POLO DI LATINA

Student Mobility Selection Call for Study
Academic Year 2021/2022

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 15, 2021 – 2.00 PM (Italian time)

Act N. 8/2021
Prot. N. 52 Date 11/02/2021
PREMISE: ERASMUS+ PROGRAMME 2021-2027
Mobilities for study 2021/2022 will be regulated under the new 7-year Erasmus programme (2021/2027), which operational details are not known yet. Thus, activities and grants provided in this call are subordinated to the finalization of the programme guidelines by the European Commission as well as the signing of the related Erasmus 2021/2022 financial agreement between the National Erasmus Agency and Sapienza University of Rome. Consequently, in case of discrepancies with the regulations of this call, regulations of the new Erasmus Programme 2021-27 will prevail. Guidelines of the new Erasmus Programme might provide mobilities different in duration and typology from the previous programme.

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 single-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 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 at the hosting institution without further tuition 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 in the student’s career as long as they were previously approved by the Learning Agreement/Change Form. 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 2021-2022, 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 and Sweden.
- **Non-EU Programme Countries**: Iceland, Liechtenstein, Norway, Republic of North Macedonia, Serbia, Turkey.

Following the Brexit deal, the British government decided to break the participation of the United Kingdom in the Erasmus+ programme.

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/](https://uni-tuebingen.de/)
- Autonomous University of Madrid, [http://www.uam.es](http://www.uam.es)
- 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 Stockholm, [https://www.su.se/](https://www.su.se/)
Students who participate in the start of CIVIS mobilities will become part of a European community and will benefit from upgraded services and innovative didactic programmes. The list of academic coordinators for CIVIS mobility in each Faculty is published on the webpage: https://www.uniroma1.it/it/pagina/civis-mobility

The CIVIS Coordinator of the headquarters is Prof. Giuseppe Bonifazi (https://web.uniroma1.it/cersites/professore-giuseppe-bonifazi)

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<tr>
<th>FACULTY</th>
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<tr>
<td>I3S</td>
<td>Prof. Daniele GORLA</td>
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<tr>
<td>Economia</td>
<td>Prof.ssa Rosa LOMBARDI</td>
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<td>Ingegneria Civile e Industiale</td>
<td>Prof.ssa Francesca CAMPANA</td>
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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 ADMISSIONIBILITY”).

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 for the double degree program is available on the page: https://www.uniroma1.it/it/pagina/doppia-laurea-e-titoli-congiunti

ART. 2 GENERAL REQUISITES FOR APPLICATION AND ADMISSIONIBILITY
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 2020/21 in a Bachelor’s, Master’s, Single-cycle or PhD degree programme, or a Specialisation School.

2. In case of Specialisation Programmes, the payment of the Erasmus grant is subject to the compatibility of the specialisation 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 2021/2022 by the established deadlines (further information: https://www.uniroma1.it/it/pagina-strutturale/studenti “University Tuition”), except for graduating students, under Art. 13 of the “Student Regulations”.

5. Students enrolled in the third (or subsequent) year of a Bachelor’s Programme (First cycle) in Academic Year 2020/2021, 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’s Degree (Second cycle). However, the mobility period must take place in the second semester of Academic Year 2021/22. If such students apply for mobility periods longer than a semester, the period will be automatically reduced. Before leaving, students selected under these conditions must be enrolled in a Master’s Programme for Academic Year
2021/2022. Moreover, these students may not, under any circumstance, enjoy their mobility period during the first semester.

6. Graduating 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 for International Mobility (RAM), by the online recognition procedure to be started through their Erasmus personal page.

7. Students enrolled in PhD Programmes must end their mobility period before the official end of the Doctoral Programme and obtain from the hosting university a Declaration concerning the activity carried out.

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 and obtain from the hosting university a Declaration concerning the activity carried out.

ART. 2.2 INCOMPATIBILITY
Students applying to this call may receive one or more Erasmus+ mobility grants (Bachelor’s, Master’s, PhDs) provided the total period does not exceed 12 months per each cycle. For Single-cycle degrees 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).

