

ERASMUS Programme**KA1 – LEARNING MOBILITY OF INDIVIDUALS****CALL FOR APPLICATIONS FOR AWARDING OF MOBILITY FUNDING 2021-2022****Reserved for students enrolled on 3-YEAR UNDERGRADUATE PROGRAMMES****Period for presenting applications on-line:****Opening date: Monday 18.01.2021 from 10 am****Closing date: Friday 12.01.2021 at 5 pm****WHAT IS THE ERASMUS PROGRAMME**

With Erasmus it is possible to carry out a mobility period for study in Europe, **from 3 to 12 months**, at a Higher Education Institute belonging to one of the countries taking part in the Programme from **the second year of study**. The applicant must be regularly enrolled at an Institute of Higher Education holding the Erasmus Charter for Higher Education (**ECHE**) and participate in the relevant Call for Applications; the period of study abroad must be an integral part of the applicant's study programme; the mobility must be carried out at an Institute of Higher Education which is an ECHE holder, and which has signed an **Inter-institutional Agreement** with IULM University.

For the academic year 2021-2022 all activities must be carried out in the period between 01.06.2021 and 30.09.2022.

The agreements activated by IULM University for mobility for study purposes are listed in the annexes "**Destinations**", divided into degree course and level of language proficiency required. The integral call for applications, the destinations and the relevant updates can be found in the section:

- COMMUNITY IULM => categorie di corso, didattica e servizi => formazione, servizi, opportunità => mobilità internazionale.

1. ELIGIBILITY REQUIREMENTS

- Applicants must be students (of any nationality) **regularly** enrolled for the academic year 2020-2021 at IULM University on one of the courses comprising the 3-year undergraduate programme. **Students enrolled as "fuori corso" or not in compliance with enrolment requirements for the academic year 2020-2021 are not eligible to apply.** Students attending their 3rd year in the academic year 2020/2021 must enrol to the 1st year as "fuori corso" during the academic year 2021/2022 in order to carry out a mobility period for study purposes – exams taken abroad will not be recognized in absence of a regular enrolment in subsequent years of coursework.
- Students who have already benefitted from a mobility grant for study purposes and/or an ERASMUS internship, even under the previous LLP/Erasmus programme, may apply for a second period of mobility provided that the duration of the period already completed, added to the duration of the assigned period does not exceed the total of 12 months allowed for each course of study.
- Students who are citizens of one of the 28 member states of the European Union participating in the Programme, or one of the 5 countries of the European Economic Area (North Macedonia, Iceland, Liechtenstein, Norway, Turkey <http://www.erasmusplus.it/erasmusplus/paesi-partecipanti/>) regularly enrolled at IULM University may apply for a place at a university in their own country provided that they are legally resident in Italy; they will not be granted any priority in the selection process.

2. LANGUAGE PROFICIENCY

An essential requirement for inclusion in the ranking is the possession of the language skills required by the host universities (B1 or B2– see Annexes "Destinations"), proven by one of the International Certifications indicated in the following table, provided that these are valid on January, 18th 2021 (meaning that these have not been obtained before January, 18th 2019) or, alternatively, by the declaration of language proficiency for international mobility obtained in IULM. The International Certification or the IULM declaration of language proficiency should be uploaded in the online application and will be verified

when creating the ranking list. Should adequate documentation be missing, the student won't be able to complete the application and s/he will be excluded from participating in the programme. **Where the host universities explicitly request official language certification, this can under no circumstances be replaced by the test of language proficiency organised internally by IULM. Students are required to carefully verify the terms and conditions of eligibility of the different universities, as indicated in the annex "Destinations".**

Students of the **Bachelor's in Corporate Communication and Public Relations** are exempt from language proficiency for ENGLISH B2 and will be required to upload the **self-declaration form** when applying, drafted in compliance with the example (downloadable from the community). On the other hand, they will be required to upload the relevant language certifications in order to apply for destinations not related to the English-speaking area.

