



U.E.+M.I.

## THE R E C T O R

<b>GIVEN</b>	the invitation to lodge proposals 2024 EAC/A08/2024 in relation to the Erasmus+ Program;
<b>GIVEN</b>	the ECHE 2021-27 attributed to the university by the European Commission;
<b>GIVEN</b>	the agreements n. 2023-1-IT02-KA171-HED-000135550 and n. 2024-1-IT02-KA171-HED-000213062, signed by the University and the Agenzia Nazionale Erasmus+;
<b>DEEMED</b>	to begin the selection procedure for the awarding of scholarships – pending approval of the KA131 application for the 2025-26 academic year;
<b>WHEREAS</b>	the publication of this Selection Notice is subject to the pending approval of the application for funding and the subsequent signing of the Erasmus+ 2025/2026 funding agreement between the Agenzia Nazionale Erasmus+ and the Federico II University of Naples;
<b>CONSIDERING</b>	that all the activities and related KA131 funding provided for in this call for application are subject to change in compliance with the provisions of the Erasmus+ 2025/2026 funding agreement;

## DECREES

**The issuance - subject to the approval of the University's application and the signing of part of the bilateral agreements - of the attached NOTICE OF ERASMUS+ STUDENT MOBILITY FOR STUDIES (SMS) CALL FOR APPLICATIONS for the 2025/2026 academic year.**

THE R E C T O R

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## ARTICLE 1 – ERASMUS+ STUDENT MOBILITY FOR STUDIES (SMS)

Definitions for the purposes of this call:

1. **Erasmus webpage:** this is the section of the official Federico II University website, where you can find information, calls for applications, notices, and other details related to the Erasmus+ Programme: <https://www.unina.it/didattica/opportunita-studenti/erasmus/programma>
2. **Student mobility for studies:** this 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 study cycle (Bachelor's/Master's/Single Cycle Master's/Ph.D. Degree).
3. **Study levels:** 1<sup>st</sup> level/EQF level 6 = Bachelor's degree programmes (*laurea*), 2<sup>nd</sup> level/EQF level 7 = Master's degree programmes (*laurea magistrale*), 3<sup>rd</sup> level/EQF level 8 = Ph.D./specialisation school programmes (*dottorato di ricerca/scuola di specializzazione*).
4. **EWP:** Erasmus Without Paper <https://erasmus-plus.ec.europa.eu/european-student-card-initiative/ewp>
5. **Learning agreement:** this agreement defines the study plan to be followed, subject to approval by the student, the sending and hosting higher education institutions before the mobility. It must be filled out online (**Online Learning Agreement - OLA**): <https://learning-agreement.eu/>
6. **Transcript of Records (ToR):** this is 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.
7. **Exchange programme coordinator:** Professor responsible for the exchange at the Federico II University of Naples.
8. **CdS:** *Corso di studi*, Degree Programme.
9. **Learning Agreement (LA) Responsible person:** The professor who signs the Learning Agreement (OLA).
10. **OLS:** Online Language Support <https://erasmus-plus.ec.europa.eu/resources-and-tools/online-language-support>.
11. **KA 131:** international mobility involving EU member countries and third countries associated or not associated to the programme, supported by internal policy funds.
12. **KA 171:** international mobility involving third countries not associated to the programme, supported by external policy funds.

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A call for applications is announced, for the academic year 2025/2026, for the allocation of Erasmus+ mobility scholarships for university students to study at universities in EU countries and non-EU countries associated to the Erasmus+ programme, as well as for countries not associated to the programme, with the aim of carrying out the following activities:

- Attend courses and sit the related examinations;
- Prepare thesis;
- Perform research (for the 3<sup>rd</sup> study level), laboratory work, clinical duties, etc. as envisaged by the degree programme 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.



Erasmus webpage contains the lists of all exchanges activated for each department for the 2025/26 academic year, under actions KA131 and KA171.

It should be noted that the new Erasmus+ programme 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 hosting 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 entitled not to accept students, even if they are successful in the selection made by the University.

Students must pay particular attention during these phases of the mobility process:

- **deadlines linked to the application procedure at the foreign institution:** 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 programme and the courses offered at the foreign institution:** before applying, students must find out what courses are offered at the partner universities, in order to ensure that the foreign institution will accept the proposed study plan. For further details, it is advisable to contact the responsible person/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 institution:** 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+ 2025/2026 funding agreement between the university and the Agenzia Nazionale Erasmus+.

