



## The Rector

- GIVEN** the invitation to lodge proposals 2024 EAC/A07/2023 in relation to the PROGRAM+ Program.
- GIVEN** the ECHE 2021-27 attributed to the university by the European Commission.
- DEEMED** to begin the selection procedure for the awarding of scholarships to allow for – pending approval of the 2024-25 academic year application presented by the university following the indications provided by the Erasmus+ National Agency – the creation of learning mobility opportunities, where possible and compatible with the deadlines of foreign universities, starting from the first semester of the academic year 2024/25.
- WHEREAS** the publication of this Selection Notice is subject to the pending approval of the application for funding and the subsequent signing of the Erasmus+ 2024/2025 funding agreement between the Agenzia Nazionale Indire/Erasmus+ and the University of Naples Federico II.
- CONSIDERING** that all the activities and related funding provided for in this Selection Notice are subject to change in compliance with the provisions of the Erasmus+ 2024/2025 funding agreement.

## DECREE

**Notice of issuance - subject to the approval of the university's application and the signing in part of the bilateral agreements - of the attached NOTICE OF ERASMUS+ SCHOLARSHIP SELECTION for learning mobility program for the 2024/2025 academic year.**

The Rector

Matteo Lorito

Research, Internationalization and Third Mission Area  
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## ARTICLE 1 – ERASMUS MOBILITY FOR STUDY PURPOSES

### Definitions

1. **Student mobility for study:**

is the period of study that the student undertakes at a partner higher education institution of the Federico II University, it may concern any subject and cycle of studies (Bachelor Degree/Master Degree/Single Cycle Degree). In order to ensure high quality and the greatest possible effect on students, the mobility activity must be compatible with the student's personal development needs and with those relating to learning in his/her degree program (see Guide to the Erasmus Program, Version 1 (2024): 28.11.2023).

2. **EWP:**

Erasmus Without Paper, <https://erasmus-plus.ec.europa.eu/european-student-card-initiative/ewp>.

3. **Learning agreement:**

Agreement defining the study program to be followed, subject to approval by the student as well as by the home and host higher education institutions before the exchange.

4. **Transcript of Records (ToR):**

A document listing the examinations taken during a period abroad and their respective grades. It is issued by the host institution at the end of the study period abroad.

5. **Exchange program coordinator:**

Professor responsible for the exchange at the University of Naples Federico II.

6. **CdS:**

*Corso di studi*, Degree Program

7. **Representative for the Learning Agreement (LA):**

Professor who signs the Learning Agreement.

8. **OLS:**

Online Language Support, <https://erasmus-plus.ec.europa.eu/resources-and-tools/online-language-support>.

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A call for applications is announced, for the academic year 2024/2025, for the allocation of Erasmus+ mobility grants for university students to study at universities in countries associated with the Erasmus+ program (program countries) as well as for countries not associated with the program (international mobility - non-EU countries), with the aim of carrying out the following activities:

- Attend courses and sit related exams.
- Prepare thesis.
- Perform research, laboratory work, clinical duties, etc. as envisaged by the degree program of the student. In particular, the internship may only be carried out if it is provided for in the course curriculum and combined with a study period. The internship must be carried out under the supervision of the same hosting university.



The lists of all exchanges activated for each department for the 2024/25 academic year are published on the university's website.

It should be noted that the new Erasmus+ program stipulates the digital signing of all bilateral agreements on the Erasmus Without Paper platform - which is still in the technical implementation phase - therefore, although the Erasmus+ and International Mobility Office is working on the confirmation of said agreements, the aforementioned tables may be updated and/or certain destinations may be cancelled.

Furthermore, it should be noted that the availability of mobility places is subject to change and is provisional and non-binding. The allocation of a mobility grant is also subject to acceptance by the host Institution. It is therefore recommended that the utmost attention be paid to compliance with the entry requirements by the Institution for which you are applying. The University is not responsible for the possible non-acceptance of students by partner Institutions; foreign Universities, in fact, are in fact entitled not to accept students, even if they are successful in the selection made by the University.