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
Students in possession of the following academic requirements can apply for the call for applications from the faculties of Economics, Industrial Civil Engineering, Information Engineering, Computer Science and Statistics:

- No minimum grade average requirement in career
- Number of credits:

**Faculty of Economics:**
- minimum 9 credits if enrolled in the first year of the degree
- minimum 36 CFU if enrolled in the 2nd year of the degree; minimum 60 CFU if enrolled in the 3rd year of the degree
- minimum 6 credits if enrolled in the 1st year of the master’s / specialist degree
- minimum 36 credits if enrolled in the 2nd year of the master’s / specialist degree

Students regularly enrolled in the PhD course: Management, Banking and Commodity Science [cod. 26079]

**Faculty of Civil and Industrial Engineering:**
- minimum 9 credits if enrolled in the first year of the degree
- minimum 36 credits if enrolled in the 2nd year of the degree
- minimum 60 CFU if enrolled in the 3rd year of the degree
- minimum 6 credits if enrolled in the 1st year of the master’s / specialist degree
- minimum 36 credits if enrolled in the 2nd year of the master's / specialist degree
Students regularly enrolled in one of the following PhD courses are eligible to participate:
Industrial and management engineering [cod. 27738]
Electrical engineering, materials and nanotechnologies [cod. 26747]
Energy and environment [cod. 26743]

**Faculty of Information Engineering, Computer Science and Statistics:**
- minimum 9 credits if enrolled in the first year of the degree
- minimum 36 credits if enrolled in the 2nd year of the degree
- minimum 60 CFU if enrolled in the 3rd year of the degree
- minimum 6 credits if enrolled in the 1st year of the master’s / specialist degree
- minimum 36 credits if enrolled in the 2nd year of the master’s / specialist degree

Students regularly enrolled in one of the following PhD courses are eligible to participate:
Industrial and management engineering [cod. 27738]
Electrical engineering, materials and nanotechnologies [cod. 26747]
Energy and environment [cod. 26743]

2. All credits acquired after the application submission, obtained exclusively through exams and officially registered on Infostud, will be accepted for the selection process. Students may self-certify exams they have taken, but that have not yet been registered on Infostud, on their application. Moreover, in the event of equal merit, the regularity of the university career will be taken into account.

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 liable for 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.

**PLEASE NOTE:** Students who have already taken the language test for application to the Erasmus+ call 2020-21, but do not intend to benefit from exemption, may choose to take the test again. In such a case, the new score obtained (lower, higher or failed test for the language test which is repeated) will replace the previous result.

**Students applying to the Call** must have a **minimum A2 language level** Common European Framework of Reference (CEFR) recognised by the European Council 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 result of the test, in addition to being a requirement for access to the call, could constitute an element of evaluation for the purposes of ranking.
ART. 2.4.1 LANGUAGE TESTS
The tests – only for FRENCH, ENGLISH, PORTUGUESE, SPANISH, GERMAN – will be held online at CLA and 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 by selecting date and shift available in the application form, according to the following schedule:

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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 the selected destinations, mandatorily on the same day and shift/time. Only one test can be taken for each language.

For destinations that require two or more alternative languages, you can be tested for one language only.

Tests are computer-delivered and cloze/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 online test simulations are available.

In order to take the test, each student shall have a personal computer equipped with webcam, microphone, operating system with browser and Zoom software installed, available at the following link: https://zoom.us/client/latest/ZoomInstaller.exe.

PLEASE NOTE: there will be no further available dates.

As scheduled, there are 3000 places available. There will be a maximum of 250 tests per day (50 students 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.

Results will be automatically registered on your application within 5 working days from the test. The certificate will be provided only to students who are assignees of an Erasmus mobility. 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 aid 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 Specific Learning Difficulties, 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](https://www.uniroma1.it/it/pagina/disabilita-e-dsa) or writing to supportidisabiltidsa@uniroma1.it.

Learning disorder certification must refer to official reading/writing/calculation levels. Diagnosis 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) Students who have passed the language test held at CLA for application to the Erasmus+ call for a.y. 2020-21, under conditions set in Art. 2.4.

2) Mother tongue – for the language selected for the mobility; as indicated by the Ministry of Public Education 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.

3) You have an official certificate for level A2 issued by an agency recognized by CEFR (see Annex 1) for the language/s selected for mobility.

4) Enrolment in a Sapienza degree programme that is held entirely in English, only in case the student applies for a destination that requires English for mobility purposes.

5) High School Diploma from an international lyceum recognised by MUR for English, French (ESABAC diploma), German, Spanish or Portuguese. (A High School Diploma at an international high school corresponds to level B2).

6) Level A2 language skills acquired during a mobility period in academic year 2019/2020 and 2020/2021 for at least one of the languages indicated in Art. 2.4.1 “LANGUAGE TESTS” issued by the Language Centre at the host university.

