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ERASMUS+ INTERNATIONAL STUDENTS MOBILITY

Call for Applications International Credit Mobility

2020-1-IT02-KA107-078698

Academic year 2022/2023

Art. 1 - Purpose of the call and general regulations

1.1 This call regulates the application procedure for student and staff mobilities in the framework of the Erasmus+ International Credit Mobility – 2020-1-IT02-KA107-078698 project between the University of Cagliari (Italy) and the Partner Universities indicated below.

COORDINATING INSTITUTION: University of Cagliari (Italy) - UNICA

PARTNER UNIVERSITIES

Ethiopia

- Addis Abeba University

Iran

- University of Tehran

Jordan

- University of Jordan

Lebanon

- Universite Libanaise
- Universite Saint-Joseph

Taiwan

- Taipei Medical University Foundation-TMU

Tanzania

- Nelson Mandela African Institute of Science and Technology

Erasmus+ is the EU programme for education, training, youth and sport, covering the 2014-2020 period. It offers a wide range of opportunities for students and staff to study and train abroad and obtain credits which are then recognised by the sending institution.



1.2 The Erasmus+ International Credit Mobility 2020-1-IT02-KA107-078698 project between the University of Cagliari and its partner Universities ends on **31 July 2023**.

1.3 Erasmus+ grants for **Study** are awarded for full time study activities (credits for exams or thesis preparation or both). The maximum duration of the mobility period is 3 months.

1.4 Erasmus+ grants for **Teaching** are awarded to academic staff for teaching activities and seminars. Total duration of the mobility period shall not exceed the time specified in the Inter-Institutional Agreements and shown in the tables below, with a minimum of 5 days per mobility activity. A minimum of 8 teaching hours per week (or any shorter period of stay) has to be respected. If the mobility lasts longer than one week, the minimum number of teaching hours for an incomplete week shall be proportional to the duration of that week.

1.5 Erasmus+ grants for **Training** are awarded to administrative/technical staff or academic staff for training activities. Total duration of the mobility period shall not exceed 14 days, with a minimum of 5 days per mobility activity.

1.6 It is possible for academic staff to combine teaching and training activities. If the teaching activity is combined with a training activity during a single period abroad, the minimum teaching hours are reduced to 4 teaching hours per week (or any shorter period of stay).

Art. 2 - Mobility type and available places for students

Under this call for applications the following places are available for prospective students from the Partner Universities to the University of Cagliari:

HE-SMS-T – Student mobility for Studies: 10 places

From Extra UE Country	Home University	Academic contact in UNICA	N. of Students	Months	Subject Area	Level of studies	Language required
ET	Addis Abeba University	Silvana Fais Isabella Soi	2	3	Earth science – Biology - Chemistry Political sciences	Master PhD	English B1 or Italian A2
LB	Universite Libanaise	Gianluigi Bacchetta	7	3	Geology Biology Natural sciences, Pharmaceutical technologies, Engineering Humanities	PhD Master Bachelor PHD	English B1 or Italian A2
LB	Universite Saint-Joseph	Gianluigi Bacchetta	1	3	Geology, Biology, Natural sciences, Pharmaceutical technologies, Political sciences, Environmental engineering, Architecture	PhD	English B1 or Italian A2

The present call for applications provides mobility grants for the 2022/2023 academic year.



Art. 3 - Mobility type and available places for Teaching activities

Under this call for applications the following places are available for prospective teachers from the Partner Universities to the University of Cagliari:

HE-STA-T – Staff mobility for Teaching: 16 places

From Extra UE Country	Home University	Academic contact in UNICA	N. of Teachers	Days	Subject Area	Hours of teaching activities	Language required
ET	Addis Abeba University	Silvana Fais	1	14	Earth science -Biology Chemistry	8 per week per person	English B2 or Italian B2
		Isabella Soi	1	14	Political sciences		
TZ	Nelson Mandela African Institute of Science and Technology	Silvana Fais	2	14	Earth science -Biology Chemistry	8 per week per person	English B2 or Italian B2
		Isabella Soi	2	14	Political sciences and Business		
IR	University of Tehran	Gianluigi Bacchetta	1	60	Humanities, Geology, Biology, Natural sciences, Pharmaceutical technologies, Political sciences, Environmental engineering, Architecture	8 per week 70 in total per person	English B2 or Italian B2
LB	Universite Libanaise	Gianluigi Bacchetta	2	14	Humanities Geology Biology Natural sciences Pharmaceutical technologies, Engineering	8 per week 16 in total per person	English B2 or Italian B2
TW	Taipei Medical University Foundation-TMU	Enzo Tramontano	7	14	Biological and related sciences Health	8 per week 16 in total per person	English B2 or Italian B2

