test at the CLA. Similarly, declarations made by teachers, including university students, and the passing of curricular language exams will not be considered valid for the tender.

ART. 2.5 OTHER REQUISITES
This call is open to:
1. students enrolled exclusively in the Faculty of Pharmacy and Medicine (area medica) and Medicine and Dentistry.
2. Students enrolled in a research doctorate or in a Specialisation Schools require clearance from the Coordinator of the Doctorate or from the Director of the Specialization school

Erasmus mobility periods and the validation of related ECTS credits must take place before the discussion of dissertations and the conclusion of the programme.

Students who intend to conduct research activities for their dissertation must indicate the subject of their research work and obtain approval from their Italian Thesis Supervisor and indicate the name of their foreign supervisor and obtain the credits before the degree.

ART. 3 GRANTS AND FINANCIAL BENEFITS

ART. 3.1 GENERAL ASPECTS
Grants for mobility are assigned exclusively for academic activities abroad (see Art. 5 “Academic Activities Abroad”) for a minimum period of 3 months (90 days) and a maximum period of 12 months during the “Erasmus Year”: 01/06/2020 - 30/09/2021 (length of the Erasmus year).

In order to receive their mobility grants, before their departure, students must sign the financial contract that is available on the winning candidates’ personal web page and follow all the directions provided upon acceptance of the mobility period.
ART. 3.2. COMMUNITY CONTRIBUTION BY THE NATIONAL ERASMUS + INDIRE AGENCY

The funding for Erasmus + students for study mobility is to be considered as a contribution to the greater expenses related to the stay abroad. In particular, the funding is divided into the following groups of destination countries:

**Group 1** (high cost of living): Denmark, Finland, Iceland, Ireland, Luxembourg, Sweden, United Kingdom, Lichtenstein, Norway - € 300.00 per month;
**Group 2** (average cost of living): Austria, Belgium, Germany, France, Greece, Spain, Cyprus, the Netherlands, Malta, Portugal - € 250.00 per month;
**Group 3** (low cost of living): Bulgaria, Croatia, Czech Republic, Estonia, Latvia, Lithuania, Hungary, Poland, Romania, Serbia, Slovakia, Slovenia, Republic of North Macedonia, Turkey – € 250.00 per month.

The National Erasmus + Agency can at any time communicate any changes regarding the amount of contributions.

The actual contribution will be calculated on the calculation of the days of mobility actually used, certified by the certificate of attendance issued by the host university.

The use of the EU contribution is incompatible with other grants deriving from other programs / actions financed by the European Union.

In case of exhaustion of community funds and / or simultaneous assignment of other university or community funds and with specific student availability, it will be possible to assign the students assigned the status of "Erasmus zero eu-grant" which allows them to take advantage of the related facilities mobility, without receiving the community contribution.

**PLEASE NOTE:** the use of the Community contribution is subject to the approval by the Erasmus + Indire National Agency of the Erasmus activities / funding proposed by the University for the academic year 2020/2021.

ART. 3.3 MIUR AND SAPIENZA INTEGRATIVE CONTRIBUTIONS

MIUR and Sapienza grants will be paid based on the availability of funds if, during the academic year 2020/21, the student is not enrolled in years following the first out of course.

The MIUR contribution will however be awarded on the basis of the ISEEU 2020 declaration (ISEE for the right to university study DPCM 159/2013). Those who have not obtained the recognition of at least 6 credits by 31/12/2021 by means of the relative procedure, will be required to fully refund the aforementioned contribution.

In the case of mobility for "thesis research" only, the number of CFU must not be less than 3. The above limits do not apply to PhD students and postgraduates.
Sapienza, by resolution of the Board of Directors of 17.12.2019, established the monthly amounts indicated in the following table.

<table>
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<th>ISEE beneficiary</th>
<th>EU grant based on destination country</th>
<th>MIUR grant</th>
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The candidate who intends to benefit from the MIUR integration must request the calculation of ISEEU 2020 (ISEE for the right to university study DPCM 159/2013) no later than 30 September 2020 and must authorize the acquisition of the value on the Infostud platform. The data will be acquired from the Student Services Area.