INTERNATIONAL CERTIFICATIONS ACCEPTED (CURRENTLY VALID, I.E. NOT OBTAINED BEFORE JANUARY, 18TH 2019)

ENGLISH B2	CAE – Certificate in Advanced English FCE B2 – First Certificate in English (send both front and back of the certificate) BEC VANTAGE B2 IELTS – score 6.5 TOEFL – score 87-109
FRENCH B1	DELFB1 Diplôme du Baccalauréat Général ESABAC
SPANISH B1	DELE B1
SPANISH B2	DELE B2
GERMAN B1	Goethe Zertifikat B1 ÖSD B1 TELC B1 Deutsches Sprachdiplom (DSD) Stufe 1

Students with international certifications different from the above-mentioned are required to submit them to the International Language Centre - ilc@iulm.it - to state the relevant eligibility.

NOTE: in some French, Spanish or German universities it is possible to follow courses both in the local language and in English. For these destinations, students will only be tested in the local language. They should, however, be aware that the host university may refuse admission to the English courses if the language level is considered insufficient (usually below B2). In any case the host university is fully within its rights to deny access to determined courses in the event of insufficient language or academic knowledge to meet requirements, or should there be no further places available on the course.

3. APPLICATION PROCEDURE

Students wishing to apply must:

1. choose 1 or 2 universities among those indicated for their own degree course, verifying possible limitations indicated in the Destinations (required language level, mandatory language certifications for admission, acceptable academic year, etc.)
2. Enter the chosen destinations in the applications **in strict order of preference**;
3. Upload the international certification or the declaration of language proficiency.
4. Save the reminder and keep the auto-reply email indicating the receipt of the application.

The terms and conditions of the online application will be communicated in the Community, once the procedure has been opened.

4. RANKINGS

The Erasmus ranking list is based on **merit**, i.e. academic results already achieved by students in terms of "average marks + academic record" (number of credits gained in relation to the academic year already completed).

For students enrolled in the 1st year, the mark awarded for the Maturità will be used for assessment; for students enrolled in the 2nd and 3rd years of the undergraduate programme, assessment will be based on the arithmetic mean + the academic records

for all examinations regularly listed in the student's records prior to **07.02.2021**. Examinations taken but not registered, interim tests and partial examinations will not be considered valid for the ranking. Students are specifically requested to check their records online, report any discrepancies to the students' office and ask for the details to be updated.

CALCULATION OF SCORE	MEAN	RECORDS
Enrolled in 1st year of undergraduate programmes	Result of the Maturità expressed as a score out of 100	Result of the Maturità expressed as a score out of 100
Enrolled in 2nd year of undergraduate programmes	Arithmetic mean calculated from student's records, including exams taken and registered by 07.02.2021, expressed as a score out of 100	Number of credits gained/60 *100 e.g. 54 credits gained in 1st year $54/60*100 = 90$
Enrolled in 3rd year of undergraduate programmes	Arithmetic mean calculated from student's records, including exams taken and registered by 07.02.2021, expressed as a score out of 100	Number of credits gained/120 *100 e.g. 90 credits gained in 1st+2nd years $90/120*100 = 75$

5. ASSIGNMENT OF DESTINATION

Depending on their position in the ranking, successful candidates will be assigned their 1st or 2nd selected destination, or – in the event of no availability – a 3rd destination available in the same linguistic areas. **If applicants achieve the same basic score, and only if it is necessary to name a single assignee**, students enrolled in their 2nd year **gain priority** over students enrolled in their 1st year; if applicants achieve the same basic score again, the student with a lower contribution band gains priority. A student who has already carried out an ERASMUS or LLP Erasmus period of mobility **loses priority** over all other candidates regardless of their score.

IULM University verifies in advance that the educational offer of the host university is compatible with the study plan for the student's degree course; in any case, should there be any substantial changes made to the academic offer of IULM or the partner institution which were not yet known at the time of publication of the Call for Applications, the destination may be changed after assignment in agreement with the student.

