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Decreto Rettorale n. 5737/2024 del 23/05/2024

IL RETTORE

VISTO lo Statuto dell'Università di Verona emanato con Decreto Rettorale Rep. n. 4523 del 17 maggio 2023;

VISTO in particolare l'art. 3, comma c), secondo cui l'Ateneo favorisce gli scambi, la collaborazione scientifica e didattica e l'internazionalizzazione, anche attraverso programmi integrati di studio, un'ampia mobilità di docenti e studenti, la realizzazione di iniziative di cooperazione interuniversitaria per attività di studio e di ricerca e l'attivazione di corsi che rilascino titoli di studio riconosciuti anche da altri ordinamenti e insegnamenti svolti in lingua straniera;

TENUTO CONTO che a partire dall'anno 2004, al fine di promuovere la mobilità studentesca e di offrire opportunità di studio all'estero, l'Ateneo assegna annualmente contributi per poter svolgere soggiorni di studio presso Università extra-europee;

DECRETA

È emanato il Bando di Ateneo **Worldwide Study Spring 2025** per l'assegnazione di contributi per soggiorni di studio presso Università extra-europee. Le modalità di ammissione e i contenuti della prova sono indicati nell'Avviso allegato al presente decreto, di cui costituisce parte integrante.

IL RETTORE

Prof. Pier Francesco Nocini

Il presente documento è firmato digitalmente e registrato nel sistema di protocollo dell'Università di Verona, ai sensi degli articoli 23-bis e 23-ter e ss. del DLgs 82/2005 e s.m.i.



Worldwide Study Spring 2025 programme - Call for applications

Art. 1 – General information

1. As part of the Worldwide Study Spring 2025 programme, the University of Verona awards international mobility grants to enable students to study abroad for a semester at non-European universities with which the University has collaboration agreements in place.

2. Students who are regularly enrolled full-time in a Bachelor's degree (first-cycle degree), Master's degree (second-cycle degree), or a Single cycle/Combined Bachelor+Master's degree (single-cycle degree), may apply. Applicants must draw up **a study plan of the activities** that they will carry out during their intended mobility period abroad, so that they will be able to attend courses and take exams at the Host University. Any work experience and/or research for a final thesis/dissertation may be undertaken by students **only in addition to study** (i.e. students will first need to attend the planned modules and pass the corresponding exams).

Art. 2 – Partner universities

1. Partner universities and the amount of the corresponding mobility grants are indicated in the **Partner Universities information sheet (appendix 1)**, which constitutes an integral and substantial part of this Call for applications. The availability of each Partner University to host foreign students may vary; any changes will be promptly communicated on the University's website at: <https://www.univr.it/it/concorsi/studenti/mobilita-studentesca-internazionale>

2. Students who are awarded a mobility grant can attend undergraduate or postgraduate courses based on each University's requirements, as set out in the **Partner Universities information sheet (appendix 1)**. Before applying, interested students should read the information sheet relating to their intended destination, paying special attention to:

- the specific courses and level of courses (undergraduate/postgraduate) available, checking that these are relevant to their own programme of study;
- minimum language requirements;
- services offered.

Art. 3 – Admission requirements

To participate in this mobility programme, applicants must:

1. be regularly enrolled full-time in a Bachelor's degree, Master's degree or Single cycle/Combined Bachelor + Master's degree at the University of Verona at the time of application and for the entire duration of the study abroad period; those who study on a Part-time basis at the time of application must change mode of study from Part-time to Full-time before the start of the mobility;
2. be up to date with the payment of the tuition fees of the University of Verona at the time of application and for the entire duration of the study period abroad;
3. be resident in Italy, or in a country other than the country of destination;
4. have an **average mark of 24/30 or above** at the time of application. Master's degree students in their first year must have obtained a Bachelor's degree graduation mark of **90/110 or above**;
5. meet the **minimum language requirements** set out by each Host University, as set out in the **Partner universities information sheet (appendix 1)**;



6. third-year Bachelor's degree (first-cycle degree) students may be eligible only if they complete their Bachelor's degree and graduate before the mobility and apply for a Master's degree at the University of Verona for the 2024-2025 academic year, or else their grant will be revoked;
7. applications are not open to students who are in the second year of a Master's degree or in the final year of a Single Cycle/Combined Bachelor+Master's degree at the time of applying;
8. applications are not open to students who are enrolled beyond the normal duration of their degree programme (i.e. *fuori corso*) at the time of applying.