The candidate who cannot apply for ISEEU 2020 (foreign student not resident in Italy / foreign student residing in Italy who is not self-employed and with family members residing abroad / Italian student residing abroad not enrolled in AIRE - Registry of Italians Resident All Abroad) must request the ISEE-U parified 2020 from the partner CAF, producing the documentation validated by the competent authorities of the country where the income was produced in compliance with current legislation (DPCM 159/2013, art.8 ) and deliver it to the relevant Administrative Secretariat.

In order to qualify for the MIUR supplementary contribution, deserving students and doctoral / specializing students must still apply for ISEEU 2020 (ISEE for the right to university study).

In the absence of ISEEU / ISEE-U, the student will not receive the MIUR integration.
ART. 3.4 INTEGRATION FOR DIFFERENTLY SKILLED STUDENTS AND / OR WITH SPECIAL NEEDS

1. In order to allow a wider participation in mobility by students, the Erasmus + Indire National Agency, provides funds intended to support students with disabilities and / or with special needs.

2. These students must communicate their situation of disability / special need, both in the application phase and in the acceptance phase if they are mobility assignees.

3. Assigned students will receive information about any Community funding during the year through a specific information note that will be published on the web page: http://www.uniroma1.it/erasmus/studenti-students/erasmus-studenti-diversamente-abili.

ART. 3.5 COMPLIANCE OF THE DOCUMENTATION

The documentation submitted will be subject to verification by the Internationalization Area - Erasmus Sector.
If the aforementioned documentation is not compliant, partial or total restitution of the contributions paid will be required.

ART. 3.6 TAX TREATMENT OF THE ERASMUS + CONTRIBUTION

Pursuant to art. 1, paragraph 50 of Law no. 208 of 28.12.2015 the scholarships for international mobility are subject to the exemptions provided for in Article 1, paragraph 3, of Decree-law no. 105 of 9 May 2003, converted, with modifications, by Law n. 170 of 11 July 2003, subject to further regulatory changes.

ART. 4. AVAILABLE LOCATIONS AND PLACES

1. The student can apply for a minimum of n. 1 to a maximum of n. 5 destinations.

2. The order of preference indicated at the time of application is binding for the purpose of assigning the venue. When choosing the location, it is essential to pay attention to the level of language required in order to attend the lessons and take the exams (see art. 2.4 "LANGUAGE REQUIREMENTS").

PLEASE NOTE: For the choice of locations, the student must take into consideration the
possibility of being assessed on only two languages, except for any exemptions (see art. 2.4.3 "LANGUAGE TEST EXEMPTION")

3. The following table lists the number of available locations, places, the duration of the mobility and the requirements for the application in relation to:

• Locations with Erasmus + mobility agreements within the "CIVIS" Alliance referred to in art 1.5;
• Locations with Erasmus + mobility agreements;
• Locations reserved for dual qualification students.

“CIVIS” LOCATIONS

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* MOBILITY LEVELS

**Level 1.** Undergraduate (Degree) - locations/places for CLM students in Medicine and Surgery, Dentistry and P.D. II / III year, CdS in Nursing, Obstetrics, Physiotherapy, Occupational Therapy, Neuro and Psychomotor Therapy and of developmental age, Dietetics enrolled in I-II and III year;

**Level 2.** Undergraduate (Master's Degree) - locations/places for CLM students in Medicine and
Surgery, Dentistry and P.D. from the fourth year onwards; CLM Nursing and midwifery sciences. **Level 3.** Postgraduate (Postgraduate School or PhD)

When choosing mobility, please pay attention to the language level required for attendance by the host venue. The requirements in the table have been indicated by the individual partner universities. Interested students are however invited to personally investigate the actual correspondence of these requirements with respect to the requested locations.

PLEASE NOTE: The venues and places available could change with respect to the Call, should changes occur by partner universities or by the European or national organisations that regulate the program. Before applying, it is recommended to inquire autonomously about the possibilities of study at foreign locations by checking the educational offer on the website of the individual universities.

