

Guidelines for mobilities implementation - HerIT4Future TNE23-00041/CUP J31I24000290006

This document aims to be a sum of all the crucial information for the months ahead.

As part of the TNE **HerIT4Future** project, mobility opportunities are available for teachers and students from Latin America.

The selection process is left to the selected universities: Universidade Federal do Paraná, Pontificia Universidad Católica de Chile and Universidad Católica de Santiago de Guayaquil according to the following scheme:

Planned Mobilities

Type	Duration	WP - Topic	From → To
Teaching Staff (1 Professor / Researcher)	5-12 days	WP4	UFPR → UNINA
Students (1 Students / PhD Students)	2 months	WP4	UFPR → UNINA
Teaching Staff (1 Professor / Researcher)	5-12 days	WP4	UC → UNINA
Students (1 Students / PhD Students)	2 months	WP4	UC → UNINA
Teaching Staff (1 Professor / Researcher)	5-12 days	WP4	UCSG → UNINA
Students (1 Students / PhD Students)	2 months	WP4	UCSG → UNINA

The application must indicate one of the following thematic areas:

- Heritage
- Health Law
- Sexual identity and measures against gender-based violence
- Artificial Intelligence
- Environmental law
- Criminal law
- Access to justice
- Migrations in legal perspective
- International law.

Project deadline

All mobilities funded within this project must be **completed by 31 March 2026**.

Instructions for Incoming Student's Selection (your University → UniNA)

- **Eligibility:** Mobilities are open to PhD candidates willing to do research activities and attend courses related to the WP4 - **Law between Heritage and Future**
- **Latin America universities are required to nominate students** who will come to University of Naples Federico II.

Student selection procedure: We believe the selection of students is best carried out by your institution, as you better know your students' profiles and potential. However, for transparency and reporting purposes, we kindly ask you to provide:

- A detailed explanation of the **selection procedure and criteria**;
- A digital copy of **all documents** submitted by the applicants;
- The **final selection report**, officially signed and stamped.

Note: All documents related to HerIT4Future-funded activities must follow the TNE project's visual identity, graphic template and project codes attached to this email.

As nomination has been sent, UniNA will provide applicants further instructions for pre-arrival procedures and grant management.

Important deadlines for students nominations

- **Deadline for nominations:** September 24th, 2025. This is to let us manage the administrative procedures.
- **Model for sending nominations:**
 - The nomination letter to the UniNA scientific coordinator of the project (Prof. Carla Masi Doria, cmdoria@unina.it)
 - The nomination letter + documentations to UniNA Administrative Staff email addresses (claudia.pone@unina.it; raffaella.caccavale@unina.it).
The list of nominated students must have: name, surname, date of birth, nationality, email address, name of the PhD.

Instructions for Incoming Staff Selection (your University → UNINA)

As for Teaching staff mobilities, we kindly ask you to share the nomination of the selected candidates at least **20 days before the starting of the mobility and to send to us also his/her nomination letter**, specifying that the nominated professor will carry out the mobility within the **HerIT4Future** project.

- Nominations could be sent via email to a the UniNA scientific coordinator of the project (Prof. Carla Masi Doria, cmdoria@unina.it) and to UniNA Administrative Staff email addresses (claudia.pone@unina.it; raffaella.caccavale@unina.it).

As nomination has been sent, UniNA will provide you applicants further instructions for pre-arrival procedures, and grant management.

Selected professors and students must communicate the dates of the planned period to the email addresses indicated above.

Financial Support Overview

<u>Mobility Type</u>	<u>Maximum ticket cost</u>	<u>Individual Support</u>
<u>Teaching Staff</u>	<u>€2000</u>	Half-board hotel
<u>PhD Students</u>	<u>€1500</u>	€1000/month

UNINA will provide, through an agency, travel tickets for both staff and PhD students, based on the indicated dates.

Staff will also be provided with a half-board hotel reservation through an agency (also based on the dates indicated).

For all documents related to the project, you should use the blue band with official logos of the EU and of the TNE Projects. You can find it in the document “Template TNE HerIT4Future”. There you can also find a sentence that you should use for the documents you will send to us for students and teaching staff nominations.