By way of example, the reasons why partner universities may decide not to accept students include the following:

- **deadlines linked to the application procedure at the foreign location:** many foreign universities require the selected student to fill in and send application forms (i.e. registration forms, accommodation booking forms, course enrolment forms, etc.), by certain deadlines. Failure to send application forms by the aforementioned deadlines automatically results in the student being refused admission. In some cases, the deadline set by the foreign university may be very close to or prior to the period in which the university publishes the rankings.
- Students are invited to consult the websites of the chosen foreign universities before submitting their applications, so as to become aware in due time of the deadlines set by them and of any documentation and certifications to be produced.
- **possible inconsistencies between one's own study program and the courses on offer at the foreign institution:** before applying, it is necessary to find out what courses are on offer at the partner universities, in order to ensure that the foreign institution will accept the proposed study program. For further details, it is advisable to contact the Exchange Promoter/contact person indicated in the exchange table attached to this call for applications and to visit the website of the foreign location of interest.
- **language requirements of the foreign location:** more and more universities require a high level of language proficiency. The student is required to obtain information on the language in which the courses are delivered and on any language requirements of the foreign location by consulting the websites of the host universities.

STUDENTS ARE INVITED TO CONSULT THE WEBSITES OF THE CHOSEN FOREIGN UNIVERSITIES BEFORE SUBMITTING THEIR APPLICATIONS, SO AS TO BE AWARE OF THE DEADLINES AND ANY DOCUMENTATION AND CERTIFICATION TO BE PRODUCED IN DUE TIME.

It must be reiterated that this selection is conditional as all activities and related funding in this notice are subject to the approval of the application mentioned in the introduction and the signing of the Erasmus+ 2024/2025 funding agreement between the university and the Agenzia Nazionale Erasmus+.

## Mobility to Switzerland and the UK

With the entry into force of the new Erasmus+ Program, the United Kingdom and Switzerland are identified as non-EU countries. Students who are selected to study on campuses in these countries must comply with the same requirements set out in this Notice of Selection for *program countries*.





Students wishing to apply for UK campuses will need to consider that:

1. it is necessary to comply with the entry rules set out by the United Kingdom and, consequently, to enquire as to the necessary entry visa requirements and health insurance needs,
2. the costs associated with a visa, health insurance and any other costs required for entry to the United Kingdom or any other expenses that cannot be covered by the University of Naples Federico II.
3. in most cases British universities require specific language certifications to issue an invitation letter for the purpose of obtaining a visa, based on the duration of the exchange. Therefore, it is advisable to check the website of the host university carefully and, if necessary, contact them directly for more information.

For more information, please visit the following websites:

**E+ National Agency Transition page** (<https://erasmusplus.org.uk/>);

**VISAs** (<https://www.gov.uk/browse/visas-immigration>);

### **Mobility to countries not associated with the program (non-EU countries international mobility)**

The Erasmus+ Program allows for a period of mobility to a university (affiliated with UNINA) located in one of the non-EU countries set out in the tables of the Erasmus webpages on the unina.it website.

All requirements set out in this call for applications also apply to students applying for exchanges with universities in Non-EU Countries ("general eligibility requirements", "language requirements", "selection procedures"). As established by the Erasmus+ Program, however, specific financial contributions are envisaged for these locations.

## **ARTICLE 2 – ADMISSION REQUIREMENTS**

All the students on a Bachelor's, Single-Cycle Master's and Master's degree programs at the University of Naples Federico II are eligible for selection. Students must, in any case, have an active learner status and be up to date with the payment of university fees and contributions for the Academic Year 2023/24 by the deadline of this notice, under penalty of exclusion, except as provided in Article 4 of this notice.

Students enrolled in the first year of Bachelor's and Single-Cycle Master's degree courses must have acquired, by March 11, 2024, at least 12 credits ; applications from students who do not meet the 12-credit requirement will be automatically rejected, except for first-year students in the Viticulture and Oenology program, for whom the entry requirement is reduced to 6 credits (in accordance with the resolution of 01/16/2023 of the Departmental Erasmus Commission).

There is no requirement of 12 credits for students enrolled in two-year Master's degree courses.

Students enrolled in the third year of a bachelor's degree course can participate in the mobility program to start during the first year of the related master's degree, provided that, at the time of signing the agreement, they are duly enrolled in the first year of one of the master's degrees offered by the same department.

The Erasmus+ Program allows a student to receive the Erasmus grant multiple times, up to 12 months for each study cycle, irrespective of the number and type of mobility (for study and/or internship purposes). The calculation of the Erasmus study period previously undertaken includes any extensions for which no grant was received.

For students on a Single-Cycle Master's degree course, the maximum number of months is 24.