4. The duration of the mobility indicated in this Call, determined on the basis of inter-institutional agreements between Sapienza and partner Universities, could vary only for proven didactic reasons if the student:
   • start mobility in the second semester,
   • has already benefited from periods of mobility in the same cycle of studies (see Art. 2.2.). In this case, the maximum duration will be reduced to the residual monthly payments with respect to the maximum limit of 12 months for the study cycle and 24 months for the single cycle degrees, subject to authorization by the destination.

PLEASE NOTE: The overall duration of the mobility must not however be less than 90 consecutive days.

5. It will not be possible to guarantee the departure for the first semester to the partner university that foresees a deadline for sending the documentation of students on the move incompatible with the publication of the rankings (art. 16 "TERMINATION OF THE PROCEDURE OF THIS CALL").

**ART. 5 ACADEMIC ACTIVITIES ABROAD**

1. In the application form, it is NOT necessary to indicate the didactic activities that are intended to be carried out abroad, but it is mandatory to consult the didactic offer of the offices on foreign universities, in order to avoid refunds of contributions due to didactic incompatibilities.

2. The activities eligible for mobility are as follows:

   • Frequency of training activities (courses) and passing the relative assessment tests (exams);
   • Preparation of the thesis and/or doctoral thesis;
• Curricular internship (only if foreseen by the didactic system).

3. For didactic information, the student can contact the RAM (the Responsible of the Academic Mobility).

4. PhD students and specializing candidates after having verified the possibility of mobility abroad, must agree the training course activities with the Coordinator of the PhD course / specialization school attended and check the insurance coverage with the competent offices.

ART. 6 APPLICATION

ART. 6.1 DEADLINES AND SUBMISSION

1. The deadline for submission of the on-line application form is March 4, 2020 at 2:00 pm (Italian time).

2. The form is available at the link: https://relint.uniroma1.it/candidatura/login.aspx
   For technical assistance, you can fill in the Help Desk form, available at the link: https://relint.uniroma1.it/candidatura/sendmail.aspx

3. For the presentation of the application, **is mandatory the use of the institutional e-mail account (surname.matricola@studenti.uniroma1.it).**
   This will be the **only contact used for all communications** relating to the Call and subsequent procedures.

4. Upon completing the application, the student will receive, at the institutional email address, the report relating to the data entered. Therefore, **it is the responsibility of each candidate to verify receipt of the report, check the accuracy of the data provided and promptly communicate any compilation / reception errors** to the Erasmus Administrative Manager of the Faculty of Pharmacy and Medicine (medical area) Dr. Luana Girolami and to the Erasmus Administrative Manager of the Faculty of Medicine and Dentistry Dr. Manuela Gonzales - Policlinico Umberto I Palazzina Faculty Presidency, ground floor - reception hours: Tuesday and Thursday from 11.00 to 13.00.

**PLEASE NOTE The correct submission of the application is certified only by the receipt of the report by the student.**

ART. 6.2 DOCUMENTS TO BE SUBMITTED

To correctly complete the application, the interested students must fill in all the fields of the online form and must ensure they have uploaded the following documents, to be considered as an integral part of the application:
1. Scanning of a valid identity document;

2. **Language certification** (only in the case provided for by art. 2.4.3 "LANGUAGE TEST EXEMPTION");

3. **Order form for your degree course** (available in hard copy at the Faculty Erasmus office or downloadable at the following links:

   **Faculty of Pharmacy and Medicine**
   [https://web.uniroma1.it/trasparenza/bando-erasmus-aa-2020-2021-area-medica](https://web.uniroma1.it/trasparenza/bando-erasmus-aa-2020-2021-area-medica)

   **Faculty of Medicine and Dentistry**
   [https://web.uniroma1.it/trasparenza/dettaglio_bando_albo/150041](https://web.uniroma1.it/trasparenza/dettaglio_bando_albo/150041)

**PLEASE NOTE:** Failure to upload the mandatory documents, as well as the lack of truthfulness of the self-declarations will be grounds for exclusion from the scholarship.

**ART. 7 RANKINGS**

**ART. 7.1 RANKINGS FORMULATION**

1. A Commission, made up of the CAM of the two Faculties and of the Erasmus Administrative Officers of the Faculty, will evaluate the applications.

