



SAPIENZA
UNIVERSITÀ DI ROMA



POLO DI LATINA

ERASMUS+ PROGRAMME MOBILITY FOR STUDY
Call for applications academic year 2024/2025

Call for applications and results of the selection procedure:

https://web.uniroma1.it/trasparenza/dettaglio_bando_albo/213531

Deadline for the submission of the application online:

March 5, 2024 - at 14.00

Disposizione n.1/2024

Prot. n. 22 del 17/01/2024



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ART. 1 – PURPOSES

Erasmus+ is the European Union programme for education, training youth and sports in force for the period 2021-2027 allowing international experience and the acquisition of new competencies. The Erasmus+ programme supports the mobility of students, PhD students and specialisation programme students for a study period abroad during which:

- **attend educational activities** (lectures) and pass the relevant proficiency assessments/tests (exams);
- combine a study period with a **curricular internship** period (only if provided for in the educational programme)
- conducting research for the **preparation of the degree programme's dissertation and/or doctoral thesis**
- conducting **research** within the framework of the relevant doctorate or specialisation school.

At the end of the mobility period, full recognition of successful educational and/or research activities undertaken abroad is guaranteed, **provided that they have been approved in advance through the Learning Agreement/Change Form¹** (see Article 9 below).

ART. 2 – TYPES AND DURATIONS OF MOBILITY

1. The duration of the mobility is defined by the inter-institutional agreement between Sapienza and the partner universities.

Study periods abroad, intended as physical mobility, may start **on June 1, 2024**, must end by **July 31, 2025**, and **must be carried out continuously**.

2. Mobility can be of **2 types**:

a. Mobility Erasmus **LONG MOBILITY** for STUDENTS in first and second-cycle degree programmes, PhD students and STUDENTS in specialisation schools, it has a **minimum duration of 2 months (60 days) and a maximum duration of 12 months** (24 months in the case of a single-cycle degree programme) and can be carried out in all the universities of the Programme Countries and Partner Countries.

The duration may vary only for justified academic reasons in the event that:

- the duration of the semesters does not coincide with the academic calendar of the international venue;
- the student has already benefited from mobility periods in the same study cycle. In this case, the maximum duration will be reduced to the remaining months with respect to the maximum limit of 12 months per study cycle (and 24 months for single-cycle degrees), subject to the authorisation of the host institution

¹ 1 Recognition is guaranteed by the approval of the [Erasmus Policy Statement](#) (EPS), of the commitments made with the ECHE and the ["Regolamento per la Mobilità studentesca e il riconoscimento di periodi di studio e formazione all'estero"](#).



b. Mobility Erasmus **SHORT MOBILITY** only for PhD STUDENTS:

The *short mobility*, which **may be carried out only by students enrolled on PhD courses**, must have a minimum duration of 5 days and a maximum of 30 days and must only take place at Programme Countries.

ART. 3 – DESTINATIONS

It is possible to undertake Erasmus mobility for study at universities with which Sapienza has stipulated an inter-institutional agreement and belonging to one of the following country groups:

- **Programme Countries** which include all EU Member States, as well as Iceland, Liechtenstein, Norway, Turkey, Serbia and the Republic of North Macedonia;
- **Partner Countries:** United Kingdom and Switzerland.

ART. 3.1 – MOBILITY TO CIVIS ALLIANCE UNIVERSITIES

The activities referred to in Article 1 can also be carried out at universities participating in the CIVIS European Alliance, "A European Civic University <https://www.uniroma1.it/en/civis-european-civic-university>. CIVIS Alliance universities offer mobility opportunities for all degree programmes in their faculties and integrated welcome services ([Students – CIVIS - A European Civic University](#)).

ART. 3.2 - MOBILITY WITHIN DOUBLE DEGREE PROGRAMMES

1. By applying for this call for applications, it is also possible to receive support for the study period abroad required to obtain the Italian qualification and the international qualification for degree programmes that provide for this possibility <https://www.uniroma1.it/en/pagina/double-multiple-and-joint-degrees>.
2. Terms and conditions for participation vary depending on the international venue, year of enrolment/attendance, and academic requirements and are regulated in specific agreements.
3. Students wishing to participate in mobility within the double-degree pathways may only apply to this call for applications **for the venues reserved for these pathways** (see Article 3.3 "AVAILABLE VENUES AND PLACES").

ART. 3.3 – VENUES AND PLACES AVAILABLE

Below are the number of places available, the duration of the mobility and the application requirements regarding:

- Venues with Erasmus+ mobility agreements;
- Venues with Erasmus+ mobility agreements within the "CIVIS" Alliance
- Venues with Erasmus+ mobility agreements reserved for students in double degrees.

ERASMUS+ SEATS

COD. Sca	Cod.Ist.	INSTITUTION	Country	Area Name	Area code	Professor	Stu d	Mo nth s	Level	Language requirement	Notes
60655	CZ HRADEC01	UNIVERZITA HRADEC KRALOVE	CZECH REPUBLIC	Informatics and Management	0410	Tarola Annamaria	2	5	1, 2	English B1	
60656	D CLAUSTH01	TECHNISCHE UNIVERSITAT CLAUSTHAL	GERMANY	Engineering and engineering trades	0710	Budoni Alberto	1	3	1, 2, 3	German B1	