6. PUBLICATION OF THE RANKINGS

Unless there are variations in the date for technical reasons, the rankings will be published from:

Friday, 26th February 2021 - 5 pm

The relevant terms and conditions for the publication of the rankings will be indicated in the Community.

To all intents and purposes the publication of the rankings has the function of the official assignment.

- **NO PERSONAL COMMUNICATION WILL BE SENT TO THE ASSIGNEES**
- Thereafter, assignee students will be provided with the relevant instructions on how to accept or decline the assigned destination.
- In the event of the place not being accepted by the set deadline, the applicant will automatically be considered to have refused the offer and his/her destination will be reassigned.
- In the event of refusal or no confirmation of acceptance by the student entitled to the place by the deadline, his/her place will be given to the first **eligible non-assignee candidate** in the ranking.
- In the event of late refusal (after accepting), the destination of that student will be assigned **exclusively** to the first "**eligible - non-assignee**" according to the ranking. Refused places **will not be reassigned** to students assignee of other destinations. The reassignment of late refusals will be carried out in accordance with the administrative timescales and deadlines of the universities.

7. VISA, RESIDENCE PERMITS, SUPPLEMENTARY INSURANCE COVERAGE

Students who are citizens of a country not belonging to the European Union are required to obtain information independently and sufficiently in advance regarding the legal requirements to be fulfilled in order to be allowed to stay in the country chosen (entry visa, residence permit, and health regulations). It must be pointed out that many countries require non-EU students to provide specific guarantees regarding their financial situation, which must be such as to be able to support the students during their mobility period, in accordance with the standards established by the local Government, as well as adequate health policies for those who not own the European TEAM badge. **The office is in no way responsible for any withdrawals during the stay due to unfulfilled requirements or missing legal documentation needed to remain in the chosen country.**

8. CONTRIBUTIONS FOR MOBILITY

ERASMUS GRANTS – Source: European Union

Recipients: Erasmus students chosen by universities participating in the programme. The monthly amount is fixed by the National ERASMUS Agency and depends on the estimated cost of living in the destination country, in accordance with the following groups:

GROUP 1 – HIGH COST OF LIVING - €300 per 30 days of mobility: Ireland, Sweden.

GROUPS 2/3 – MEDIUM/LOW COST OF LIVING - €250 per 30 days of mobility: Austria, Belgium, Bulgaria, France, Germany, Latvia, Lithuania, Netherlands, Spain, Portugal, Hungary.

The above mentioned contributions will be allocated for the actual period physically carried out abroad exclusively; if students leave later than or come back earlier than the set date due to reasons related to the COVID-19 health measures but continue to attend online courses provided by the partner university, they will be considered as Erasmus students and they will be guaranteed the right to the recognition of the entire period but they will receive the grant only for the period actually carried out abroad.

If the measures related to the epidemiological emergency don't allow students to complete their mobility with a period being physically abroad, an entire virtual mobility period will be eligible too.

As for mobility period carried out fully virtually, no contributions for individual support will be provided.

Fondo Sostegno Giovani (Support fund for young people)– Source: MIUR

The Ministry of Education, University and Research (MIUR) supports international student mobility (Ministerial Decree no. 976 of 29.12.14) with additional funds allocated to Italian universities. The budget is reserved for all mobility programmes. In order to benefit from these contributions students must submit an ISEE declaration **by 31/05/2021**. The amount of the grant will be determined in compliance with ministerial dispositions which have not been published at the time of publication of the call for applications. Ministerial tables will be published on the IULM Community, as soon as they will be published by the Ministry.

Borse integrative regionali (Regional supplementary grants) – Source: IULM Right to Study Office

Students applying for a **regional scholarship** in 2020-2021 at the IULM Right to Study Office may apply for a further regional contribution for "Integration for International Mobility". Interested students are therefore invited to contact the Right to Study Office.

9. RESTRICTIONS ON DURATION AND FINANCING

In order to benefit from the status of Erasmus + student and the EU contribution:

- students must not benefit in the same period from any other EU contribution assigned for the purpose of study or work abroad;
- when calculating the mobility previously carried out in the same course of study, students must not exceed the total number of 12 months allowed for each course of study.