2. Two rankings will be drawn up: a ranking for the CIVIS alliance locations and a ranking for other Erasmus + destinations.

The selection will be made according to qualifications based on the evaluation criteria which will be formalized by the Commission in the settlement report and will in any case be defined in full consistency with the elements being evaluated.

The ranking will not take into account the certificates of linguistic competence, which will be used only for the assignment of the locations/places, in consideration of the correspondence of the linguistic requirement indicated by the partner University. Students are required to present the certificates attesting their knowledge of the language (which must be among those recognized and listed in Annex 1) together with the Erasmus application form. Language certificates will NOT be accepted after the Erasmus application deadline.

**FIRST CRITERIA**
Number of exams taken at the time of application until the year of the course in which you enrolled, excluding eligibility; for students enrolled in the Specialist Degree Course in Medicine and Surgery it is mandatory to indicate the Degree Course (A-B-C-D-E-F), as the regulations of the current academic year will be used for the calculation of the rankings (a.y.2019/2020). There is an obligation to declare the year of first enrollment in the degree course in which you enrolled at the time of application, which will be used to calculate the actual years of enrollment. For those who come from other faculties and other degree courses, it is mandatory to declare the academic year of enrollment in the degree course in which you enrolled at the time of the Erasmus application.

SECOND CRITERIA

Precise arithmetic average (with two decimal places) of the exams passed, considering that 30/30 with honors is worth 31.

SCORES ASSIGNED TO THE CRITERIA REQUIRED BY THE CALL

The maximum score achievable by the student is 10, divided as follows:

- first criteria - maximum score 5
- second criteria - maximum score 5

First criteria - PERCENTAGE OF TESTS TAKEN

The number of exams the student has taken is divided by the number of exams the student could have taken. The fraction is multiplied by the coefficient 5. Suitability is not taken into account.

Second criteria- AVERAGE VOTES

The average is calculated, paying attention to the fact that the value corresponding to 30 cum laude is 31. With reference to this requirement, the overall score is calculated using the following formula:

\[ 5 \times \left( \frac{\text{grade point average}}{31} \right) \]

PLEASE NOTE: In calculating the arithmetic average of the exams, the following WILL NOT BE TAKEN INTO CONSIDERATION:

- Exams taken abroad during the Erasmus stay for which the validation procedure has not yet been completed;
- Extracurricular exams pursuant to art. 6 of the RD n. 1269/38 since these exams do not contribute to the achievement of the CFU foreseen for the achievement of the qualification;
- The integrated exams and ADE (elective teaching activities) if the credits for all the tests that make up each integrated exam have not been achieved;
- Exams "single courses" if they have not already been recognized in the Bachelor's, single-cycle or single-cycle degree program to which the student is enrolled for the current academic year;
- Exams cancelled due to non-compliance with the preparatory requirements;
- Exams declared as passed and which, on the other hand, are only booked and not taken or, even, not booked.

In the assignment of mobility, in case of parity, will have priority students who have never benefited from Erasmus mobility for study purposes, Erasmus placement / traineeship.

In case of further equality, priority will be given to the student enrolled in the year of the course closest to the degree and in the case of further equal merit, to the oldest in age.

For Postgraduates/PhD students will be used the following criteria:

- Year of enrollment, with priority for those closest to the end of the specialization / doctorate
- Final judgment of the previous year
- In case of parity, the judgment of the teacher responsible for the exchange will be considered.

On the basis of the above criteria, the Commission will draw up a provisional ranking list which will be published on 13 March 2020 at the following links:

**Faculty of Pharmacy and Medicine**
[https://web.uniroma1.it/trasparenza/bando-erasmus-aa-2020-2021-area-medica](https://web.uniroma1.it/trasparenza/bando-erasmus-aa-2020-2021-area-medica)

**Faculty of Medicine and Dentistry**
[https://web.uniroma1.it/trasparenza/dettaglio_bando_albo/150041](https://web.uniroma1.it/trasparenza/dettaglio_bando_albo/150041)

The ranking will be considered definitive if, starting from the date of publication, after 10 natural and consecutive days will not be submitted by hand the revision requests to the RAEF of the Faculties according to the usual student reception hours.
Will not be accepted appeals sent by traditional mail or sent by email.
Will not be accepted appeals sent after the deadline.

