

ERASMUS+ PROGRAMME

Student Mobility Selection Call for Study Academic Year 2018/2019

Polo di Latina

Call and Online Application: <https://relint.uniroma1.it/candidatura/login.aspx>

Deadline of Online Application: **September 28, 2018 - 12:00 a.m. (noon)**
Delivery of the paper version or scanned submission of the application:
Deadline: **September, 28, 2018 – 2.00 p.m.**

Call and result of the selection procedure: <https://web.uniroma1.it/trasparenza>

ART. 1 GENERAL INFORMATION

ART. 1.1 OBJECTIVES

Erasmus Plus is the EU programme in the fields of **Education, Training, Youth and Sport** 2014/2020.

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 totalling up to 12 months maximum per each cycle of study and 24 months in one-cycle study programmes, regardless the number of mobility periods (i.e.: 2 periods of 6 months or 3 periods of 4 months).

Erasmus students will receive a grant and may attend courses and use the available structures **without further registration fees** (in some cases small contributions might be requested as for local students). **All activities abroad (with a positive result) will be fully recognized** provided they are 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 by approving the Erasmus Policy Statement (EPS) and the "Regulation for Student Mobility and Recognition of Study and Training Periods Abroad." (Rectoral Decree Prot. n. 34218 - 13.05.2015).

ART.1.2 PARTICIPATING COUNTRIES

During the Academic Year 2018-2019, students may participate in the Erasmus+ Programme for Study at universities in European Union member states and other participating countries (Programme Countries). The full list of possible destination countries is the following:

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

- **EFTA/EEA Countries:** Iceland, Liechtenstein and Norway;
- **EU candidate countries:** Turkey and the Republic of Macedonia.

ART. 1.3 MOBILITY TO SWITZERLAND

Switzerland does not take part in the Erasmus+ Programme under the same terms as *Programme* and *Partner Countries*, namely it does not receive any UE financing for in-coming and out-going mobilities. To the purpose of guaranteeing existing mobility and cooperation, the Swiss Federal Council developed a transitional solution, the so-called *Swiss European Mobility Programme* (SEMP). Under this programme, Swiss Universities finance the mobility of all in-coming and out-going students by signing specific agreements (see Art. 3.6 "Grant").

Students applying for Swiss universities are required all the requirements envisaged by this call ("see Art. 2. Requirements and Application Procedure").

ART. 2 REQUIREMENTS AND APPLICATION PROCEDURE

ART. 2.1 GENERAL REQUIREMENTS

To apply to this call:

1. Students (including part-time students) must be enrolled at Sapienza for Academic Year 2017/2018 in a Bachelors, Masters or One-cycle Degree or Doctoral Degree, regardless their citizenship; In case of Specialization Programmes, the payment of the Erasmus grant is subject to the compatibility of the Specialization contract with Erasmus grants for study. Nonetheless, a possible incompatibility allows participation in the programme, even though the mobility will not be funded.
2. Students must have adequate language skills (see Art. 2.3.2 Language Skills").
3. Students must complete their enrolment at Sapienza for the Academic Year 2018/2019 by the deadlines set by the University (visit the webpage <https://www.uniroma1.it/it/pagina-strutturale/studenti> section "Tasse universitarie").
4. Students must not reside in the country where their mobility takes place.
5. Students enrolled in the third year of a Bachelors Degree or who are "fuori corso" (students who will not complete their degree programme according to schedule) and who expect to graduate by Academic Year 2017/2018 can leave during the first year of a Masters Degree (Second cycle). These students, whose application is conditioned, must enrol in a Masters Degree in the Academic Year 2018/2019 before their departure. (1)
6. Erasmus students cannot graduate before the end of their period of study abroad and before the recognition of their learning activity in the Host Institution by the Academic Coordinator of the Mobility (RAM).
7. Students enrolled in a Doctoral Programme must end their mobility by the legal duration of the Doctoral Programme.

ART. 2.2 INCOMPATIBILITY

Incompatibilities concern the grant as well as the "status" of Erasmus student.

Students can be granted one or more Erasmus+ mobilities per each study cycle (Bachelors, Master Course, Doctoral Programmes) provided the total period does not exceed 12 months per each cycle. For one-cycle degrees the maximum is 24 months.

This requirement does not apply to mobilities to Switzerland, regulated by the Swiss- European Mobility Programme (SEMP).

Prior mobilities already funded in the same study cycle under Lifelong Learning Programme, Erasmus+, Erasmus Mundus Action 1, and Erasmus Mundus Action 2 must be included in the calculation.