## Mobility to Switzerland and the UK

Students awarded scholarships for institutions in the United Kingdom and Switzerland must adhere to the same rules outlined in this Selection Notice for **EU member countries and third countries associated to the program.**

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





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 and health insurance requirements;

2. the costs associated with a visa, health insurance, other costs required for entry to the United Kingdom and other expenses cannot be covered by the Federico II University of Naples;
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:

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

## **Mobility to non-EU countries not associated to the Programme KA131 (international mobility) and KA171 (international credits mobility)**

The Erasmus+ Programme allows for a period of mobility to a university (affiliated with the Federico II University of Naples) located in one of the non-EU countries set out in the tables published on the Erasmus webpage of the institutional 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*").

## **ARTICLE 2 – ADMISSION REQUIREMENTS**

All the students regularly enrolled to a Bachelor's degree programme (*laurea*), Single-Cycle Master's degree programme (*laurea magistrale a ciclo unico*), Master's degree programme (*laurea magistrale*), Ph.D. programme (*dottorato di ricerca*), and specialisation school (*scuola di specializzazione*) at the Federico II University of Naples are eligible for this call for applications. Students must, in any case, have an active student status and be up to date with the payment of university fees and charges for the Academic Year 2024/25 by the deadline of this call for applications, under penalty of exclusion, except as provided in Article 4 of this call for applications. Students who are simultaneously enrolled in two study programmes can apply for both; in case of double allocation, the student can only accept ONE scholarship.

Students enrolled in the first year of Bachelor's and Single-Cycle Master's degree programmes must have acquired, by March 06, 2025, 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 January 16, 2023 resolution of the Departmental Erasmus Commission**).

**The 12-credit requirement does not apply to students enrolled in two-year Master's degree programmes, Ph.D. programmes, and specialist schools.**

Students enrolled in the third year of a Bachelor's degree programme can participate in the mobility programme so as to leave during the first year of the related Master's degree programme, provided that the hosting university offers 2<sup>nd</sup> level programmes, and that at the time of signing the agreement, they are duly enrolled in the first year of one of the Master's degree programmes offered by the same department.

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



**For students enrolled in Bachelor's, single-cycle Master's and two-year Master's degree programmes wishing to participate in this call for applications, it is mandatory to have activated the institutional email account [..@studenti.unina.it](mailto:..@studenti.unina.it), which will be the sole channel used for all relevant communications; likewise, Ph.D. and specialisation school students must have activated the institutional email account [.....@unina.it](mailto:.....@unina.it), which will be the sole means of communication used.**

## ARTICLE 3 – HOW TO SUBMIT THE APPLICATION

### 1. Students enrolled in Bachelor's degree programmes, single-cycle Master's degree programmes, and Master's degree programmes

For students enrolled in Bachelor's degree programmes, single-cycle Master's degree programmes, and Master's degree programmes, the application can only be filled in using the online application procedure starting from the date of publication of this call for applications and **no later than March 6, 2025, at 12.00 PM (noon)** (the online application procedure will be disabled at 12, noon, and it will no longer be possible to fill in the application form). Students interested in applying are invited to check their access to the procedure in due time.

Please carefully follow the instructions published on the Erasmus webpage of the institutional website.

### 2. Students enrolled in Ph.D. programmes and specialisation schools

Students enrolled in Ph.D. programmes and specialisation schools must apply via the following online form <https://forms.office.com/e/dKbBGPSS4w>

according to the following instructions:

- 1) fill in the form,
- 2) sign the application form,
- 3) upload the following in a single pdf file:
  - a. signed application;
  - b. identification document;
  - c. training project you intend to carry out during the mobility period (max 1000 characters);
  - d. latest up-to-date ISEE form (optional). Late transmission of the ISEE will not be allowed. Therefore, where it is not uploaded, the Erasmus+ and International Mobility Office will not award MUR supplementary grants.



## ARTICLE 4 – SELECTION

The Departments/Schools are solely responsible for the selection process, which is carried out, for students enrolled in Bachelor's degree programmes, single-cycle Master's degree programmes, and Master's degree programmes based on the following algorithms:

### BACHELOR'S (*laurea triennale – LT*) AND SINGLE-CYCLE MASTER'S (*laurea magistrale a ciclo unico – LMCU*) DEGREE PROGRAMMES

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

### MASTER'S DEGREE PROGRAMMES (*laurea magistrale – LM*)

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

The credits acquired are those recorded as of March 6, 2025, and will be automatically registered through the computerized procedure on March 12, 2025. 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 2024-25, based on the following scheme:

EXPECTED CREDITS							
Year of Enrolment							
	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



# UNIVERSITÀ DEGLI STUDI DI NAPOLI FEDERICO II

Event of failure to enrol by paying the university fees for Academic Year 2024-25, an additional 60 credits will be counted in the calculation of the expected credits.