**To participate in this call for applications, it is mandatory to have activated the institutional email account @studenti.unina.it, which will be the sole channel used for all relevant communications.**



## ARTICLE 3 – SUBMISSION OF APPLICATION

The completion of the application form is exclusively carried out through the online procedure starting from the date of publication of this notice and no **later than 12:00 on March 11, 2024** (the online application procedure will be disabled at 12:01, and it will no longer be possible to fill out the application form for participation in the selection). Students interested in submitting their application are invited to check their access to the procedure well in advance.

Please carefully follow the Instructions published on the Erasmus page of the University's website (Program | Università Federico II (unina.it)).

## ARTICLE 4 - SELECTION

The selection process is the exclusive competence of the Departments/Schools and is carried out based on the following algorithms:

BACHELOR'S (BA) AND SINGLE-CYCLE (SCDP) DEGREE PROGRAMS

$$Score = Average * \frac{CFU (credits)_{acquired}}{CFU (credits)_{expected}} 100\alpha$$

MASTER'S DEGREE PROGRAM (MA)

$$Score = \frac{\left(\frac{VLT}{110} 30\right) * 180 + Average * CFU_{Eff}}{180 + CFU (credits)_{expected}} 100\alpha$$

The credits acquired are those recorded as of March 11, 2024, and will be automatically registered through the computerized procedure on March 18, 2024. Students are encouraged to verify the correct registration of exams taken by the specified date. The Erasmus+ and International Mobility Office is in no way responsible for any missing or late registrations of activities/exams that could be useful for the score calculation.

The expected credits are conventionally identified according to the maximum number of credits that students can achieve within the first term of the academic year 2023-24, based on the following scheme:

EXPECTED CREDITS (ECTS)							
Year of Enrollment							
	1	2	3	4	5	6	Off-track students
LT	30	90	150	-	-	-	180
LMCU	30	90	150	210	270	330	300 o 360
LM	30	90	-	-	-	-	120

In the event of failure to enrol by paying the university fees for Academic Year 2023-24, an additional 60 credits will be counted in the calculation of the expected credits.

The "α" factor and/or additional evaluation elements to be added to the objective score generated by the specified algorithms can be identified, if applicable, by each Department and communicated on the departmental website, as listed below:



Department of Agricultural Sciences	of	<a href="http://www.agraria.unina.it/didattica/erasmus#a">http://www.agraria.unina.it/didattica/erasmus#a</a>
Department of Architecture	of	<a href="https://www.diarc.unina.it/erasmus-outgoing/">https://www.diarc.unina.it/erasmus-outgoing/</a>
Department of Biology		<a href="http://www.dipartimentodibiologia.unina.it/erasmus/">http://www.dipartimentodibiologia.unina.it/erasmus/</a>
Department of Economics, Management and Institutions	of	<a href="http://www.demi.unina.it/didattica/erasmus">http://www.demi.unina.it/didattica/erasmus</a>
Department of Pharmacy		<a href="http://www.farmacia.unina.it/internazionalizzazione/erasmus/presentazione">http://www.farmacia.unina.it/internazionalizzazione/erasmus/presentazione</a>
Department of Physics		<a href="http://www.fisica.unina.it/didattica/erasmus">http://www.fisica.unina.it/didattica/erasmus</a>
Department of Law		<a href="http://www.giurisprudenza.unina.it/didattica/erasmus-">http://www.giurisprudenza.unina.it/didattica/erasmus-</a>
Department of Chemical, Materials and Production Engineering		<a href="https://www.dicmapi.unina.it/international-and-erasmus/">https://www.dicmapi.unina.it/international-and-erasmus/</a>
Department of Civil, Building and Environmental Engineering	of	<a href="https://www.dicea.unina.it/erasmus/">https://www.dicea.unina.it/erasmus/</a>
Department of Electrical Engineering and ICT		<a href="https://erasmus.dieti.unina.it/index.php/it/">https://erasmus.dieti.unina.it/index.php/it/</a>
Department of Industrial Engineering		<a href="http://www.dii.unina.it/">http://www.dii.unina.it/</a>
Department of Mathematics	of	<a href="https://www.matematica.unina.it/erasmus/">https://www.matematica.unina.it/erasmus/</a>
Department of Veterinary Medicine and Animal Production		<a href="https://www.mvpa-unina.org/international/erasmus.xhtml">https://www.mvpa-unina.org/international/erasmus.xhtml</a>
Department of Chemical Sciences		<a href="http://www.scienzechimiche.unina.it/didattica/erasmus">http://www.scienzechimiche.unina.it/didattica/erasmus</a>
Department of Earth, Environment and Resources Sciences		<a href="https://www.distar.unina.it/it/erasmus">https://www.distar.unina.it/it/erasmus</a>
Department of Economics and Statistics		<a href="http://www.dises.unina.it/didattica/erasmus">http://www.dises.unina.it/didattica/erasmus</a>
Department of Political Sciences		<a href="https://www.scienzepolitiche.unina.it/?page_id=1464">https://www.scienzepolitiche.unina.it/?page_id=1464</a>