Each applicant may receive only one Worldwide Study grant per degree programme, i.e. only once during their Bachelor's or Master's degree programme. The only exception is for students enrolled in a Single Cycle/Combined Bachelor+Master's degree programme, who may be awarded a maximum of two mobility grants per degree programme.

Art. 4 – Financial aspects

1. The total amount of funding available for the **Worldwide Study Spring programme 2025** is **€ 250,000**. The amount of each mobility grant, funded by the University of Verona with a contribution from ESU Verona, depends on the number of months of stay, the country of destination and the Host University (see **appendix 1**).

Please note that **the total amount of the mobility grant is gross of the taxes due by law on the part of both the University of Verona and the beneficiary**. From the total amount, **8.5%** will be deducted for **IRAP**, and a **variable percentage** will be deducted for **IRPEF**, depending on the student's income bracket.

2. International student mobility grants do not cover the full cost of the study period abroad, and are intended as a partial contribution towards students' living costs.

Participants are still required to pay for:

- University of Verona tuition fees, for the entire period spent abroad;
- travel, accommodation and food expenses;
- medical insurance expenses and any other insurance coverage required by the Host University;
- visa-related costs to enter the country of destination;
- any other additional fees (*mandatory fees*) other than tuition fees, which may be required of mobility students in order to enrol at the Host University, as well as any additional fees required for additional periods of stay abroad.

3. Students taking part in a mobility period abroad under the Worldwide Study programme are exempt from paying tuition fees at the Host University for the planned period of study covered by the grant. If the Host University establishes that the lectures will only be held at a distance (online), no mobility grant will be paid.

Art. 5 – Application procedure and deadline

1. To apply for a mobility grant, students must complete the **online application form** available on [Esse3](https://www.univr.it/it/concorsi/studenti/mobilita-studentesca-internazionale). The student portal can be accessed through the University's website at: <https://www.univr.it/it/concorsi/studenti/mobilita-studentesca-internazionale>

Students may select a **maximum of two choices** for their intended Host University, **in order of preference**.

2. The following documents must be attached to the online application form, and must be submitted



electronically only as PDF files:

2.1 Study plan to be carried out abroad (appendix 2)

The applicant must draw up their Study plan with the activities to be carried out abroad, both for the first and second preferred Host University. This must be completed in full and attached to the online application form on Esse3, and **signed by the relevant Chair of the Teaching Committee** or other responsible body, who shall approve the proposed Study plan. When drawing up the Study plan, only the template made available on the web page of the Call for applications may be used.

2.2 a **valid language certificate(s)**, as required by the Host University. The certificate(s) must be attached, otherwise the application will be invalid.

3. Please note: if the language certificate was issued by the University Language Centre (CLA - Centro Linguistico di Ateneo) at the University of Verona, it is not necessary to attach the certificate, as the Office will be able to check and retrieve the certificate from the University database. Applicants holding a CLA certificate may therefore indicate, in the first part of the application process, their language proficiency level and type of language certificate. Alternatively, they will be able to upload a self-certification with the language exams taken and passed at CLA.

4. Applicants who have completed their Bachelor's programme at another University may upload their degree certificate and the relevant exam record, including language exams (with corresponding marks and level of language proficiency).

5. Applications that are incomplete or missing one or more attachments will not be considered in the selection process.

After completing the online form, it is necessary to click on "**CONFERMA DEFINITIVA e STAMPA RICEVUTA DI COMPILAZIONE**" [confirm application and print confirmation]. This is the only way the form will be sent correctly. The completed confirmation printout and attachments to the application must NOT be delivered in person to the International Office.

6. **Students from non-European Union countries** must attach a copy of their documentation showing their status as a "permanent resident", "stateless person" or "refugee" and/or a copy of their stay permit, which must be valid currently and, preferably, also for the entire duration of their intended stay abroad. If awarded a grant, non-EU students must make sure their papers are in order (renew their stay permit, visa, etc.) before they leave and for the entire duration of the mobility period abroad, or the grant will be revoked.

7. Pursuant to Presidential Decree no. 445 of 28 December 2000, checks may be performed by the University's administration to verify the truthfulness of any substitutive declarations received. In addition to the loss of any benefits gained by the applicant on the basis of a false declaration, criminal penalties for false statements and the forgery of documents shall apply. In such a case, students who have already received funding will be excluded from the programme and will be required to return the entire sum of money they have received.

Art. 6 – Selection procedure

The **application form must be completed and submitted** by:

8 JULY 2024, 12:00 noon (Italian time)

Art. 7 – Publication of the ranking list

1. The selection criteria are:



- **average mark** recorded of **24/30 or above**;
- **total number of CFU credits obtained** in relation to the student's year of enrolment.

