



**ERASMUS+ STUDENT MOBILITY FOR STUDIES
CALL FOR APPLICATIONS
A.Y. 2024/2025**

Art. 1 – General information

1. As part of the 2021-2027 Erasmus+ Programme, the Erasmus+ Student Mobility for Studies allows students to study abroad at one of the University of Verona's partner universities (also referred to as "Partner Institutions") **for a duration of 2-12 months.**

The Erasmus+ grants can be used for:

- full-time study at Bachelor's, Master's or PhD level (see point 3) – including work for the purpose of writing a dissertation (see Art. 2.1) but excluding any research not specifically relevant to the student's degree programme – which must lead to gaining an officially recognised academic qualification (diploma or degree);
- traineeship during a period of study, as long as the traineeship is approved and carried out under the supervision of the Host Institution abroad, and that these two activities (study + traineeship) are carried out consecutively as part of the same mobility.

2. Erasmus+ programmes (*Student Mobility for Studies* and/or *Student Mobility for Traineeships*) are open to students who are regularly enrolled full-time in a Bachelor's, Master's or PhD degree (i.e. 1st, 2nd or 3rd cycle of tertiary studies). Their mobility can last **up to 12 months for each cycle of study.** Students enrolled in a **Single cycle/Combined Bachelor+Master's degree programme** (2nd cycle degree) may spend their Erasmus+ mobility period abroad **for a maximum of 24 months.**

Example 1: A student who has already received a 5-month Erasmus+ grant during their Bachelor's degree (1st cycle degree) can receive one or more Erasmus+ mobility grant/s for up to 7 more months (12 months – 5 months completed = 7 months max.) while still enrolled in the Bachelor's degree. If the student is now enrolled in a Master's degree (2nd cycle degree), they can receive one or more Erasmus+ mobility grant/s for up to 12 more months.

Example 2: A student enrolled in a Single cycle/Combined Bachelor+Master's degree programme who has already received a 6-month Erasmus+ grant can receive one or more Erasmus+ mobility grant/s for up to 18 more months (24 months – 6 months completed = 18 months max.) during their degree programme.

3. Students gain academic recognition for their study abroad as long as they pass the relevant exams and assessments for each module. To this aim, each exchange student must draw up an Online Learning Agreement with the coordinating professor of their degree programme. The Learning Agreement must be defined and approved **before** departure for the study abroad.

4. Pursuant to the [University's Regulations on international student mobility](#), **at least 12 CFU credits per semester must be obtained during the mobility period abroad.**

Art. 2 – Erasmus+ Student Mobility for Studies (SMS)

1. Mobilities abroad are generally intended to take place abroad **with students physically attending** and taking part in the activities in question in the destination country, either on-site and/or remotely/online.

Alternatively, if needed for proven reasons, in agreement with the University and the Host Institution, mobilities may also take place in a **'blended' mode**, i.e. the learning activities will take place both remotely with the student taking part from home, and on site in the destination country (the period spent abroad must not be less than 60 days).



Please note that **the mobility grant will only be awarded for the part of the mobility period actually spent abroad**, with the student physically attending.

2. A list of the **destinations available for each field of study** can be found [online](#) (*Mappa degli accordi internazionali*). Details of the available places and length of stay at each Partner Institution, which were established by the mobility programme **coordinators** when the exchange agreements were made, are specified in the application form on ESSE3 (see Art. 6). **Information** about the Partner Institutions, or Host Universities, classified by disciplinary areas/field of study are also available [online](#).¹

After having read the information available online, students are welcome to contact the Coordinator to ensure the modules offered by their preferred Partner Institution(s) are in line with their own degree programme. Students are advised that they should check on the website of the Partner Institution concerned that the information included in these documents is up-to-date and correct (e.g. language proficiency level required, available modules, application deadlines, etc.).

Please note: students who wish to participate in an Erasmus+ programme for the sole purpose of undertaking **dissertation/thesis work** should contact their Mobility Programme Coordinator to check if this is possible. Please note that the Host University will make the final decision regarding whether to host each applicant for dissertation work or not.

3. Please note that **the list of the available destinations and relevant details** (available places, duration of mobility, degree type and field of study, and any possible emergency and health-related measures) **may be subject to changes during the selection process**. Students concerned who have been awarded a mobility grant will be promptly notified (see Art. 7.6).