The " $\alpha$ " factor and/or additional evaluation elements can be identified, if applicable, by each Department and communicated on the departmental website, as listed below:

Department of Agricultural Sciences	<a href="http://www.agraria.unina.it/didattica/erasmus#a">http://www.agraria.unina.it/didattica/erasmus#a</a>
Department of Architecture	<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	<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	<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	<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	<a href="http://www.dist.unina.it/didattica/erasmus/bandi-erasmus">http://www.dist.unina.it/didattica/erasmus/bandi-erasmus</a>



Engineering and Architecture	
Department of Humanities	<a href="https://www.studiumanistici.unina.it/didattica/internazionalizzazione-didattica/">https://www.studiumanistici.unina.it/didattica/internazionalizzazione-didattica/</a>
Department of Clinical Medicine and Surgery	<a href="https://www.mcc.unina.it/">https://www.mcc.unina.it/</a>
Department of Molecular Medicine and Medical Biotechnologies	<a href="http://www.mmbm.unina.it">http://www.mmbm.unina.it</a>
Department of Neuroscience, Reproductive Sciences and Dentistry	<a href="http://neuroscienze.dip.unina.it/">http://neuroscienze.dip.unina.it/</a>
Department of Public Health	<a href="http://www.sanitapubblica.unina.it/">www.sanitapubblica.unina.it/</a>
Department of Advanced Biomedical Sciences	<a href="http://scienzebiomedicheavanzate.dip.unina.it/">http://scienzebiomedicheavanzate.dip.unina.it/</a>
Department of Translational Medicine	<a href="http://www.medicinatraslazionale.unina.it/">http://www.medicinatraslazionale.unina.it/</a>

Similarly, the number of destinations that a participant may apply for is given in the relative departmental mobility exchange table published on the Erasmus webpage.

The priority criteria among them are identified by the departments and indicated on their respective websites. In the absence of such indications from the departments, the criterion will be descending order of preference.

Students in the Humanities department MAY ALSO UPLOAD THE LANGUAGE CERTIFICATES THEY HOLD STARTING AT LEVEL C1, WHICH WILL BE GRANTED SCORING BY THE DEPARTMENTAL COMMITTEE AS SHOWN ON THE DEPARTMENTS' ERASMUS WEBPAGES.

**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 (66-110). 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.

## PH.D./SPECIALISATION SCHOOL

For students enrolled in Ph.D. programmes/specialisation schools, the selection is the sole responsibility of the Departments/Schools according to the information that each will provide on their departmental website.

## ARTICLE 5 - PUBLICATION OF RANKINGS – ACCEPTANCE OF THE ERASMUS+ SCHOLARSHIP

Rankings will be published on each Department's website starting **from March 27, 2025**.

Students enrolled in Bachelor's degree programmes, Single-Cycle Master's degree programmes, Master's degree programmes, Ph.D. programmes, and specialisation schools who are awarded an Erasmus scholarship must accept the destination and identify the period of their stay abroad (first semester, entire



ic 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 WITHDRAWAL OF THE ERASMUS+ SCHOLARSHIP.**

The Erasmus+ and International Mobility office "nominates" the selected students (namely, 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 met, the student may run the risk of not being accepted by the host university (art. 1).

In particular, 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 to be intended for the second semester only.**

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

ANY ALLOCATION of remaining scholarships for vacant destinations (due to non-allocation, non-acceptance, withdrawal) WILL BE POSSIBLE ONLY AFTER VERIFICATION OF THE AVAILABILITY OF THE ERASMUS+ STUDENT MOBILITY FOR STUDIES (SMS) 2025 FUND. Allocations will take place in the month of SEPTEMBER and will exclusively concern the second semester. It will be the responsibility of the Departments to communicate/publish the procedures and timeframes for assigning the remaining scholarships to the eligible candidates in the ranking list, also bearing in mind the deadlines for enrolment set by the host universities.

These procedures must be completed by September 26, 2025. Students who are awarded an Erasmus+ scholarship will be considered as assignees without having to accept the destination. It will be the responsibility of the Erasmus+ and International Mobility Office to proceed with the nominations according to the relevant deadlines.