ART. 2.3. FACULTY REQUIREMENTS

ART. 2.3.1 ACADEMIC REQUIREMENTS

- CREDITS:

Faculty of Economics

1st year : minimum 12 ECTS

2nd year : minimum 36 ECTS

3rd year : minimum 60 ECTS

1st year (Masters programme): minimum 9 ECTS

2nd year (Masters programme): minimum 30 ECTS

Doctoral students in Management, Banking and Commodity Science (code 26079) can apply to the Erasmus+ programme.

Faculty of Civil and Industrial Engineering

1st year: minimum 12 ECTS

2nd year: minimum 36 ECTS

3rd year: minimum 60 ECTS

1st year (Masters programme): minimum 9 ECTS

2nd year (Master programme): minimum 30 ECTS

Doctoral students in Industrial and Managerial Engineering (code 27738), in Electrical Engineering and Science in Nanotechnology Engineering (code 26747) and Environmental Engineering (code 26743) can apply to the Erasmus+ programme.

Faculty of Engineering of Information, Informatics and Statistics

1st year: minimum 12 ECTS

2nd year: minimum 36 ECTS

3rd year: minimum 60 ECTS

1st year (Master programme): minimum 9 ECTS

2nd year (Master programme): minimum 30 ECTS

Doctoral students in Informatics (code 11041) and in Informatics Engineering (code 11055) can apply to the Erasmus+ programme.

- General Information

- All credits achieved until the application submission, obtained exclusively for exams and recorded on Infostud as of 28/09/2018 will be taken into account. The student is allowed to integrate exams not recorded in his career yet by self-certifications (see Art. 5 Application).

-Students attending interfaculty courses cannot apply to the Programme.

-This call is open to students enrolled in Faculty of Economics, Civil and Industrial Engineering, Engineering of Information, Informatics and Statistics, in both Latina and Roma.

- Students enrolled in a Doctoral Course Programme require clearance from the Coordinator of the Doctoral Course Programme.

-The mobility and the recognition of credits related to the activities performed in the Erasmus period must take place before graduation and the end of the study programme attended.

- Students who intend to carry out research activities for their thesis must state the subject of their research.

- Erasmus+ mobilities for study cannot be assigned to postgraduates who are engaged in postgraduate professional traineeships.

ART. 2.3.2 LANGUAGE SKILLS

Language skills are considered as basic for a quality mobility under Erasmus+. Students must have the language level required by the receiving Institution, unless otherwise required by the host university.

To this purpose the candidate shall:

- possess the language level required by the host universities, as shown in the list of Receiving Institutions;
- check the website of the host university for any further information or fulfilment related to language requirements;

Moreover, accepted candidates must:

-Submit official documentation (i.e. IELTS, DELF, PLE etc.) certifying language skills at the time of the mobility assignment, if the host university requests such proof. Failure to comply will result in non-eligibility.

-Obtain and submit a linguistic certification of the required level, issued by an adequate structure (Faculty or other) in case the host university does not require an official language certification.

Self-certifications will be evaluated during the selection process as indicated in art. 6. In these cases, students with official language certificates required by partner universities will be given preference in the assignment in case of equal scores.

Language skills will be evaluated as indicated in Art.6.1

In any case the student is responsible for the achievement of the language requirements by the host university.

ART. 3. GRANTS AND FINANCIAL BENEFITS

ART. 3.1 GENERAL ASPECTS

Grants for mobility are to be considered as a contribution to the expenses of residing abroad and require actual participation in mobility activities. To receive grants, students must sign the financial contract at their Erasmus+ office before leaving.

All Erasmus+ and SEMP funding (except EU grants) are exclusively granted for admissible activity abroad, whose duration is minimum 3 months (90 days) and maximum 12 months.

Erasmus+ and SEMP mobilities must take place between **01/06/2018** and **30/09/2019**.

Financing is subject to the activities carried out abroad (study and/or thesis, doctoral or Masters research) (see Art. 6.4 "Learning Agreement"), thus students who **DO NOT TAKE ANY EXAM** (language basic courses are not included in the count) and/or do not certify their work for thesis or doctoral research, **are not entitled to the MIUR grant**.

Here below are listed the mobility grants:

ART. 3.2. EU GRANTS

The EU Erasmus+ grant 2018/2019 is differentiated on the basis of the living costs in the host country. The mobility grant, defined at national level, will amount as follows:

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

- **Groups 2 and 3** (Programme Countries with medium living costs): Austria, Belgium, France, Cyprus, Germany, Greece, Luxembourg, Netherlands, Portugal, Slovenia, Spain, Turkey; (Programme Countries with lower living costs): Bulgaria, Croatia, Estonia, Hungary, Czech Republic. Latvia, Lithuania, Malta, Poland, Romania, Slovakia, former Yugoslav Republic of Macedonia: **250,00 €/month**.