10. DISABLED STUDENTS

Students with disabilities who have been assigned a 2021 ERASMUS grant may benefit from specific supplementary EU funds. Disabled students are therefore invited to apply within the established deadlines, indicating their status in the appropriate box. The terms and conditions for the allocation of supplementary funds for disabled students will be dealt with directly with the interested parties.

11. COMMUNICATIONS

For the entire duration of the ERASMUS programme, e-mail communications between students and the office must be made exclusively through the following e-mail addresses:

For the Study Abroad Office: erasmus@iulm.it

For the student: IULM institutional address (nome.cognome@studenti.iulm.it)

The use of personal e-mail addresses is not permitted. All students are required to activate their e-mail address @studenti.iulm.it prior to completing their online application and to ensure that mail to this address is checked.

The Office shall not be held responsible for any inconveniences or delays in communications arising from students not consulting or using the official e-mail and IULM Community.

12. DATA PROTECTION

All personal data submitted by candidates applying to participate in the Erasmus + programme is governed by Regulation (EC) No 45/2001 of the European Parliament and of the Council of Europe for the protection of individuals and Article 6 (b) of Regulation (EC) No 2016/679 in compliance with the processing of personal data by EU institutions and bodies, and the free movement of such data. Personal data is processed exclusively for the purpose of implementing the agreement by the Institute to which it belongs, by the National Agency and by the European Commission, and may be forwarded to bodies responsible for control and audit in accordance with EU legislation (Court of Auditors or European Anti-Fraud Office - OLAF). The Beneficiary may, on written request, access his/her personal data and make corrections to incorrect or incomplete information. S/he is invited to submit any enquiries regarding the processing of his/her personal data to the Institute to which s/he belongs and/or to the Italian ERASMUS National Agency. The participant may lodge an appeal with the Guarantor for the protection of personal data, with reference to the methods of use of the same by the Institute and/or the National Agency; s/he may also lodge an appeal with the European Data Protection Supervisor, with reference to the methods of use of such data by the European Commission. Privacy policy related to the International Mobility Call for Applications is available on IULM website at the following address: <https://www.iulm.it/it/servizio/privacy-policy>.

13. AMENDMENTS

These regulations may be subject to changes due to specific indications from the Italian National ERASMUS Agency or the European Union. The destinations available may also vary due to problems arising at the partner universities or in the respective countries (substantial changes in the partners' training offer, force majeure, security problems, unforeseeable events), or the signing of new agreements. Any changes will be communicated and publicised through the IULM Community.

14. RESERVATION CLAUSE

The implementation and financing of the activities provided for in this call for applications is subject to the approval by the National ERASMUS Agency of the application for decentralised activities submitted by IULM University for the academic year 2021-2022, and to the amount of funding granted by the European Union. Therefore, the publication of the present call is to be considered under condition until the signing of the relative financial agreement between the University and the National ERASMUS Agency. Students who - after having accepted the mobility - are not awarded an Erasmus scholarship, may withdraw from the programme without further consequences.

APPROVED WITH RECTORAL DECREE

SUPPLEMENTARY INFORMATION REGARDING THE REGULATIONS**1. ENROLMENT IN IULM UNIVERSITY DURING MOBILITY**

Students on ERASMUS mobility **must begin and end their period of study abroad as a regularly enrolled university student**; students who expect to graduate at the end of the mobility period must return at least one semester prior to the planned graduation session.

2. INFORMATION, LANGUAGE PROFICIENCY AND CHOICE OF DESTINATION

Before applying, each student is required to carry out independent research to collect information about the various destinations by browsing the web pages of the partner universities in order to make a reasoned choice regarding the most suitable locations for their language level and their aspirations. In the Community, **TUTOR REPORTS** are available, i.e. short reports concerning partner universities, written by former Erasmus students in order to describe their experience. Candidates are advised to take a look at these documents and to contact former students through social media for further information.