For simple calculation errors (average exams - number of exams - etc.) it is not necessary to appeal; it will be sufficient to contact the RAEF (Dr. Luana Girolami and Dr. Manuela Gonzales) by going to the Erasmus office to verify the data and correct any errors, or by phone or email.

The final ranking will be published on March 25, 2020 at the following links:

**Faculty of Pharmacy and Medicine**
[https://web.uniroma1.it/trasparenza/bando-erasmus-aa-2020-2021-area-medica](https://web.uniroma1.it/trasparenza/bando-erasmus-aa-2020-2021-area-medica)

**Faculty of Medicine and Dentistry**
[https://web.uniroma1.it/trasparenza/dettaglio_bando_albo/150041](https://web.uniroma1.it/trasparenza/dettaglio_bando_albo/150041)
ART. 7.2 GRANT ACCEPTANCE

The meeting for the assignment of the locations will be held on **March 27th 2020 at 9:00 am** in the General Pathology A classroom. All the students present in the rankings are required to attend. Please note that students who do not attend this meeting will lose the right to an assignment. If a student is unable to attend the meeting, it is mandatory to send a delegate. Delegates must bring a written delegation and a copy of an identity document of both the student and the delegate.

1. The winners must accept the mobility assigned within the following 7 calendar days from the date of sending the email of assignment

2. Failure to comply with the aforementioned term will be understood in terms of renunciation.

3. The final assignment of Erasmus + mobility is subject to:
   - formalization and approval by the RAM of the Learning Agreement;
   - signing and uploading to the personal page of the Financial Agreement between the student and Sapienza, according to the indications that will be provided when assigning the mobility.

4. The inclusion in the final rankings will not automatically entail the right to carry out a period of mobility, since the actual assignment will also depend on the verification of compliance with the teaching constraints (constraints / requirements defined by each course of study) defined by the Faculty and by the chosen destination location.

**PLEASE NOTE:** the student's use of mobility is in any case subject to acceptance by the foreign University (e.g. academic profile, language skills) which may require further certification or refuse the application based on its own rules not specified in the interinstitutional agreement signed with the partner University.

ART. 7.3 RENUNCIATION OF THE MOBILITY AND TAKEOVER

Acceptance of mobility is a serious commitment made by the candidate. Eligible students must therefore limit the waivers, after acceptance or at the beginning of the mobility period, to serious and proven cases of force majeure, to be communicated in writing and duly justified to allow the first reserve candidate to take over in good time.

The locations remained available after the March 2020 assignment meeting due to the lack of students with adequate linguistic certification, will be assigned, scrolling the merit ranking, to the students who will deliver from 15 June 2020 to 30 June 2020 the linguistic certifications required by the respective offices among those indicated in Annex 1 of the Call. At the same time, any grants returned will also be reassigned.
In both cases, departures will be scheduled in the second half of the year.

**ART. 8 LEARNING AGREEMENT**

1. All students who have definitively accepted the assigned mobility are required to complete the official study plan (Learning Agreement - L.A.). This document is prepared before departure and defines the teaching activity to be carried out abroad.

2. The L.A., which guarantees the student the recognition of the credits obtained by passing the exams / research thesis abroad, must be:
   - **filled in online by the student on his personal page at:**
     [https://relint.uniroma1.it/pp2013/login.aspx](https://relint.uniroma1.it/pp2013/login.aspx)
   - **approved online by the Academic Mobility Manager (RAM - List published at the link: [https://www.uniroma1.it/it/pagina/coordinatori-e-responsabili-accademici-mobilita-internazionale-0](https://www.uniroma1.it/it/pagina/coordinatori-e-responsabili-accademici-mobilita-internazionale-0))**
   - **signed by the student;**
   - **approved by the partner University by stamp and signature.**

The definition and consequent approval of the L.A. are mandatory and binding for the purpose of enjoying mobility, under penalty of exclusion from the mobility itself.

The L.A. must provide for exams or didactic activities aimed at achieving at least 6 CFU (not less than 3 CFU in the case of mobility for work only for thesis research).