For students who have already graduated and are enrolled in the first year of a Master's degree programme and have not yet taken and passed any exams, **the final graduation mark of their Bachelor's degree**, which must be equal to or greater than **90/110**, will be used.

2. Applicants with a **Bachelor's degree gained abroad** must send a copy of their degree certificate complete with the final graduation mark and the relevant Declaration of Value to the International Office through Service Desk.

3. Before submitting their application, students should check that their academic record details in the university database are correct. If there are any errors or delays in registering exam marks, students should promptly contact the Teaching and Student Services Unit of their area.

4. Data from students' academic records will be obtained from the ESSE3 student management system after the date of the application deadline.

5. Mobility grants will be awarded based on the order of the ranking list of the successful applicants until all the available funds have been allocated. Where two or more candidates are of equal merit, priority will be given to students enrolled in the first year of a Master's degree programme, or in the second-to-last year of a Single Cycle/Combined Bachelor+Master's degree programme.

6. The **ranking lists** are scheduled to be published **by the end of July 2024** on the University's website, at: <https://www.univr.it/it/concorsi/studenti/mobilita-studentesca-internazionale>.

7. **Within 5 days of publication of the ranking lists**, successful applicants will need to accept the grant by confirming the assigned Host University on ESSE3. **Failure to accept the grant in time will result in exclusion from the mobility programme.** If any student renounces or fails to accept their grant or if the Host University does not accept the selected applicant, the International Office may reallocate any grants still available, strictly following the order of the ranking list. Mobility grants will be reallocated as compatible with each Host University's enrolment deadlines and in all cases by **30 September 2024** at the latest.

Art. 8 – Preparing for the mobility

1. Mobilities **may only take place during Semester 2 of a.y. 2024/2025**, also known as **Spring Semester 2025**.

2. Each Host University will be informed of the selected applicants who wish to study at their institution. Based on its own internal criteria, the Host University will make the final decision on whether to admit each applicant to the course selected at their institution. Once accepted by a Host University, it is the applicant's full responsibility to follow the necessary procedures to:

- enrol at the Host University;
- register for the chosen courses or modules, complying with the procedures and deadlines established by the Host University;
- apply for the necessary documents and complete the required paperwork to obtain a suitable visa for the destination country.

3. Please note that, in order to obtain a visa, participants must send the required documents to the relevant embassy or consulate. Visas are granted at the discretion of each individual country.



4. While participating in the programme, students must be fully and correctly enrolled at the University of Verona and must graduate only AFTER completing the mobility period.

5. Please note that all mobilities must be completed by **30 August 2025**. Upon returning from the international mobility, students must:

- apply for academic recognition of the activities undertaken at the Host University by following the procedures specified by their degree programme and in accordance with the **University regulations for international student mobilities (both of which are published on the webpage: www.univr.it > International)**;

- have their CFU credits obtained abroad validated for their degree programme. Students must gain **at least 12 CFU** credits during their semester abroad (**3-6 months**), or their scholarship will be revoked.

Art. 9 – Further information and contact details

1. This Call will be published on the website of the University of Verona (see ‘Concorsi’ section), at the following link: <https://www.univr.it/it/concorsi/studenti/mobilita-studentesca-internazionale>.

2. Further information can be requested from the International Office ([Ufficio Mobilità Internazionale](#)) through [Service Desk](#) (Students > International Mobilities > Worldwide study), or by phone (+39 045 802 8196) on Mondays, Wednesdays and Fridays, 9:00 am – 1:00 pm. Pursuant to and for the purposes of Law no. 241/1990 and subsequent amendments, the Procedure Officer is Dr. Simone Lonardi, Head of International Office - Directorate for Teaching and Student Services (tel. 045 802 8196, relazioni.internazionali@ateneo.univr.it).

3. Applicants may exercise their right of access to the documents of the selection procedures by submitting a request form that can be downloaded from: <https://www.univr.it/it/altri-contenuti-accesso-civico>.

Art. 10 – Processing of personal data

Personal data provided by those who apply for **Worldwide Study Spring 2025 mobility grants** are processed in accordance with EU Regulation 2016/679 (hereinafter the “Regulation”) and the applicable personal data protection regulations.

The processing of such data is carried out by the University of Verona as Data Controller pursuant to Art. 24 et seq. of the Regulation, for the purposes set out in the present Call, in the performance of its institutional functions.

An information notice for students on the purposes of the processing, data recipients and the rights of Data Subjects is available on the University’s website, at the following link: www.univr.it/privacy.