



UniSR
Università Vita-Salute
San Raffaele



Erasmus+ Study Call - Abstract



eU

Academic Year 2024-2025

Università Vita-Salute San Raffaele

Via Olgettina 58 - 20132 Milano

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www.unisr.it

SECTION 1 GENERAL INFORMATION

The Erasmus+ Programme promotes exchange and cooperation activities at all the levels of education in 26 European Union Member States and in the non-EU countries participating in the Programme (Iceland, Liechtenstein, Norway, Turkey, Serbia and the Republic of North Macedonia) that are called *Programme Countries*.

Starting from the new Erasmus+ 2021-2027 Programme, the United Kingdom and Switzerland are considered *Partner Countries*. All the requirements indicated in the Call for *Programme Countries* are the same for the students who apply for the mobilities in the United Kingdom and Switzerland. The mobilities to and from Switzerland will be funded by the Swiss universities.

The Programme allows students to spend a period of study or training at one of the Erasmus+ partner universities with which the Erasmus+ inter-institutional agreement was signed. The study period abroad can last from a minimum of 2 months/60 days to a maximum of 12 months.

The students with disabilities, in accordance with the regulations in force and subsequent amendments, are required to notify the Inclusion office (inclusion@unisr.it) of their conditions promptly via e-mail by the closing date of the call for applications.

If the students meet the linguistic requirements they will be given priority while assigning the exchange destination place. The students with specific learning disorders (DSA) must inform the Erasmus+ office about the situation. The Erasmus+ office will check with the partner university whether the student can take advantage of the same compensatory/exceptional tools that are used at the UniSR.

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SECTION 2 EXCHANGE PLACES

The availability of places in exchange is subject to updates. The Erasmus+ office constantly analyses the partnership proposals and manages the inter-institutional agreements. Therefore, the exchange places indicated in this call for applications have been formalised by the Erasmus+ inter-institutional agreements signed by the competent institutional/governing bodies. Possible updates on the new Erasmus+ destinations in the United Kingdom and Switzerland (*Partner Countries*) will be announced on the online notice board (bacheca online) once the agreement is official.

For the time being, the students regularly enrolled in the following degree programmes at the UniSR are given the possibility to carry out the Erasmus+ Study mobility:

1. Faculty of Medicine and Surgery:
 - Master's Degree in Medicine and Surgery
 - International Medical Doctor Program
 - Master's Degree in Dentistry and Dental Implantology
 - Bachelor's Degree in Physiotherapy
 - Bachelor's Degree in Nursing
2. Faculty of Philosophy
 - Bachelor's Degree in Philosophy
 - Master's Degree in Philosophy of the Contemporary World
 - Master's Degree in Theory and History of the Arts and the Image
3. Faculty of Psychology
 - Bachelor's Degree in Psychological sciences and techniques
 - Bachelor's Degree in Political Sciences and Global Strategies
 - Master's Degree in Psychology
4. PhD and postgraduate school

As far as the Master's Degree in Dentistry and Dental Implantology is concerned, only **2 students** per year may be admitted to the Programme.

For further information:

Erasmus+ Office

Phone: 02.91751580/606/668

erasmus.medicina@unisr.it (students enrolled in the Physiotherapy, Nursing degree programmes, International Medical Doctor Program, Medicine and Surgery and Dentistry and Dental Implantology degree programmes)

erasmus.psicologia@unisr.it (students enrolled in the Psychology degree programmes)

erasmus.filosofia@unisr.it (students enrolled in the Philosophy degree programmes)

The list of the Erasmus+ university partners for each degree course/faculty may be found below.

Important notice: This is an abstract of the Italian Competition Call Rector's Decree n. 8812 which is the only version with legal validity. This version is merely for information purposes and may not be exhaustive.

**Master's Degree in Medicine and Surgery
International Medical Doctor Program**

Host University	Erasmus+ Code	Subject Area	Study Cycle	Language Requirements	Exchange Flow	
					Exchange Places	Total Number of Months
Altınbas University	TR Instanbu38	0912 Medicine	2º	English: B2	2	9
Johann Wolfgang Goethe - Universität Frankfurt an Main*	D Frankfu01	0910 Health	2º, 3º	German: C1	4	12
Medical University of Innsbruck	A Innsbru21	0912 Medicine	2º	German: B2	2	9
Medical University of Vienna**	A Wien64	0912 Medicine	2º, 3º	German: B1	4	10
Rīga Stradiņš University	LV Riga03	0912 Medicine	2º	English: B2	8	6
Universidad de Oviedo***	E Oviedo01	0912 Medicine	2º	Spanish: B2	8	5
Universidad de Santiago de Compostela	E Santiag01	0912 Medicine	2º	Spanish: B1 DELE	2	9
Universität Regensburg	D Regensb01	0912 Medicine	2º	German: C1	3	5
Université Claude Bernard Lyon 1****	F Lyon 01	0912 Medicine	2º	French: B2	8	10
University of VIC – Central University of Catalonia, Faculty of Medicine*****	E Vic01	0912 Medicine	2º	Spanish: B1	2	3
Université Paris-Est Créteil Val-de-Marne UPEC	F Paris012	0910 Health	2º, 3	French: B2	5	6/12
Universiteit Antwerpen	B Antwerp01	0912 Medicine	2º	English: B2	2	3
Ludwig-Maximilians-Universität München*****	D Munchen01	0912 Medicine	2º	German: C1	1	6
Universidade de Lisboa Lisbon School of Medicine	P Lisboa109	0912 Medicine	2º	Portuguese: B1	6	9
Humboldt-Universität zu Berlin Faculty of Medicine: Charité Universitäts Medizin Berlin	D Berlin13	0912 Medicine	2º	German: B2	1	9
Universitat de València*****	E Valenci01	0912 Medicine	2º	Spanish: B1	3	10
Uniwersytet Medyczny w Łodzi	PL Lodz03	0912 Medicine	2º	English: B2	2	10
Universidade do Minho	P Braga01	0912 Medicine	2º	Portuguese: B1	3	6
Universitat Pompeu Fabra Barcelona	E Barcelo15	0912 Medicine	2º	Spanish: B1	2	6

Academic Coordinators for the Erasmus+ activities:
Master's Degree in Medicine and Surgery: **Prof. Paolo Prospero Ghia** - ghia.paolo@unisr.it; **Ms Virginia Sgarlato** -
sgarlato.virginia@hsr.it (secretariat)
International Medical Doctor Program: **Prof. Stefano Partelli** - partelli.stefano@hsr.it

Johann Wolfgang Goethe – Universitat Frankfurt an Main*: The University accepts students enrolled in the 4th and 5th year of the master's degree course in Medicine and Surgery/IMDP who intend to carry out the mobility for an entire semester or A.Y.; students will have to attend 8-week courses, take written exams and then be able to carry out the practical activities related to the courses taken; all the details regarding the courses are available at the following address; <https://www.uni-frankfurt.de/72609594/Studienverlauf.pdf>
The University will accept the students enrolled in the 6th year as well but they will be allowed to carry out the practical activities within the courses that they have completed successfully.