60657	D MUNSTER01	UNIVERSITÄT MÜNSTER	GERMANY	Faculty of Business and Administration	0410	SIMONE CRISTINA	2	5	1, 2, 3	German B2 English B2	
60659	D NURNBERG02	TECHNISCHE HOCHSCHULE NURNBERG GEORG SIMON OHM	GERMANY	Faculty of Business and Administration	0410	QUATTROCIOCHI Bernardino	2	6	1, 2	English B2 German B2	
60662	E GRANADA01	UNIVERSIDAD DE GRANADA	SPAIN	Faculty of Business and Administration	0410	MERCURI FRANCESCO	2	5	1	Spanish B1 English B1	
60661	E GRANADA01	UNIVERSIDAD DE GRANADA	SPAIN	Faculty of Business and Administration	0410	MERCURI FRANCESCO	4	5	1, 2	Spanish B1 English B1	Faculty of Social and Legal Sciences of Melilla
60663	E HUELVA01	UNIVERSIDAD DE HUELVA	SPAIN	Faculty of Business and Administration	0410	CAMPANA Paola	4	9	1	Spanish B1	
61512	E HUELVA01	UNIVERSIDAD DE HUELVA	SPAIN	Faculty of Business and Administration	0410	CAMPANA Paola	1	5	2	Spanish B1	
60664	E MADRID03	UNIVERSIDAD COMPLUTENSE DE MADRID	SPAIN	Faculty of Business and Administration	0410	MARIOTTINI LAURA	1	10	1	Spanish B1 English B1	Colegio Universitario Cardenal Cisneros
60665	E MURCIA01	UNIVERSIDAD DE MURCIA	SPAIN	Information and Communication Technologies (ICTs)	0610	TEMPERINI MARCO	1	9	1	Spanish B1	
60666	E MURCIA04	UNIVERSIDAD POLITECNICA DE CARTAGENA	SPAIN	Faculty of Business and Administration	0410	MERCURI FRANCESCO	2	5	1, 2	Spanish B1 English B1	
60667	E MURCIA04	UNIVERSIDAD POLITECNICA DE CARTAGENA	SPAIN	Information and Communication Technologies (ICTs)	0610	TEMPERINI MARCO	2	5	1	Spanish B1 English B1	
60668	E MURCIA04	UNIVERSIDAD POLITECNICA DE CARTAGENA	SPAIN	Engineering and engineering trades	0710	BONIFAZI Giuseppe	2	5	1, 2	Spanish B1 English B1	
60669	E OVIEDO01	UNIVERSIDAD DE OVIEDO	SPAIN	Faculty of Business and Administration	0410	ORLANDI Maurizio	2	10	1, 2	Spanish B1 English B1	
60670	E OVIEDO01	UNIVERSIDAD DE OVIEDO	SPAGNA	Faculty of Business and Administration	0410	ORLANDI Maurizio	2	10	1, 2	Spanish B1 English B1	
60671	E SANTAND01	UNIVERSIDAD DE CANTABRIA	SPAIN	Information and Communication Technologies (ICTs)	0610	TEMPERINI MARCO	2	5	1	Spanish B1 English B2	
60673	E SEVILLA03	UNIVERSIDAD PABLO DE OLAVIDE	SPAIN	Faculty of Business and Administration	0410	MERCURI FRANCESCO	4	9	1, 2	Spanish B1 English B2	
60674	E VALLADO01	UNIVERSIDAD DE VALLADOLID	SPAIN	Faculty of Business and Administration	0410	MARIOTTINI LAURA	2	10	1, 2	Spanish B1	
60675	F BREST29	BREST BUSINESS SCHOOL/ECOLE SUPERIEURE DE COMMERCE DE BREST	FRANCE	Faculty of Business and Administration	0410	ORLANDI Maurizio	2	6	1, 2	English B2 French B2	
60676	HR ZAGREB01	SVEUCILIŠTE U ZAGREBU - University of Zagreb	CROATIA	Faculty of Business and Administration	0410	ORLANDI Maurizio	6	5	1, 2	English B2 Other language: Croatian B2	



60677	HU BUDAPEST0	BUDAPESTI GAZDASAGI FOISKOLA - Budapest Business School	HUNGARY	Faculty of Business and Administration	0410	SIMONE CRISTINA	2	5	1, 2	English B1 Other language: Hungarian B1
60678	MK SKOPJE15	Univerzitet za Turizam i Menagment vo Skopje	REP. OF MACEDONIA	Faculty of Business and Administration	0410	ROTUNDO Giulia	4	5	1, 2	English B1
60680	P COIMBRA01	UNIVERSIDADE DE COIMBRA	PORTUGAL	Faculty of Business and Administration	0410	CAMPANA Paola	2	6	1, 2	English B1 Other language: Portuguese B1
60681	P PORTO05	INSTITUTO POLITECNICO DO PORTO	PORTUGAL	Information and Communication Technologies (ICTs)	0610	TEMPERINI MARCO	2	6	1	Portuguese B1 English B1
60682	PL KATOWIC02	UNIWERSYTET EKONOMICZNY W KATOWICACH	POLAND	Faculty of Business and Administration	0410	MERCURI FRANCESCO	2	5	1, 2	English B2
60683	PL WARSZAW41	University of Ecology and Management in Warsaw	POLAND	Faculty of Business and Administration	0410	MERCURI FRANCESCO	2	5	1, 2	English B1 Other language: Polish B1
60684	PL WARSZAW41	University of Ecology and Management in Warsaw	POLAND	Engineering and engineering trades	0710	BONIFAZI Giuseppe	2	5	1, 2	English B1 Other language: Polish B1
61519	PL WROCLAW03	UNIWERSYTET EKONOMICZNY WE WROCLAWIU	POLAND	Faculty of Business and Administration	0410	Tarola Annamaria	4	5	1, 2, 3	English B2 Other language: Polish B1
60685	RO BRASOV01	UNIVERSITATEA TRANSILVANIA DIN BRASOV	ROMANIA	Engineering and engineering trades	0710	SERRANTI Silvia	2	10	1, 2	English B1
60690	RO BUCURES18	UNIVERSITATEA ROMANO AMERICANA	ROMANIA	Faculty of Business and Administration	0410	CAMPANA Paola	2	9	1, 2	English B1 Other language: Romanian B1
60691	RO BUCURES18	UNIVERSITATEA ROMANO AMERICANA	ROMANIA	Information and Communication Technologies (ICTs)	0610	TEMPERINI MARCO	2	5	1	English B1 Other language: Romanian B1
60692	RO CRAIOVA01	UNIVERSITATEA DIN CRAIOVA	ROMANIA	Information and Communication Technologies (ICTs)	0610	TEMPERINI MARCO	1	6	1	English B1 Other language: Romanian B1
60693	SK BRATISLO2	COMENIUS UNIVERSITY IN BRATISLAVA	SLOVAKIA	Faculty of Mathematics, Physics and Informatics administrative	0610	TEMPERINI MARCO	2	6	1, 2, 3	English B2
60695	TR CANAKKA01	CANAKKALE ONSEKIZ MART UNIVERSITESI	TURKEY	Faculty of Business and Administration	0410	MERCURI FRANCESCO	2	5	1, 2, 3	English B1 Other language: Turkish B1
60696	TR ERZURUM01	ATATÜRK ÜNİVERSİTESİ	TURKEY	Faculty of Business and Administration	0410	MERCURI FRANCESCO	2	5	1, 2	English A2 Other language: Turkish A2