Art. 4 - Mobility type and available places for Staff Training

Under this call for applications the following places are available for prospective administrative staff from the Partner Universities to the University of Cagliari:

HE-STT-T – Staff mobility for Training: 3 places

From Extra UE Country	Home University	Academic contact in UNICA	N. of Staff	Days	Subject Area	Language required
GI	University of Jordan	Gianluigi Bacchetta	1	14	Pharmaceutical technologies Engineering IT	English B2 or Italian B2
TW	Taipei Medical University Foundation-TMU	Enzo Tramontano	2	14	Biological and related sciences Health	English B2 or Italian B2



Art. 5 - Eligibility criteria

5.1 University Status

In order to apply, prospective candidates must be enrolled or employed at the Home university or at one of the partner universities at the moment of application and for the whole duration of the mobility.

Master students:

must have completed at least one semester at the home institution before undertaking an exchange period.

Doctorate students:

must have completed at least one year of studies and have already a research project.

Academic and administrative staff:

must work full-time at a partner institution of the project in order to be eligible to apply for a grant.

5.2 Language proficiency

Applicants must demonstrate to possess the following language requirements at the moment of application:

Students: English B1 or Italian A2

Staff: the language required is specified in the above tables.

5.3 Incompatibility

The same student may participate in Erasmus+ mobility periods totalling up to maximum 12 months per cycle of study (Bachelor or equivalent, Master or equivalent, Doctoral level), independently from the number and type of mobility activities. Previous Erasmus+ experiences (including European destinations) must be taken into account for calculation purposes.

Selected beneficiaries will not be allowed to benefit from any other grant provided by the European Commission for mobility for study, teaching or training for the same period.

Beneficiaries must carry out their mobility activity in a Programme or Partner Country different from the country of the sending organisation and the country where they have their permanent address.

Candidates with a double nationality must specify the nationality under which they submit their scholarship application.

5.4 Ineligibility

If, at any stage in the application procedure, it is established that the information provided by the applicant has been knowingly falsified, the candidate will be disqualified from the selection process.

Selected beneficiaries who receive an Erasmus+ grant will fully or partially reimburse the EU grant if they do not comply with the terms of the grant agreement and/or if they fail to complete and submit the final online report, unless they are prevented from completing their planned activities abroad due to a case of force majeure.



Art. 6 - Grant

6.1 Individual Support

Beneficiaries will receive a grant as a contribution to the costs for individual support during their mobility, as follows:

Students from Partner Countries to IT: € 850.00 per month.

Staff: € 160.00 per day of activity up to the 14th day.

6.2 Travel

Travel expenses (1 round-trip flight ticket per beneficiary) will be covered by the Erasmus+ International Credit Mobility project according to the fixed amount assigned per destination, as follows:

COUNTRY	DISTANCE BAND	MAXIMUM AMOUNT per participant
Brazil - Associação Unificada Paulista de Ensino Renovado Objetivo	8000 Km or more	€ 1500.00
Brazil - Universidade Federal de Mato Grosso do Sul	8000 Km or more	€ 1500.00
Brazil - Universidade Federal do Ceará	4000 – 7999	€ 820.00
Brazil - Universidade Federal do Rio Grande do Norte	4000 – 7999	€ 820.00
Brazil - Universidade Federal Rural do Semi-Árido	4000 – 7999	€ 820.00
Colombia	8000 Km or more	€ 1500.00
Peru	8000 Km or more	€ 1500.00
Ethiopia	4000 – 7999	€ 820.00
Tanzania	4000 – 7999	€ 820.00
Iran	3000 – 3999 Km	€ 530.00
Jordan	2000 – 2999 Km	€ 360.00
Lebanon	2000 – 2999 Km	€ 360.00
Taiwan	8000 Km or more	€ 1500.00

The amounts covering travel expenses specified in the table above are to be intended as the maximum amount reimbursable for return tickets.

Reimbursements depend on the actual cost of tickets as proved by receipts provided by participants. Receipts must be in English or Italian. Participants must also provide boarding passes of each outbound and inbound flights.

In case of necessity, the University of Cagliari could buy flight tickets for participants through a travel agency within the budget available. If the assigned value is insufficient to pay for the desired trip, the University of Cagliari will contact the participant in order to find a solution for the purchase of flights respecting the established dates for the mobility and the budget given.