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

Erasmus grants are incompatible with grants from other programmes/actions funded by the European Union. If EU funds run out or students receive other simultaneous university or EU grants, when students specifically accept it, selected candidates may receive an "Erasmus-Zero-EU-Grant" status that will allow them to enjoy the benefits of mobility without receiving the EU grant.

All Erasmus+ grants are however subject to the approval of Erasmus activities/funding, proposed by Sapienza for the Academic Year 2018-19, by Indire - the National Agency for Erasmus+.

ART. 3.3 MIUR AND SAPIENZA FUNDING

ART. 3.3.1 MIUR

The Ministry of Education, University and Research (MIUR), funds grants to support mobility under Law 170/2003 "Fund for Youth Support and Student Mobility"; the amount of the grant will be known by June 2018.

Mobility students who:

DO NOT TAKE ANY EXAM, except students enrolled in Doctoral Course programme (the basic language course is not included in the count)

AND/OR DO NOT CERTIFY WORK ON THEIR THESIS OR RESEARCH FOR PHD,

are not entitled to receive the MIUR grant (see Art. 3.1).

ART. 3.3.2 SAPIENZA

Mobility students will be granted the Sapienza funding on the basis of the co-funding defined by Sapienza University of Rome; the amount will be known after the university Budget for the financial year 2019 is approved.

Information on grants allocated in previous academic years is available on the website in the section "contributi" at: <https://www.uniroma1.it/it/pagina/esoneri-e-contributi-monetari-gli-studenti-partenza>.

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

In order to allow students a wider participation in the mobility, Indire - the National Agency for Erasmus+, allocates grants intended to support disabled students and/or students with special needs.

Students must communicate their situation of disability/special need, in their application as well as in their acceptance in case they are selected for mobility.

The above-mentioned selected students will receive information about possible EU grant during the year via a specific information note to be published at: <http://www.uniroma1.it/erasmus/studenti-students/erasmus-studenti-diversamente-abili>.

ART. 3.5 ADDITIONAL FUNDING FOR STUDENTS FROM DISADVANTAGED BACKGROUNDS

Students from disadvantaged backgrounds may be allocated an additional grant, based on ISEE, financed by EU funding and complemented with Sapienza and MIUR funding.

In order to apply to this grant, students must require their withholding agent (in case tax assistance is provided), or CAF, or via the INPS website (<http://servizi2.inps.it/servizi/lseeriforma/home.aspx>) or other qualified entities (accountant, labour consultant, etc.), the calculation of **ISEE 2018 for the Right to University Study**. ISEE data will be checked by Sapienza on the dedicated INPS platform and, in case no figure related to ISEE 2018 for the right to university study is recorded for the student, he will not be considered in the ranking for grant allocation. Detailed information relating to allocation criteria will be provided during the year via a specific information note to be published at: <http://www.uniroma1.it/erasmus/studenti-students/contributi>.

ART. 3.6 GRANTS FOR MOBILITY TO SWITZERLAND (Swiss-European Mobility Programme - SEMP)

The grant for SEMP mobility periods is funded by Swiss Universities and is not known yet; for information on the amount of the Swiss grant visit the website of the Swiss receiving institutions.

Please note that SEMP students are not entitled to receive EU grants, including grants for special needs students and for students from disadvantaged backgrounds, whereas they are entitled to the additional Sapienza and MIUR grants (except as provided by Art. 3.3)

ART. 3.7 DOCUMENT COMPLIANCE

Documents concerning the mobility will be checked by International Office – Erasmus Sector. In case the above-mentioned documents are not compliant, a partial or total reimbursement of awarded grants will be required.

ART. 3.8 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 No 105 - 9 May 2003, converted with amendments into Law No 170 - 11 July 2003, except further amendments.

ART. 4. AVAILABLE DESTINATIONS AND POSITIONS

Available mobility destinations and number of available positions may be subject to modifications based on the decisions of EU or national bodies regulating the programme or partner universities. Therefore, please be advised that this notice of publication for the call is not binding. Students should verify autonomously the possibility of studying abroad by checking course catalogues of the receiving institutions before applying.

Mobility periods for some destinations in this announcement may be shorter if the academic calendar is shorter.

Moreover, for students who have already been on previous mobility periods, the reduction of the period will be based on the number of admissible months, with a maximum of 12 months per study cycle and 24 months for one-cycle degrees, following authorization from the host university.

Students can select a maximum of 3 destinations, among the receiving institutions listed below.

