

GUIDELINES TO THE ONLINE APPLICATION ERASMUS+ FOR STUDY 2020/2021

Dear Student,

We created these guidelines in order to guide you, step by step, through the online application process for the Erasmus+ Call 2020-2021. We encourage you to consult these guidelines thoroughly before you start submitting your application, in order for you to prepare all necessary documents in the required format. The online application procedure is in Italian, so we believe these guidelines will prove very helpful for our international students.

Enjoy the reading!

International Mobility Office

mobility.out@unimi.it

Online applications open on: 30/01/2020

Online applications close on: 27/02/2020, h. 14:00

1) You can submit your online application to the Erasmus+ call 2020-2021 by accessing the following page: https://www.unimi.it/en/international/study-abroad/studying-abroad-erasmus



2) Now write your UniMi login credentials.





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3) Then, select "Domanda di partecipazione" (=submit your application)



4) Declare if and for how many months you already spent a period abroad with the Erasmus **for study** programme. We remind you that Erasmus mobilities, both for study and traineeship, cannot exceed the overall amount of 12 months for each study cycle (24 for single-cycle Master's degrees).



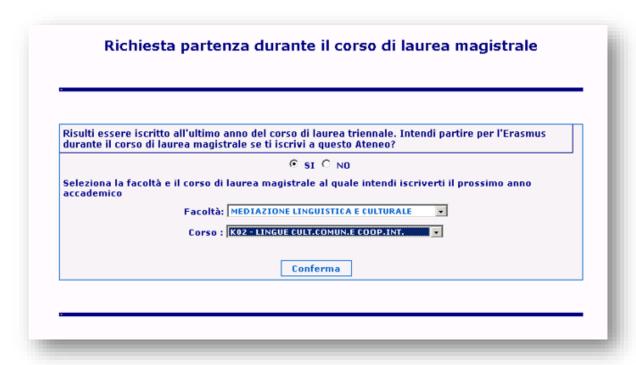
5) Declare if and for how many months you already spent a period abroad with the Erasmus Placement/Traineeship programme in the past. We remind you that the months you spent abroad with a placement mobility are counted with and added to those for study.



6) The following page informs you about the date and time the Erasmus+ Call will close, by which you are required to submit all the requested documents: 27/02/2020, at 2:00 pm



7) The following screenshot will appear only to those students who, at the time of application, are enrolled in their third year of their Bachelor's degree. If you fall within this category and your intention is to leave for Erasmus during your first year of Master's, select "si" and choose the course you will enroll to from the drop-down menu. On the other hand, if you are not planning to enroll to a Master's degree, select "no". We remind you that you must be enrolled to the academic year 2020/2021 throughout your entire mobility.



8) Here you have to insert the partner universities you wish to apply to. You may select up to three destinations and have to establish different levels of priorities (Alta=High; Media=Medium; Bassa=Low). You may find useful information about the universities by selecting "Dettagli (Details)". You also have to select in which semester you are planning to leave (Primo=First; Secondo=Second; Intero Anno Accademico=Whole Academic Year). You will also be asked to state whether you would like to be considered for unchosen destinations, should there be any available places and should the Commission decide you would be a suitable candidate for it. If so, tick the box at the bottom.



9) Select the languages you speak. You may select up to 3 languages (Parlato=speaking; Scritto=written; Letto=reading):

ATTENTION: please be aware that these levels correspond to:

Discreto: A2

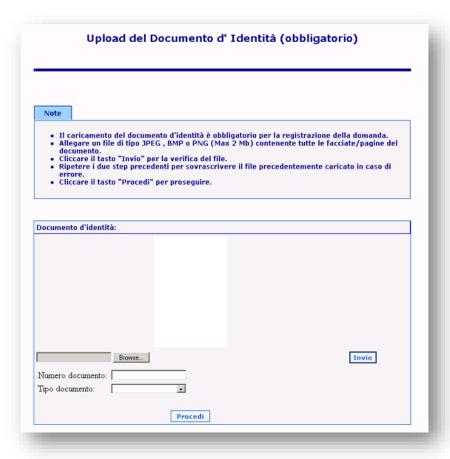
Buono: B1-B2 Ottimo: C1-C2

lez.	e al massimo 3 lingue Lingua	Parlato	Scritto	Letto
Г	Altra lingua	- dilate		
	Bulgaro		I	<u> </u>
П	Ceco			<u> </u>
П	Danese	· ·	· ·	
	Finlandese	•	· ·	<u> </u>
V	Francese	BUONO -	BUONO V	OTTIMO .
	Greco	•	•	•
~	Inglese	ОТТІМО .	оттімо 🔻	OTTIMO •
	Irlandese	•	•	v
	Islandese	·	v	•
	Norvegese	•	v	
	Olandese	v	v	
	Polacco	v	V	v
V	Portoghese	DISCRETO V	DISCRETO •	DISCRETO -
	Rumeno	v	v	▼
П	Russo	v	V	•
П	Sloveno	v	v	
Г	Spagnolo	v	v	v
П	Svedese	•	•	v
П	Tedesco	v	¥	v
П	Turco	v	v	v
Г	Ungherese	V	V	•