60697	TR ERZURUM01	ATATÜRK ÜNİVERSİTESİ	TURKEY	Engineering and engineering trades	0710	BONIFAZI Giuseppe	2	5	1, 2	English A2 Other language: Turkish A2	
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“CIVIS” SEATS

COD. Sca	Cod.Ist.	INSTITUTION	Country	Area Name	Area code	Professor	Stud	Months	Level	Language requirement	Notes
60688	RO BUCURES09	UNIVERSITATEA DIN BUCURESTI	ROMANIA	Faculty of Business and Administration	0410	CAMPANA Paola	2	5	1	English B2 French B2	
60689	RO BUCURES09	UNIVERSITATEA DIN BUCURESTI	ROMANIA	Faculty of Business and Administration	0410	CAMPANA Paola	2	5	2	English B2	

SEATS RESERVED FOR DOUBLE DEGREE STUDENTS

COD. Sca	Cod.Ist.	INSTITUTION	Country	Area Name	Area code	Professor	Stud	Months	Level	Language requirement	Notes
60 660	D NURNBER02	TECHNISCHE HOCHSCHULE NURNBERG GEORG SIMON OHM	GERMANY	Faculty of Business and Administration	0410	QUATTROCIOCCHI Bernardino	2	12	2	German B2 English B2	

The venues and places available may be subject to change in the event of variations introduced by the partner universities or by the European or national bodies regulating the programme. Please note that it will not be possible to guarantee departure for the first semester of 2024/25 to those venues whose deadline for submitting student appointments is prior to the publication of the final ranking list.

ART. 4 – TUITION FEES AND ECONOMIC BENEFITS

Mobility students are **exempt** from paying tuition fees **at the host university** but must continue to pay tuition fees to Sapienza University of Rome.

ART. 4.1 – MONTHLY ERASMUS + GRANT

1. The amount of the grant awarded from Erasmus+ Programme resources varies according to the type of mobility (Long mobility or Short mobility) and the cost of living in the destination country as well as the actual days of mobility abroad certified by the partner university

The EU grant for LONG MOBILITY is allocated as follows:

	Per month
GROUP 1 = cost of living HIGH: Denmark, Finland, Ireland, Iceland, Liechtenstein, Luxembourg, Norway, Sweden. Partner Countries: Switzerland, United Kingdom	350,00 euros
GROUP 2 = cost of living AVERAGE: Austria, Belgium, Germany, France, Greece, Spain, Cyprus, Netherlands, Malta, Portugal.	300,00 euros



GROUP 3 = cost of living LOW: Bulgaria, Croatia, Estonia, Czech Republic, Latvia, Lithuania, Hungary, Poland, Romania, Slovakia, Slovenia, North Macedonia, Turkey and Serbia.	250,00 euros
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The EU grant for **SHORT MOBILITY** (Programme Countries only), **granted for PhD students only**, will be paid on the basis of a daily amount:

Duration	Per day
Mobility " SHORT MOBILITY " for a period between 5 and 14 days	79 euros
Mobility " SHORT MOBILITY " for a period between 15 and 30 days	56 euros

2. The Erasmus+ grant is incompatible with other grants from other EU-funded programmes/actions.

3. If the Erasmus+ funds run out or if the student is simultaneously awarded other EU funding (including PhD programmes funded with PON, PNRR or other types of EU funding for doctoral studies) or University funding for the same activity, for example for thesis research, it is possible to grant the student the status of "Erasmus zero eu-grant": in this way, the student may benefit from the facilities provided by the Erasmus+ programme (e.g. exemption from payment of tuition fees at the host university, Erasmus+ student status and supplementary monthly grant from Sapienza/MUR as per art. 4.2), without receiving the EU grant.