Offer may undergo modifications even after the publication of the call, in case the partner university communicates to have changed admission requirements or available positions.

The priority order stated in the application will be a binding criterion in the assignment of the destination in case the candidate is eligible for more than one destination.

Please note that it is not possible to guarantee departure in the 1st semester for destinations whose dead-line is close to the date specified in art 14 "END OF PROCEDURE".

In selecting the mobilities listed below, please pay attention to the language level required by the host university in order to be able to attend selected courses (see art. 2.3.2).

Mobility Levels:

1 = Undergraduate (Bachelors)

2= Postgraduate (Masters, Single-Cycle Degree)

3 = Doctoral (Specialization or Doctoral Programmes)

In selecting mobilities, please pay attention to the language level required for attendance by the receiving institution. Requirements shown in the table are specified by each partner University.

List of receiving Institutions:

ISO	Codice ist.	Nome istituzione	Cognome docente	Nome docente	Codice area	Nome area	Nazione	Posti Disponibili	Durata out	Live llo	Requisiti Linguistici
CZ	CZ HRADEC C01	UNIVERSITY OF HRADEC KRÁLOVÉ	TAROLA	Annamaria	0410	Business and Administration	REPUBBLICA CECA	2	5	1,2	English B1
DE	D CLAUSTH01	TECHNISCHE UNIVERSITÄT CLAUSTHAL	ALIMONTI	Claudio	071	Engineering and engineering trades	GERMANIA	1	3	1, 2, 3	German B1 English B1
DE	D MUNSTER01	WESTFÄLISCHE WILHELMS-UNIVERSITÄT MÜNSTER	SIMONE	Cristina	041	Business and administration	GERMANIA	2	5	1, 2, 3	German B2 English B2
DE	D NURNBERG02	GEORG-SIMON-OHM-FACHHOCHSCHULE NÜRNBERG	QUATTROCIOCHI	Bernardino	041	Business and administration	GERMANIA	1	5	1, 2	German B2 English B2
ES	E GRANADA01	UNIVERSIDAD DE GRANADA	QUATTROCIOCHI	Bernardino	0413	Management and administration	SPAGNA	2	5	1	Spanish B1
ES	E HUELVA01	UNIVERSIDAD DE HUELVA	CAMPANA	Paola	0413	Management and administration	SPAGNA	4	5	1, 2	Spanish B1 English B1
ES	E MADRID03	UNIVERSIDAD COMPLUTENSE DE MADRID	MARIOTTINI	Laura	0413	Management and administration	SPAGNA	1	5	1	Spanish B1
ES	E MURCIA01	UNIVERSIDAD DE MURCIA	TEMPERINI	Marco	061	Information and Communication Technologies (ICTs)	SPAGNA	1	5	1	Spanish B1 English B2
ES	E MURCIA04	UNIVERSIDAD POLITECNICA DE CARTAGENA	QUATTROCIOCHI	Bernardino	041	Business and administration	SPAGNA	1	5	1, 2	Spanish B1 English B1
ES	E MURCIA04	UNIVERSIDAD POLITECNICA DE CARTAGENA	BONIFAZI	Giuseppe	071	Engineering and engineering trades	SPAGNA	1	5	1, 2	Spanish B1 English B1
ES	E MURCIA04	UNIVERSIDAD POLITECNICA DE CARTAGENA	TEMPERINI	Marco	061	Information and Communication Technologies (ICTs)	SPAGNA	1	5	1	Spanish B1 English B1
ES	E OVIEDO01	UNIVERSIDAD DE OVIEDO	ORLANDI	Maurizio	04	Business administration and law	SPAGNA	2	5	1,2	Spanish B1 English B1
ES	E OVIEDO01	UNIVERSIDAD DE OVIEDO	ORLANDI	Maurizio	041	Business and administration	SPAGNA	2	5	1,2	Spanish B1 English B1
ES	E SANTAND01	UNIVERSIDAD DE CANTABRIA	POMI	Raffaella	0712	Environmental protection technology	SPAGNA	2	6	2	Spanish B1 English B2
ES	E SANTAND01	UNIVERSIDAD DE CANTABRIA	TEMPERINI	Marco	061	Information and Communication	SPAGNA	2	5	1	Spanish B1 English B2