Medical University of Vienna**: The University accepts both students who intend to attend courses and sit exams and students who only wish to carry out the practical activities; students who decide to attend the courses and take the exams can choose from the following courses: Neurology, Psychiatry, Pediatrics, Gynecology and Obstetrics, Ophthalmology/Otorhinolaryngology, Emergency Medicine and Intensive Care. Each module lasts approximately 5 weeks and the students can choose three of them. The course details are available at the following link: <https://www.meduniwien.ac.at/web/en/international-affairs/student-staff-exchange/student-mobility/student-mobility-for-studies/>; it will not be possible to choose the combination of the following modules in one semester: Neurology and Psychiatry, Pediatrics and Gynecology/Obstetrics, Emergency Medicine and Ophthalmology/Otorhinolaryngology. All the information may be found at the following link: https://www.meduniwien.ac.at/web/fileadmin/content/serviceeinrichtungen/forschungsservice/international_office/studierende/pdf/Information_for_Incoming_Students_2022_23_v210422.pdf

Universidad de Oviedo***: Students who decide to carry out the Erasmus+ Study mobility at the Universidad de Oviedo must adapt their study program to the curriculum offered by the University and therefore follow the courses and carry out 2-week rotations (not extendable) for each course. Carrying out a clinical rotation for one week will award 1.5 ECTS.

Université Claude Bernard Lyon 1****: The University accepts both the students who intend to attend the courses and sit the exams and the students interested in carrying out the practical activities only. In order to carry out the Erasmus+ Study mobility, the Host University indicates the following periods: students enrolled in the 4th year of the Master's degree in Medicine and Surgery/IMDP - 1st semester or entire Academic Year; students enrolled in the 5th year of the master's degree course in Medicine and Surgery/IMDP - entire A.Y. This restriction has no impact on the students who want to carry out the practical activities only.

University of VIC – Central University of Catalonia, Faculty of Medicine*****: The University accepts only the students who intend to carry out practical activities (no possibility to attend the courses and sit the exams).

Ludwig-Maximilians-Universität München*****: The University accepts both the students who intend to attend the courses and sit the exams and the students who only wish to carry out the practical activities; all the details are available at the following link https://www.en.med.uni-muenchen.de/undergraduate/incoming_students/exchange_programs/index.html

Universitat de València*****: The University accepts the students enrolled in the 4th and 5th year of the master's degree course in Medicine and Surgery/IMDP who intend to carry out the mobility in the 1st semester or for the entire A.A.; it will not be possible to carry out the mobility only in the 2nd semester; the University does not allow the Erasmus+ incoming students to carry out the practical activities only; students must be in possession of the Certificate of Absence of Sexual Offenses; the selection of the courses that the Erasmus+ incoming students can attend is available at the following link: https://www.uv.es/medidocs/intercanvi/propuesta_1_a

Master's Degree in Dentistry and Dental Implantology

Host University	Erasmus+ Code	Subject Area	Study Cycle	Language Requirements	Exchange Flow	
					Exchange Places	Total Number of Months
Universidad de Oviedo	E Oviedo01	0911 Dental Study	2°	Spanish: B2	2	9
Universidad de Santiago de Compostela	E Santiag01	0911 Dental Study	2°	Spanish: B1	2	9
Rīga Stradiņš University	LV Riga03	0911 Dental Study	1°, 2°, 3°	English: B2	2	n.d.

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Academic Coordinators for the Erasmus+ activities:

Prof. Silvio Abati – abati.silvio@hsr.it; Prof.ssa Simona Tecco – tecco.simona@hsr.it; Prof. Marco Esposito – esposito.marco1@hsr.it and Prof. Roberto Rotundo – rotundo.roberto@hsr.it

Bachelor's Degree in Physiotherapy

Host University	Erasmus+ Code	Subject Area	Study Cycle	Language Requirements	Exchange Flow	
					Exchange Places	Total Number of Months
Universitat Ramon Llull E.U.I. Blanquerna	E Barcelo 16	0915 Therapy and rehabilitation	1°	Spanish: B1 – DELE	2	6
University of Deusto	E Bilbao02	0915 Therapy and rehabilitation	1°	Spanish: B2	3	5

Academic Coordinators for the Erasmus+ activities:

Prof. Federica Agosta – agosta.federica@hsr.it and Dr. Andrea Tettamanti – tettamanti.andrea@hsr.it

Bachelor's Degree in Nursing

Host University	Erasmus+ Code	Subject Area	Activity	Language Requirements	Exchange Flow	
					Exchange Places	Total Number of Months
Nord University	N Bodo04	0910 Health	Internship	English: B1	2	3
Rīga Stradiņš University	LV Riga03	913 Nursing and Midwifery	Internship	English: B2	2	3
Universidad Autonoma de Madrid EUI Puerta de Hierro	E Madrid04	0913 Nursing and Midwifery	Internship	Spanish: B2	2	6
Universidad de Valladolid	E Vallado01	0913 Nursing and Midwifery	Internship	Spanish: B1	4	3
Universitat Ramon Llull E.U.I. Blanquerna	E Barcelo 16	0913 Nursing and Midwifery	Internship	Spanish: B1	2	3
Windesheim University of Applied Sciences	NL Zwolle05	0913 Nursing and Midwifery	Internship	English: B2	2	3
Centria University of Applied Sciences	SF Kokkola05	913 Nursing and Midwifery	Internship	English: B2	2	3
University of Applied Sciences and Arts of Southern Switzerland (SUPSI)	CH Lugano02	913 Nursing	Internship	Italian: B2	2	3
Humboldt-Universität zu Berlin, Faculty of Medicine: Charité Universitätsmedizin Berlin	D Berlin13	0913 Nursing and Midwifery	Internship	German: B2	1	6

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Academic Coordinators for the Erasmus+ activities:

Dr. Alessandro Giroto – girotto.alessandro@hsr.it; Dr. Elisabetta Bagnato – elisabetta.bagnato@grupposandonato.it and Ms Cristina Pisani – segreteria.infermieristica@univr.it (secretariat)

