



UNIVERSITÀ DEGLI STUDI DI NAPOLI FEDERICO II

INSTRUCTIONS **FOR FILLING IN** **THE APPLICATION FORM**

**(STUDENTS ENROLLED IN BACHELOR,
MASTER DEGREE COURSES)**

VISIT THE WEBPAGE MOBILITY.UNINA.IT

1



FROM THE MENU ON THE RIGHT, CLICK ON LOGIN

2

LOG IN USING YOUR UNINA CREDENTIALS
FILL THE USERNAME FIELD WITH YOUR E-MAIL
(E.G.: JOHN.DOE@STUDENTI.UNINA.IT)
THEN ENTER YOUR ASSOCIATED PASSWORD IN USE

3

WAIT FOR YOUR DATA TO BE PROCESSED

4

IF YOU HAVE MULTIPLE CAREERS (I.E. BACHELOR AND
MASTER), SELECT THE ACTIVE ONE BY CLICKING *ALTRE
CARRIERE* IN THE MENU

5

IN THE MENU ON YOU RIGHT SELECT MOBILITÀ
INTERNAZIONALE OUTGOING AND THEN BANDI DI
MOBILITÀ

6

FROM THE LIST OF CALLS FOR APPLICATIONS SELECT YOUR
ERASMUS BANDO TRAINEESHIP BY CLICKING ON THE
AZIONI ICON ON THE RIGHT



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THE NEXT STEPS ARE:

FILL IN THE FORM

CLICK ON "FILL OUT THE SURVEY" AND THEN ON "FILL OUT THE FORM". FILL IN THE FIELDS RELATED TO **ID** (DOCUMENT AND NUMBER), **IBAN CODE NUMBER** OF YOUR BANK ACCOUNT AND INDICATE IF YOU ARE **EU OR NON-EU STUDENT**

FLAG THE CHECKBOX ON YOUR LEFT AND THEN **FILL IN THE BOXES** ON YOUR RIGHT

SELECT **NUMBER 1** FROM THE MENU **PREF**

CONFIRM BY CLICKING ON ISCRIVI YOUR APPLICATION

TO UPLOAD THE DOCUMENTS, SELECT **ALLEGATO PREDEFINITO** → **COMPETENZA LINGUISTICA** AND THEN UPLOAD YOUR **FILE.PDF**

SELECT **CONFERMA ISCRIZIONE AL BANDO E STAMPA DEFINITIVA**, PRINT YOUR APPLICATION AND KEEP THE PDF.

ATTENTION: PRINT OF THE APPLICATION IS THE OFFICIAL CONFIRMATION. THE ERASMUS+ OFFICE WILL PROVIDE FURTHER INSTRUCTIONS CONCERNING THE FOLLOWING STEPS.