In choosing the destinations, students must take into account the limitations listed in the specific tables:

- duration of period of study
- any restrictions on the free choice of courses
- compulsory level of language knowledge required by the host university (local language and/or vehicular language)

Under no circumstances, IULM University can't intervene to modify the admissions requirements of the host Universities.

3. ACCEPTANCE, MATRICULATION AND RENUNCIATION

After the final closure for acceptances, the Erasmus Office organises compulsory **information meetings** reserved for assignees, dedicated to matriculation procedures at the host university and the explanation of the necessary administrative procedures for the recognition of the activities carried out abroad. The finalisation of the "Learning agreement" **will take place only a few weeks before departure** (from May onwards); in July the institute will issue the Institute-Student Agreement which regulates the financial aspects of the mobility.

In the event of renunciation after the signing of the Institute-Student Agreement, students will be excluded from participation in the call for applications the following year, unless there are documented reasons or causes of force majeure.

4. UNIVERSITY FEES

During the period of mobility abroad, the assignees will acquire the status ERASMUS and will be considered in all respects enrolled at the host university. No payment of any kind of fee or contribution will be required from the host university, except for limited amounts for compulsory enrolment in student associations or supplementary insurance coverage. However, students must duly carry out procedures provided for by IULM University: payment of enrolment fees for the academic year 2021-2022, compilation of the individual Study Plan by entering the options, and compliance with the deadlines and requirements indicated by the Students Office.

5. OLS – ONLINE LINGUISTIC SUPPORT

Prior to departure, assignees are required to carry out the **OLS TEST** (online linguistic support - initial assessment), which is mandatory and implemented by the European Union on the **OLS** platform. Based on the results of the initial assessment, students below level C1 will be assigned the licenses for an online language course. Upon return, all students are required to complete the OLS TEST (final assessment) regardless of whether they received the license for the online language course.

6. PERMISSIBLE ACTIVITIES DURING PERIOD OF MOBILITY FOR STUDY PURPOSES

Activities permitted during the mobility period are:

- Attendance of courses and sitting related examinations, both in presence and in a blended form (mixed: in presence + online)
- Preparation of degree thesis.

The Study Plan for abroad is agreed upon a few weeks prior to departure between the student, the partner university and the IULM University Academic Coordinator through the Learning Agreement (Erasmus study contract). At the end of the mobility, IULM University guarantees full recognition of the activities agreed upon, realised and certified by the host university. The granting of credits or the recognition of activities carried out by the student may be refused only if the student has not reached the minimum level required by the host university or has not fulfilled the conditions agreed upon.

Payment of the Erasmus grant is subject to the recognition of at least one IULM examination (6 CFUs) for each semester of stay; any exceptions will be accepted only upon the presentation of documented reasons. In case of early return or delayed departure for international or personal health reasons, provided that these can be documented, students can attend online courses at the partner university and take the relevant exams from Italy. In this case, students will be considered as Erasmus students and they will be guaranteed the right to the recognition of the activities completed successfully and the economic contribution will be recalculated for the period spent physically abroad at the host university.

7. INSURANCE COVER

To stay in EU countries, students must carry a European Health and Insurance Card (TEAM). All students on mobility are covered during their normal academic activities at the host universities by the Accident Insurance provided by IULM. If further forms of insurance are needed to fulfil the requirements of the host university, for national legislation or for the needs of the student, students are required to find personal solutions. For supplementary policies, an agreement for IULM students has been stipulated with the insurance company AON - <https://www.aonstudentinsurance.com/students/it/>

8. PAYMENT OF THE GRANT

The ERASMUS grant will be credited exclusively to the current account associated with the Card Ateneo +; assignees are required to activate the Card immediately at the Banca Popolare di Sondrio. No transfers will be made to other current accounts. The credit will be made in two instalments (70% of the amount contracted before departure and the balance due on return, calculated on the basis of the time spent abroad). The calculation of the total amount will be based on the days actually completed and certified for, as counted by the European Union through the Mtool web platform.