Participants must comply with procedures and requirements set by the University of Cagliari for the purchase of the tickets. Any change after the ticket is emitted cannot be paid by the University of Cagliari.

6.3. Insurance

Erasmus+ selected beneficiaries might be required to purchase their international health insurance with their own funds.

The University of Cagliari will provide the selected participants with health, accident insurance valid during the entire mobility period in Cagliari.



6.4 Fees

Erasmus+ selected student beneficiaries will continue to pay fees to their home university but will benefit from tuition-fee waiver from their host university.

6.5 Exams

The mobility period must be carried out continuously and must not be split into different periods. Therefore, during their mobility period, beneficiary students must not carry out any learning activity at the home university (i.e.: taking exams).

6.6 Agreement

Selected candidates accepting the scholarship will sign a grant agreement for mobility, listing their duties and responsibilities. They will be required to comply with the local admission requirements and registration procedures at the host University.

6.7 Special needs support

Extra-financial support may be available for beneficiaries with special needs. A person with special needs is a potential participant whose individual physical, mental or health-related situation is such that his/her participation in the project would not be possible without extra financial support. The contribution will be awarded to beneficiaries with special needs upon request to the University of Cagliari at the moment of acceptance of the grant and depending on the approval of the Erasmus+ Italian National Agency.

6.8 Administrative support

Support in visa application, housing, accommodation will be supplied by each host partner university.

Art. 7 - Application procedure

7.1 Before applying

1. verify the eligibility criteria specified above

- Ensure that you have the level of language requested by the host institution;
- Check the host institution website for programmes and courses which are coherent with your studies;
- Get information on the Host Country (cost of living, uses, climate conditions, insurance requirements, VISA and permit of stay procedures);
- Consider having some money to support yourself for the first month at least.

2. collect all necessary documents for the application.

3. make sure that the documents are complete with your personal data and reference to your home university and study programme.

4. you need a valid e-mail address.



7.2 Application

Application deadline: Monday, 21.04.2023.

Mobilities can take place from May 2023 to July 2023.

Incomplete applications as well as any application received after the deadline will not be accepted.

The official language requested for the application is English. At the time of application any diplomas, transcripts and other official documents may be submitted in the original language, but they must be accompanied by an English translation. At this stage, non-certified translations are accepted. Selected applicants may be asked to provide certified translations of all relevant documents.

Complete online the application at the following links:

Link for students: <https://sites.unica.it/modulimobilita/2022/10/17/application-form-for-erasmus-ka107-incoming-students/>

Link for staff: <https://sites.unica.it/modulimobilita/2022/10/17/application-form-for-erasmus-ka107-incoming-staff/>

Applications that are not completed online will be rejected.

7.3 Required Documents

All participants must provide the following documents:

- Copy of a valid passport.
- Copy of language certifications (English/Italian) if possessed.
- Curriculum Vitae (max 2 pages) in English including extra-curricular activities and professional experience related to the fields of the mobility. Please, use only the European template at:

<https://europass.cedefop.europa.eu/en/documents/curriculum-vitae/templates-instructions.iehtml>;

- Copy of the transcripts of records, indicating university grades/marks (students only);
- Motivation letter (max 2 pages) explaining the background of the candidate, the reasons for applying to the programme and expected outcomes;
- Learning Agreement with the proposed Mobility Programme signed by the applicant and the Erasmus+ Academic Coordinator of the sending institution (students only);
- Mobility Agreement with the proposed Mobility Programme signed by the applicant and the Erasmus+ Administrative Coordinator of the sending institution (staff only).

Check the application carefully before submitting it.

Unreadable documents cannot be considered in the selection process.

Art. 8 - Selection of participants

The Joint Selection Committee composed of members from UNICA and the partner universities selects all participants.

The selection must be fair, transparent and well-documented, and shall be made available to all parties involved in the selection process. The selection criteria (e.g., the academic performance of the candidate, the previous mobility experiences, the motivation, etc.) shall be made public. The HEI shall take the necessary

measures to prevent any conflict of interest with regard to the people who may be invited to take part in the selection bodies or selection process.

Lower priority will be given to those who have already participated in mobility actions in the same study cycle under the Erasmus Mundus Programme or Erasmus+ Programme. A student can go on mobility several times, up to a maximum of 12 months per study cycle.

Art. 9 Selection process

9.1 All legal prescriptions concerning the treatment of personal data must be respected.

Eligibility check and evaluation process will be carried out by the home university that must guarantee maximum transparency and equal treatment in the selection procedure.

