



**ERASMUS+ PROGRAMME
STUDY IN EUROPE FOR THE ACADEMIC YEAR 2021/2022**

APPLICATION WINDOW:

FROM THE 5TH TO THE 26TH OF FEBRUARY 2021, AT 13:00 (1 PM)

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ANNEXE A

PLEASE NOTE: the present Call is to be considered under condition; specifically, the publication of the call for funding and the subsequent signing of the Erasmus+ 2021/2022 financial agreement between the National Agency “Indire/Erasmus+” and the University of Milan is still pending. All activities and the relative funding provided for by the present call are therefore subject to change in compliance with the Erasmus+ 2021/2022 financial agreement’s rules. Any possible changes will be notified to students through institutional channels.

1. WHAT IS THE ERASMUS+ PROGRAMME

The Erasmus+ Mobility Programme for Study supports the transnational mobility of students by funding study-abroad experiences (courses, exams, thesis research, and research, laboratory and clinical activities) recognized by the student's Home University, provided that positive outcomes are reached. The relevant academic bodies are responsible for awarding transfer credits.

The Study abroad period may last 3 to 12 months, over the period 1 June 2021 to 30 September 2022.



The countries participating in the programme are:

- The Member States of the European Union: Austria, Belgium, Bulgaria, Croatia, Cyprus, Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Ireland, Latvia, Lithuania, Luxembourg, Malta, Netherlands, Poland, Portugal, Romania, Slovakia, Slovenia, Spain, Sweden;
- As well as: Iceland, Liechtenstein, Norway, Republic of Macedonia, Serbia, Turkey.

Moreover, this call for applications covers study in the Swiss Confederation under bilateral agreements with Swiss universities stipulated within the **Swiss European Mobility Programme (SEMP)**.

Students abroad will be registered with the host university, which will not require them to pay any tuition fees (with the exception of any fees that are not enrolment-related). It is understood that students shall pay the University of Milan tuition fees for the relevant academic year (2021/2022 for students selected under this call for applications).

The University of Milan offers its students the opportunity to study at approximately 400 European universities, as set forth in Annexe A hereto. Available campuses include Sorbonne Université, Charles University, Universität Heidelberg, the University of Copenhagen and the University of Warsaw, which are members of the 4EU+ Alliance, together with the University of Milan.

2. WHO CAN APPLY

All students of the University of Milan who are regularly enrolled in Bachelor's, Master's and single-cycle Master's degree programmes can apply, according to the agreements entered into with international universities, provided that they have not been off track for more than one year at the time of application.

Part-time students may apply in compliance with Erasmus+ regulations.

Doctoral and postgraduate students may apply where the agreements provide for study-abroad opportunities intended or reserved for such students.

The student must be **enrolled in a study programme of the University for the 2021/2022 academic year** upon departure, and maintain this status during the period abroad.

Those who intend to undertake Erasmus+ study abroad during the first year of their Master's degree programme may start their stay only upon enrolment for the academic year 2021/2022. Pre-enrolment is not valid for this purpose. If enrolment in the Master's degree programme is completed at a time when the first semester of the 2021/2022 academic year has already begun for the host university, the stay shall be postponed to the second semester of 2021/2022, even if this results in a shorter period as opposed to the number of months offered under the call.

European students may undertake Erasmus+ study in their home country. However, where



there is a tie for places in that country, students from elsewhere will be given priority.

Students may participate in the Erasmus+ programme several times in each study cycle, provided that the overall duration of the mobility periods does not exceed 12 months per cycle or 24 months for single-cycle programmes. The 12/24 months cap includes both study and traineeship mobility.

Please note that, for some study programmes, application for the Erasmus+ programme is subject to academic requirements (e.g. any thresholds in terms of year of enrolment, number of credits, failed exams/fundamental exams). Students are invited to pay attention to Annexe A, which is an integral part of the present Call, for further academic requirements.

3. LEARNING AGREEMENT AND TRANSFER CREDITS

Based on the current University regulations and Academic Senate Guidelines, the student will be awarded transfer credits for the activities carried out abroad in accordance with the Learning Agreement. The Learning Agreement is the official document to be signed by the student, the student's home university and the host institution, to confirm that the chosen educational activities are consistent with the study programme in which the student is enrolled.