4. Mobility grants must be used between **1 June 2024 and 30 September 2025**. Students can only choose the semester in which to carry out their study period abroad after the publication of the ranking lists, paying attention to the scheduled length of stay at each destination as specified in the application form. If the deadline for sending the documents required by the Host University for admission to the first semester (application form and attachments) is before the date of publication of the definitive ranking list, mobility will be postponed to the second semester (see Art. 7).

5. Students will not be required to pay any enrolment fees at the Host University; however, some institutions may ask for a supplementary fee to cover insurance costs, student union membership, public transport, teaching materials (photocopies, laboratory products, etc.), under the same conditions as local students.

Art. 3 – Admission requirements

To participate in this *Call for applications*, students must:

1. be **full-time** students at the University of Verona, regularly enrolled within the **normal duration** of a Bachelor's degree, Master's degree, Single cycle/Combined Bachelor's+Master's degree or PhD programme (see Art. 1. 2) at the time of application and for the entire duration of the period abroad. "Part-time" students applying for this Call will need to change their status to "Full-time" before the beginning of their mobility period;
2. have correctly and **fully paid their tuition fees** at the University of Verona at the time of application and for the entire duration of their stay abroad;
3. meet the **language requirements** set by their selected [Partner Institution](#). If students do not have the necessary language proficiency at the time of the application deadline, **it is their own responsibility to reach the language level requested by the Host University by the specified date**.

¹ Each exchange agreement refers to one or more disciplinary areas, identifiable on the basis of the ISCED code. For further information, please check the [University website](#).



A special exam session for Erasmus mobility participants will be held at the **University Language Centre – CLA** ([Centro Linguistico di Ateneo - CLA](#)), in addition to ordinary exam sessions [on schedule](#).

4. be a resident in Italy or a country other than the participant's destination country.

5. Please also note that:

5.1 applications are not open to students who are enrolled beyond the normal duration of their degree programme (i.e. *fuori corso*);

5.2 applications from students who are in the third year of a Bachelor's degree (1st cycle) at the time of application will be considered only if they have earned at least 90 CFU credits at the time of the selection (see Art. 7). Students must be enrolled in a University of Verona Master's degree for 2024/2025 in the same subject area, or their grant will be revoked (see Art. 4);

5.3 students who, at the time of applying, are in the second year of a Master's degree, or the final year of a Single cycle/Combined Bachelor+Master's degree may exceptionally apply, provided that:

- their mobility is primarily aimed at obtaining CFU credits for dissertation/thesis work, or dissertation/thesis work combined with examinations for a maximum of 12 CFU credits (please note that this may not apply to all mobilities: applicants are advised that they should [check online](#) the Erasmus guidelines relevant to their area of study);
- their mobility takes place in the first semester (it will not be possible to apply for year-long mobilities);
- they graduate by the last graduation session in the academic year 2023/2024, or their grant will be revoked;

5.4 students who are **conditionally enrolled in a Master's degree** (*carriera magistrale in ipotesi*) at the time of application should include their new Student ID number on the application form (see Art. 6). They will be able to participate in the mobility programme only if they complete their Bachelor's degree by the last possible graduation session in the academic year 2022/2023, or their grant will be revoked;

5.5 students enrolled in an **inter-university degree programme** may participate in this mobility as long as the University of Verona is their home university (i.e. they enrolled at the University of Verona);

5.6. should a participating student change degree programme before the beginning of the mobility, they will only be entitled to the mobility grant if the new degree programme is part of the same Department or School at the University of Verona.

Art. 4 – Financial aspects and destination countries

1. **Erasmus+ Student Mobility for Studies grants are funded by the European Commission, the Ministry of Education, Universities and Research, and the University of Verona**, and should be intended as a **contribution towards mobility costs** (e.g. travel tickets, accommodation, different cost of living) and therefore **do not cover the entire cost of the stay**.

2. The amount of the **European grant** ('EU grant' for short) per month is determined on the basis of the cost of living in the destination country, based on three groups defined by the European Commission:



Group:	Mobility to:	Amount per month:
GROUP 1	Austria, Belgium, Denmark, Finland, France, Germany, Iceland, Ireland, Liechtenstein, Luxembourg, Norway, Sweden, Switzerland, The Netherlands, UK ²	€350
GROUP 2	Cyprus, Czech Republic, Estonia, Greece, Latvia, Malta, Portugal, Slovakia, Slovenia, Spain	€300
GROUP 3	Bulgaria, Croatia, Hungary, Lithuania, Poland, Republic of North Macedonia, Republic of Serbia, Romania, Turkey	€250

3. As an **incentive for students** to take part in mobility programmes, and with the purpose of providing them with a better financial support, the University of Verona will grant an **additional sum** from the University and the Ministry of Education, University and Research. This **extra contribution** will be determined according to each student's ISEE band.³ The amount of this contribution will be communicated to the assigned students during the preparation of the mobility. Please note that this will be subject to fund availability.