Department of Social Sciences	<a href="http://www.scienze sociali.unina.it/didattica/erasmus/outgoing">http://www.scienze sociali.unina.it/didattica/erasmus/outgoing</a>
Department of Structures for Engineering and Architecture	<a href="http://www.dist.unina.it/didattica/erasmus/bandi-erasmus">http://www.dist.unina.it/didattica/erasmus/bandi-erasmus</a>
Department of Humanities	<a href="https://www.studiumanistici.unina.it/didattica/internazionalizzazione-didattica/">https://www.studiumanistici.unina.it/didattica/internazionalizzazione-didattica/</a>
School of Medicine and Surgery	<a href="https://www.medicina.unina.it/zit/smc.php?pag=erasmus.css">https://www.medicina.unina.it/zit/smc.php?pag=erasmus.css</a>

Students from the Department of HUMANITIES CAN ALSO UPLOAD LANGUAGE PROFICIENCY CERTIFICATIONS FROM C1 LEVEL AND ABOVE which THEY POSSESS, and these WILL BE EVALUATED BY THE DEPARTMENTAL COMMISSION AS REPORTED ON THE ERASMUS WEBPAGES OF THE DEPARTMENTS.

As a point of clarification, candidates holding a degree obtained at a foreign university must verify that the graduation mark is present in their academic records and has been converted to the Italian grading system, namely, expressed on a scale of zero to one hundred tenths (0-110). If this information is not available in the academic records, it is the candidate's responsibility to contact the Student Office to request its inclusion.

Furthermore, for those who hold multiple degrees, the degree with the highest mark, as recorded in the academic records, will be taken into consideration.

## ARTICLE 5 – PUBLICATION OF RANKINGS – ACCEPTANCE OF ERASMUS SCHOLARSHIP

Rankings will be published on each Department's website starting from **March 25, 2024**.

Students who are awarded an Erasmus grant must accept the destination and identify the period of their stay abroad (first semester, entire academic year or second semester) according to the dates and procedures that will be made public by the Erasmus+ and International Mobility Office on the University website.

The assigned destination cannot be changed in any way, nor is it possible to request additional places to those provided for by the agreements in force. **NON-ACCEPTANCE OF THE ASSIGNED LOCATION WILL BE CONSIDERED AS WAIVER OF THE ERASMUS GRANT.**

The International Relations Office "appoints" the winners (i.e. notifies the partner universities of the names and contact details of the students who have duly accepted the assigned destination).

It is the student's responsibility to check the administrative requirements and the relative deadlines set by the partner universities. If these are not respected, the student may run the risk of not being accepted by the host university (art. 1).

It is the student's responsibility to check the specific requirements (language, enrolment, access to courses) and the application deadlines at the host university by consulting the websites, the partner university information that the office publishes and updates, or by contacting the universities themselves.

**Please note that when the deadlines for nomination and application procedures for the first semester have expired or are about to expire, the scholarships available are for the second semester only.**



## ARTICLE 6 – SHORTLISTED CANDIDATES AND ASSIGNMENT OF REMAINING SCHOLARSHIPS

ANY CHANGES TO THE RANKING LIST AND/OR THE RELATIVE ALLOCATION OF RESIDUAL SCHOLARSHIPS (both not accepted and not assigned) TAKE PLACE IN SEPTEMBER AND EXCLUSIVELY CONCERN THE SECOND SEMESTER. The Departments will be responsible for communicating/publishing procedures and timeframes for allocating the remaining grants to the shortlisted candidates.

The changes to the ranking list must be completed by September 27, 2024. Students who, as a result of changes to the ranking list, are awarded an Erasmus grant, must accept the destination for the second semester according to the dates and procedures which will be published by the Erasmus+ and International Mobility Office on the University website.