The number of credits to be earned abroad, as set out in the Learning Agreement, must, in principle, be equal to the number of credits that the student would achieve at the University of Milan over the same period, namely: 60 credits for a whole year, 30 credits for a semester, 20 credits for a quarter.

According to the aforementioned Guidelines, during the period abroad, the student must earn at least 70% of the credits set out in the Learning Agreement. After completing the Erasmus+ programme, the student is required to access the credit transfer procedure for all credits earned abroad.

Visit <https://www.unimi.it/en/international/study-abroad/studying-abroad-erasmus/prior-departure> for more information on how to fill in the Learning Agreement and on credit transfer. You will receive further information on the rules and procedures referred to in this point during the meetings scheduled for individual study areas (see page <https://www.unimi.it/en/international/study-abroad/studying-abroad-erasmus/how-take-part-programme/informative-meetings>).

Students must submit a general learning agreement proposal for each of the chosen campuses, stating the educational activities to be carried out abroad, in accordance with the objectives and contents of their degree programme and individual study plan. The proposed programme must include the reasons for undertaking Erasmus+ study, and any other element deemed relevant for the purposes of the selection, as well as the reasons for campus choices. The learning agreement proposal, including the above-mentioned reasons, must be drafted using Form 1 attached hereto. It will provide the Selection Committee with useful elements for assessing the candidate's maturity, and it may form the basis for the final Learning Agreement.



When choosing your study destination, you should refer to Annexe A for the academic offer proposed by international universities for your study programme, and any specific requirements (language proficiency, enrolment, admission to courses). You can access the websites of our partner universities from our regularly updated international-agreements webpage: <https://www.unimi.it/en/international/university-milan-world/international-agreements>.

4. LANGUAGE SKILLS

Students applying for Erasmus+ must meet language-proficiency requirements, namely, an A2 level in the language(s) of study/work used on the chosen campus(es).

Language proficiency will be assessed under the Common European Framework of Reference for Languages (CEFR - <https://www.coe.int/en/web/language-policy/home>).

To check which working language is used in a university for which you are applying, visit its website and view the curricula it offers.

Should the courses of your interest be delivered in multiple languages (e.g. in the official language of the host country and in English or another language), you may meet the proficiency requirement in one language only, provided that you meet the second-working-language requirement within the deadline, as set by the host university.

Please refer to Annexe A to verify how you are required to certify your language skills, depending on your study area.

According to the **specific area of study** they belong to, candidates **must** provide during to the online application one of the following:

1 - An official certification recognized by the University; the list of recognized certifications is available at [Other foreign languages: tests and courses | Università degli Studi di Milano Statale \(unimi.it\)](#). The certification must have been obtained no more than three years before the application date, unless otherwise specified on Annexe A.

2 - A language proficiency statement obtained through the **University Language Centre - SLAM** (minimum level: A2).

For the sole purpose of this call for applications, SLAM proficiency statements obtained by students over the entire course of study at the University of Milan shall be deemed valid.

3 - If the candidate's language proficiency is to be assessed through an interview, as set out in Annexe A for their study area, a self-certification of language proficiency. Please use **Form 2** attached hereto to fill in the self-certification.

For English only: Students who are enrolled in degree programmes entirely taught in English, or who attend curricula taught in English, are considered to meet the language requirement up to the level required for admission to their degree programme. These students will have to self-certify their English-language proficiency using Form 2. Students with higher language proficiency are required to prove it as set forth in Annexe A for their study area.



Students who do not hold the above certifications/statements may obtain a language proficiency statement free of charge with SLAM services, for some languages/levels only. For further information, please refer to the SLAM's webpage <https://www.unimi.it/en/study/language-proficiency/language-tests-and-courses-mobility-calls>.

Students who need to obtain a Portuguese language certificate through the SLAM can book the test on the same page. The test will take place after the closing of the call and before the start of interviews. These students shall attach to their application a self-certification (Form 2) of language proficiency for Portuguese only.

We urge you to obtain any SLAM statement by the application deadline, on the 26th of February 2021. Please note that you can register for one test per language only, by filling in the form available at <https://www.unimi.it/en/study/language-proficiency/language-tests-and-courses-mobility-calls>.