						Technologies (ICTs)					
ES	E VALLADOLID001	UNIVERSIDAD DE VALLADOLID	MARIOTTINI	Laura	041	Business and administration	SPAGNA	1	5	1, 2	Spanish B1
FR	F BREST29	BREST BUSINESS SCHOOL/ECOLE SUPERIEURE DE COMMERCE DE BREST [former FAMIENS25]	ORLANDI	Maurizio	041	Business and administration	FRANCIA	2	6	1, 2	English B2 French B2
GR	G KRITIS09	POLYTECHNIO KRITIS	POMI	Raffaella	0712	Environmental protection technology	GRECIA	2	6	2	English B2
HR	HR ZAGREB01	SVEUCILIŠTE U ZAGREBU	ORLANDI	Maurizio	041	Business and administration	CROAZIA	4	5	1, 2	Croatian B2 English B2
HU	HU BUDAPEST20	BUDAPESTI GAZDASAGI FOISKOLA	SIMONE	Cristina	041	Business and administration	UNGHERIA	1	5	1, 2	English B2
MK	SKOPJE15	Univerzitet za Turizam i Menagment vo Skopje	ROTUNDO	Giulia	041	Business and administration	REP. DI MACEDONIA	4	5	1, 2	English
NL	NL EINDHOVEN17	TECHNISCHE UNIVERSITEIT EINDHOVEN	ALIMONTI	Claudio	0715	Mechanics and metal trades	OLANDA	2	5	2	English C1
PT	P PORTO05	INSTITUTO POLITECNICO DO PORTO	TEMPERINI	Marco	061	Information and Communication Technologies (ICTs)	PORTOGALLO	2	6	1	Portuguese B1 English B1
PL	PL WARSZAWA41	University of Ecology and Management in Warsaw	BONIFAZI	Giuseppe	071	Engineering and engineering trades	POLONIA	2	5	1, 2	Polish B1 English B1
RO	RO BRASOV01	UNIVERSITATEA TRANSILVANIA DIN BRASOV	SERRANTI	Silvia	0712	Environmental protection technology	ROMANIA	2	5	1, 2	Romanian B1 English B1
RO	RO BUCURESTI09	UNIVERSITATEA DIN BUCURESTI	CAMPANA	Paola	041	Business and administration	ROMANIA	2	5	1	Romanian B1 English/ French B1
RO	RO BUCURESTI09	UNIVERSITATEA DIN BUCURESTI	CAMPANA	Paola	041	Business and administration	ROMANIA	1	5	2	Romanian B1 English/Fre

											nch B1
RO	RO BUCURE S18	UNIVERSITATE A ROMANO AMERICANA	CAMPANA	Paola	041	Business and administration	ROMANIA	2	5	1, 2	Romanian B1 English B1
RO	RO CRAIOV A01	UNIVERSITATE A DIN CRAIOVA	TEMPERINI	Marco	061	Information and Communicati on Technologies (ICTs)	ROMANIA	1	6	1	Romanian B1 English B1
SK	SK BRATISL 02	COMENIUS UNIVERSITY IN BRATISLAVA	TEMPERINI	Marco	061	Information and Communicati on Technologies (ICTs)	SLOVACC HIA	2	6	1, 2, 3	English B2 No certificate required
TR	CANAKK A01	CANAKKALE ONSEKIZ MART ÜNİVERSİTESİ	QUATTROCIOC CHI	Bernardino	041	Business and administration	TURCHIA	2	5	1, 2, 3	English B1 Turkish B1
TR	TR ERZURU M01	ATATÜRK ÜNİVERSİTESİ	QUATTROCIOC CHI	Bernardino	041	Business and administration	TURCHIA	2	5	1, 2	English A2/B1 Turkish A2/B1
TR	TR ERZURU M01	ATATÜRK ÜNİVERSİTESİ	BONİFAZI	Giuseppe	071	Engineering and engineering trades	TURCHIA	2	5	1, 2	English A2/B1 Turkish A2/B1

In selecting mobilities, please pay attention to the language level required for attendance by the receiving institution. Requirements shown in the table are specified by each partner University.

However, students involved are invited to examine personally the actual correspondence of these requirements with reference to the selected universities.

Whenever two languages are provided, it is understood that if the courses chosen are in different languages, the requirement for both are to be met. Please note that to apply to French and Spanish Economics destinations, respectively French and Spanish language requirements are still required.

ART. 5. APPLICATION

ART. 5.1 DEADLINES AND SUBMISSION

Online application forms must be completed by September 28, 2018 at 12.00 a.m. (noon, Italian time), via the form available at <https://relint.uniroma1.it/candidatura/login.aspx>.

For technical assistance, fill out the Help Desk form available at: <https://relint.uniroma1.it/candidatura/sendmail.aspx>

NOTE: The use of the official student email account (last name.student number@studenti.uniroma1.it) is mandatory for submitting the application. It will be the only means of communication used for communications relevant to this selection, even after the deadline of the call.