Please note that students who do not obtain at least 6 CFU during the validation phase (not less than 3 CFU in the case of mobility for research work only for thesis) will be required to return the MIUR contribution: **PhD students and specialists** are excluded from this limit.

**ART. 9 ONLINE LINGUISTIC SUPPORT AND NARRATIVE REPORT (EU SURVEY)**

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

1. The Erasmus + Program provides that **the assignee candidate undergoes a mandatory online verification of his language skills before and after mobility**, if the learning language of the period spent abroad, indicated in the Learning Agreement, is one of the following: Bulgarian, Czech, Croatian, Danish, Estonian, Greek, English, Irish, Finnish, French, Latvian, Lithuanian, Maltese, Dutch, Polish, Portuguese, Romanian, Slovak, Slovenian, Spanish, Swedish, German and Hungarian.

2. Based on the result of the assessment test, the student may be assigned a license to take an online language course, for the purpose of linguistic preparation for the mobility period.

3. The methods relating to the linguistic verification and the available online language courses will be communicated directly to the student at the institutional email address.
ART. 9.2 NARRATIVE REPORT (EU SURVEY)

At the end of the mobility period, the participant must complete the narrative report (EU SURVEY).

The information relating to the compilation method will be sent to the institutional email address.

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 programs and procedures provided for students of their host university. Academic activities will be recognised as indicated by the Faculty and by the “Rules for Student Mobility and Recognition of Study Periods and Training Abroad”. Credits for exams taken at host universities must respect any prerequisites constraints foreseen by the regulations of one's degree course.

4. The student must inquire independently about any accommodation opportunities offered by the foreign universities. He must also inquire about:
   • healthcare in the host country, by contacting his own ASL or diplomatic representations and consulting the 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)
   • entry procedures into the host country, applying in time to the relevant diplomatic representations (Embassies and Consulates) in Italy (if a non-EU citizen).

5. The legislation and regulations, which regulate the entry of non-EU students into the countries participating in the Erasmus + Program, are linked to the nationality of these students: it is the student's responsibility to collect, with the necessary advance, the information and obtain the
documents that will allow entry and stay in the country of destination, by contacting the respective diplomatic missions.

6. The accident and civil liability insurance that the student automatically benefits from when enrolling in Sapienza is extended, in the same way, for the entire period of stay abroad at the destination institution: https://www.uniroma1.it/it/node/24654

IN PARTICULAR FOR THE FACULTY OF PHARMACY AND MEDICINE (MEDICAL AREA) AND MEDICINE AND DENTISTRY:

- The Erasmus student is exempt from attending lectures and ADP / APP in the Faculty of belonging held during his period abroad.

- The student can take exams corresponding to no more than 60 CFU in one year of Erasmus attendance, as per Italian law (5 CFU per month), respecting the prerequisites foreseen by the didactic order of belonging.

- With regard to elective internes, in the Erasmus period, the credits are recognized to the extent provided for by the didactic system in force for the academic year of reference (as a rule, no more than 1 credit per semester).

- Since there is no correspondence of regulations between the universities participating in the Erasmus program, the student has the possibility of supporting in Erasmus only a part of integrated courses, with the provision of completing the part of the course not authorized to return to Sapienza.

- It is not possible to take the Exam of Legal Medicine and Public Health in Erasmus.

- During a stay abroad, the student has the right to return temporarily to take exams at the Sapienza University, only and exclusively during the periods of interruption of the teaching activity established by the host offices, which can be demonstrated through official documentation issued by the foreign office.

- The Erasmus student can also take exams abroad for the years following the enrollment abroad, except for the respect of the prerequisites foreseen in the didactic order of belonging (e.g. a student enrolled in the 4th year will be able to carry out exams included in the didactic arrangement of his degree course of the 5th and 6th year).

- The Erasmus student can decide not to proceed with the validation of one or more exams taken abroad, included in the official "transcript of records" document issued by the host office. For the
cancellation procedure, the student must follow the online procedure available on their personal page ([https://relint.uniroma1.it/pp2013/](https://relint.uniroma1.it/pp2013/)).