**PLEASE NOTE:** 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.
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
- Please note that this call is NOT open to students enrolled in interfaculty courses.
- Please note that this call is NOT open to students enrolled in other Faculties
- This call is open to students of the Rome and Latina branches of the Faculties of Economics, Civil and Industrial Engineering and Information Engineering, Computer Science and Statistics.
- Those enrolled in a PhD course will only be able to apply for places available in the locations that have activated third level exchanges, after the assignment of first and second level places. The authorization of the PhD Coordinator is required.
- The mobility and the recognition of credits related to the activities carried out in Erasmus must take place before the discussion of the thesis and the conclusion of the study course attended.
- Students who intend to carry out research activities for the degree thesis must indicate the research topic and obtain the approval of the Italian supervisor and the indication of the foreign co-supervisor.
- Erasmus + mobility for study reasons cannot be assigned to graduates carrying out post-graduate professional internships.

ART. 3 GRANTS AND FINANCIAL BENEFITS
Grants will be determined under the new regulation of the Erasmus programme 2021/22, subject to the approval of the agreement with the Indire National Erasmus+ Agency and Sapienza Board of Governors.

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 not exceed 12 months and be completed between 01/06/2021 and 30/09/2022 (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
Funding for students on Erasmus+ mobility for studies must be considered as a contribution to the expenses required abroad.
EU grants will be determined under the regulations of the new Erasmus programme (2021/2027) (see Art. 3) and related information will be available at the link: https://www.uniroma1.it/it/pagina/esoneri-e-contributi-monetari-gli-studenti-partenza

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.

ART. 3.3 ADDITIONAL MUR AND SAPIENZA FUNDING
MUR and Sapienza funds will be granted provided the student is not enrolled as “irregular student” (beyond the allotted time to attain a degree) from the second year onwards in academic year 2021/2022 (calculation will take into account the initial enrolment year at Sapienza, also in case of transfer to another degree programme).
MUR grants will be assigned on the basis of the 2021 ISEEU Declaration (ISEE for Right to University Studies DPCM 159/2013). **Students who do not acquire at least 6 CFUs by 31/12/2022, will have to return the full amount of funding received.** Credit recognition must be finalized through the digital recognition procedure to be started on the Erasmus personal webpage. In case of mobility **only for “thesis research”**, CFUs must be no less than 3. These limits are not valid for PhDs and Specialisation students.

**Candidates who intend to request MUR integrative funds must request the ISEEU 2021 Declaration to CAFs and authorize its transfer to the INFOSTUD platform. The data must be available on Infostud by October 30, 2021, to be managed for the purposes of the present call.**

**Candidates who cannot request the ISEEU 2021 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 2021 Declaration to a CAF and submit it to the Student Affairs Office of their Faculty for registration by October 30, 2021.**

PLEASE NOTE: All students/PhD/Specialisation students exempt for any reason from submitting ISEEU in relation to payment of tuition fees, **must anyway request ISEEU 2021 (ISEE for Right to University Studies) in order to benefit from the additional MUR grant.**

In case ISEEU/ISEE-U PARIFICATO is MISSING on the Infostud platform, students will not receive the additional MUR funding.

**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 as soon as Indire – the National Agency for Erasmus+ provides details; the relevant note will be published on the webpage 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 2021-2022 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 may benefit from the additional MUR and Sapienza grants (except as provided by Art. 3.3 “ADDITIONAL MUR AND SAPIENZA FUNDING”).

**ART. 3.6 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. Students may apply to 1-5 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 with Erasmus+ mobility agreements reserved for double degree students.

“CIVIS” DESTINATIONS

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ERASMUS+ DESTINATIONS

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**DESTINATIONS RESERVED FOR DOUBLE DEGREE STUDENTS**

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**MOBILITY LEVELS**

1 = Undergraduate (Bachelor's);
2 = Postgraduate (Master's, Single-cycle Degree);
3 = Doctoral (Specialisation or PhD 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-institutional agreements. These periods may vary only for proven didactic reasons, in case the student:
   - Begins the mobility period during the second semester,
   - Has already enjoyed periods of mobility during the same cycle of study (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 single-cycle degree programmes, in agreement with the host university.

5. It will not be possible to guarantee the beginning of a mobility period in the 1st semester for destinations that have a deadline (for the submission of student documents) that is not compatible with the schedule of this call (Art. 14 “END OF PROCEDURE”).

When choosing mobility, please pay attention to the language level required for attending the host university. 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.

**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 Coordinator for International Mobility (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 to the didactic plan)

3. For programme and course-related information, after having consulted the course catalogue of the foreign university, students should contact the agreement promoter as indicated in Art. 4. AVAILABLE DESTINATIONS AND PLACES.