ART. 4.2 – SAPIENZA/MUR SUPPLEMENTARY MONTHLY GRANT

1. Mobility beneficiaries **enrolled up to the first year fuoricorso** may also receive a monthly supplementary grant from Sapienza and the Ministry for University and Research ("*Fondo Giovani M.U.R.*") quantified on the basis of the beneficiary's **ISEE 2023** acquired on Infostud at the deadline for applying (in the event of lack of the latter, the Isee 2024 may be acquired):

Tax residents in Italy	
ISEE of the beneficiary	Supplementary monthly grant
≤ 26.306,25	€ 500,00
≤ 26.306,25-40.000,00	€ 400,00
≤40.000,00-55.000,00	€ 300,00
>55.000,00	€ 200,00

Students and/or PhD students and students in specialisation schools who are exempt, for any reason, from submitting the ISEE for the payment of tuition fees, to benefit from the supplementary grant referred to in this article, **must, in any case, acquire the ISEE 2023 on Infostud (in the event of lack of the latter, ISEE 2024 may be acquired).**

2. The ISEE value available on Infostud on **the day following the deadline for submitting** applications will be taken into consideration for the purposes of quantifying the supplementary grant. If no ISEE value is available, the supplementary grant will be awarded at the rate foreseen for the maximum range > € 55,000.00.



3. For **participants with tax residence abroad**, including DiscoLazio grant-holders with tax residence abroad, **the supplementary grant will be differentiated on the basis of the country in which the income is generated, according to the grant brackets set out in the resolution of the Board of Governors of May 30, 2023**, as follows:

Tax residents abroad	
Grant range ²	Supplementary monthly grant
A	€ 500,00
B	€ 300,00
C	€ 200,00

The presentation of the equal ISEE will therefore not be allowed.

4. The **supplementary grant** referred to in this article **may be granted only if**:
- a) the beneficiaries have paid for enrolment at Sapienza for the 2024/2025 academic year, unless the beneficiary is a graduating student in the 23-24 academic year (by January 31, 2025);
 - b) First-cycle and second-cycle students are enrolled within the first year *fuoricorso* (for the calculation, reference will be made to the year of enrolment at Sapienza, even in the case of degree programme transfer).
 - c) The beneficiaries manage to obtain by November 30, 2025, the recognition in their educational career of at least **12 ECTS** (reduced to **3 ECTS** for students who exclusively carry out research activities for the preparation of their thesis and to 10 ECTS for the qualifying internship). The above does not apply **to PhD students and students in Specialisation Schools**.

Students who do not obtain the recognition referred to in paragraph 5 letter c) above **will be asked to return any supplementary grant already paid** and to cancel any integrations. Recognition within the educational career must be completed exclusively by following the digitalised procedures via the personal Erasmus page, which requires validation by the Academic Supervisor for International Mobility (see Article 8).

ART. 4.3 INTEGRATION FOR STUDENTS WITH DISABILITIES AND/OR SPECIAL NEEDS

1. **Additional funds** are available to support students with disabilities and/or special needs. Students interested should indicate the disability/special need, both at the application stage and at the mobility acceptance stage, in order to receive instructions on how to apply for dedicated funding, as indicated on the webpage:

<http://www.uniroma1.it/erasmus/studenti-students/erasmus-studenti-diversamente-abili>.

2. The payment of the grant for special needs is subject to approval by the Erasmus+ National Agency *Indire*. In the event that financial coverage is not available in whole or in part, the student will have to bear the costs independently.

² To check your grant bracket, please refer to the Regulations for attending Bachelor's and Master's degree programmes 23-24 (Article 18, p.27).

https://www.uniroma1.it/sites/default/files/field_file_allegati/regolamento2024_0.pdf



ART. 5 – APPLICATION REQUIREMENTS

ART. 5.1 GENERAL REQUIREMENTS

1. To apply you must:
 - be **enrolled** (including on part-time status) at Sapienza University of Rome, in the academic year 2023/2024 in a bachelor's degree, master's degree, single-cycle degree, PhD or specialisation school;
 - **renew enrolment at Sapienza University of Rome for the academic year 2024/2025 within the deadlines set by the University;**
2. Students who, in the academic year 2023/2024, plan to graduate within the 2025 extraordinary graduation session and carry out their mobility during the subsequent Master's degree programme, may do so during the first year of their Master's degree programme exclusively in the second semester 2024-25, provided that the chosen venue provides for the second-cycle programme and congruent educational activities. In this case, if the chosen venue provides for mobility beyond the semester, mobility will be reduced ex officio.
3. Since Erasmus+ mobility may be carried out for a total period not exceeding 12 months for each cycle of studies (bachelor's degree, master's degree, PhD and specialisation school, 24 months for single-cycle degree programmes), even if carried out at another university, by submitting an application for the Erasmus+ call for students for the academic year 2024/2025, **candidates confirm that they have a number of remaining months of study congruent with the above-mentioned rule³.**

Any grants received for a number of months in excess of the above-mentioned limit must be returned, without prejudice to the further civil and penal consequences deriving from the issue of false declarations pursuant to art. 76 of D.P.R. December 28, 2000 no. 445.

ART. 5.2 – ACADEMIC REQUIREMENTS

1. Students who meet the following academic requirements may apply to this call for applications:

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

Faculty of Economics:

minimum 9 CFU 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 CFU if enrolled in the 1st year of the master's / specialist degree

minimum 36 CFU 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]

³ The calculation of months already completed in the same study cycle includes mobility previously carried out under the following programmes: ICM (International Credit Mobility), Lifelong Learning Programme, Erasmus+, Erasmus Mundus Action 1, Erasmus Mundus Action 2. Any Erasmus mobility periods carried out **virtually from the country of residence**, will not be counted for the purposes of calculating the maximum months of Erasmus mobility per study cycle.



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

2. In the selection process, only credits (ECTS) that have been acquired **and recorded on Infostud** by the deadline for submitting the application form will be taken into consideration and evaluated.