4. In accordance with the regulations on University Scholarships and Grants, **the Veneto Region shall award additional regional funding** to students enrolled at the University of Verona and taking part in international mobility programmes of which the University is part; these grants can be awarded only once for each degree programme. Those intending to apply must submit a DUB – Benefits Application Form from June-July 2024. Therefore, students will not need to submit any specific applications to the International Office in order to apply for these grants. Regional grants will be awarded to successful applicants, following their order of merit in the ranking list, until all available funds have been allocated. The availability of regional funds will be confirmed upon publication of the Resolution of the Regional Council for the a.y. 2024/2025.

5. For mobilities to the following universities ([Double/Joint degree programmes](#)), the grant amount is as follows:

Degree programme	Mobility to:	BAND 1 (ISEE ≤ €27,000) max grant amount per month:	BAND 2 (ISEE > €27,000) max grant amount per month:
Economics and Data Analysis	Julius-Maximilians Universität Würzburg (D WURZBUR01)	€950 per month (€350 EU grant + €600 extra contribution)	€850 per month (€350 EU grant + €500 extra contribution)
International Economics and Business	University of Bamberg (D BAMBERG01) Université de Bordeaux (F BORDEAU58)	€950 per month (€350 EU grant + €600 extra contribution)	€850 per month (€350 EU grant + €500 extra contribution)
Languages, Literatures and Digital Culture	Universidade da Coruña (E LA-CORU01)	€900 per month (€300 EU grant + €600 extra contribution)	€800 per month (€300 EU grant + €500 extra contribution)

² About mobilities to Switzerland and the UK, please see Art. 5.

³ Information about the 2024 ISEE for university scholarships and grants will be obtained from the INPS.



Linguistics	Universität Konstanz (D KONSTANZ01)	<u>€950</u> per month (€350 EU grant + €600 extra contribution)	<u>€850</u> per month (€300 EU grant + €500 extra contribution)
Mathematics	Université Bourgogne Franche-Comté (F BESANCO27)	<u>€950</u> per month (€350 EU grant + €600 extra contribution)	<u>€850</u> per month (€350 EU grant + €500 extra contribution)
	Institute Polytechnique de Grenoble (F GRENOBLE22)		
	Universität Stuttgart (D STUTTGA01)		
Historical Sciences	Technische Universitaet Dresden (D DRESDEN02)	<u>€950</u> per month (€350 EU grant + €600 extra contribution)	<u>€850</u> per month (€350 EU grant + €500 extra contribution)
History of the Arts	Technische Universitaet Dresden (D DRESDEN02)	<u>€950</u> per month (€350 EU grant + €600 extra contribution)	<u>€850</u> per month (€350 EU grant + €500 extra contribution)
Tradition and Interpretation of Literary Texts	Université de Fribourg (CH FRIBOUR01 ⁴)	<u>€600</u> extra contribution	<u>€500</u> extra contribution
	Università della Svizzera Italiana (CH LUGANO01)	For further information, please see Art. 5.1.	For further information, please see Art. 5.1.
	Universität Augsburg (D AUGSBUR01)	<u>€950</u> per month (€350 EU grant + €600 extra contribution)	<u>€850</u> per month (€350 EU grant + €500 extra contribution)

7. The European Commission has determined that an additional grant should be awarded to **disadvantaged students** (i.e. students with physical, mental or general disabilities and/or with limited financial means). The criteria for awarding these grants will be communicated to mobility participants at a later date.

8. In addition, students who choose to **travel in a sustainable way**, i.e. by using low-emission means of transport, such as bus, train or carpooling for most of their **round trip**, will be awarded a one-off **grant of €50**. The criteria for awarding these grants will be communicated to mobility participants at a later date.

9. Students who receive an Erasmus+ Student Mobility for Studies grant are not permitted to receive any scholarships or funding from other European Commission programmes at the same time.

