



CALL FOR APPLICATIONS

Grants for University of Verona students who have completed a curricular internship of at least 150 hours (6 CFU/ECTS)¹

Art. 1 – General information

1. A *Call for applications* is hereby announced for the awarding of grants, through a rolling application process, to students enrolled in Bachelor's, Master's and Single-cycle/Combined Bachelor+Master's degree programmes at the University of Verona, who have completed a curricular internship lasting at least 150 hours (minimum 6 CFU/ECTS credits) at a public or private organisation, either in Italy or abroad.

2. The financial contribution is intended to support students in their practical training experience by helping cover expenses incurred during the internship period, such as transportation, food, accommodation, and necessary materials, with the aim of supporting their transition into the world of work. The contribution will be granted only for internships carried out entirely on site.

Art. 2 – Admission requirements

1. Applicants must:

- be regularly enrolled in a Bachelor's, Master's or Single-cycle/Combined Bachelor+Master's degree programme at the University of Verona;

- have completed and obtained recognition of the CFU/ECTS credits in *Esse3 – Tirocini e Stage*, with the internship record in 'status A', for a curricular internship lasting at least 150 hours (corresponding to a minimum of 6 CFU/ECTS credits), duly activated through a specific agreement via the University's Internships Office.

2. Please note that this Call is not open to applicants in relation to: internships whose Host Organisations are University of Verona Structures; internships carried out as part of the internship programme of Fondazione CRUI, the Erasmus+ Traineeship and Worldwide mobility programmes; all internships for which the student has already received a financial contribution from the University. In addition, internships for degree programmes providing a professional qualification and Health Professions courses are also excluded.

3. Please note that only internships that started on or after 01/10/2024, have lasted **at least 150 hours** (corresponding to at least **6 CFU/ECTS credits**) will be considered.

Art. 3 – Application procedure and deadlines

¹ **Please note:** this is a translation of the original document '*Bando per l'assegnazione di un contributo economico a favore delle studentesse e degli studenti regolarmente iscritte/i ai corsi di laurea, laurea magistrale e laurea magistrale a ciclo unico dell'Università di Verona che abbiano svolto un tirocinio curriculare di durata pari o superiore a 150 ore (equivalenti ad almeno 6 CFU)*' in Italian. In case of any divergence of interpretation, the Italian text shall prevail.



1. Applications will be considered in the order they are received **starting from 8 September 2025** until the available financial resources are exhausted. In any case, applications must be submitted **no later than 14 November 2025**.

2. Applications must be submitted by completing the application form attached to this *Call* (see Annex 1, '*Domanda di partecipazione al bando per l'assegnazione di contributi economici a favore delle studentesse e degli studenti che hanno svolto un tirocinio curriculare di durata pari o superiore a 150 ore (equivalenti ad almeno 6 CFU)*').

The form is also available at: <https://www.univr.it/it/concorsi/studenti/stage-e-tirocini>

3. **Only** for applicants who have **not** submitted a DUB - Benefits application form for reduced student fees, it will be necessary to attach an ISEE statement for University (*attestazione reddituale ISEE per Prestazioni per il Diritto allo Studio Universitario*, as set out in Prime Ministerial decree no. 159 of 5 December 2013, as subsequently amended and supplemented for year 2024). Please note: the ISEE statement must have been issued between 1 January 2024 and 31 December 2024.

4. Applications will be **rejected** if they:

- are incomplete;
- are submitted after the available funds have been fully allocated;
- are submitted before 8 September 2025.

5. The application form (Annex 1) completed and signed must be sent, together with the applicant's ISEE for University statement, exclusively from the applicant's University e-mail address (name.surname@studenti.univr.it) to the University's Certified email address - PEC (ufficio.protocollo@pec.univr.it), by attaching the file in PDF format. Please put the following in the subject line of your e-mail: "*Domanda di partecipazione al bando per l'assegnazione di contributi economici a favore delle studentesse e degli studenti che hanno svolto un tirocinio curriculare di durata pari o superiore a 150 ore (equivalenti ad almeno 6 CFU)*".

6. The University accepts no responsibility for the loss of communications due to inaccurate information provided by the applicant, nor for the lack of or late communication of changes in the contact details given in the application, nor for any postal or telematic errors not attributable to the University itself.

7. The date and time when the complete application is received at the University's certified email (PEC) address will be considered as proof of receipt.

Art. 4 - Selection process and lists of grant recipients

1. Applicants are admitted to the selection process if, at the time of applying, they meet the requirements set out in Article 2 of this *Call*.

2. The University of Verona will award the grants to the selected applicants on the list until all the available funds are allocated, based on the applicant's ISEE band as set out in Art. 5(2).

3. A list of grant recipients (*graduatoria*) will be published on the University's website and updated periodically.

Art. 5 – Amount of the grant and methods of payment

1. The total amount of the grant for each applicant is determined as follows:

- for internships corresponding to between 6 and 8 CFU/ECTS credits: €800
- for internships corresponding to between 9 and 12 CFU/ECTS credits: €1,000.