9.2 Valid and eligible applications will be evaluated according to the following criteria, which have been jointly agreed by the partner universities and the coordinating university:

- Level of academic results in the field of study/research (academic merit, only for students);
- Submitted proposal in the fields of study considered as a priority by the partners in the project (proposed study plan);
- Applicant's academic potential (curriculum vitae);
- Exchange proposal impact at individual, institutional and regional levels;
- Level of language proficiency in order to successfully complete the proposed exchange mobility;
- Motivation;
- Work/research experience and professional qualification.

These criteria ensure the transparency of the selection process and equal treatment for all.

9.3 The final decision will also consider cross-cutting evaluation criteria such as gender balance, equal opportunities and participation of disadvantaged groups (disabled students, economically or socially disadvantaged students) providing an equal and fair selection process.

9.4 The Joint Selection Committee may decide to invite candidates to an additional interview.

All applicants will be notified the selection results by e-mail as soon as the evaluation procedure has been concluded. The final list will also be published on the Universities websites for transparency.

9.5 At the end of the selection procedure the University will draft a ranking list of qualified candidates.

A reserve list will also be drafted and will include the names of eligible candidates that may be awarded a grant in case of withdrawals/drop-out of selected candidates.

9.6 Selected candidates will receive a scholarship offer and are required to accept or reject it on a written form within 7 days from the notification e-mail. For every selected candidate who renounces or does not accept within the deadline, a candidate from the reserve list will be nominated.

9.7 The mobility experience will take place at the University of Cagliari during the second semester of the A.Y. 2022/2023, starting from May 2023. The final date of the project is 31 July 2023 and all mobilities must end by this date.



Art. 10 - Appeal procedure

Rejected applicants who feel that a mistake has been made in the process or that their application has not been fairly evaluated, can file a complaint to erasmuska107@unica.it not later than 2 days after the notification e-mail, explaining their reasons.

Complaints from applicants who have failed to satisfy all the eligibility criteria (e.g., who have not produced the required documentation or have applied for a scholarship but do not meet the requirements, etc.), or have failed to satisfy them within the established timeframes, will not be taken into consideration.

The appeal procedure can be lodged if a candidate feels that the Selection Committee have not handled his/her application in line with the principles and the procedures described in the call. In other words, the appeal cannot concern the decision itself, but only an alleged error made in the process.

Art.11 - Requirements to be fulfilled by Partner Universities

11.1 Partner universities are required to publish this Official Call for Selection for all the mobility types on their official website. The results will also be published on the website www.unica.it. If the national language is not English, Calls must also be published in English and the University of Cagliari must have both versions of them.

11.2 Partner Universities must publish the lists of selected participants on their official website.

11.3 Important Dates:

05.04.2023	University of Cagliari and Partner Universities publish Calls for selection on their official websites
21.04.2023	Deadline for Applications of candidates
02.05.2023	Lists of selected participants are published on UNICA website
28.04.2023	Selected participants will be contacted by the University of Cagliari for instructions and necessary documents for the activation of their mobility experience
31 July 2023	End of all mobilities and of the project

12 - Data protection

Information relating to individuals (personal data) is collected and used in accordance with EC Regulation No 45/2001 of the European Parliament and of the Council on the protection of individuals, and with Italian legislation (Legislative Decree n. 196/2003) with regard to the processing of personal data by European institutions and organizations and the unrestricted circulation of such data.

The University of Cagliari is the controller for the personal data treatment, according to the EU Regulations 2016/679 about the protection of individuals with regard to the treatment of persona data, as well as the free circulation of these data and the and of the Code regarding the protection of personal data - Legislative Decree n. 196/2003, respecting human dignity, fundamental rights and freedoms of the person.

The notice on data treatment for the category 'citizens' is available at https://www.unica.it/unica/it/utility_privacy.page.



13 - Responsible person for procedures

According to art. 5 of the Italian Law no. 241, issued on 7th August 1990, the responsible person for the administrative procedures is Ms. Anna Maria Aloj, Head of the ISMOKA OFFICE (International Students and Staff Mobility Office KAralis), tel. +390706756533, e-mail erasmus@unica.it.

14 - Publicity

The present notice of competition will be published, in Italian and English, on the website of the University of Cagliari, at the following link: https://www.unica.it/unica/it/ateneo_s04_ss11.page

DIGITALLY SIGNED by The Vice Rector for International Affairs
Prof. Alessandra Carucci