The student is allowed to integrate with a self-certification (see the appropriate section of the application form) exams that have been recorded but not yet certified (i.e. those for which the professor has not yet digitally signed the report).

3. Both for the academic knowledge assessment and for any assessment in terms of points awarded, the following exams will not be taken into account:

- a. exams taken abroad during the Erasmus stay for which the validation procedure has not yet been completed;
- b. extracurricular profit exams pursuant to Article 6 of RD no. 1269/38 as these exams do not contribute to the achievement of the ECTS required to obtain the degree;
- c. integrated exams and ADEs (elective educational activities) if the credits (ECTS) relating to all the subjects constituting each integrated exam have not been obtained;
- d. exams taken as "single courses" if these have not already been recognised within the degree programme, or single-cycle degree programme in which the student is enrolled for the current academic year;
- e. cancelled exams due to non-compliance with propaedeuticities;
- f. exams declared as having been taken and which turn out to be only booked and not taken, or not booked at all.

ART. 5.3- LANGUAGE REQUIREMENTS

1. A minimum level of language proficiency **equal to level A2** of the Common European Framework of Reference for Languages (CEFR) recognised by the Council of Europe is required at the application stage <https://www.coe.int/en/web/common-european-framework-reference-languages> .



Language proficiency must be proven, alternatively:

- with the test result(s) passed before completing the online application during one of the sessions held from September 2023 to February 2024 at the [Sapienza Language Centre \(CLA\)](#). The modalities are described in Annexe 1;
 - by the fulfilment of one of the requirements permitting exemption from the test, as set out in Article 5.3.1 "LANGUAGE TEST EXEMPTION".
2. Most international universities require a **specific, additional level of language proficiency**, which must be demonstrated at the time of departure in the form stipulated by the host university. The additional language proficiency can be acquired independently by the student or through attendance of *CLA* language courses.

ART. 5.3.1 – LANGUAGE TEST EXEMPTION

1. Students who meet one of the following requirements are exempt from taking the *CLA* language test:

- a. Having **passed the test** at *CLA* in the case of a previous application for the ERASMUS+ 2023/2024 call for applications. Students who do not wish to take advantage of this exemption may choose to take the test again. In this case, the new result obtained (lower, higher or failed test for the language in which the test is repeated) will replace the previous one;
- b. Be **native speakers**⁴ of the language chosen for the mobility having completed at least the entire course of primary and secondary education in the country whose language they intend to practise, at state or private (recognised) schools of the same nationality. Students wishing to take advantage of this exemption **must provide a copy of the Diploma** obtained or other suitable documentation to prove that they fall under point b. Native Language corresponds to level C2 of the Common European Framework of Reference (CEFR).
- c. Having attained a minimum level of language proficiency equal to at least **level A2, attested by an official certificate issued by one of the certifying bodies** listed in the CEFR comparability table (<https://www.uniroma1.it/en/pagina/erasmus-calls-study-2024-25> - Language certificates recognised for the purposes of the Erasmus+ calls for study academic year 2024/2025), for the language(s) chosen for mobility.
- d. be **enrolled in degree programmes taught entirely in English at Sapienza University** if English is the language required for the purposes of mobility. Students will be exempt from taking the test only if the level of English required for their degree programme is equal to or higher than the level required by the international institution.
- e. Having obtained an **upper secondary school diploma from an international high school recognised by the Ministry of University and Research** for the languages English, French (ESABAC diploma), German, Spanish or Portuguese (an upper secondary school diploma from an international high school corresponds to level B2).
- f. Having obtained, during a mobility period in the **academic year 2023/2024**, a minimum level of language proficiency of A2 for one of the languages listed in Annexe 1, by means of a language proficiency certificate issued by the **Language Centre of the host university**.
- g. **To be bilingual** where the second language is the one chosen for the purposes of mobility, or to have completed at least the entire primary and secondary education cycle in Regions with a special statute or in Autonomous Provinces where bilingualism is in force according

⁴ Directives issued by the Ministry of Public Education in circular no. 5494 of December 29, 1982 (ref. C.U.N. of October 30, 1982)



to the regional statutes applicable. Students wishing to make use of this exemption may declare this by self-certification in accordance with **Presidential Decree no. 445/2000**.

2. In the event that the student intends to apply for a venue **that requires a higher level of language proficiency** than the above-mentioned cases, or for a **venue where a language other than the certified language is required**, the student must take the test at *CLA*.

3. **Language qualifying exams** passed as part of the student's degree programme **do NOT exempt** them from taking the assessment test at *CLA*. Similarly, statements issued by lecturers, including university lecturers, or the passing of curricular language exams will not be considered suitable for participation in the call for applications.

ART. 5.3.2 – LANGUAGE TESTS FOR STUDENTS WITH DISABILITIES AND SPECIFIC LEARNING DIFFICULTIES

1. Candidates with disabilities as defined in Article 3 of Law no. 104 of 1992 and/or a disability equal to or greater than 66% are not required to take the computer-delivered language assessment test. They must indicate their condition of disability in the booking form: the *CLA* reserves the right to assess their knowledge of the language in the ways it considers most appropriate and best suited to the candidate's needs.

2. Candidates with disabilities and Specific Learning Difficulties as defined by law no. 170/2010 and Ministerial Decree no. 5669/2011, who require special aids for the carrying out of the test in relation to the type of disability/specific learning difficulty, must notify the Office for students with disabilities and specific learning difficulties. In all cases, candidates will be granted an additional time of 30% of that defined for the test.

The Specific Learning Difficulty certificate must refer to the nosographic codes and the explicit wording of the learning difficulty (Reading and/or Writing and/or Calculation).