Once the application has been completed, each candidate will receive the report of all data submitted at his official email address. Thus, all applicants must verify that they receive this report and that all the data submitted are correct. Any errors must be immediately reported to the Faculty Erasmus Administrative Coordinator: Dr. Maria D'Antoni tel. 0773-476609 E-mail maria.dantoni@uniroma1.it Office hours: Erasmus office Viale XXIV Maggio 7/9 Latina, Monday 08.00-11.00 a.m. at Ce.R.S.I.Te.S (room 113); Wednesday 09:00-12.00 at Faculty of Economics (room 0/36).

NOTE

In order to participate in this call, it is mandatory to complete the online application form by September 28, 2018 by 12:00 a.m. (noon, Italian time). The correct completion of the application is solely certified, by the above-mentioned report sent to the student.

The successful result of the application is only certified by the receipt of the report and by the delivery of the paper version (or the scanned submission) of the signed application to the Erasmus office of Ce.R.S.I.Te.S. (Viale XXIV Maggio 7/9 Latina). Email maria.dantoni@uniroma1.it within 2.00 pm on 28 September 2018.

ART. 5.2 DOCUMENTS TO BE SUBMITTED

In order to complete their application properly, involved students must fill out all fields of the online form and verify the upload of the following documents, to be considered as an integral part of their application:

1. Paper version (or scanned submission) of the signed application;
2. Signed photocopy of a valid identity document, under penalty of exclusion from the selection;
3. Language Certification, if available;
4. Photocopy of approved educational path (curriculum studiorum);
5. Photocopy of social security number.

If the required documentation is not uploaded by the above deadlines, or the declared/self-certified information is not correct, the application will be rejected.

Students of Civil and Industrial Engineering and of Engineering of Information, Informatics and Statistics must present the Learning Agreement for each destination. The Learning Agreement must be signed by the Erasmus coordinator or the thesis supervisor. The Learning Agreement must include all the courses that the student will attend abroad and the courses the student wants substitute with credits (ECTS). It is possible to chose more courses abroad corresponding to one exam in Italy.

The Learning Agreement must be validated by the Erasmus coordinator or the Supervisor of the thesis. PhD students must have the signature of the Coordinator of the Doctorate.

ART. 6 RANKINGS

ART. 6.1 RANKING PROCESS

A Commission nominated by the Academic Coordinator of Mobility of Latina campus will evaluate all applications based on the following criteria:

Faculty of Economics

GPA ratio between number of credits obtained and number of credits on educational plan for the degree programme. The total score for each candidate will be expressed on a total of 100 points, as follows:

- The candidate can obtain maximum 50 points for GPA,
- The candidate can obtain maximum 50 points for the ratio between number of credits obtained and number of credits on educational plan for the degree programme.

In case of equal scores, language certificate will be evaluated to assign preferred destinations. The language test, compulsory for all students not in possession of the required language certifications, will cover all the language(s) specified in the application form.

Please note that to apply to French and Spanish destinations, French and Spanish requirements must be met.

Language test procedures

FRENCH

Test for B2 written and oral comprehension and B1 written production. Only students obtaining at least 18/30 are admitted to the oral exam, which will focus on communication competences and strategies in a formal situation. Only students obtaining at least 21/30 are considered eligible and will be short-listed for French – speaking countries' Sapienza Erasmus scholarships.

ENGLISH

Language testing for specialised vocabulary, grammar, oral and written comprehension for levels B1 or B2. Overall threshold necessary to be considered eligible is 21/30.

SPANISH

Language interview for specialised vocabulary, grammar, oral and written comprehension for the evaluation and the assignment of levels B1 or B2. Overall threshold necessary to be considered eligible is 21/30.

GERMAN

Language testing for specialised vocabulary, grammar, oral and written comprehension for B1 level. Students who have passed the 9 CFU exam in German language, they must have also an interview to obtain 12 CFUs. Overall threshold necessary to be considered eligible is 21/30.

Faculty of Civil and Industrial Engineering

Applicants on Bachelors and Masters Programmes will receive a maximum of 100 points as follows:

1. Maximum 45 points for obtained credits as opposed to required credits as determined by the course year.
2. Maximum of 45 punti for GPA (out of 30) as opposed to the general Degree average, weighted by ECTS and matriculation year, and depending on the exams taken and approved at the application date.
3. Maximum 5 points for the coherence and validity of the study plan for abroad.
4. Maximum 5 points to students in possession, at the date of application, of language certifications for the destination and courses selected.

