Decreto Rettorale

IL RETTORE

VISTO lo Statuto dell’Università degli Studi di Verona emanato con Decreto Rettorale n.1176 del 14.07.2017;

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 borse di mobilità internazionale per soggiorni di studio presso Università extra-europee;

DECRETA

È emanato il Bando di Ateneo Worldwide Study a.a. 2020/2021 per l’assegnazione di borse di mobilità internazionale 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 programme a.y. 2020/2021

Art. 1 – General information

As part of the Worldwide Study programme in the 2020/2021 academic year, 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.

Students who are regularly enrolled full-time in a Bachelor’s degree (first-cycle degree), Master’s degree (second-cycle degree) or 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

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 posted on the University’s website at: http://www.univr.it/international > Worldwide Study.

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;

2. have already completed the first year of their degree programme (both Bachelor’s and Single cycle/Combined Bachelor+Master’s degree students);

3. 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;

4. meet the minimum language requirements set out by each Host University, as set out in the Partner universities information sheet (appendix 1);

5. have an average mark of 23/30 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 85/110 or above;
6. be resident in Italy, or in a country other than the country of destination.

Please also note that:
- 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;
- third-year Bachelor’s degree (first-cycle degree) students may be eligible only if they enrol in a Master’s degree at the University of Verona for the 2020/2021 academic year;
- 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;
- applications are not open to students who are in the first year of a Bachelor’s degree or Single Cycle/Combined Bachelor+Master’s degree at the time of applying;
- students who are conditionally enrolled in a Master’s degree (i.e. carriera magistrale in ipotesi) at the time of applying should indicate their Master’s degree ID Student in their application form. They will be able to take part in the mobility programme only if they complete their Bachelor’s degree and graduate by the last possible exam session for the 2019-2020 academic year (i.e. March-April 2020), or else their grant will be revoked.

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

The total amount of funding available for the Worldwide Study programme a.y. 2020/2021 is € 220,000.

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.

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.

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.
Art. 5 – Application procedure and deadline

To apply for a mobility grant, students must complete the online application form available on Esse3. The student portal can be accessed through the University's website at: www.univr.it > International > Opportunità all’estero > Bando Worldwide Study 2020/2021. Students may select a maximum of two choices for their intended Host University, in order of preference.

The following documents must be attached to the online application form. These must be submitted only electronically:

- **Study plan to be carried out abroad (appendix 2), both for the first and second preferred Host University**, signed by the Chair of the Teaching Committee or other responsible body, who shall approve the proposed study plan. The Study Plan to be carried out abroad must be drawn up using only the form made available on the web page of the Call for applications.

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

The application form must be completed and submitted by:

**19 December 2019, 12:00 noon (Italian time)**

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.

**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.

Pursuant to Presidential Decree no. 445 of 28 December 2000, checks may be performed to verify the truthfulness of any substitutive declarations received. In addition to the loss of any benefits gained through untruthful statements, criminal sanctions for false statements and the falsification 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. 6 – Selection procedure

The selection criteria are:

- **average mark** recorded of 23/30 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, the final graduation mark of their Bachelor's degree, which must be equal to or greater than 85/110, will be used.

Applicants with a Bachelor's degree gained abroad must send a copy of their degree certificate complete with the final graduation mark, to the International Office through Service Desk.

Before submitting their application, students should check that their academic record details are correct in the university system. If there are any errors or delays in registering exam marks, students should promptly contact the Teaching and Student Services Unit of their area. Data from students’ academic records will be obtained from the ESSE3 student management system after the date of the application deadline.

Mobility grants will be awarded based on 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 fourth year of a Single Cycle/Combined Bachelor+Master's degree programme.

The ranking lists are scheduled to be published by the end of January 2020 on the University's website, at: http://www.univr.it > International > Opportunità all’estero > Worldwide study.

Within 7 days of publication of the ranking lists, successful applicants will need to accept the grant by confirming the assigned Host University and the period for their mobility abroad through ESSE3.

Failure to accept the grant in time will result in exclusion from the ranking list.

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 March 2020 at the latest.

Art. 7 – Preparing for the mobility

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;
- enrol in the chosen courses, complying with the procedures and deadlines established by the Host University;
- obtain and filling out the necessary documents/forms to apply for a suitable visa for the destination country.

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.

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.
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 a minimum number of CFU credits during their mobility abroad, as specified below, or their scholarship will be revoked:
  
  - 12 CFU for a one-semester mobility (3-6 months);
  - 24 CFU for a one-year mobility (7-12 months).

Art. 8 – Further information and contact details

Further information can be requested from the International Office (Ufficio Mobilità Internazionale), Chiostro San Francesco (cloister), Staircase A - Floor 1, Via San Francesco, 22, 37129 Verona.
Opening hours: Monday, Wednesday and Friday, 10 am - 12:45 noon.
Student helpline: from Monday to Friday, 9:30 am – 12:30 noon, phone: +39 045 802 8196.
Service Desk (Students > International Mobilities > Worldwide study).
This call for applications is published in the Official University Register. Pursuant to and for the purposes of Law no. 241/1990 and subsequent amendments, the Procedure Officer is the Head of the International Office – Teaching and Student Services Head Office, Ms. Anna De Salvo.

Art. 9 – Processing of personal data

Personal data provided by those who apply for Worldwide Study mobility grants – a.y. 2020/2021 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 Articles 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.