Faculty of Philosophy

Host University	Erasmus+ Code	Subject Area	Study Cycle	Language Requirements	Exchange Flow	
					Exchange Places	Total Number of Months
Albert – Ludwigs Universität Freiburg	D Freiburg01	0223 Philosophy and Ethics	1 ^o e 2 ^o	German: B2	3	6
Erasmus Universiteit Rotterdam/Erasmus MC	NL Rotterdam01	0223 Philosophy and Ethics	1 ^o e 2 ^o	English: B1	3	6
Institut Catholique de Toulouse, faculté libre de Philosophie	F Toulous09	0223 Philosophy and Ethics	1 ^o , 2 ^o e 3 ^o	French: B2	2	5
Universidade de Coimbra	P Coimbra01	0223 Philosophy and Ethics	1 ^o e 2 ^o	Portuguese: B1	3	6
Universidad de Oviedo	E Oviedo01	0223 Philosophy and Ethics	1 ^o , 2 ^o e 3 ^o	Spanish: B2	3	9
Universidad de Valencia	E Valenci01	0223 Philosophy and Ethics	1 ^o e 2 ^o	Spanish: B1, Catalan: B1	2	10
University of Tartu	EE Tartu02	0223 Philosophy and Ethics	1 ^o , 2 ^o e 3 ^o	English: B2	2	5
Universität zu Köln	D Koln01	0223 Philosophy and Ethics	1 ^o , 2 ^o e 3 ^o	German: B1	2	6
Université Paris 1 – Panthéon Sorbonne	F Paris001	0223 Philosophy and Ethics	1 ^o , 2 ^o e 3 ^o	French: B2	3	10
Université de Rouen Normandie	F Rouen01	0223 Philosophy and Ethics	1 ^o , 2 ^o e 3 ^o	French: B2	2	6
University of Bucharest	RO Bucures09	0223 Philosophy and Ethics	1 ^o , 2 ^o e 3 ^o	English/French: B1	2	5
University College Cork	IRL Cork01	0223 Philosophy and Ethics	1 ^o , 2 ^o e 3 ^o	English: B1	2	6
University of Ioannina	G Ioannin01	0223 Philosophy and Ethics	1 ^o , 2 ^o e 3 ^o	English – only for the seminars: B2	2	6
Uniwersytet Jagielloński	PL Krakow01	0223 Philosophy and Ethics	1 ^o e 2 ^o	Polish: B2 English: B1	2	5
University of Rijeka*	HR Rijeka01	0223 Philosophy and Ethics	1 ^o e 2 ^o	Croatian: B2 English: B2	2	5
Universidad de Valladolid	E Vallado01	0223 Philosophy and Ethics	1 ^o e 2 ^o	Spanish: B1	4	9
Ramon Llull University	E Barcelo16	0223 Philosophy and Ethics	1 ^o e 2 ^o	Spanish: B1	3	9

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École Normale Supérieure (ENS)	F Paris087	0223 Philosophy and Ethics	1 ^o e 2 ^o	French: C1	2	9
HAWK University of Applied Sciences and Arts**	D Hildesh02	0210 Arts, not further defined	1 ^o e 2 ^o	German: B1	3	5
Westfälische Wilhelms-Universität Münster	D Munster01	0221 Religion and Theology	1 ^o , 2 ^o e 3 ^o	German: B1	2	5
Friedrich Schiller University Jena	D JENA01	0223 Philosophy and Ethics	1 ^o , 2 ^o e 3 ^o	German: B2	2	10

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Academic Coordinators for the Erasmus+ activities:

Dr. Giovanni Crea crea.giovanni@univr.it and **Prof. Francesca Pola** - pola.francesca@hsr.it

University of Rijeka*: The proof of the linguistic competence (issued by an authorized institution and in line with the CEFR) must be provided during the application phase. Some departments may require even higher language skills.

HAWK University of Applied Sciences and Arts*: The agreement is valid only for the students enrolled in Master's degree in Theory and History of the Arts and the Image.

Faculty of Psychology

Host University	Erasmus+ Code	Subject Area	Study Cycle	Language Requirements	Exchange Flow	
					Exchange Places	Total Number of Months
Institut Catholique de Toulouse	F Toulous09	0313 Psychology	1 ^o and 2 ^o	French: B2	4	6
Universidad Autonoma de Madrid*	E Madrid04	0313 Psychology	1 ^o and 2 ^o	Spanish: B2	5	6
Universidad de Oviedo	E Oviedo01	0313 Psychology	1 ^o , 2 ^o and 3 ^o	Spanish: B2	4	9
Universitat de València**	E Valenci01	0313 Psychology	1 ^o	Spanish: B1	2	5
Universitat Autònoma de Barcelona***	E Barcelo02	0313 Psychology	1 ^o and 2 ^o	Spanish: B1	5	6
Universidade de Lisboa****	P Lisboa109	0313 Psychology	1 ^o and 2 ^o	Portuguese: A2	2	6
Universitat de Barcelona	E Barcelo01	0313 Psychology	1 ^o and 2 ^o	Spanish: B1/Catalan: B1	3	6
Universität Zürich*****	CH Zurich01	0313 Psychology	1 ^o , 2 ^o and 3 ^o	German/English: B2	2	5
Ecole de Psychologues Praticiens	F PARIS459	0313 Psychology	1 ^o and 2 ^o	French: B1	4	5
University of Economics and Human Sciences	PL WARSAW63	0313 Psychology	1 ^o and 2 ^o	English: B2	2	5
Universidad Internacional de la Empresa - UNIE Madrid Università	E MADRID238	0313 Psychology	1 ^o and 2 ^o	Spanish: B1	2	5

Universidad Autonoma de Madrid*: They accept the Master's Degree students only if there are available places and if the Erasmus+ students provide them with all the required documents (language certificate included); all the information may be found at the following address: [https://www.uam.es/Psicologia/Movilidad-Estudiantes-Entrantes/1446776303353.htm?language=es&nodepath=Movilidad%20estudiantes%20Entrantes%20\(Incoming%20Students%20Information\)&pid=1446776241723](https://www.uam.es/Psicologia/Movilidad-Estudiantes-Entrantes/1446776303353.htm?language=es&nodepath=Movilidad%20estudiantes%20Entrantes%20(Incoming%20Students%20Information)&pid=1446776241723)

Universitat de València**: They do not accept the Master's Degree students.

Universitat Autònoma de Barcelona*** The Master's Degree students who want to carry out the Erasmus+ Study mobility at the UAB can choose the courses offered at the 4th year of the Bachelor's degree programme but they will not be allowed to choose the courses that are offered at Master's degree (according to the University system in Spain, the Bachelor's degree programme lasts 4 years and the Master's degree programme lasts 1 year – 4+1; as if the Master's degree students chose the courses offered at the last year of the Bachelor's degree programme).

Universidade de Lisboa**** They accept both the Bachelor's degree programme students as well as the Master's degree programme students; the Master's degree programme students can choose the courses offered at the Master's degree programme but they should check the availability of the courses for the Erasmus+ incoming students; all the courses are run in the Portuguese language.

Universität Zürich*****: The students who would like to attend the Literature and Linguistic courses are asked to provide the Host University with two language certificates: English and German, both at the C1 level.

Academic Coordinators for the Erasmus+ activities:

Bachelor's Degree in Psychological sciences and techniques: **Prof. Giuseppe Pantaleo, Prof. Serena Borroni, Prof. Chiara Brombin and Dr. Maria Giovanna Scarale**
commissione.erasmus.psicologia@univr.it

Master's Degree in Psychology: **Prof. Antonio Malgaroli, Prof. Serena Borroni, Prof. Chiara Brombin and Dr. Maria Giovanna Scarale**
commissione.erasmus.psicologia@univr.it

Bachelor's Degree in Political Sciences and Global Strategies

Host University	Erasmus+ Code	Subject Area	Study Cycle	Language Requirements	Exchange Flow	
					Exchange Places	Total Number of Months
Université de Rouen Normandie	F Rouen01	0312 Political sciences and civics	1 ^o	French: B2 - DELE	2	10
Universidad de Valencia	E Valenci01	0312 Political sciences and civics	1 ^o	Spanish: B1	2	10

Academic Coordinators for the Erasmus+ activities: **Prof. Giuseppe Pantaleo, Prof. Serena Borroni, Prof. Chiara Brombin, Dr. Mara Grasseni** mara.grasseni@unibg.it and **Dr. Maria Giovanna Scarale**
commissione.erasmus.psicologia@univr.it

SECTION 3 GENERAL INFORMATION

There are 2 types of the mobility:

Long Mobility – the study period abroad lasts from a minimum of 2 months/60 days to a maximum of 12 or 24 months for a single cycle degree programme.