- for internships corresponding to more than 12 CFU/ECTS credits: €1,200.

2. The grant will be paid in full to applicants with an ISEE below €27,000. The grant will be reduced by 50% for applicants with an ISEE above €27,000.01. Where an applicant has not submitted an ISEE statement for year 2024, the highest ISEE band will apply.

3. The grant is subject to IRPEF and IRAP taxation, according to current legislation.

4. The grant will be paid in a single instalment, following verification by the University's Internships Office of:

- completion of the internship (internship recorded in the student's academic record);
- confirmation of the student's compliance with administrative requirements.

5. Grants will be assigned progressively, based on the chronological order of receipt of complete and eligible applications, until the available funds are exhausted.

6. Payment of the grant will be made after the publication of the list of grant recipients, by crediting the amount to the bank account held by the student.

Art. 5 – Checks on personal statements

1. The University of Verona reserves the right to carry out appropriate checks on the truthfulness of any statements made by applicants. In the case of false or misleading statements, the applicant will incur the criminal penalties set out in the Italian Criminal Code and the relevant special laws, and will lose any benefits obtained on the basis of that false declaration.

Art. 6 – Processing of personal data

Personal data of students provided under this *Call for applications* will be processed in accordance with the provisions of EU Regulation 2016/679 and current national legislation on personal data protection, following the general principles of lawfulness, fairness, and transparency, exclusively for the purposes and in the manner described above.

The University of Verona is the Data Controller of such data; a detailed privacy notice on the purposes of processing, data recipients, and the exercise of Data Subject rights is available on the University's official website: <https://www.univr.it/it/privacy>.

For matters not explicitly covered in this Call, the applicable regulations in force shall apply.

THE RECTOR
(Prof. Pier Francesco Nocini)

This document was signed with a digital signature and registered in the University of Verona protocol system pursuant to Art.s 23-bis and 23-ter et seq. of Legislative Decree no. 82/2005 and subsequent amendments.



ANNEX 1 - Call for applications - Grants for University of Verona students who have completed a curricular internship of at least 150 hours (6 CFU/ECTS)

For the kind attention of:

Magnifico Rettore

Università degli Studi di Verona

Via dell'Artigliere 8

37129 Verona

APPLICATION FORM

(PLEASE COMPLETE THIS FORM BY COMPUTER)

I, the undersigned (*name, surname*) _____

tax ID number (*codice fiscale*) _____

Student ID no. (*matricola*) _____

Bachelor's / Master's / Single cycle/Combined Bachelor+Master's degree in:

(*please include the title of your degree programme*)

HEREBY REQUEST AS FOLLOWS:

I wish to take part in the *Call for applications - Grants for University of Verona students who have completed a curricular internship of at least 150 hours (6 CFU/ECTS)*.

To this end,

aware of the criminal sanctions with regard to false or misleading statements, as referred to in Art. 73 and following of Presidential Decree no. 445 of 28 December 2000, for the purpose of this application



DECLARE AS FOLLOWS:

- I have carried out a curricular internship lasting _____ hours (*duration*)
for a total of _____ CFU/ECTS credits at:

Host Company/Organisation _____

From/to (*internship start and end dates*): _____

CFU/ECTS credits gained: _____

as a **student enrolled** in the a.y. _____ (*academic year*) of a:

Bachelor's ☐ Master's ☐ Single cycle/Combined Bachelor+Master's degree ☐

In _____

(*please include the title of your degree programme*)

PLEASE NOTE: tick the section below only if you have submitted a DUB – Benefits application form:

- ☐ I hereby authorise the University to access the INPS database in order to verify the amount of my ISEE for University statement for the year 2024, in accordance with Prime Ministerial Decree no. 159 of 5 December 2023.

PLEASE NOTE: tick and complete the section below only if you have NOT submitted a DUB – Benefits application form:

- ☐ I hereby declare that the amount of my ISEE for University statement for the year 2024, in accordance with Prime Ministerial Decree no. 159 of 5 December 2023 (only for those who have not submitted a DUB for reduced student fees), is € _____, as indicated in the 2024 ISEE statement attached to my application.

I ALSO DECLARE AS FOLLOWS:

- ☐ I have **NOT RECEIVED** any public or private funding for the same internship;
☐ I hereby **authorise** the processing of my personal data.

I am aware that any grants shall only be paid via bank transfer to the following bank account:



Country code (2 characters)	CIN EUR (2 alphanumeric characters)	CIN (1 alphabetic character)	ABI (National Bank Code) (5 alphabetic characters)	CAB (Branch Code) (5 alphabetic characters)	Account number (12 alphanumeric characters)

Primary account holder / Joint account holder

PLEASE NOTE: the applicant **MUST** be the primary account holder or joint account holder of the bank account.

Bank _____

Branch _____

Date _____ Signature _____