The diagnosis must be updated after 3 years if attested to students when they were minors.

3. Students with disabilities or Specific Learning Difficulties **resident abroad**, who wish to benefit from the above-mentioned measures, must present the certification attesting to their disability or Specific Learning Difficulties issued in their country of residence, accompanied by a sworn translation in Italian or English.

4. Requests under points 1, 2 and 3 above must be submitted **by the deadline for registration for the language assessment test** and will be subject to verification by the Office for students with disabilities and specific learning difficulties, which may request appropriate certification issued by national health service facilities or by specialists and facilities accredited by the latter.

Further information is available at <https://www.uniroma1.it/en/pagina/office-students-disabilities-and-specific-learning-difficulties-contacts> or by writing to servizio.disabilita@uniroma1.it or servizio.dsa@uniroma1.it

ART. 5.4 – OTHER REQUIREMENTS

1. **Graduating** students carrying out a mobility period **may only graduate after the conclusion of the study period abroad** and the completion of the digitalised procedure for the recognition of the educational activity envisaged in the Learning Agreement/Change form (exams or thesis research activity), under penalty of returning the grants they received (see Art. 8 Learning Agreement).



2. **PhD students** must request the **authorisation** of the PhD coordinator and conclude their stay abroad no later than the end of the legal duration of the PhD programme and obtain a certificate from the host university attesting to the activities carried out.
 3. **Students in Specialisation Schools** must request the **authorisation** of the Director of the Specialisation School in which they are enrolled to be allowed to carry out their mobility period and **complete** their stay abroad no later than the end of the programme. They must also obtain a certificate from the host university certifying the activity carried out.
 4. In the case of **specialisation** programmes, the payment of the Erasmus grant is subject to the compatibility of the specialisation contract with the Erasmus grants and is in any case incompatible with the scholarship for deserving students pursuant to L. 398/89. Any incompatibility still allows participation in the programme but without a grant.
 5. **Non-EU citizens**, in addition to being regularly enrolled at Sapienza, must hold a **residence permit**. In the event of being selected, the possibility of undertaking the exchange is always subject to the issue of an **entry visa** in the country of destination (a procedure that must be followed personally and well in advance of the date of departure). In order to obtain a visa, some countries require students to certify the availability of financial means. The minimum amount varies, but can sometimes exceed the amount of the sum of the mobility grants.
 6. Students with **double enrolment** may only apply for mobility for their first degree of enrolment
- 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. 6 – APPLICATION

ART. 6.1 – DEADLINES AND SUBMISSION METHODS

1. The deadline for completing the online application form is **March 5, 2024, at 2 p.m. (Italian time)**.
The form is available at <https://relint.uniroma1.it/candidatura/login.aspx>
2. For the submission of the application, **the use of the institutional e-mail account is mandatory** (surname.studentIDnumber@studenti.uniroma1.it).
The institutional e-mail address will be the only contact used for all communications relating to the Call for applications and subsequent procedures.



3. Upon submission of the application, students will receive, at their institutional e-mail address, the report on the data entered as the only attestation that the application has been sent successfully. Each candidate must therefore verify receipt of the report, check the accuracy of the data provided and promptly communicate any compilation/receipt errors to the Faculty Administrative Coordinator for International Mobility - Franca Rieti - E-mail: erasmus.pololatina@uniroma1.it, franca.rieti@uniroma1.it, Tel. 0773-476807.

ART. 6.2 – SUBMISSION OF THE APPLICATION – LONG MOBILITY

Students may apply for a minimum of no. 1 and a maximum of no. 5 destinations.

1. **The order of priority indicated at the time of application is binding** for the purposes of venue allocation, in the event that the candidate is successful for more than one venue
2. When choosing the venue, **it will be essential to pay attention to:**
 - a) **The study opportunities** at international venues by consulting the educational offerings on the websites of the each university;
 - b) **the language level required** to attend classes and take exams (see 'LANGUAGE REQUIREMENTS');
 - c) the possibility of taking *CLA* tests for only two languages, in addition to any exemptions (see article " LANGUAGE TEST EXEMPTION").
3. In the application form, students must indicate the **educational activities they intend to carry out abroad**, previously verifying the coherence between the disciplinary field envisaged by the host location and that envisaged in their degree programme. The activities will be indicative and may be refined by preparing the official study plan (see art. 9 "LEARNING AGREEMENT").
4. In the case of an application submitted in the transfer between a Bachelor's Degree Programme (first cycle) and a Master's Degree Programme (second cycle), it is necessary to consider the educational activities envisaged in the study plan relating to the Master's Degree Programme.
5. **PhD students** and **students in specialisation schools** must check the need for any additional insurance coverage over and above that guaranteed by Sapienza University.
6. To successfully complete the application, interested students must complete all fields of the *online* form and ensure that they **have uploaded** the following **documents, which constitute an integral part of the application:**
 - a. Language certificate (only in the case provided for in Article 5.3.1 paragraph 1 letter c) "LANGUAGE TEST EXEMPTION")

Failure to upload the compulsory documents, as well as the inaccuracy of the self-certified information, will constitute grounds for exclusion



ART. 6.3 - "SHORT MOBILITY" APPLICATION FOR PhD STUDENTS

1. PhD students who plan to apply for the venues available to them and wish to apply for Erasmus+ "SHORT MOBILITY", are required to declare this at the application stage by putting a flag in the appropriate field next to the selected university.
2. If the application does not state a willingness to carry out a *short mobility*, the mobility will be considered a *long mobility* and will have to comply with the requirements (see Art. 2 - TYPES AND DURATION OF MOBILITY).
3. Before starting the mobility, the Erasmus Office of the Faculty **must receive formal confirmation** of the "Short mobility" from the host university.