## ARTICLE 7 – LANGUAGE REQUIREMENTS

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 FINANCIAL AGREEMENT BY ALL STUDENTS WHO ARE 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 call for application regarding the active exchanges by department and consult the "*Partner Universities Info*" page of the Federico II University of Naples website as well as the websites of the individual European universities. PLEASE NOTE THAT THE INFORMATION IN THE TABLES PUBLISHED ON THE ERASMUS WEBPAGE OF THE UNINA WEBSITE, AND



B) Language proficiency **must in any case be demonstrated by means of the following documents:**

1. certification issued by international bodies 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 language proficiency issued by foreign universities where the student has carried out a period of Erasmus mobility for studies.

CERTIFICATES ISSUED BY LANGUAGE LECTURERS OF THE STUDY PROGRAMME, OR THE MERE RECORD OF LANGUAGE EXAMS INCLUDED IN THE STUDY PROGRAMME 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 LANGUAGE 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 Programmes;
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 destination with reference to the level reported in the tables;
5. students enrolled in PhD programmes or specialisation schools.
6. native speakers.

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

## ARTICLE 8 – MOBILITY PERIOD

### ➤ KA131 STUDENTS

For students enrolled in Bachelor's, single-cycle Master's, and Master's degree programmes, the mobility period, which lasts from a minimum of 60 to a maximum of 360 days, must take place between **June 1, 2025, and September 30, 2026**. The period *must not be shorter than 60 days (consecutive and documented with appropriate certification from the host institution)*, under penalty of loss of the entire scholarship amount and Erasmus student status.





## ➤ KA131 PH.D. AND SPECIALISATION SCHOOL STUDENTS

For those enrolled in Ph.D. programmes or specialisation schools, the duration of the study period abroad may range from 5 to 30 days for short-term mobility, or from 2 to 9 months for long-term mobility. The study period must take place between **June 1, 2025, and September 30, 2026**.

## ➤ ALL KA171 SCHOLARSHIP HOLDERS

For the students (including Ph.D. and specialist school students) who have been awarded an Erasmus+ KA171 scholarships, the study period must take place between **April 1, 2025, and September 30, 2026**. Furthermore, departure dates and the length of the period to be spent abroad must be agreed upon with the mobility coordinators and the research activity supervisors (for the 3<sup>rd</sup> study level) at the host university. may range from 5 to 30 days for short-term mobility, or from 2 to 9 months for long-term mobility. Also, for long-term mobility the duration of long-term mobility periods must not be **less than 60 days (consecutive and certified by appropriate documentation from the host institution)**, under penalty of *forfeiting the entire scholarship and losing the Erasmus student status*.

For all participants in the selection process, the academic semester/year and the duration of the mobility must be established at the time of acceptance and are subject to the start and end dates of courses and/or other activities at the different destination institutions, as well as the number of months indicated in the tables published on the Erasmus webpage.

Please note that:

- mobility periods relating to **a single semester** are intended for **a maximum of 5 months**;
- mobility periods relating to **an entire academic year** are intended for **a maximum of 9 months**.

However, it is possible to formally request an extension of the study period, previously agreed upon by the student, the host university and the exchange coordinator, 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 – FINANCIAL AGREEMENT

Prior to departure, Erasmus scholarship recipients enrolled in Bachelor's, single-cycle Master's, and Master's degree programmes must sign the Erasmus Financial Agreement, which solely grants them the status of "Erasmus Student". The procedure for signing the financial agreements requires, without exception, the participant to upload (in a single PDF file) the following documentation onto the <https://mobility.unina.it> platform, which is found in the Career Attachments section:

- 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 proficiency certificate;
- learning agreement;
- residence permit for international students.

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

Additionally, the individual student must 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 forth.





s scholarship holders, during their stay at the host university, are not allowed to benefit from any other EU funded programmes and are obliged to regularly pay university fees in compliance with the methods and timelines set out by the Federico II University of Naples.

For Ph.D and specialisation school students, the instructions for signing the financial agreements will be published on the of the institutional website.

## ARTICLE 10 – FUNDING

On the date of publication of this call, the University has not yet received provisions from the National Erasmus+ Agency and the Ministry of Universities and Research (MUR) regarding the amounts of the scholarships funded by the EU. Therefore, this information will be provided in a separate exclusive notice published on the Erasmus webpage.

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

### 1. Scholarships for students participating in mobility programmes to countries associated to the programme, as well as the United Kingdom and Switzerland (KA 131).