Faculty of Information Engineering, Informatics and Statistics

Applicants on Bachelors and Masters Programmes will receive a maximum of 100 points as follows:

1. Maximum 35 points for obtained credits as opposed to required credits as determined by the course year.
2. Maximum of 45 point for GPA (our of 30) as opposed to the general Degree average, weighted by ECTS and matriculation year, and depending on the exams taken and approved at the application date.
3. Maximum 5 points to students in possession, at the date of application, of language certifications for the destination and courses selected.
4. Maximum 15 points for the coherence and validity of the study plan for abroad.

- PhD students cannot be evaluated according to these criteria. They will be put on reserve and short-listed for destinations if there are available level-3 (doctoral) places. The following criteria will be used for PhD student ranking.

- In case of equal scores, priority will be given to student who has never enjoyed an Erasmus study or Erasmus placement/traineeship mobility period.

According to the indications provided by the European Commission, the student assigned to Erasmus mobility will undergo an on-line test (assessment test) of their language skills only if the language of Erasmus program is among the following: Czech, Danish, English, French, Estonian, Gaelic, Greek, Latvian, Lithuanian, Maltese, Polish, Dutch, Slovenian, Spanish, Swedish and German, with the exception of native speakers and students assigned to travel to Switzerland.

The payment of the last installment of the financial contribution will be conditional on the completion of the on-line test at the end of the mobility period.

On the basis of the above criteria the Commission will produce a temporary ranking to be published on website <https://web.uniroma1.it/trasparenza> and on Polo di Latina Ce.R.S.I.Te.S. (Centro di Ricerca e Servizi per l'Innovazione Tecnologica Sostenibile) website: <https://web.uniroma1.it/cersites/>.

The ranking will become final if no appeals are submitted to Erasmus office – Polo di Latina, Viale XXIV Maggio 7/9 04100 Latina, within 10 consecutive calendar days from its publication.

The Final Ranking will be published on the website: <https://web.uniroma1.it/trasparenza> and on Polo di Latina website: <https://web.uniroma1.it/cersites/>

10 days after the publication of the ranking, selected students are required to provide feedback by two business days from the sending of the communication of the selection result to the student's official email address.

Non-compliance to the above deadline will be considered as a renunciation.

The final assignment of the Erasmus+ mobility is subject to:

- submission of the required documents
- formalization of the Learning Agreement
- signing of the Financial Agreement between the student and Sapienza.

Inclusion in final rankings will not automatically entitle to a mobility period, since the actual assignment will also depend on the verification of the respect of learning restrictions defined by each Degree Programme, defined by the Faculty and the selected receiving institution.

Note: However, the student's mobility is subject to acceptance by the foreign Institution (i.e.: academic curriculum, language skills) which might require further certificates or reject the application on the basis of its rules not specified in the interinstitutional agreement signed with the partner University.

ART. 6.3 RENUNCIATION TO THE MOBILITY AND REPLACEMENT

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

In case of renunciation, the Faculty Erasmus office will assign the mobility to the next student in the ranking, who will then be invited via email to provide feedback by the next day, under penalty of exclusion from the mobility.

ART. 6.4 LEARNING AGREEMENT

All students who accept the assigned destination are required to fill out the official study plan (Learning Agreement - L.A.).

The L.A. is a document that is prepared before departure and defines the learning activity to be carried out abroad (exams, thesis research).

The L.A. must be approved by the Academic Mobility Coordinator (RAM – List published at <https://www.uniroma1.it/pagina/cersites-latina-coordinatori-e-responsabili-accademici-mobilita-internazionale>) and signed by the student and the receiving Institution to ensure the student recognition of credits taken abroad for passing exams/thesis.

Students must fill out their L.A. on their personal webpage at:

<https://relint.uniroma1.it/pp2013/login.aspx> .

The definition and subsequent approval of the Learning Agreement are mandatory to start the mobility period.

ART. 7 ONLINE LINGUISTIC SUPPORT AND EU SURVEY

ART. 7.1 ONLINE LINGUISTIC SUPPORT (OLS)

The Erasmus+ Programme allows **selected candidates to take a compulsory online test to assess language skills before and after the mobility**, if the learning language during the period abroad, specified in the Learning Agreement, is one of the following: Bulgarian, Czech, Croatian, Danish, Dutch, English, Finnish, French, Hungarian, German, Greek, Polish, Portuguese, Rumanian, Slovakian, Spanish and Swedish, except students who are assigned a mobility to Switzerland.

On the basis of the result in the assessment test, the student may receive a licence for an online preparatory language course.

Procedures concerning the language test will be communicated directly to the student at the email address provided on the application form.

ART. 7.2 EU SURVEY

At the end of the mobility period, participant students, except students who are assigned a mobility to Switzerland, will be required to fill out the EU SURVEY.