Any statements issued by tutors or university professors, will not be deemed valid for the purposes of the application. Likewise, any credits earned for language assessments that are not managed by the SLAM will not be considered a valid language certificate.

Students who have already taken the English Placement Test with SLAM or a language-proficiency test, may contact SLAM via the Informastudenti services ("TEST DI LINGUA" section) and request a language proficiency statement of the test they took. If the level of the language needed for your application expressly appears on your UniMi career, you can submit a screenshot of it in pdf-format.

Foreign Universities may require language skills higher than A2. For this reason, we invite students to read carefully what is stated for each University in Annexe A and to double-check the requirements directly on host Universities' official websites. Should higher language levels be required, students are expected to reach that level by the deadlines set by Host Universities.

5. APPLICATIONS AND DEADLINE

Applications must be submitted online at <https://www.unimi.it/en/international/study-abroad/studying-abroad-erasmus/how-take-part-programme> from 5th of February 2021 to 26th of February 2021 (until 13:00 - 1 PM)

Students can choose one to three destinations from among the opportunities offered by their study programme, and **consistently with their language skills**.

Please note that the destination chosen by candidates in their application does not represent an order of priority.

Upon completion of the application form, the student must upload the following documents:

- 1) **Photocopy of a valid ID or passport** (JPEG, BMP, or PNG files, max. size 2MB) - mandatory attachment;



- 2) **CV and an academic transcript of records showing the grade for each passed exam (document available in Unimia)**; Master's degree students must also attach their Bachelor's transcript of records showing their final degree's grade and passed exams; Master's students who completed their Bachelor's degree in another Italian or international university, also need to upload an academic transcript of records of the previous career showing their degree and final grade. The curriculum may be drafted by using the Europass format (<https://europass.cedefop.europa.eu/it/documents/curriculum-vitae>) - (PDF file - max 5MB) - mandatory attachment
- 3) **Proposed learning agreement** as specified in point 3 above (Form 1 - PDF file, max. size 10MB) - mandatory attachment;
- 4) **Documentation certifying language proficiency**, as required by the university for which you are applying to (to be uploaded as a single PDF file, max. size 10MB). For information on how to prove language skills, please refer to point 4 above - mandatory attachment;
- 5) **Any other documents** considered useful for the purposes of the application, such as any certificates of study, research or work placement abroad, or other international experiences - optional attachment - (single PDF file, max. size 5MB).

Make sure you have the above documents ready in the required format before starting the application procedure.

Those who are waiting to enrol in a Master's degree programme of the University, as well as postgraduate and doctoral students who cannot access the online procedure, can submit their application through a specific online platform. For further information on this procedure, please contact the International Mobility and Promotion Office by submitting a ticket with Informastudenti (INTER-Erasmus Studio\Bando e selezione Erasmus Studio).

6. SELECTION PROCESS

Candidates will go through a public and merit-based selection process. Ad-hoc Committees will assess the candidates' proposed learning agreement, CV and previous academic career, motivations and language proficiency, if not proven by a certification/SLAM certificate.

After the application deadline, each Committee will meet to vet applications, and interview the candidates on the set dates. The date and venue for the selection interviews will be posted, at least 10 days in advance, to the University website at <https://www.unimi.it/en/node/37257>.

For students enrolled in Bachelor's, Master's and single-cycle Master's degree programmes, the candidate's academic career will be assessed based on the **Erasmus Index**, which takes into account the average grade and credits earned with reference to the year of enrolment. Its



maximum score is 15 for Legal, Political, Medical and Scientific Study areas, and 12 for the Humanities Area.

For the purpose of assessing the Erasmus Index, exam grades registered up to 2 March 2021 will be taken into consideration.

Starting from 5th of March 2021, you will be able to view your Erasmus Index score by logging in to http://studente.unimi.it/socrates_out/accesso/.

The Erasmus Indicator (EI) is calculated as follows: $EI = A * C / 200$, where A = weighted average, C = percentage ratio between credits earned and credits to be earned (max. 100).