ART. 7 – RANKINGS

ART. 7.1 DRAFTING OF THE RANKING LISTS

1. A Committee - made up of 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 ErasmusOffice and a student representative as guarantor of student rights, will evaluate the nominations.
2. Two rankings will be drawn up:
 - a ranking for the CIVIS alliance destinations
 - a ranking for the other Erasmus+ destinations
3. The selection will be carried out *by titles* according to the evaluation criteria that will be formalised by the Committee in the minutes of establishment and will, in any case, be defined in full consistency with the elements to be evaluated.

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

Faculty of Economics:

- Up to 100 points for the ratio between the number of credits obtained and the number of credits 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 - in calculating the weighted average and the credits acquired, 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 Royal Decree n. 1269/38 since these exams do not contribute to the achievement of the credits required for the achievement of the title;



- integrated exams and ADE (elective teaching activities) if the credits relating to all the tests that make up each integrated exam have not been achieved;
 - "single course" exams if they have not already been recognized in the Bachelor's degree course, single-cycle Master's degree course or single-course degree course in which the student is enrolled for the current academic year;
 - exams cancelled due to failure to comply with the propaedeutic requirements;
 - exams declared as taken and which are, on the other hand, only booked and not taken or even not booked.
4. In the allocation of mobility, **in the case of a tie, preference** will be given to students who have never benefited from Erasmus mobility for study purposes, Erasmus placement/traineeship.
 5. Based on the above criteria, the Committee will draw up a provisional ranking list, which will be published at https://web.uniroma1.it/trasparenza/dettaglio_bando_albo/213531
 6. . The ranking shall be considered final if, after 10 natural and consecutive days from the date of publication, no request for revision has been submitted to the Ce.R.S.I.Te.S. Polo di Latina, Viale XXIV 7/9 04100 Latina.
 7. The **final ranking list** will be published at https://web.uniroma1.it/trasparenza/dettaglio_bando_albo/213531

ART. 7.2 – ACCEPTANCE OF MOBILITY

1. Successful candidates must accept the awarded mobility within the following **7 calendar days** from the date of publication of the final ranking list or from the date of assignment. **Failure to comply with the 7-day deadline will be considered as an ex officio withdrawal.**
2. **Acceptance of the mobility is a serious commitment made by the candidate.** Eligible students must therefore limit withdrawals, 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 in order to allow the first reserve candidate to take over in good time.
3. **In the event of withdrawal**, the Faculty Erasmus Office will proceed to award the mobility to the next students on the ranking list, who may then be contacted by e-mail and telephone and be asked to give feedback within 3 working days, otherwise the mobility will be withdrawn.
3. Inclusion in the final rankings will not automatically entail the right to mobility, since the actual award will depend on compliance with the educational constraints/requirements defined by each programme, the Faculty and the assigned venue.

ART. 7.3 – FINAL AWARD OF MOBILITY

1. Mobility grants **are awarded exclusively for the carrying out of educational activities** at the partner institution. In order to be eligible for Erasmus grants, the student recipient of mobility grants must, strictly before departure, **accept the terms of the financial contract** and follow the instructions that will be provided when the mobility grant is awarded.
2. **For the final award of Erasmus+ mobility the student must have taken care of:**
 - a) Sending the required documents;
 - b) Completion of the Learning Agreement on the personal Erasmus page and approval by the Academic Coordinator for International Mobility;



Eligibility for mobility is in any case subject to acceptance by the international university, which may request further certification or reject the application on the basis of its own rules not specified in the inter-institutional agreement between Sapienza and the partner university.

ART. 8 – THE LEARNING AGREEMENT

1. Mobility beneficiaries must draw up an official study plan, the so-called **Learning Agreement (L.A.)**, which defines the educational activities to be carried out abroad and which guarantees the recognition of credits (ECTS) obtained by passing exams/theses research abroad.

The drawing up and consequent approval of the L.A. are compulsory and binding for the purposes of taking part in the mobility, under penalty of exclusion from the mobility.

2. The L.A. must include exams or educational activities aimed at the attainment and recognition of **at least 12 ECTS (not less than 3 ECTS in the case of mobility for thesis research only and not less than 10 ECTS for the qualifying internship).**

3. In order to be able to draw up the study plan to be carried out at the destination university, students should consult the information available on the web pages of the host institutions before submitting their application. This information will also be binding for the purposes of the mobility assignment.

In order to carry out research for the thesis, PhD or specialisation school, the project must be agreed upon in advance with the Italian supervisor and the Academic Coordinator for International Mobility (RAM), in accordance with the agreements established with the professor at the host university.

4. At the end of their courses, Erasmus students must sit the exams as laid down by the host university. At the end of the mobility period, **the student must obligatorily start the procedure for career recognition of the academic or research activity** carried out at the international university. The computerised procedure must be completed **exclusively via the personal Erasmus page.**

5. Recognition of educational activities carried out will take place as indicated by the Faculty and by the *"Regulations for Student Mobility and Recognition of Periods of Study and Training Abroad"*. Exams taken abroad must be recognised in compliance with any propaedeuticity constraints laid down in the regulations for one's degree programme.

ART. 9 – USEFUL INFORMATION

The students must find out for themselves about any **accommodation** opportunities offered by the host universities. They must also find out about:

- **Health care** in the host country by contacting their local health authority or diplomatic representation and consulting the link: <http://www.salute.gov.it/>;
- **How to enter the host country**, non-EU citizens should contact the respective diplomatic representations (Embassies and Consulates) in good time. The legislation and regulations governing the entry of non-EU students in the countries participating in the Erasmus+ Programme are related to the nationality of these students: it is the student's responsibility to gather, with the



necessary advance notice, the information and obtain the documents that will allow entry and stay in the country of destination.