Short Mobility – available for the PhD students only; this kind of mobility lasts from a minimum of 5 days to a maximum of 30 days and there should be a virtual part of the mobility as well; it may be carried out in *Programme Countries* only. The short mobility must be authorised by the partner university.

The mobility and the return procedures must be carried out between **1st June 2024** and **30th September 2025**.

The mobility duration and the number of the exchange places have been defined in the inter-institutional agreements signed by the UniSR and the Erasmus+ partner universities.

Eligible students will benefit from **the status of the Erasmus+ student** that includes the following conditions:

- Recognition of the activities carried out abroad by the Board of the degree course or by the faculty Board;
- Exemption from the payment of the tuition fees at the host university; the tuition fees for the 2024-2025 academic year at the UniSR must be paid;
- Participation in the language courses organised by the host university and in the online language courses offered by the European Union;
- Use of services (also the ones that are not free of charge) offered to students by the host university (canteen, hall of residence, etc.).

The **educational/training activity** that a student is required to carry out during the mobility at the host university must be **agreed and approved by the Erasmus+ Academic/Departmental Coordinator** (each degree course has its own Erasmus+ coordinator) by signing the Learning Agreement in a digital format – Online Learning Agreement (OLA) The OLA must be signed by the student, the UniSR Erasmus+ Academic/Departmental Coordinator and the host university. The activities that may be carried out during the Erasmus+ Study mobility are the following ones:

- **Attending the classes and sitting the exams (if approved by the Erasmus+ Academic/Departmental Coordinator);;**
- **Preparation of the thesis** (if the study plan allows it);
- **Practical experience/activities** (if the study plan allows it).

During the Erasmus+ Study mobility the students are not allowed to attend the courses at the UniSR and carry out the educational/training activities that are part of higher study cycles. For example, the bachelor's degree students are not allowed to carry out the educational/training activities that may give them the ECTS credits for the activities that are part of the Master's degree programme's study plan. Furthermore, it will not be possible to request a transfer to another university while carrying out the Erasmus+ mobility.

Should the students decide to carry out one of the above-mentioned activities, their participation to the Erasmus+ Study Programme mobility will be cancelled.

Students must check the partner universities' websites in order to get detailed information on the possibility of carrying out the mobility at the university partner of their choice before applying for the Erasmus+ Study Programme mobility.

SECTION 4 FUNDING

Obtaining the **grants** for the Erasmus+ Study mobility is subject to the following conditions:

- The commitment to carry out educational/training activities at the host university for the whole period indicated in the grant agreement between home university and students considering the following criteria:

FOR A 2-MONTH MOBILITY, THE NUMBER OF ECTS CREDITS IS: 6 (AT LEAST)

FOR A 6-MONTH MOBILITY, THE NUMBER OF ECTS CREDITS IS: 24 (AT LEAST)

FOR THE MOBILITIES THAT LAST LESS THAN 6 MONTHS, THE NUMBER OF CREDITS THAT SHOULD BE ACHIEVED PER MONTH IS **3/4**;

FOR THE MOBILITIES THAT LAST MORE THAN 6 MONTHS, THE NUMBER OF CREDITS THAT SHOULD BE ACHIEVED PER MONTH IS **5**;

FOR A 9-MONTH MOBILITY, THE NUMBER OF CREDITS THAT SHOULD BE ACHIEVED IS **45**.

- The commitment to carry out educational/training activities that are part of the study plan of the degree programmes that the students are enrolled in; it will not be possible to carry out the activities that are scheduled for the different years (higher) from the one that the students are enrolled in while carrying out the Erasmus+ Study mobility (e.g. a fifth-year medical students cannot carry out the activities that are scheduled for the sixth year);
- **The acquisition of at least 3 ECTS curricular credits;**
- Submitting the official **request of recognition** of the activities carried out during the mobility to the Board of degree course or to the faculty Board.

The final amount of the grants for the mobility period is determined by the exact number of days of the mobility indicated and certified by the host university in the Certificate of Attendance, multiplied by the amount per day/month depending on the country of destination.

In case of an incomplete month, the financial contribution is calculated by multiplying the number of days in the incomplete month by a unit cost of 1/30 of the monthly amount up to the number of monthly payments agreed in the grant agreement. Regardless of its actual length, each month is considered to last 30 days.

Any extended period will not be covered by the EU funding. Should the UniSR have any residual/extra funding after having covered the mobilities of students without financial support (so-called "zero grant mobilities"), these may be given to the students who decide to extend their mobility periods.

The students who do not respect the criteria indicated in the call for applications with regard to the achievement of the ECTS credits, will be asked to return part or the whole grant received.

In addition, the students who have not completed any study activities and/or who do not request the recognition of the activities carried out within 60 days of the return date indicated in the Certificate of Attendance will have to return the full amount of the funding granted. If they fail to do so within the specified deadlines, the Erasmus+ office reserves the right to ask the Student Office to temporarily block their career.

The amount of funding for the Erasmus+ Study mobility is defined every year by the European Commission. It is possible that the funds we receive are not enough to cover all the scholarships. The grants will be assigned starting from the students who have obtained the highest score in the ranking. Should there be two or more students with the same score, the youngest student will prevail.

The grant consists of:

- **EU Funds** – the amount of this financing depends on the destination country and the group it belongs to:

GROUP 1 (HIGH cost of living): 350€/month
Austria, Belgium, Denmark, Finland, France, Germany, Ireland, Iceland, Luxembourg, Sweden, Liechtenstein, Norway, the Netherlands.
Third countries not associated to the Programme from region 13: Andora, Monaco, San Marino, Vatican City
Third countries not associated to the Programme from region 14: the United Kingdom, Switzerland*, Faroe Islands
GROUP 2 (AVERAGE cost of living) 300€/month
Greece, Spain, Cyprus, Estonia, Latvia, Malta, Portugal, the Czech Republic, Slovenia, Slovakia.
GROUP 3 (LOW cost of living) 250€/month
Bulgaria, Croatia, Lithuania, Hungary, Poland, Romania, Republic of North Macedonia, Turkey, Serbia.

**The mobilities carried out in Switzerland are financed directly by the Swiss government. No EU funds will be given.

Please be informed that the maximum period of the Erasmus+ Study mobility that may be financed is 6 months.

- **“Green” Travel Top-up**

The students who decide to travel to and from the Erasmus+ host university destination with a sustainable means of transport (e.g. train or bus) will be awarded € 50.00 top-up and the grant for up to 4 additional days for the journey. To obtain this, the proof of travel, such as tickets or receipts, must be submitted within 30 days from the end of the mobility.

The EU grants for the Short Mobility (*Programme Countries only*) for the PhD students will be paid on a daily amount basis.