⁴ See Art. 5.1, "Non-EU Destinations"



10. Mobility students do, however, have the right to receive in full any national scholarships and/or loans that they are entitled to.

11. If a mobility student fails to spend at least 2 months abroad (=60 days) and/or does not obtain the minimum number of CFU credits required by the university in relation to the duration of the mobility (12 CFU credits per mobility semester), they will be required to **repay their Erasmus+ mobility grant in full**. For further information on the number of credits that must be obtained while abroad, please see the [University's Regulations on international student mobility](#).

Art. 5 – Non-EU destinations

1. **Switzerland** does not take part in the Erasmus+ programme. However, mobilities may be funded through EU funds, or by the Swiss government through the SEMP (Swiss-European Mobility Programme). The amount of each grant will be communicated by the Host University directly to each student before departure. The University of Verona will award these students an extra contribution according to the ISEE band, in the same way as for any other participant (see Art. 4.4 Group 1).
2. Despite the withdrawal of the **United Kingdom** from the European Union, it is still possible to carry out an Erasmus mobility period in the country. In this case, students will be awarded a Group 1 mobility grant (see Art. 4.4). Students intending to carry out their mobility in the UK are recommended that they should check deadlines, costs and [procedures for requesting a visa](#), as well as the relevant language requirements, in advance. Please consider that taking part in a year-long mobility in the UK can be very expensive.
3. As part of the **KA171 International Credit Mobility** action, it is possible to carry out an Erasmus mobility period in **Armenia** and **Georgia**. In this context, the following destinations exclusively for first, second and third-level students of the **Department of Foreign Languages and Literatures**, are now made available:

Mobility to:	Coordinator:	Amount per month:
Brusov State University (Yerevan, Armenia)	Prof. Stefan Rabanus	€700
Yerevan State University (Yerevan, Armenia)	Prof. Daniele Artoni	€700
Ilia State University (Tbilisi, Georgia)	Prof. Daniele Artoni	€700

Students travelling to the above three destinations will be granted an additional **one-off sum of €360**. Any extra contribution, on the other hand, will be paid according to the specifications set out in Article 4.3. Interested students should **get in touch with the relevant Coordinator before applying**.

Art 6 – Application procedure and deadline

1. Before submitting their application for this Call, students must:
 - check that their personal details entered in the ESSE3 application form are correct (phone number, mobile, etc.);
 - check for any errors or delays that might have occurred in recording their academic data. If that's the case, they should first request that this information be corrected or updated on their academic record by contacting the Teaching and Student Services Unit and/or the relevant teaching structure before the application deadline of this Call. **Application forms must be completed electronically online on [Esse3](#)** by:

11 MARCH 2024 (12:00 noon, Italian time).

For any technical details and information about how to complete the online application form, please see the "[Guidelines for completing the online Erasmus+ application form](#)".



Students must state:

- their language level at the time of the application (see Art. 3, point 3);
- any previous Erasmus mobility programmes they have participated in;
- their chosen mobility destination(s), in order of preference.

After completing the form, it is necessary to click on “**CONFERMA ISCRIZIONE AL BANDO E STAMPA DEFINITIVA**” [*confirm registration and print*]. This is necessary in order to submit the form. It is not necessary to send the automatically-generated PDF to the International Office. This should be kept by the student as proof that the application was sent correctly.

2. It is important for students to choose each of their universities carefully, referring to the information available [online](#) to ensure that the modules offered at each destination are compatible with their own degree programme for the relevant academic year, and that the duration of the exchange is appropriate to their own plans, since they could be assigned to any of the destinations they select (see Art. 7). Students applying for a mobility grant covering one academic year will not be able to change the duration of their mobility to one semester, unless the mobility is postponed by the relevant Host University due to emergency and health-related measures.

3. Students may not choose host universities in an area of study that is different to the area of their own degree programme.

4. **Students from non-European Union countries** must attach a copy of a document stating they are a “permanent resident” or “stateless” or a “refugee” and/or a copy of their stay permit (*carta di soggiorno* or *permesso di soggiorno*), which should be current and preferably still valid for the entire duration of their intended stay abroad. Non-EU students who are awarded an Erasmus+ grant must ensure their papers are completely in order before departing (e.g. renewing their stay permit/visa, etc.) and for the entire duration of the mobility period abroad, or the grant will be revoked and any funding received must be repaid. Non-EU students are also recommended that they should **check deadlines, costs and procedures for requesting a visa** for the relevant destination country in advance.