For students from other Italian and international universities who are waiting to enrol in a Master's degree programme, as well as for postgraduate and doctoral students, who cannot be given a score based on the Erasmus Index, the Selection Committee will assess the candidate's previous academic career based on the documents attached to the application.

The Committee may assign 15 additional points (Legal, Political, Medical and Scientific Areas of Study) or 18 points (Humanities Area), in addition to the Index Score, according to the criteria set out for each Area of study in the Annexe A.

The selection criteria are the following:

- 1) Assessment of the candidate's proposed **learning agreement** and reasons for applying;
- 2) Assessment of the candidate's **CV, current academic career and previous academic career** (see point 5 above);
- 3) Assessment of the candidate's **language skills**, as specified in point 4, possibly during the interview.

Candidates scoring at least 1 in each category, and thus with an overall score of at least 3/15 or 3/18 (depending on the Area of Study), will be eligible for study in the chosen campus(es). Candidates falling short of the said minimum score will not be admitted to the programme, regardless of their Erasmus Index score.

The ranking will be based on the scores referred to in items 1), 2) and 3) above, plus the Erasmus Index score.

All candidates are required to sit for an interview in front of the Selection Committee. The interview will be held remotely, appropriate measures to ensure the candidate's identification will be taken.

The interview will assess the candidate's proposed learning agreement, reasons for applying, and - where appropriate - language proficiency. The Committee, according with what stated



in Annexe A, will assign for each destination the selected students, students on the waitlist and those who are not eligible.

Any vacant places may be allocated to eligible students, as identified by the Committee, who could not be assigned to any destinations.

The final results of the selection process will be posted to <https://www.unimi.it/en/node/37257>, approximately by the end of April 2021.

Selected students wishing to waive their offered place must do so **within 5 days** of ranking's publication date, via Informastudenti platform (section "INTER- ERASMUS STUDIO \ Rinuncia Erasmus Studio, specifying "Rinuncia selezioni 2021-2022" as subject line). Students on the waitlist can take over until 31st July 2021.

Selected students are required to:

- **Fill in the final Learning Agreement online.** This document sets out the study programme to be undertaken abroad, which must be agreed in advance with the Erasmus coordinator/manager. Please refer to: <https://www.unimi.it/en/international/study-abroad/studying-abroad-erasmus/prior-departure>;
- **Sign the mobility contract**, setting out the conditions for allocating the mobility grant. Details on how to draw up the contract will be provided later on.

In addition, the student must fulfil other formalities as required by the host university (filling in the application form, submitting language certifications/certificates, and any other requirements). Therefore, after the University of Milan notifies the host institution of the nominees following the selection process, it is the student's duty to inquire about the administrative requirements and deadlines as set by the host institution.

7. ERASMUS+ MOBILITY GRANT

Students selected under the Erasmus+ programme may receive EU-funded grants.

Students who will spend a period in Switzerland under the **Swiss European Mobility Programme** may receive a grant from Swiss universities, based on the amounts set by the competent Swiss authorities. Please refer to the websites of host institutions for more information.

Erasmus+ grants cover additional mobility costs, such as travel expenses and a higher cost of living in the host country. They are not intended to cover the entire cost of study abroad.

The monthly scholarship is set by the Erasmus+ National Agency, usually based on the cost of living in the destination country.

As a reference, please note that for the academic year 2020/2021 the monthly scholarships were assigned as follows:



Monthly scholarship	Destination country
Euro 300,00	Denmark, Finland, Iceland, Ireland, Liechtenstein, Luxembourg, Norway, Sweden
Euro 250,00	Austria, Belgium, Bulgaria, Croatia, Cyprus, Czech Republic, Estonia, France, Germany, Greece, Hungary, Latvia, Lithuania, Malta, Netherlands, Poland, Portugal, Republic of Macedonia, Romania, Serbia, Slovakia, Slovenia, Spain, Turkey

Any changes to the above table based on national provisions will be promptly disclosed.

Please note that the number of monthly scholarships for each position, as set out in the bilateral agreements stipulated with the host universities, resulting in the value of the mobility grant, is merely an indication. The actual amount of the grant is linked to the actual period abroad.