Short Mobility for a period between 5 and 14 days
79 euro
Short Mobility for a period between 15 and 30 days
56 euro

- **MUR Supplementary Grants** – Ministerial supplements may be given to the students who are enrolled within the normal duration of the course of study increased by one year, including those enrolled in the PhD programmes (if there are no incompatibilities with the regulations or with the PhD calls)

Grants may only be awarded to the exchange students who meet the requirements established by this call and comply with the economic conditions indicated below.

The mobility periods must be aimed at obtaining a degree, must be carried out within the framework of agreements or conventions signed by the University with partners with a suitable profile and must be recognised in the student's career in compliance with the European guidelines. The Erasmus+ Traineeship Postgraduates candidates are not eligible for this kind of funding.

The amounts of the MUR Supplementary grant are determined in relation to economic status according to the table below

ISEE	Monthly amount for the Erasmus+ scholarship integration
ISEE ≤ 13.000	€ 650
13.000 < ISEE ≤ 21.000	€ 600
21.000 < ISEE ≤ 26.000	€ 550
26.000 < ISEE ≤ 30.000	€ 500
30.000 < ISEE ≤ 40.000	€ 450
40.000 < ISEE ≤ 50.000	€ 400

The maximum mobility period that the students can receive the MUR Supplementary grant for is 6 months.

Assessment of economic and asset status

The students' economic conditions are identified on the basis of the Indicatore della Situazione Economica Equivalente (Equivalent Economic Situation Indicator) for subsidised benefits for the right to university study (hereinafter ISEE universitario) provided for by the D.P.C.M. (Decree of the President of the Council of Ministers) of 5th December 2013 no. 159 and subsequent amendments and additions.

Family unit

The students' family unit is defined in accordance with the modalities specified in the President of the Council of Ministers' Decree of 5th December 2013, no. 159 and subsequent amendments and additions.

Independent student

The student is considered independent when both of the following requirements are met:

- residence outside the family unit, for at least two years from the date of the submission of the single substitute statement referring to the family unit, in accommodation not owned by one of its members;
- income from employment or assimilated employment, declared for tax purposes for at least two years, not less than €9,000.00.

If both of the above-mentioned conditions are not met, the student cannot be considered independent.

The economic and asset conditions of foreigners or Italian students resident abroad are defined on the basis of the provisions indicated in article 8 paragraph 5 of the President of the Council of Ministers' Decree 159/2013.

The students who would like to participate in the call for applications must present the ISEEU that should be requested from the Tax Assistance Centre (CAF CISL). All the information and contacts are available at the following link: <https://www.unisr.it/servizi/borse-di-studio/agevolazioni-premi-merito>

The economic and patrimonial conditions of foreigners (students) coming from the non-EU countries are assessed in accordance with the procedures indicated in the Legislative Decree n° 286 of 25th July 1998, as amended (art. 4, par. 3 and 39) and by the Presidential Decree n° 394 of 31st August 1999 (art. 46, par. 5).

The economic and patrimonial conditions of the family units of foreigners (students) must be certified with appropriate documentation issued by the competent authorities of the country in which the income was generated and must be translated into Italian by the Italian diplomatic authorities competent for the territory.

In the case of those countries in which there are particular difficulties in issuing the certification attested by the local Italian Embassy, the same must be issued by the competent foreign diplomatic or consular representations in Italy and legalised by the Prefectures in accordance with art. 33 of the Presidential Decree n° 445 of 28th December 2000.

For the foreigners (students) coming from particularly poor countries, the economic condition is assessed on the basis of a certificate issued by the Italian Representation in the country of origin certifying that the student does not belong to a family having a high income and a high social level.

The students are in any case obliged to declare any income and assets held in Italy by their family units in accordance with the President of the Council of Ministers' Decree 159/2013 with the ISEE certification for subsidised benefits for the right to university study.

All the foreigners (students) and the Italian students resident abroad must present the copies of the following documentation for the assessment of their family economic/wealth conditions:

- document certifying the composition of the family unit;
- income produced in 2022 (calendar year) by each member of the family unit;
- documentation on the buildings owned by the family units with an indication of the square metres owned as at 31 st December 2022;
- proof of the movable assets owned by the family unit in 2022.

The income declared by the foreigners (students) should not be less than €6,079.45 which corresponds to the minimum means of subsistence that must be proven in order to apply for an entry visa to Italy for study purposes. This value constitutes the minimum threshold for the evaluation of the requirements relating to economic conditions.

How to apply for the MUR Supplementary Grant

The candidates may apply for the ministerial supplementary grant as indicated in Art. 8 of the present call for applications at the same time as they send their application for admission to the Erasmus+ Programme, attaching to their application by 12 th April 2024 the following documents: the university-purpose ISEE issued after 1st January 2024 and a copy of the Dichiarazione Sostitutiva Unica (D.S.U.) – Single Substitute Statement signed by the declarant in the pdf format.

The foreigners (students) and the Italian students residing abroad must submit the ISEEU issued after 1st January 2024 and the documentation indicated above for the assessment of the family's economic/wealth conditions.

The ministerial grants ranking will be drawn up, in ascending order, based on the university-purpose ISEE/ISEEU indicator.

In case of a tie, the student with higher score in the Erasmus+ ranking will prevail.

The ranking will be published on the institutional website www.unisr.it by 7th June 2024. The grants are awarded until the funds are finished.

Once assessed and approved by the Erasmus+ office, 50% of the total amount the student should receive will be paid after the departure, and in any case not before the publication of the ranking. The second part of the grant will be paid once the mobility is over and the student back.

The students who, by 30/09/2025, do not obtain the recognition in their career of at least 3 CFU credits, will be required to return the whole amount of the funding.

Before paying the second part of the funds, the Erasmus+ office will check the exact mobility period the students stayed for abroad. Should it turn out that the students received a higher amount of money, they will be asked to return it.

• **Grants for the students with disabilities.**

In order to allow the students with disabilities to participate in the Erasmus+ Programme, some additional EU funds are provided. The additional grant is provided in order to cover the special needs' costs. The students who would like to take

advantage of the grant – with the disabilities recognised and inserted in the ESSE3 platform – will have to apply for it. The evaluation of the applications will be done by the National Agency INDIRE.

• **Increase of the grant for students with socio-economic disadvantage.**

In order to facilitate the planning of mobility activities, the beneficiary higher education institutions may decide to give a part of the EU funds received from the National Agency for students' mobility activities (KA131) in the Erasmus+ 2024 Call as the grant for the students with socio-economic disadvantaged conditions.

In order to select beneficiaries, the higher education institutions must consider ISEE certificates presented by the applicants. The selection process must be fair, consistent, transparent, documented and made available to interested parties, if necessary.

This kind of grant cannot be cumulated with the above-mentioned ministerial grants (Ministerial Decree No. 289 of 25-03-2021. General guidelines for the three-year planning of the university system for the following years 2021-2023).

SECTION 5 ECONOMIC ASSESSMENT

In order to evaluate the economic conditions, UniSR will make use of the possibilities provided by the applicable provisions of law, in particular by Legislative Decree 29th March 2012, n. 68, art. 10, by the Presidential Decree of 28th December 2000, n. 445, art. 71 and Decree Law of 31st May 2010, n. 78, art. 38, converted with amendments by Law 30th July 2010, n. 122, also asking any useful documentation to verify the truthfulness of the statements made (Mod.730, Mod. Unique, VAT returns, etc.).