## ARTICLE 7 – LANGUAGE REQUIREMENT

It is essential that successful candidates have a good knowledge of the foreign language in which the courses will be taught at the host university. Proof of language proficiency **MUST BE PROVIDED IN THE FORM OF A LANGUAGE CERTIFICATE AT THE TIME OF SIGNING THE ERASMUS CONTRACT BY ALL STUDENTS AWARDED ERASMUS SCHOLARSHIPS.**

- A) Where specifically indicated, students must comply with the type of certification required by the host universities; students must check the tables attached to this notice regarding the active exchanges by department and consult the "Info Partner Universities" page of the University website as well as the websites of the individual European universities. PLEASE NOTE THAT THE INFORMATION IN THE TABLES PUBLISHED ON THE ERASMUS PAGE OF THE UNINA WEBSITE AND POSSIBLY UPDATED IN PROGRESS, IS SUBJECT TO CHANGES BY THE PARTNER UNIVERSITY, FOR WHICH THE ERASMUS+ AND INTERNATIONAL MOBILITY OFFICE IS NOT RESPONSIBLE
- B) Language proficiency **must in any case be demonstrated by means of the following documents:**
1. certification issued by international boards and/or institutions (e.g. IELTS, TRINITY, TOEFL, DELF, DELE, ZD, ZDfB);
  2. level certificate issued by the CLA following a placement test (which students can take free of charge). The CLA will organize several placement test sessions spread over the different semesters, the dates of which will be promptly communicated.
  3. level certificate issued by the CLA at the end of the French, German and Spanish courses offered free of charge to Erasmus grant winners in June/July;
  4. certificate of linguistic knowledge issued by foreign universities where the student has carried out a period of Erasmus studies.

CERTIFICATES ISSUED BY LANGUAGE LECTURERS OF THE COURSE OF STUDY, OR THE MERE RECORD OF LANGUAGE EXAMS INCLUDED IN THE COURSE OF STUDY WITHOUT THE SPECIFIC INDICATION OF THE CEFR-LEVEL ACHIEVED WILL NOT BE ACCEPTED, NOR CAN THE STUDENT BE EXEMPTED FROM THE OBLIGATION TO PROVIDE PROOF OF LINGUISTIC PROFICIENCY IF THE PARTNER UNIVERSITY DOES NOT REQUEST IT. ONLINE LANGUAGE SUPPORT (OLS) IS ALSO NOT ACCEPTED.

The following are exempt from submitting the above documents:

1. students enrolled in the LM37 degree class or already in possession of the L11 degree class ;
2. students attending courses offered in English at the Federico II University and who will attend courses offered in English at the host university
3. students selected on Double Degree Programs;



4. students of the Department of Humanities who have already uploaded, while applying, the certificate of language proficiency consistent with the requirement of their assigned location with reference to the level reported in the tables.

In addition, as a support to outgoing students who have signed their contract, the European Commission provides online language courses.

## ARTICLE 8 – DURATION OF THE ERASMUS PERIOD

The study period abroad, whose duration may vary between a minimum of 60 days and a maximum of 360 days, will have to take place between **1st June 2024 and 30th September 2025**. ***The Erasmus period cannot be shorter than 60 days (uninterrupted and certified by relevant documents issued by the host organization)*** under penalty of having to return the entire grant and losing the status of Erasmus student.

The semester/academic year and the duration of the mobility period must be established at the moment of accepting the scholarship and are dependent on the starting and ending dates of courses and/or other activities held at the different hosting destinations, as well as on the number of months reported in the tables published in the Erasmus page of the unina.it website.

Please note that:

- mobility periods relating to a single semester are intended for a maximum of 5 months (with the only exceptions for those destinations whose duration is otherwise indicated in the table);
- mobility periods relating to an entire academic year are intended for a maximum of 9 months (with the only exceptions for those destinations whose duration is otherwise indicated in the table)

However, it will be possible to request an extension of the study period, subject to the agreement of the Italian promoting teacher and the host organization, using the forms provided by the Erasmus+ and International Mobility Office, which must be submitted at least 1 month before the original end of the mobility period. Any extensions are not covered by funding.

## ARTICLE 9 – ERASMUS AGREEMENT

Selected students, before leaving, will have to sign the Erasmus financial agreement following instructions which will be provided at a later moment.