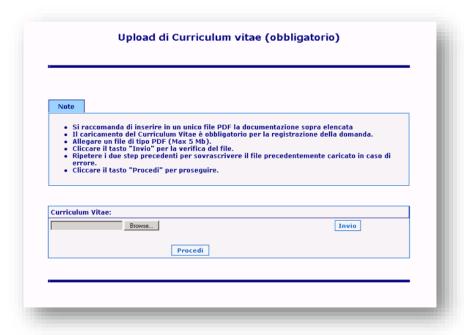
10) Attach a valid passport/I.D. in one of the following formats: JPEG, BMP, o PNG – with a maximum size of 2MB and write your document number and select the type of document you attached. Select "Invio" to check that the format is correct and then "Procedi" to move on to the next page.



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11) Now attach your CV in PDF – maximum size: 5MB. On your CV you are free to write all the relevant information about yourself and your previous studies.





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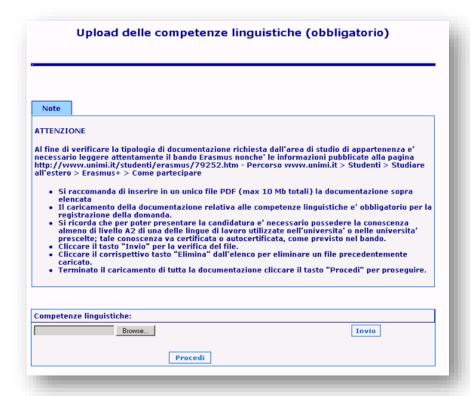
12) Here you have to attach your Learning Agreement proposal in PDF – maximum 10MB (<u>form</u> <u>1</u>).



13) You are required to attach your language certificate(s) that prove you have at least a A2 level in the working language of your chosen university(ies): official certificate or SLAM certificate for those students who must prove their language skills through a language certificate; self-certification for students exempt from it and whose skills will be tested during the selection interview (form 2). We encourage you to double-check in which case your course falls within on Annexe A. Please attach this document is PDF (max 10 MB). Read carefully paragraph 4 of the Erasmus+ Call.



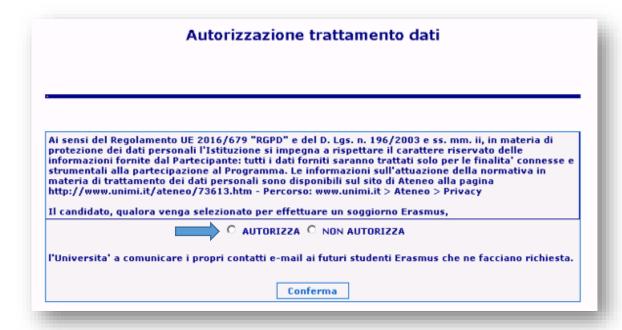
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14) This last attachment is for any *optional* document you consider useful for your selection (language certificates, awards, courses etc). This section is to be filled in if you pursued your undergraduate studies elsewhere (abroad or in Italy): in this case, please make sure you enclose all relevant documents concerning your previous studies.



15) Now, give your consent to personal data treatment and choose whether to allow the International Mobility Office to pass your email address to future students who may be interested in doing their Erasmus in the same desitinations in the future ("autorizza").



16) This final page gives you a summary of what you filled out so far. Double-check that everything is correct. If you need to, you can go back and modify any part until you click on "Registra" (=Submit). Once the application has been submitted you cannot make any changes to it.



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Riepilogo dei dati inseriti				
Cognome e Nome				
Matricola				
Corso di studio	SCIENZE COGNITIVE E PROC. DEC.			
Anno di corso	SCIENZE COGNITIVE E PROC. DEC.			
Università selezionate	Universitat Osnabruck (Osnabruck)			
Oniversità selezionate	University College Dublin (Dublino)			
	Universiteit Maastricht (Maastricht)			
Lingue selezionate	Portoghese			
	Francese			
	Inglese			
Autorizzazione trattamento dati personali:	lsi .			
Media di laurea ponderata:	28.51			
Documento d'identità:	H:\SOCRATES\SOCRATES_OUT\parkelenchi\LANZILLO\Chrysanthemum.jpg			
Curriculum vitae:	H:\SOCRATES\SOCRATES_OUT\parkelenchi\LANZILLO\Coordinate bancarie Unimi.pdf			
Altra documentazione:	H:\SOCRATES\SOCRATES_OUT\parkelenchi\LANZILLO\Coordinate bancarie Unimi.pdf			
	Registra			



La tua domanda e` stata registrata correttamente.

Good luck with the selections!

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