5. **PhD students** must attach to their application form an authorisation letter from their PhD Coordinator giving the student permission to spend a period abroad.

6. Applicants are advised that the University is required to check the truthfulness of any substitutive declarations received. Should a declaration be found false or misleading, in addition to the loss of any benefits gained by the applicant on the basis of **a false declaration**, criminal sanctions for false statements and the forgery of documents shall apply. In such a case, students concerned 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. 7 – Selection process

1. The selection of applicants for each field of study will be made by a specific selection committee, who will draw up a ranking list based on the evaluation of each student’s academic transcript (number of CFU credits obtained in relation to their year of enrolment, average marks, etc.), taking into account each applicant’s preferred destination place (see Art. 6).

[Academic merit](#) will be calculated as follows, based on the information present in the ESSE3 system (student exam record database) after the deadline of the Call for applications:

1. level of studies, in the following order of priority: PhD, Master’s degree, Single cycle/Combined Bachelor’s+Master’s, Bachelor’s degree;
2. number of merit points (based on the student’s exam record), in descending order;
3. the destination will be assigned according to the number of places available and the applicant’s specified order of preference.

Any changes in academic status and/or study-related data registered after the ranking lists have been drawn up will have no effect on the results of the ranking list.

In cases of equal merit, priority will be given to students who have not previously participated in an Erasmus programme (for either study or traineeship) or those who have spent a fewer number of days abroad.



For further information about the selection committees and additional selection criteria for each field of study, students should visit the web page of the relevant Department or School.

2. The **provisional ranking lists** will be published on the University's website by **18 March 2024**. Applicants must report any points calculation errors to the Selection Committee relevant to their area of study.

3. The Selection Committee may ask a student to attend an **interview** to ask them about their reasons for applying, as well as to make sure that the student chooses the most suitable Host University to achieve their academic goals. If an interview is required, applicants will need to check the date, place and time of their interview online at: <https://www.univr.it/it/concorsi> > Studenti > Mobilita studentesca internazionale.

4. The **final ranking list** will be published by **29 March 2024** on the University's website at: <https://www.univr.it/it/concorsi> > Studenti > Mobilita studentesca internazionale.

5. **Within 5 days of the publication of the final ranking list, successful applicants must confirm on ESSE3 that they accept the destination and the mobility period.** Failure to formally accept the offer within this time will result in the student being removed from the list.

6. The International Office will send the names of the successful applicants (*nominations*) to the relevant **Host Universities**, which will **make the final decision** on whether to admit each applicant or not and for the **modules** and/or activities previously agreed upon, based on their own regulations. Host Universities shall independently decide to cancel or postpone any mobilities due to health emergency reasons or force majeure.

7. Due to the delayed publication of this *Call for applications*, **some Partner Institutions may not be able to host the student for the mobility during the first semester.** All applicants are therefore invited to check very carefully the deadlines for *Nomination* and *Application* forms of all institutions according to their preferences to be included in the application form.

8. By **30 June 2024 at the latest** the Selection Committee may reallocate any available places remaining for one-semester grant (between 2 and 6 months), strictly to be used in **Semester 2**.

Art. 8 – Processing of personal data

1. Personal data provided by those who apply for a mobility grant under this Call are processed in accordance with EU Regulation 2016/679 (hereinafter the "Regulation") and the applicable personal data protection regulations.

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

3. 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/it/privacy.

Art. 9 – Further information and contact details

1. **Erasmus Info Days** organised by the International Office are regularly held to present the technical aspects of the programme and explain how to complete the application form. **Informative sessions** will be also made available to participating students in May. The dates for these meetings, as well as all the information about this Call for applications and any updates and/or further specifications, will be made available on the University's website at:



<https://www.univr.it/it/concorsi> > Studenti > Mobilita studentesca internazionale.

Contact details:

International Office – U.O. Mobilità Internazionale

[Service Desk](#) (please send requests for information to: [Direzione Studenti](#) > [Mobilità Internazionale](#) > [Erasmus+ Studio](#) > select your field of study).

Telephone hours: Monday, Wednesday, and Friday, 9 am – 1 pm.

Ph. +39 045 802 8004

2. 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, Chostro S. Francesco (cloister), first floor (staircase A), Via San Francesco, 22 – 37129 Verona, tel. +39 045 802 8043, email: relazioni.internazionali@ateneo.univr.it

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