Should the statements be not true, the benefits awarded will be revoked and the sanctions provided for by Articles 75 and 75 of DPR n. 445/2000, art. 10 of Legislative Decree 68/2012 and art. 38 of Decree 78/2000, with amendments by Law n. 122/2010 will be applied. The adoption of disciplinary and proceedings – if deemed by the extent of the crime – will be applied.

SECTION 6 GENERAL ADMISSION REQUIREMENTS

In order to apply for the Erasmus+ Study mobility, the students must meet the following requirements:

1. Be regularly enrolled at the UniSR – at least in the first year of the Bachelor's degree at the moment of the mobility; Master's degree courses; PhD Programmes, Post Graduate Medical Schools (Residential Schools). **The near-graduate students may apply for the Erasmus+ Traineeship Programme mobility only.** They need to submit the application during the last year of their degree course. The mobility must be carried out within 12 months from the graduation.

2. **Renew the enrolment/registration for the 2024-2025 academic year** and pay the instalments within the deadlines set by the UniSR.

3. **Be regularly enrolled in the 2023-2024 academic year.**

4. Students enrolled in the following programmes: **Master's Degree in Medicine and Surgery, International Medical Doctor Program, Master's Degree in Dentistry and Dental Implantology must have an average grade of at least 26/30 at the moment of the application.** As far as the PhD students are concerned, they must be regularly enrolled (no extension period)

5. **Not have benefited from the whole period of the Erasmus+ mobility;**

Students can benefit from:

- a 12-month mobility (for Erasmus+ Study or Erasmus+ Traineeship) for each study cycle;
- a 24-month mobility (for Erasmus+ Study or Erasmus+ Traineeship) for single-cycle degree courses.

6. **Candidates can be:**

- a EU citizens;
- b Citizens of one of the countries participating in the Erasmus+ Programme (Iceland, Liechtenstein, Norway, Turkey, Serbia and the Republic of North Macedonia); **N.B.** Students who are citizens of one of the countries participating in the Erasmus+ Programme cannot carry out the mobility in their country of origin.
- c Citizens of other countries but enrolled in an Italian higher education institution.
- d Citizens of the **Republic of San Marino**, (the students can benefit from the status of the Erasmus+ student but cannot receive the EU grants);
- e Citizens of the other countries but recognised officially as a refugee in Italy;

7. **Do not benefit from any other kind of EU funding for international mobility** at the moment of benefitting from the EU funds for the Erasmus+ mobility;

8. **The students enrolled in the PhD Programmes**, if eligible, may participate in the Erasmus+ Programme. The mobility should be agreed and approved by the coordinator/person in charge of the Programme/Curriculum. Students may obtain grants only if they do not benefit from any other PhD scholarships and if the EU funds are enough to cover all the mobilities of the Bachelor's and Master's degree students.

9. **Students enrolled in the Post Graduate Schools**, if eligible, may participate in the Erasmus+ Programme. The mobility may be carried out only if approved by the Head of the Post Graduate School. Students may obtain the grant only if they do not benefit from any scholarship and if the EU funds set by the National Agency are enough to cover the mobilities of the Bachelor's, Master's degree and PhD students (with no

grants). Students enrolled in the Post Graduate Schools (Medical Area), may apply for the Erasmus+ Programme even if they are registered in the previous academic year but in regular position with respect to the Post Graduate School regulations.

SECTION 7 LANGUAGE SKILLS

The knowledge of the language at the level required by the Erasmus+ university partner is the fundamental requirement to apply for the mobility.

All the students who would like to apply for the Erasmus+ Study mobility are asked to check the linguistic requirements set by the partner university where they would like to carry out the mobility. Please consider that the language certificate, if required by the partner university, must be presented within the deadlines set by the host university. The students are asked to check directly with the partner universities whether the language certificates are required or just recommended.

ONLINE LINGUISTIC SUPPORT

Online Linguistic Support (OLS) is designed to help Erasmus+ participants improve their command of the language in which they will be working or studying so that they can make the most of the experience. The EU Academy is an EU-owned online hub containing high-quality educational resources and valuable information, produced directly by the EU institutions. The mission of the EU Academy is to provide a modern and engaging learning environment that can promote and enhance the quality of knowledge application on EU issues in a simple, intelligent, and stimulating way. Participants will be able to take language courses in any of the languages available on the language support service, with no limitation on the number of languages and units of study. Link to the EU Academy: <https://academy.europa.eu/>

SECTION 8: ADMISSION PROCEDURES

The students who would like to carry out the Erasmus+ Study mobility must apply for the mobility exclusively online from 8th March 2024 until the midnight of 12th April 2024 on the website www.univr.it by accessing the reserved Intranet area (Menu-> "Erasmus+ Study 2024/2025 Call").

In order to apply for the Erasmus+ Study mobility, the following documents must be attached (in the pdf format):

1. Application Form – fully filled in and signed; the form is available and may be downloaded from the Intranet (shared folder – Comuni, Programma Erasmus+, Moduli);
2. Language certificate of the destination country at the level indicated by the partner university, where required. In the case of bilingualism, the student must indicate the two languages on the application form;

Should the students meet the requirements to request the ministerial supplementary grant, they are asked to attach the following documents:

- ISEE certificate for subsidised benefits for the right to university study, issued after 1st January 2024 pursuant to the President of the Council of Ministers' Decree 159/2013;
- Dichiarazione Sostitutiva Unica (D.S.U.) – Single Substitute Statement signed by the declarant;
- For the foreigners (students) and the Italian students residing abroad: ISEEU.

ATTENTION:

All the applications that turn out to be incomplete (lacking of information or signatures) or unreadable will not be taken into consideration. It will not be possible to alter/modify the information indicated in the application. All the deadlines must be respected.

SECTION 9 SELECTION PROCEDURES

There is only one call for applications for the Erasmus+ Study mobility but the rankings will be prepared individually for each degree programme or faculty.

At the end of the application phase, a list of the eligible candidates will be drawn up for each destination indicated.

The selection will be based on:

- **The arithmetic average;**
- **The ratio between the ECTS/CFU credits obtained so far and the ECTS/CFU credits that could be obtained by the end of the first semester of the 2023-2024 academic year for each degree course. As far as the Bachelor's Degree in Nursing students are concerned, the ratio will be based on the achievable number of credits (and not the expected ones).**
- **Year of the degree course the students are enrolled in;**
- **Language skills certificate. The students who submit the language skills certificate – of the level and type required by the host university will be awarded 10 extra points in the ranking.**

For the students who are enrolled in the PhD programmes and Post Graduate Schools, separate rankings will be published. The selection will be based on:

- **the mark obtained at the graduation from the Master's degree programme;**
- **if two or more students have the same mark, the year of enrolment in descending order will prevail;**

– if two or more students are enrolled in the same year, the younger student will prevail.