The procedure for signing financial agreements requires uploading onto the <https://mobility.unina.it> platform, in the Career Attachments section, the following documents:

- copy of the application form, or letter of acceptance from the host university, or self-declaration relating to the application form;
- copy of the language level certificate;
- learning agreement;
- residence permit for international students.

**The award of grants is dependent on the confirmation of all agreements by partner universities.**

In addition, the student will have to ensure they possess the admission requirements set by the partner university, such as proof of proficiency in the language of the lectures, number of credits, and so on.



The Erasmus-grant candidate, during his stay at the host university, will not be allowed to benefit from other EU funded programs and is obliged to regularly pay university fees in compliance with the methods and times set out by the University of Naples Federico II.

## ARTICLE 10 – FUNDING

Erasmus mobility grants are assessed based on the actual number of days spent at the destination university, as declared by the latter in the certificate of attendance.

The grant for those students moving to **program partner countries, and the UK and Switzerland**, for study purposes consists of:

- a) **European Union contribution:** this is a monthly amount adjusted according to the destination country and the number of days actually spent abroad.
- b) **a monthly contribution from the European Union, in order to assist students with reduced opportunities.** This is an amount calculated on the basis of the family economic declaration (ISEE) accepted for university benefits submitted by students at enrolment for the A.Y. 2023/24 and adjusted based on the number of days stayed abroad. For students enrolled in the third year of a bachelor's degree and who start as students enrolled in the first year of a master's degree, the ISEE declaration submitted for enrolment in the latter, and which can be viewed in the database will be taken into account. This is without prejudice to any further payments that may be received in the meantime from MUR and/or the ErasmusPlus National Agency.
- c) **supplementary contributions financed by the Ministry of Universities and Research (MUR),** paid on the basis of a breakdown into bands of the ISEE declarations valid for university benefits presented by students at the time of enrolment for the A.Y. 2023/24 and adjusted based on the number of days spent abroad. For students enrolled in the third year of a bachelor's degree and who start as students enrolled in the first year of a master's degree, the ISEE declaration submitted for enrolment in the latter, and which can be viewed in the database will be taken into account. This is subject to any further indications that may be received in the meantime from the MUR.
- d) **University supplementary contributions,** paid based on a breakdown into bands of the ISEE declarations valid for university benefits presented by students at the time of enrolment for the A.Y. 2023/24 and adjusted on the basis of the number of days spent abroad. For students enrolled in the third year of a bachelor's degree and who start as students enrolled in the first year of a master's degree, the ISEE declaration submitted for enrolment in the latter which can be viewed in the database will be taken into account.

PLEASE NOTE THAT IN ORDER TO DETERMINE THE AMOUNTS DUE, THE ERASMUS+ AND INTERNATIONAL MOBILITY OFFICE USES THE INFORMATION AVAILABLE IN SEGREPASS. IT IS THEREFORE THE STUDENTS' RESPONSIBILITY AND, IN THEIR INTEREST, TO VERIFY THE CORRECT ISEE. IN NO CASE CAN THE ERASMUS OFFICE BE HELD RESPONSIBLE FOR THE LACK OF THE ISEE CERTIFICATION, NOR CAN LATE UPLOADS OF THE DOCUMENT BE USED AS A REASON TO RECALCULATE THE AMOUNTS DUE.

The grant for students moving to countries NOT affiliated with the **International Mobility Program - non-EU countries** for study purposes consists of:

- a) **European Union contribution:** this is a monthly amount adjusted according to the number of days actually spent abroad.
- b) **flat-rate travel contribution:** this is an amount adjusted according to the distance in kilometers travelled.



The Erasmus 2021-27 Program provides a **Green Travel grant** for students who mostly use, in terms of kilometers travelled, an ecological means of transport (train, car sharing, bus, etc) to reach their destination. For the calculation of kilometers travelled see: <https://erasmus-plus.ec.europa.eu/resources-and-tools/distance-calculator> and Table 1.4 - Annex 2 of this Selection Notice. If necessary, individual support to cover living expenses is available also for travel before and after lessons up to a maximum of six travel days in the case of support for ecological travel. Students interested in the contribution must upload their travel documents and the relevant self-declaration on the mobility.unina.it platform.

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The timing of the allocation of contributions is set out and indicated in the financial agreement. The contribution is credited only to IBANs relating to a current account or a prepaid card in the student's name or co-owned by the student in two instalments, the first corresponding to the total amount minus one month, the second to the balance on the basis of the actual duration of the Erasmus period as shown on the certificate of stay submitted by the student. Students are required to repay the amounts for the days not covered by the certificate of stay itself. It should be noted that in the case of an incorrect IBAN or one corresponding to a bank account of which the person concerned is not the holder or co-owner, the amount of the grant will be returned to the University, which will be obliged to debit the bank charges to the recipient of the grant in order to reissue the payment.