4. PhD students and candidates enrolled in Specialisation 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/Specialisation 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 March 15, 2021, at 2.00 pm (Italian time).
2. The application form is available at: [https://relint.uniroma1.it/candidatura/login.aspx](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](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).
   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 as the only valid receipt for his/her application. Thus, all applicants must verify that they receive this report and that all the data submitted is correct. Any errors must be immediately reported to the Faculty Erasmus Administrative Officer - Franca Rieti - E-mail erasmus.pololatina@uniroma1.it, franca.rieti@uniroma1.it, Tel. 0773-476807.

**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 appointed by the Director of the 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 Polo di Latina, a scholarship holder from the Erasmus Office and a student representative as guarantor of student rights, will evaluate the nominations.
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 each candidate will be expressed on the basis of 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 provided for in the study plan and the degree program regulations

**Faculty of Civil and Industrial Engineering:**
- Up to 100 points for the ratio between the number of credits earned and the number of credits provided for in the study plan and the degree program regulations

**Faculty of Information Engineering, Computer Science and Statistics:**
- Up to 100 points for the ratio between the number of credits earned and the number of credits provided for in the study plan and the degree program regulations

**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;
- 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 for single courses that have not been recognised as part of the degree programme (Bachelor’s, Master’s, Single Cycle) for which the student is currently enrolled;
- 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/](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, office hours Tue. 14:30-16:30 Thur. 9:30-12:30. The **final ranking** will be published at the link [https://web.uniroma1.it/trasparenza/](https://web.uniroma1.it/trasparenza/)

**ART. 7.2 ACCEPTANCE OF MOBILITY PERIOD**

1. **Selected students must accept their assigned mobility destination within 7 days from the date of 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) on the personal page;
   - Finalization 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 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 due time. In case of renouncement, the Faculty Erasmus Office will proceed to assign the mobility to the next students in the ranking who can then be contacted by e-mail and by telephone and be invited to reply within two working days, under penalty of revocation of the mobility.

ART. 8 LEARNING AGREEMENT
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. 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 the link: https://www.uniroma1.it/it/pagina/coordinateori-e-responsabili-accademici-mobilita-internazionale-0
- Signed by the student
- Approved (stamp and signature) by the partner university
- The scanned LA, completed with signature and stamp for approval, must be uploaded to the personal page before departure to the hosting 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 must include exams or 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 MUR funding. This limit does not concern PhDs 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, 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.
The invitation link will be sent directly to your university e-mail account.

ART. 10 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 Coordinator for International Mobility, 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 “Regulation 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=italian
   - Entrance into the host country, timely checking for requirements with embassies and consulates (for non-EU citizens). 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.

5. The civil liability 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. 1 **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. 12 PERSONAL DATA PROCESSING**
The protection 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. 13 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, Polo di Latina the final authority for this procedure is the Erasmus Administrative Officer Dott.ssa Franca Rieti – tel. 0773476807 – e-mail: erasmus.pololatina@uniroma1.it franca.rieti@uniroma1.it Office Hours Tue. 14:30-16:30 Thur. 9:30-12:30.

**ART. 14 END OF PROCEDURE**
The date by which we expect to conclude and publish the results of the selection process is expected within the first ten days of April.
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 prevails.

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<td>F.to Prof. Vincenzo Petrozza</td>
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Annex 1
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<p>| <strong>British Council; IDP: IELTS Australia; Cambridge English Language Assessment</strong> | | | | | |
| 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 |
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**CERTIFICATIONS FOR GERMAN**

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Goethe-Institut
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- Goethe-Zertifikat A2: Fit in Deutsch 2
- Goethe-Zertifikat B1
- Goethe-Zertifikat B2
- Goethe-Zertifikat C1
- Goethe-Zertifikat C2: Gropes Deutsches Sprachdiplom (GDS)
- Zertifikat Deutsch fur den Beruf (ZDIB)
- Prufung Wirtschaftsdeutsch International (PWD)
- A2 Grundstufe Deutsch 2 (A2 GD2)
- B1 Zertifikat Deutsch Österreich (B1 ZDO)
- 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 Niveausufe 3 (TDN 3)
- TestDaF Niveausufe 4 (TDN 4)
- TestDaF Niveausufe 5 (TDN 5)

Osterreichisches Sprachdiplom (OSD)
- TestDaF-Institut

**CERTIFICATIONS FOR PORTUGUESE**

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Centro de Avaliacao de Portugueses Língua Estrangeira (CAPLE)
- CIPLE
- DEPLE
- DIPLE
- DAPLE
- DUPE

DEPLE Diploma Elementar de Portugues Língua Estrangeira
DIPLE Diploma Intermedio de Portugues Língua Estrangeira
DAPLE Diploma Avancado de Portugues Língua Estrangeira
DUPE Diploma Universitario de Portugues Língua Estrangeira