The scholarship for students on study mobility to **countries associated to the programme, as well as the United Kingdom and Switzerland (KA 131)**, consists of:

- a) **EU scholarship:** this is a monthly amount, adjusted based on to the country of destination and the actual number of days spent abroad;
- b) **Monthly grant from the EU in favour of students with limited opportunities**, calculated based on the value of the ISEE declaration valid for university benefits submitted by students at the time of enrolment for the academic year 2024/25 and adjusted according to the actual number of days spent abroad. For students applying as third-year Bachelor's degree students who travel as first-year Master's degree students, the ISEE declaration submitted for enrolment in the Master's degree programme is considered, as found in the database. Any further instructions coming in the meantime from the Ministry of Education and Research (MUR) and/or the Erasmus+ National Agency will prevail;
- c) **Lump-sum travel grant:** This is an amount adjusted based on the kilometre distance, as per table 1.4;
- d) **University supplementary grant**, provided on the basis of a value-based classification of the ISEE declarations valid for university benefits submitted at the time of enrolment for the academic year 2024/25, and adjusted according to the actual number of days spent abroad. For students enrolled in the third year of a Bachelor's degree programme who depart as students enrolled in the first year of a Master's degree programme, the ISEE declaration submitted for enrolment in the Master's degree programme, which is found in the database, will be taken into account.

### 2. Scholarships for students participating in mobility to non-EU countries not associated to the KA131 programme (international mobility) and KA171 (international credits mobility).

The grants for students awarded an Erasmus scholarship for third countries not associated to the programme are provided according to the following table:

- a) **EU scholarship based on table 2.1;**



- b) **Monthly grant from the EU in favour of students with limited opportunities**, calculated based on the value of the ISEE declaration valid for university benefits submitted by students at the time of enrolment for the academic year 2024/25 and adjusted according to the actual number of days spent abroad. For students applying as third-year Bachelor's degree students, who travel as first-year Master's degree students, the ISEE declaration submitted for enrolment in the Master's degree programme is considered, as found in the database. Any further instructions coming in the meantime from the Ministry of Education and Research (MUR) and/or the Erasmus+ National Agency will prevail;
- c) **Lump-sum travel grant**: This is an amount adjusted based on the kilometre distance, as per tables 2.2 and 2.3
- d) **University supplementary grant**, provided on the basis of a value-based classification of the ISEE declarations valid for university benefits submitted at the time of enrolment for the academic year 2024/25, and adjusted according to the actual number of days spent abroad. For students enrolled in the third year of a Bachelor's degree programme who depart as students enrolled in the first year of a Master's degree programme, the ISEE declaration submitted for enrolment in the Master's degree programme, which is found in the database, will be taken into account.

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## INTERNATIONAL STUDENTS AND STUDENTS EXEMPT FROM TUITION FEES

International students (non-EU citizens pre-enrolled via University) and those exempt from paying tuition fees can qualify for higher grant amounts if, during the application process, they select (YES) in the relevant section of the questionnaire. Specifically:

1. Students with a disability of 35% or more;
2. Students who are children of beneficiaries of an invalidity pension;
3. Students recognised as "victims of duty" or their children;
4. Students with a refugee, asylum seeker, and/or stateless status;
5. Relatives of victims of terrorism, organised crime, or extortion.

In the questionnaire, the student must declare, under their own responsibility, that they meet one of the aforementioned requirements, appropriately documented according to the guidelines in the Student Handbook.

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## GREEN TRAVEL

In addition, the Erasmus+ 2021-27 Programme provides a **Green Travel** grant for students who mostly use, in terms of kilometres travelled, an ecological means of transport (train, car sharing, bus, etc) to reach their destination. For the calculation of kilometres travelled see: <https://erasmus-plus.ec.europa.eu/resources-and-tools/distance-calculator>. 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 grant 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 grants is set out and indicated in the financial agreement. The grant 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 one instalment. 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.

The University grant will be disbursed only after the return and the completion of the Erasmus+ documentation.

**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 authorisation 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, they must return the entire grant if already received. The Transcript of Records will serve as proof or, alternatively, for the internship and thesis work, the certificate issued by the teacher who supervised the student's activities.**

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### FURTHER OPPORTUNITIES

If the 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 organisation ([Homepage](#) | [Adisu Rc](#) ([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 hosting University upon a clearly defined study plan (**Learning Agreement for studies**), which must be undersigned by the Responsible person for signing the Learning Agreement (LA). At the end of the study period abroad, the hosting University must issue to the student 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 their study programmes.