The monthly grant based on the destination country must be multiplied by the number of full months abroad. For any fractions of months, the financial aid will be calculated by multiplying the number of days by 1/30 of the monthly unit cost, using the European Commission's calculation platform.

Recipients of an Erasmus+ grant may not receive other EU-funded grants for the same period. If you are awarded an Erasmus+ grant, you are required to check for any conflicts with other calls for funds for which you have applied or intend to apply.

Please note that the grants will be awarded up to the limit of the funds made available to the University by the Erasmus+ National Agency on behalf of the European Commission. The amount of funding for 2021/2022 has not yet been disclosed.

Should EU funds be insufficient to cover all mobility places, the University will announce grant-award criteria in due course.

8. MINISTRY- AND UNIVERSITY-FUNDED SUPPLEMENTARY GRANT

As the Erasmus+ grant is small in value, it may be supplemented for low-income students, in order to promote their participation in the programme. The supplementary-grant amount and award criteria are set annually by the University's Board of Directors.



The income position of students participating in the Erasmus+ programme will be determined based on the ISEE-University certificates for the 2020/2021 academic year, as submitted according to the procedures and deadlines prescribed by the University of Milan for the purposes of a reduction in the second instalment of tuition fees. (See the 2020/2021 fees regulation at <https://www.unimi.it/en/study/bachelor-and-master-study/fees-and-how-pay-them/fees-current-academic-year>.)

Students who receive a tuition waiver, or who do not normally apply for an ISEE-University certificate, should - if selected - request the certificate within the above-mentioned deadlines, if they believe that their household financial situation results in an ISEE value not exceeding Euro 50,000.

We provide below, for mere information purposes, supplementary-grant award criteria as deliberated during the academic year 2020/2021:

ISEE thresholds	Monthly stipends
1 - ISEE \leq 13,000	Euro 400.00
2 - 13,000 < ISEE \leq 21,000	Euro 350.00
3 - 21,000 < ISEE \leq 26,000	Euro 300.00
4 - 26,000 < ISEE \leq 30,000	Euro 250.00
5 - 30,000 < ISEE \leq 40,000	Euro 200.00
6 - 40,000 < ISEE \leq 50,000	Euro 150.00
7 - ISEE > 50,000	Euro 0

Supplementary-grant award criteria and amounts will be defined for Erasmus+ students selected for the 2021/2022 academic year by a resolution of the Board of Directors.

Please note that the supplementary grant cannot be awarded to Erasmus+ students who have been off track for more than one year. Moreover, the grant will be paid to entitled students **provided that** they earn the credits set out in their study-abroad Learning Agreement.

9. FOREIGN LANGUAGE COURSES

In order to allow students who are selected for a mobility period to become proficient in the language of the destination country before and during study abroad, the European Commission delivers online language courses (through Online Linguistic Support-OLS) for students who fell short of language requirements in a mandatory assessment/test. The courses are available for the following languages: English, French, German, Spanish, Dutch, Portuguese, Czech,



Swedish, Danish, Greek, Polish, Bulgarian, Croatian, Hungarian, Romanian, Slovakian, Finnish, Estonian, Latvian, Lithuanian, Slovenian, Irish, Maltese.

Moreover, the University of Milan organizes every year free intensive courses on campus in the following languages: English, French, Spanish, German, Portuguese.

10. STUDENTS WITH SPECIAL NEEDS

In order to encourage students with physical- or mental-health-related needs to participate in the programme, the Erasmus+ National Agency may award them an additional grant on top of the mobility grant to cover their higher expenses abroad. The International Mobility and Promotion Office will, in due course, inform the selected students of the additional-grant application procedure, and collect the applications to be submitted to the National Agency.

11. PERSONAL DATA PROCESSING

Pursuant to EU Regulation 2016/679 ("General Data Protection Regulation - GDPR") and Legislative Decree no. 196/2003, as amended and supplemented, the University undertakes to respect the confidentiality of the information provided by the applicant. All data will be processed only for the purposes of participation in the programme. Information on the enforcement of the GDPR is available on the University website at <https://www.unimi.it/en/university/legislation/privacy> - Pathway: Home > The University > Regulations > Privacy.

Milan, 29 January 2021

THE RECTOR
(Elio Franzini)
signed Elio Franzini

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