**We reiterate that amounts due will be paid into current accounts of which the student is a holder or joint holder - an IBAN must be entered on the application form.** It will not be possible to credit amounts due to IBANs relating to: accounts or prepaid cards whose beneficiary is not the holder, prepaid cards without IBAN codes and prepaid cards with IBANs requiring an authorization code, or postal accounts. Please check with your bank that any prepaid cards indicated for the receipt of the mobility grant do not contain a credit limit.

**In order to be entitled to a grant, the student must have passed/completed at least one of the tasks stipulated in the learning agreement (examinations, internship, thesis work) for each semester spent abroad. Otherwise, he/she must return the entire grant if already received. The Transcript of Records or, alternatively, for the internship and thesis work, the certificate issued by the teacher who supervised the student's activities.**

If these conditions are met, Erasmus students may participate in the selection process for supplementary grants announced by the Azienda Regionale per il Diritto allo Studio Universitario (ADISURC), in accordance with the deadlines and procedures laid down by the organization ([Homepage](#) | [Adisu Rc](#) ([adisurcampania.it](http://adisurcampania.it))).

Students with disabilities may participate in the selection for supplementary grants based on the Circular of the National Agency, which is published in the Erasmus Section of the website.

## ARTICLE 11 – ACADEMIC RECOGNITION

Before leaving, the selected student shall agree with the Federico II University and the host University upon a clearly defined study program (**learning agreement for studies**), which must be undersigned by the Representative for signing the Learning Agreement (LA). At the end of the study period abroad, the host University must issue the student with a duly signed certificate detailing the results achieved (**Transcript of Records**). The Federico II University will guarantee the student full academic recognition of the learning activities carried out at the host institution, as indicated in the learning agreement, as an integral part of his course.





## ARTICLE 12 – STUDENT DUTIES AND GUARANTEES

The student is required to comply with the provisions of the European Commission and of the Federico II University indicated on the Erasmus page of the University website and of the partner universities, particularly as regards the requirements, modes and terms of enrollment. Finally, the student must regularly pay the tuition fees in the manner and within the time limits provided by the University of Naples Federico II.

At the end of the Erasmus period, the student shall upload the following documents to the platform <https://mobility.unina.it>:

1. Certificate of residence;
2. Learning agreement and any changes, including all required signatures;
3. Transcript of Records, to be submitted by the interested party to the relevant department.

Students who have been awarded an Erasmus scholarship are insured for the risks of accidents and third-party liability while carrying out institutional activities. The insurance terms and conditions are available for consultation on the Erasmus page of the University website in the document '*Insurance coverage for Erasmus+ students – A BRIEF GUIDE*'.

## ARTICLE 13 – PUBLICITY OF ADMINISTRATIVE PROCEDURES

This call for applications and any updates related to the aforementioned procedure, as well as all useful information for students, are published on the Erasmus page of the University website [www.unina.it](http://www.unina.it).

Any specific evaluation requirements and merit rankings are published on the respective Departments' websites.

Any communication intended for students will also be published on the same Erasmus page of the website and will have full legal effect as notification to the parties concerned.

## ARTICLE 14 – PROCEDURE SUPERVISOR

The Head of the Erasmus+ and International Mobility Office of the University of Naples Federico II is responsible for any fulfillment related to this call for applications which does not fall under the responsibility of the Examining Boards. The aforementioned may assign in writing to another employee of the organizational unit the responsibility for the procedural requirements.

## ARTICLE 15 – DATA PROCESSING

**Information on the processing of personal data pursuant to art. 13 of Regulation (EU) 679/2016 laying down rules on the processing of personal data and the code regarding the protection of personal data, Legislative Decree No. 196/2003 supplemented and amended by Legislative Decree No. 101/2018**

By filling in, delivering and transmitting the forms required for participation in this selection notice, the student provides his personal data to the University of Naples Federico II and assumes the quality of "int s institutional website for the period provided for by law.