- The internship mark can only count as an exam mark in cases where the host faculty recognizes this modality as exclusive for all students, in the absence of normal frontal teaching activities and the related formal final exam.

- The Erasmus experience was included in the evaluation of the final degree thesis, with the following evaluation:
  For students of the Degree courses in Medicine and Surgery - Dentistry and Dental Prosthesis
  from 3 to 5 months abroad = 1 point
  from 6 months and over abroad = 2 points (i.e. starting from 5 months and 16 actual days)
  For students enrolled in the study courses of the health professions
  1 point regardless the months of stay

- Students who intend to carry out research for degree thesis must indicate the research topic and obtain the approval of the Italian supervisor and the indication of the foreign co-supervisor.
  The credits foreseen for the final test are recognized by the didactic organization of the single cycle Master's Degree Courses, Master's Degree Courses of the Health Professions and the Study Courses of the Health Professions as follows:
  for single-cycle Master's Degree courses in Medicine and Surgery, a maximum of 12 CFU;
  for the single cycle Master of Science in Dentistry and Dental Prosthesis, a maximum of 8 CFU;
  for three-year study courses a maximum of 4 CFU;
  for two-year Master's Degree courses, a maximum of 5 CFU.

- For students of Medicine and Surgery who benefit from an Erasmus scholarship during their 5th or 6th year, the practical training activities carried out abroad can be recognized and validated as a Practical Internship - Assessment for the purposes of the State Exam for the qualification (TPVES) through the same credit transfer methods currently in force provided that the following conditions are met:
  1. Insertion of practical-evaluative traineeships within courses that envisage professional activities and present in the Learning Agreement;
  2. Compilation, in each of its fields, with SIGNATURE AND STAMP of the evaluation booklet (translated into English) by the Tutor in the host University;
  3. Certification of the completion and evaluation of the traineeships in the Transcript of Records or, if this is not possible, by formal transmission of the certification to the competent Offices (International Relations, Teaching) by the offices of the host University;
  4. Practical activities relating to local medicine CANNOT be carried out abroad;
  5. The credit transfer of training activities that can be validated as TPVES can also be partial.
ART. 12 ACTIVITIES AND FINANCING

The activities and funding provided by this Call are subject to the effective signing of the Erasmus + 2020/2021 agreement between the National Erasmus + Indire Agency and Sapienza University of Rome.

PLEASE NOTE: The information contained in this Call may undergo changes and/or additions on the basis of subsequent updates and provisions by the Erasmus + Indire National Agency.

ART. 13 CHECKS

Based on art. 71 of Presidential Decree 445 of 28/12/2000, the Administration will carry out appropriate checks, including sample checks, and in all cases where doubts arise regarding the veracity of the self-certifications. The lack of truthfulness of the information, declared or self-certified, constitutes a reason for exclusion / forfeiture.

ART. 14 TREATMENT OF PERSONAL DATA

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

ART. 15 FINAL AUTHORITY

Pursuant to Law 7.8.1990, n. 241 and subsequent amendments and additions, for the area of exclusive competence of Sapienza University of Rome, the responsible for the procedure are the Erasmus Administrative Responsible:

**Faculty of Pharmacy and Medicine:** Dr. Luana Girolami - tel. 06/49918279 - e-mail: luana.girolami@uniroma1.it

**Faculty of Medicine and Dentistry:** Dr. Manuela Gonzales - tel. 06/49918279 - e-mail: manuela.gonzales@uniroma1.it

Place of reception: Presidency building (ex Scree) Faculty of Pharmacy and Medicine/Medicine and Dentistry - Ground floor - Policlinico Umberto I (Via Spolverini).

Days and hours of reception: Tuesday and Thursday from 11.00 to 13.00.
ART. 16 END OF PROCEDURE

BY THE END OF MARCH 2020.

This Call is also published in English. In case of interpretative conflicts between the two versions (ITA and EN), the Italian text should be taken as authentic.

Rome, 13 January 2020

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**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) Distinction**

**Preliminary (PET) Distinction**

**First (FCE) Grade A**

**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**

## CERTIFICATIONS – GERMAN LANGUAGE

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