Information concerning the procedures to be followed will be sent directly to the email address used by the student on the application form.

ART. 8 RECOGNITION OF THE EXPERIENCE

Under the "Rules for Student Mobility and Recognition of Study Periods and Training Abroad" R.D. N. 34218 - 13.05.2015, in the framework of the EU Erasmus+ Programme, Sapienza students have the opportunity to be awarded a mobility, whose results are recognized and directly transferred into their career.

ART. 9 PROCEDURES AND LOGISTICS

- In order to plan their curricular project at the host university, students should carefully examine all available information on the websites before applying. In fact, this information is binding for receiving the mobility assignment.

- For degree, PhD or Specialisation thesis work, after having consulted the website of the host university, 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.

- At the end of courses, Erasmus students must take the planned exams following the programmes and procedures provided for students of the host university. Performed learning activities will be recognized as provided by the Faculty and the "Rules for Student Mobility and Recognition of Study Periods and

Training Abroad". Credits exams taken at host universities must be acquired respecting all the rules and regulations of the degree programme curricula.

Once the procedures of this call are completed by the Faculty, in case there are mobilities non-assigned and available funds, a further call can be published. These mobilities may also be available to students of other Faculties (possibly of similar subject areas). The mobility is subject to the acceptance of the candidate by the host University.

- Usually, foreign universities do not provide student housing for Erasmus students. Housing information is available on the websites of partner universities. Students should check any deadlines or specific procedures to be followed.

Furthermore, students must seek information autonomously with reference to rules regulating:

- Health Assistance in the host country, requesting information from their local health office or diplomatic missions, or at the following link: http://www.salute.gov.it/portale/temi/p2_6.jsp?lingua=italiano&id=897&area=Assistenza%20sanitaria&menu=italiani

- Admission to the host country through timely inquiry at the relevant diplomatic missions (Embassies and Consulates) in Italy (for non-EU citizens).

Laws regulating the entrance of non-EU students in Countries participating in the Erasmus+ Programme are related to the nationality of these students. The student is responsible for seeking information, in good time, and obtaining the documents that allow admission and stay in the destination country, by inquiring at the relevant diplomatic missions.

- The civil responsibility and accident insurance coverage, that students enjoy automatically when registered 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>

- Students on mobility periods must:

a) autonomously procure their own health and travel insurance for the entire stay abroad, based on the conditions in the host country;

b) autonomously find information about possible laws regulating admission to the host country, by timely inquiring at the relevant diplomatic missions (Embassies and Consulates) in Italy.

ART. 10 ACTIVITIES AND GRANTS

Activities and grants provided for in this call are subject to the signature of the Erasmus+ Convention 2018/2019 between the Erasmus+ National Agency and Sapienza University of Rome.

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

ART. 11 CHECKS

As per Art. 71 - DPR 445 - 28/12/2000, the university will verify application information randomly and in any case that poses reasonable doubts on the information provided by self-certifications.

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

ART. 12 TREATMENT OF PERSONAL DATA

The personal data of all applicants will be used for selection procedures and subsequent project phases, for institutional objectives in the framework of the Public Administration (Decree-Law No 196/2003).

Involved students can exert the rights provided by Decree-Law No 196/2003 (relating to the Personal Data Protection Code) at any time.

ART. 13 FINAL AUTHORITY

Under Law 7.8.1990, No 241 and subsequent amendments and integrations, in the framework of the exclusive competence of Sapienza University of Rome Polo di Latina the final authority for the procedure is the Erasmus Administrative Coordinator Dr. Maria D'Antoni tel. 0773-476609 E-mail maria.dantoni@uniroma1.it Office hours: Erasmus office Viale XXIV Maggio 7/9 Latina, Monday 08.00-11.00 a.m. at Ce.R.S.I.Te.S (room 113); Wednesday 09:00-12.00 at Faculty of Economics (room 0/36).

ART. 14 END OF PROCEDURE

The procedure should be completed by October 20, 2018.

In case of conflicting interpretations between the English and Italian versions of this selection call, the Italian language text (Decree n.56 prot. n° 437 date 09/07/2018) will be final.

Latina, 09/07/2018

Signed Prof. Giuseppe Bonifazi

Director of Ce.R.S.I.Te.S

NOTE

(1) If study activity abroad consists of thesis research, students are not required to pay tuition for the new academic year (2018-19), provided they submit their graduation application and graduate by the last session of Academic Year 2017-2018. Applications of students enrolled in third-cycle programmes (PhD and Specialization Schools) will be accepted with reserve in case the deadline for enrolment to the academic year 2017/2018, as for "manifesto" (syllabus)/call of their degree programme, is later than the deadline of this call.