**RIGHTS OF THE INTERESTED PARTY:** At any time the student may exercise his rights pursuant to articles 15-22 and 77 of the EU Regulation, where the conditions are met. The contact details of the Data



# UNIVERSITÀ DEGLI STUDI DI NAPOLI FEDERICO II

Controller and the Data Protection Officer and the complete information for the interested party are published on the University website: <http://www.unina.it/ateneo/statuto-e-normativa/privacy>

The RECTOR

Matteo Lorito

Research, Internationalization and Third Mission Area  
Interim Manager: *Alessandro Buttà*  
Organizational unit responsible for the procedure:  
*Erasmus+ and International Mobility Office*  
Responsible for the procedure:  
The Head of the Office: *Marta Maciocia*

UNIVERSITÀ DEGLI STUDI DI NAPOLI FEDERICO II  
UFFICIO SEGRETERIA DEL DIRETTORE GENERALE  
DR/2024/547 del 13/02/2024  
Firmatari: LORITO Matteo



## ATTACHMENT 1 – FINANCIAL SUPPORT (subject to change following the approval of the University's application)

Erasmus+ partner countries (*program countries+ United Kingdom and Switzerland*)

**TAB. 1 – EU Scholarship**

GROUP 1 HIGH cost of living	Austria, Belgium, Denmark, Finland, France, Germany, Iceland, Ireland, Lichtenstein, Luxembourg, Netherlands, Norway, Sweden.  Third countries not associated with the Region 14 Program: Faroe Islands, Switzerland, United Kingdom	€ 350.00
GROUP 2 AVERAGE cost of living	Cyprus, Czech Republic, Estonia, Greece, Latvia, Malta, Portugal, Slovakia, Slovenia, Spain	€ 300.00
GROUP 3 LOW cost of living	Bulgaria, Croatia, Hungary, Lithuania, Northern Macedonia, Poland, Romania, Serbia, Turkey.	€ 250.00
All	ISEE ≤ € 15,000.00	€ 250.00

**TAB. 1.2 – MUR Integration**

ISEE	Erasmus+ SCHOLARSHIP MONTHLY INTEGRATION
≤ 24,000	€ 500
24,001 < ISEE ≤ 40,000	€ 350
40,001 < ISEE ≤ 65,000	€ 150

**TAB. 1.3 – University Contribution**

ISEE	Erasmus+ SCHOLARSHIP GROSS MONTHLY INTEGRATION
< 24,000	€ 300 (€10/day)
24,001 < ISEE < 40,000	€ 240 (€8/day)
40,001 < ISEE < 65,000	€ 150 (€5/day)
65,000 and above	€ 90 (€3/day)



**TAB. 1.4 Green travel**

	<b>Travel distance</b>	<b>Green travel Euro</b>
Please use the European Commission distance calculator to determine the distance between place of origin and venue of the activity (see <a href="https://erasmus-plus.ec.europa.eu/resources-and-tools/distance-calculator">https://erasmus-plus.ec.europa.eu/resources-and-tools/distance-calculator</a> ).	10 – 99 km	56.00 EUR
	100 – 499 km	285.00 EUR
	500 – 1,999 Km	417.00 EUR
	2,000 – 2,999 Km	535.00 EUR
	3,000 – 3,999 km	785.00 EUR
	4,000 – 7,999 km	1,188.00 EUR
	8,000 and above	1,735.00 EUR
Individual support to cover accommodation costs is eligible for subsidy for the travel time before and after the activity, up to a maximum of six travel days in the case of support for green travel.	Additional contribution	<b>1/30 of the scholarship amount up to a maximum of 6 days</b>



## ATTACHMENT 2 - FINANCIAL SUPPORT for non-partners and countries outside of the EU (subject to change following the approval of the University's application)

**TAB. 2.1 – EU Scholarship**

ALL COUNTRIES NOT LISTED IN TAB 1.1	REGIONS 1-12 (GUIDE TO THE 2022 PROGRAM)	€ 700.00
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**TAB. 2.2 – Flat-rate travel contribution**

Travel distance	TRAVEL CONTRIBUTION	GREEN TRAVEL CONTRIBUTION
10 – 99 km	28 EUR	56.00 EUR
100 – 499 km	211 EUR	285.00 EUR
500 – 1,999 km	309 EUR	417.00 EUR
2,000 – 2,999 km	535 EUR	535.00 EUR
3,000 – 3,999 km	785 EUR	785.00 EUR
4,000 – 7,999 km	1,188 EUR	1,188.00 EUR
8,000 km and above	1,735 EUR	1,735.00 EUR