The accident and civil liability insurance that the student benefits from automatically upon enrolment at Sapienza is extended, under the same terms, for the entire period spent abroad at the host institution <https://www.uniroma1.it/en/pagina/student-insurance>.

However, it is recommended to consider taking out additional insurance coverage for travel and medical expenses not covered by the European TEAM card. It is also recommended to register on the MAECI website managed by the Crisis Unit "*Dove siamo nel mondo*" (<https://www.dovesiamonelmundo.it>), clearly indicating the required data: names, city/country, university of destination, updated contact details and period of stay.

ART. 10 CHECKS

1. Pursuant to Article 71 of Presidential Decree 445 of December 28, 2000, the Administration will proceed to carry out appropriate checks, also on a sample basis, and in all cases in which grounded doubts arise as to the truthfulness of self-certifications.

Failure to provide truthful information, whether declared or self-certified, constitutes grounds for exclusion/disqualification.

ART. 11 PERSONAL DATA PROCESSING

The [processing of personal data](#) is governed by Art. 13 of Legislative Decree 196/2003 and Art. 13 and 14 of EU Regulation no. 2016/679 - GDPR (General Data Protection Regulation) on the protection of persons and other subjects with regard to the processing of personal data provided, in compliance with the above-mentioned legislation and confidentiality obligations.

ART. 12 PERSON IN CHARGE OF THE PROCEDURE

Pursuant to Law August 7, 1990, no. 241 and subsequent amendments and additions, for the scope of the exclusive competence of Sapienza University of Rome, Polo Di Latina, the person in charge of the procedure is the Administrative Coordinator for International Mobility - Dott.ssa Franca Rieti – tel 0773-476807 – e-mail: erasmus.pololatina@uniroma1.it, franca.rieti@uniroma1.it, reception hours Tuesday 9:30 - 11:30 a.m. at Ce.R.S.I.Te.S. building, Viale XXIV Maggio 7/9 04100 Latina, by appointment agreed by e-mail.

ART. 13 END OF THE PROCEDURE

The deadline by which the selection results are expected to be finalised and published is the second half of April.

This call for applications is published in English and Italian. In the event of conflicting interpretations between the two versions (ITA and EN), the only applicable text is the Italian version.

DATE	DEAN'S SIGNATURE
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Useful reference links:

- Application: <https://relint.uniroma1.it/candidatura/login.aspx>
- Cost of living in different destination countries: <https://www.numbeo.com/cost-of-living/>
- Working conditions: https://eures.ec.europa.eu/living-and-working/living-and-working-conditions_en
- Erasmus grants: https://eures.ec.europa.eu/living-and-working/living-and-working-conditions_en
- FAQ about language test: <https://web.uniroma1.it/cla/faq-test-linguistici-cla-mobilita-internazionale>
- For technical assistance during the application phase, you can fill in the Help Desk form, available at the link: <https://relint.uniroma1.it/candidatura/sendmail.aspx>



Annexe 1: ORGANISATION OF LANGUAGE TESTS AT THE SAPIENZA'S LANGUAGE CENTRE (CLA)

Students who will be admitted to the selection on the basis of the language test taken at the CLA must in any case be in possession of the level of language proficiency required by the host institution, otherwise, they will not be eligible for mobility.

It will only be possible to take **one test** for each language **up to a maximum of two languages**.

There will be no make-up sessions. For those who have already taken tests in the September, November and December 2023 sessions, it will not be possible to retake the test(s).

1. The tests - for **FRENCH, ENGLISH, PORTUGUESE, SPANISH, and GERMAN** language - will be carried out at *CLA*, in person: the student must present a valid identification document (identity card, passport, driving licence).

2. Students who have not already taken the test in the sessions from September to November 2023 must book their place by choosing the date and time from the options **available in the application form**, according to the calendar available at the link <https://web.uniroma1.it/cla/faq-test-linguistici-cla-mobilita-internazionale>

3. Booking for the tests is only confirmed upon receipt of the notification e-mail in the institutional mailbox.

4. The language level tests are of the multistage type (with a pass threshold) and include questions:

- multiple-choice
- cloze response
- drag and drop on text

5. The tests focus mainly on grammar knowledge and text comprehension. **Speaking and listening are not included.**

The test starts at level A2 and, depending on your score, you can move on to the next levels (step by step) up to level C1. The test will last a maximum of approximately 60 minutes (if all four levels are completed).

Online test simulations are not available.

It is recommended that you book your test(s) in good time, in order to have the widest possible choice on the days still available.

The test results will be published on Moodle but will only be transmitted to the application if the student opens the form by going to this link: <https://relint.uniroma1.it/candidatura/login.aspx>

The test results will be visible in the application as follows:

- January 2024 within January 31, 2024
- February 2024 within February 26, 2024



SAPIENZA
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However, students who have already taken the test at *CLA* from **September to November 2023** are invited to access the [application form](#) to enable them to obtain their test results by **February 26, 2024**.

The certificate concerning **the result obtained in the language test will only be issued to Erasmus mobility participants**. This certificate, which is NOT a language certificate by law, can be downloaded directly from one's own personal Erasmus page.

On the day of the test, the student must present him/herself PUNCUALLY at the CLA laboratories located in the Marco Polo Building on floor 0, Circonvallazione Tiburtina 4 (formerly Scalo S. Lorenzo, 82).