“SHORT MOBILITY” FOR THE PHD STUDENTS

The PhD students who would like to apply for the Erasmus+ Programme and carry out the short mobility are asked to declare it during the application phase by putting a flag in the appropriate blank. If they do not declare it, the mobility will be considered as a long one and will have to meet all the long-mobility requirements. Before starting the mobility, the candidates must obtain a formal confirmation of the short mobility from the partner university.

The final rankings will be published by 26th April 2024 on the UniSR website, the Erasmus+ Study section: <https://www.unisr.it/servizi/internazionale/erasmus-studio>.

The students will not be contacted via e-mail nor by telephone.

The selected students will have to confirm their participation in the Erasmus+ Study mobility or withdraw from the Programme within 3 working days from the publication of the rankings. They will be asked to send **the Acceptance or Withdrawal form** (available on the Intranet, shared folder – Comuni, Mobility Opportunities, Erasmus_Program) in the pdf format at the following e-mail address: erasmus.application@unisr.it

The admitted students who do not send the Acceptance form within 3 working days from the publication of the rankings will be ruled out automatically.

After the conclusion of the selections and the publication of the rankings it will NOT be possible to make a change of the assigned university, except in cases of non-acceptance by the host university or due to force majeure (force majeure means all those unforeseeable and exceptional situations and events that can prevent the normal carrying out of teaching activities or may jeopardise the safety and security of the student. Examples are natural disasters of great impact or the emergence of difficult socio-political or health conditions in the country of destination).

SECTION 9 WITHDRAWAL

If the selected students decide not to participate in the Erasmus+ Programme anymore, after having sent the Acceptance form within 3 working days, they will have to communicate their decision via e-mail and send the Withdrawal form (available on the Intranet, in shared folder – Comuni, Mobility Opportunities, Erasmus_Program) in the pdf format **by 30th June for all the mobilities scheduled for the first term or for the whole academic year and by 15th December for all the mobilities scheduled for the second term** at the following e-mail address: erasmus.application@unisr.it. The students who decide to

withdraw from the Erasmus+ Study mobility will have to inform the Erasmus+ Academic/Departmental Coordinator about their decision. Furthermore, it will be necessary to make an appointment with the Erasmus+ Academic/ Departmental Coordinator.

Finally, the students will have to inform the partner university about their decision including the following e-mail address: erasmus.application@unisr.it in carbon copy.

Should the students fail to comply with these obligations, even after a reminder and except for serious and proven reasons, they will not be allowed to re-apply for the Erasmus+ mobility next year. Furthermore, it will be reported to the Academic Secretariat who will inform the President of the Board of Studies.

The students will be allowed to withdraw from the Erasmus+ Study Programme also after departure but if the mobility period lasts less than 2 months/60 days they will not receive any grants.

Possible interruptions of the mobilities due to force majeure may happen. The Erasmus+ National Agency INDIRE will assess the documents and give further instructions on how to proceed.

SECTION 10 FURTHER PROCEDURES AFTER HAVING ACCEPTED THE EXCHANGE PLACE

All the students who are getting prepared for the Erasmus+ Study mobility are asked to inform the Erasmus+ Office about the e-mail address and the phone number they currently use.

BEFORE THE DEPARTURE:

Before the mobility starts it is necessary to carry out all the steps listed below in a chronological order. For all the students who are enrolled in the Master’ degree in Medicine and Surgery and would like to carry out their thesis internship during the Erasmus+ mobility period, it will be essential to contact their possible UniSR supervisor to check the feasibility of the project.

- **Plan the educational/training activities that will be carried out during the mobility in advance.** The Erasmus+ office will support the students by providing them with all the necessary information about the host university. However, the students are asked to verify the information on the host university website (especially the study plan, language requirements and application deadlines).
- **Define the Online Learning Agreement.** The Online Learning Agreement must be agreed with and approved by the Erasmus+ Academic/Departmental Coordinator (each degree course has its own one). Making an appointment with the Erasmus+ Academic/Departmental Coordinator in order to choose/decide on the activities that will be carried out

abroad and how the activities will be recognised once the mobility is over will be mandatory.

! It is important that the contents of the didactic/training activities that can be carried out during the Erasmus+ Study period abroad are agreed with the Professor who is the Erasmus+ Academic/Departmental Coordinator and who will also check that the didactic activities included in the documents are - at least in part - curricular so as to allow the students to be eligible for the European Commission and Ministerial funds indicated in this call for application. TO THIS END, IT WILL THEREFORE BE MANDATORY TO MAKE AN APPOINTMENT WITH ONE'S ERASMUS+ ACADEMIC/DEPARTMENTAL COORDINATOR.

With regard to the information on the content of the courses and the information to fill the registration forms in for the host university, it is advisable that the students check the websites of their host universities in advance.

The Online Learning Agreement structured in this way and already approved by the Erasmus+ Academic/Departmental Coordinator must reach the Erasmus+ office by the dates indicated by the partner universities. It will then be up to the students to forward the document to the host university by these dates for their approval and signatures.

The host university may not accept the students' application if they consider the proposed Online Learning Agreement incongruent and/or the candidates' language preparation insufficient. It is advisable that the students:

- Check carefully the partner university website in order to find out more about the deadlines, accommodation, possible language courses and further application procedures.
- **Sign the grant agreement before the mobility starts.** The students must confirm the start and end dates of the Erasmus+ Study mobility period sending an e-mail to the following e-mail address: erasmus@unisr.it by:
 - **by 22nd July 2024 for all the Erasmus+ Study mobilities scheduled for the first term or/and for the whole academic year;;**
 - **by 6th December 2024 for alle the mobilities scheduled for the second term.**

The Erasmus+ Study mobility dates cannot be changed after these deadlines. The students who do not confirm their Erasmus+ Study mobility periods will be considered as if they had withdrawn from the Erasmus+ Study mobility. The Erasmus+ Study mobility start and end dates are necessary for preparing the grant agreement. If the grant agreement is not signed before the Erasmus+ Study mobility starts, the students will not be authorised to begin the activities and will not receive any grant, where applicable, or insurance cover. During

the appointment with the Erasmus+ office, all the necessary documentation will be provided to confer the status of the Erasmus+ student at the host university and to make their stay abroad valid.

The mobility period as agreed and indicated in the grant agreement, must be respected.

- **Contact the ASL (National Health Service)** for more information about health care in the EU countries and to find out how healthcare is organised in the host country. Should it be necessary, the students can buy personal insurance.
- **Renew the enrolment for the 2024-2025 academic year at the UnISR** within the deadline set by the University and, in any case, before departure.

SECTION 11 FURTHER PROCEDURES ON THE ARRIVAL AT THE HOST UNIVERSITY

Once arrived at the host university, the students must:

- **Contact the Erasmus+/International office at the host university;**
- In order to receive the first part of the grant, the students must send the Certificate of Attendance to the home university Erasmus+ office within 3 days from their arrival. The Certificate of Attendance must be filled in, signed and stamped by the host university Erasmus+ office. They should indicate the arrival date of the students.
- If necessary, the students should **modify the Online Learning Agreement;** if they decide to modify the Learning Agreement for Studies, they should use the During the Mobility Form (available on the Intranet) The Online Learning Agreement may be modified once a semester only.
- If the students decide to extend their mobility period, they should submit the Erasmus+ mobility extension form approved and signed by the host university; the formal request should be sent to the home university Erasmus+ office at least 30 days before the scheduled mobility end date.
- If the students decide to reduce the Erasmus+ mobility period, they should send an e-mail/motivation letter and explain the reason of their decision. The letter should be sent to the home university Erasmus+ office at least 30 days before the scheduled end mobility date.