## ARTICLE 12 – STUDENT'S 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 webpage of the University website and of the partner universities, particularly as regards the requirements, modes and terms of enrolment. Finally, the student must regularly pay the tuition fees in the manner and within the timeframe set out by the Federico II University of Naples.



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

1. Certificate of attendance;
2. Learning agreement and any changes, including all the required signatures;
3. Transcript of Records/certification issued by the host institution for the thesis research that was carried out, 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 webpage 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 webpage 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 webpage 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 fulfilment related to this call for applications.

## ART. 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 'interested party' to the processing of such data pursuant to art. 4, 1) of the EU Regulation.

**PURPOSES AND MEANS OF PROCESSING:** The personal data provided during the application for participation or acquired subsequently during the relationship with the University will be processed for institutional purposes, in particular for administrative and accounting obligations related to the agreement. To this end, personal data such as name, surname, residence, personal data, tax code, contact details, address, email, data relating to the qualifications held or to the school career may be collected.

Personal data will be processed by authorised personnel both electronically, through the computerised management of the data, and in paper mode, through the collection, storage, and use of documents in files, dossiers, and archives.

**MANDATORY PROVISION OF DATA AND CONSEQUENCES OF ANY REFUSAL:** the processing of personal data is mandatory for the purpose of assessing the requirements for participation in the aforementioned call. Particular categories of data (judicial data and particular state of health) are provided on a voluntary basis to allow the University to carry out the procedure and/or the provision of the related services for participation. For these reasons, consent to the processing of data is not required. Any refusal will make it impossible for the University to fulfil these purposes and participation in the programme.



# UNIVERSITÀ DEGLI STUDI DI NAPOLI FEDERICO II

**UNIFICATION AND DISSEMINATION OF DATA:** Personal data will be processed for the performance of institutional activities according to the principles of lawfulness, necessity, minimisation, pseudonymisation, relevance, and correctness, pursuant to Articles 4-5 of the GDPR and in accordance with European and national legislation and the University Regulations on the subject. The data may be disclosed in particular to the following subjects: Erasmus+ National Agency - INDIRE; European Commission, Ministry of Education, University and Research; University; Host company; Affiliated banking institution and they will be kept for the time period necessary to achieve the institutional purposes for which they are collected and processed.

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



## ATTACHMENT 1 – FINANCIAL SUPPORT (SUBJECT TO CHANGE FOLLOWING THE APPROVAL OF THE UNIVERSITY'S APPLICATION)

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

**TAB. 1.1 – 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 Programme: 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.	€ 300.00
All	ISEE ≤ € 10,000.00	€ 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 Grant**

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 Travel grant**

	Travel distance	Green travel	Non-green travel
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 EUR	28 EUR
	100 – 499 km	285 EUR	211 EUR
	500 – 1,999 km	417 EUR	309 EUR
	2,000 – 2,999 km	535 EUR	395 EUR
	3,000 – 3,999 km	785 EUR	580 EUR
	4,000 – 7,999 km	1,188 EUR	1,188 EUR
	8,000 km and above	1,735 EUR	1,735 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 grant	1/30 of the scholarship amount up to a maximum of 6 days	





## ATTACHMENT 2 – FINANCIAL SUPPORT FOR NON-PARTNER COUNTRIES INTERNATIONAL MOBILITY – COUNTRIES OUTSIDE THE EU

**TAB. 2.1 – EU Scholarship**

ALL COUNTRIES NOT LISTED IN TAB 1.1	REGIONS 1-12 (GUIDE TO THE 2022 PROGRAMME)	€ 700.00
All	ISEE ≤ € 15,000.00	€ 250.00

**TAB. 2.2 – Flat-rate travel grant KA131 and KA171 – 2024 project**

Travel distance	TRAVEL GRANT	GREEN TRAVEL GRANT
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	395 EUR	535.00 EUR
3,000 – 3,999 km	580 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

**TAB. 2.3 – Flat-rate travel grant KA131 – 2023 project**

Travel distance	TRAVEL GRANT	GREEN TRAVEL GRANT
10 – 99 km	28 EUR	56.00 EUR
100 – 499 km	180 EUR	210.00 EUR
500 – 1,999 km	275 EUR	320.00 EUR
2,000 – 2,999 km	360 EUR	410.00 EUR
3,000 – 3,999 km	530 EUR	610.00 EUR
4,000 – 7,999 km	820 EUR	820.00 EUR
8,000 km and above	1,500 EUR	1,500.00 EUR