SECTION 12 PROCEDURES TO BE FOLLOWED BEFORE THE END OF THE ERASMUS+ STUDY MOBILITY

Before the mobility is over, the students should go the Erasmus+/International office at the host university and complete the following procedures:

- **Ask the Erasmus+ officer to fill in the second part of the Certificate of Attendance – departure date.** It should be signed and stamped as well. The mobility period – start and end dates – should be the same as the ones indicated in the grant agreement signed before the departure. If the mobility period is shorter than the one agreed in the grant agreement, the students will have to return part of the EU Funds.
- Ask the Erasmus+ officer to prepare the transcript of records/After the Mobility form with all the activities carried out during the mobility and the evaluation/grades.

SECTION 14 PROCEDURES TO BE FOLLOWED UPON RETURN

In order to receive the second part of the grant, the students will have to provide the Erasmus+ office (it will be sufficient to send all the documents in the pdf format via e-mail) with the documents that confirm the completion of the Erasmus+ Study period abroad within 30 days of the end of their stay. If the students do not provide the Erasmus+ office with the documents, the second part of the grant may be suspended:

The students are asked to provide the Erasmus+ office with the following documents:

- Transcript of records/After the Mobility form;
- The formal request to have the Erasmus+ Study activities recognised; the form is entitled "Richiesta Convalida delle attività didattico-scientifiche Programma Erasmus+" and may be found on the Intranet (Shared folder - Comuni, Mobility Opportunities, Erasmus_Program); the form must be filled in correctly and signed; on the basis of this document the activities carried out abroad may be recognised and the ECTS/CFU credits assigned;
- Certificate of Attendance;
- Syllabi of the courses they attended and of which they sat the exams.

The documents must be sent within 30 days from the Erasmus+ Study mobility end date.

The activities carried out abroad will be subject to the final review and approval by the degree course of faculty Board. As far as the Post Graduate Schools (Medical Area) are concerned, the approval of the activities will be done by the Post Graduate Board. The grades conversion will be made using the conversion tables – ECTS Grading Scale.

Please be informed that the achievement of the ECTS/CFU credits indicated in this call for applications and carrying out the Erasmus+ mobility for at least 2 months/60 days are mandatory. If the mobility lasts less than 2 months/60days or

the students do not acquire the minimum number of the ECTS/CFU credits, they will have to return the whole amount of the grant.

Furthermore, once the mobility is over, the students will receive the e-mail with an invitation to complete the EU SURVEY (Individual Report); it should be completed within 30 days from the receipt. **Completing the EU Survey is mandatory in order to receive the second part of the grant. The students will receive the EU Survey to the e-mail address they indicate in the application phase.**

SECTION 15 PRIVACY POLICY- Processing of personal data

Vita-Salute San Raffaele University, with registered office in Milan, Via Olgettina 58, tax code 97187560152 (hereinafter the "**University**") undertakes to constantly protect the personal data of data subjects, in accordance with the provisions of Reg. (EU) 2016/679 (hereinafter the "**Regulation**" or "**GDPR**") and of Italian Legislative Decree no. 196 of 30 June 2003 (hereinafter the "**Data Protection Code**").

DATA CONTROLLER AND DATA PROTECTION OFFICER

The Data Controller is Vita-Salute San Raffaele University. In accordance with the provisions **(i)** of the Regulation (see article 37) and **(ii)** of the CODAU University Administration Association Guidelines, the University has designated GSD SISTEMI E SERVIZI S.C.A.R.L. as its Data Protection Officer (hereinafter "DPO").

The professional nominated by GSD to serve as DPO is Gabriele Tettamanti.

The DPO is at data subjects' service for any information regarding the University's personal data processing operations.

The contacts of the Data Controller and DPO are as follows:

Data Controller's email: titolare.privacy@univr.it

DPO's email: privacy@univr.it

CATEGORIES AND TYPES OF DATA PROCESSED AND PURPOSES OF THE PROCESSING

The personal data which you contribute – personal details, contacts, data concerning your academic/educational career, financial data and health data (all together defined as "Personal Data") – are processed for purposes relating solely to the process of selection for and admission to the university course for which you have applied.

Data will be processed in accordance with art. 6, para 1, point e) of the GDPR and, with regard to health data, in accordance with art. 9, para 2, point g). Except for your special categories of data, your personal data may be disseminated through the online publication of the student rankings. You will never be publicly identified by means of your name and/or surname; only your ID code (pre-registration number) will be used.

COMPULSORY NATURE OF THE CONTRIBUTION OF DATA AND STORAGE TIMES

The contribution of the Personal Data requested is compulsory and in case of failure to contribute them it will be impossible to proceed with the selection process. The Personal Data acquired will be stored for a period of 1 year from the end of the selection, after which your data will be completely anonymised.

DATA PROCESSING PROCEDURES

Personal Data are processed using manual and automated tools, by methods strictly correlated to the relative purposes, by means of appropriate security measures and for the period of time required by the current regulatory framework.

DISCLOSURE OF DATA

Your Personal Data will not be disseminated. This will, however, not apply if the disclosure or dissemination of your Personal Data is required, in accordance with the law, by public authorities for the purposes of defence, security or the prevention, investigation or repression of crimes, or by public entities (government bodies, ministries, Inland Revenue, pension and welfare institutions, public health surveillance organisations and the police) in accordance with legal obligations. The aforesaid will usually operate as independent Data Controllers for their respective processing operations.

DATA PROCESSOR

Your Personal Data may be disclosed to the providers of services strictly related to and necessary for the Data Controller's operations, normally acting as data processors under art. 28 of the GDPR. The full list may be requested from the Data Controller at any time by writing to the contacts provided above.

AUTHORISED PROCESSORS

Your Personal Data may be processed by staff of the departments assigned to pursue the purposes set out above, who have been specifically authorised to process them and have received appropriate operating instructions in accordance with the provisions of art. 29 of the GDPR.

TRANSFER OF PERSONAL DATA

Personal data acquired by the University will not be transferred outside the EU.

RIGHTS OF DATA SUBJECTS

Data subjects are entitled to apply to the University, at any time, for access to their personal data, or for their rectification or erasure, or to object to their processing in the circumstances envisaged by art. 20 of the Regulation, and are entitled to request the restriction of processing in the circumstances covered by art. 18 of the Regulation, and to obtain the personal data concerning them in a structured, commonly used, machine-readable format (portability) in the circumstances envisaged by art. 20 of the Regulation. Requests must be sent in writing, by email to the Data Controller and the DPO.

Data subjects are entitled at all times to lodge a complaint with the competent supervisory authority (Italian Personal Data Protection Authority), under art. 77 of the Regulation, if they believe that their data are being processed in breach of the current law.