



FAQs ERASMUS+ FOR STUDY BEFORE AND AFTER DEPARTURE

PREPARATION TO YOUR DEPARTURE

1. I WAS SELECTED, BUT I'VE DECIDED NOT TO ACCEPT MY OFFER: WHAT SHOULD I DO?

You must inform the office about your withdrawal from the programme within 5 working days from results' publication by writing to INFORMASTUDENTI > INTER Erasmus Studio > Rinuncia Erasmus Studio.

2. WHY HAVE I NOT BEEN CONTACTED BY MY HOST UNIVERSITY YET?

Each University has very different schedules, deadlines and procedures. Please check on your Host University's webpages about the documents and the deadlines you should meet in order to successfully apply. Usually, the partner Universities directly contact the students after receiving the nominations from the sending University. If, coming up to the deadline, you still have not been contacted yet, write to the Erasmus Office of your Host institution and to INFORMASTUDENTI > INTER Erasmus Studio > Studenti selezionati Erasmus Studio, for clarifications.

3. MY HOST UNIVERSITY REQUIRES A TRANSCRIPT OF RECORDS IN ENGLISH: HOW CAN I GET IT?

You can download it yourself from your *Unimia* portal (section: *Sifa*) as a self-certification. Usually this is widely accepted. Just in case your Host University required a stamped and signed official document, you can request it following [this](#) procedure. This can take some days, so please make sure you submit your request at least one week before the deadline. The Transcript is not issued by the Mobility Office, so make sure to request it sufficiently in advance at the appointed Office.

4. I NEED A LANGUAGE CERTIFICATE IN ORDER TO FINALISE MY APPLICATION ABROAD: HOW DO I GET IT?

Only if you have not already been awarded any SLAM level statement or any other official certificates, you can sit a test through our SLAM services in order to achieve the language level required. The language sessions will be scheduled around the middle/end of *May* for students leaving for the first semester; there will be an additional session in *September* for students leaving during the second semester.

We invite students to visit SLAM's [pages](#), where all the details and exact dates will be published soon. Registrations will open about 3 weeks before the test dates. For further info, please write directly to SLAM on InformaStudenti.

5. WILL I BE INSURED ABROAD?

Yes, the University of Milan provides its Erasmus students an insurance against **accidents** and third-party **civil liability**. Unimi does NOT provide health insurance. It is still your responsibility to get information in advance about the type of insurance required by your Host University. Further info [here](#).

6. MY HOST UNIVERSITY REQUIRES A CERTIFICATE FOR MY ERASMUS STUDENT STATUS AND/OR MY INSURANCE COVERAGE: HOW CAN I GET IT?

Only if it is required for your application, you can request it to INFORMASTUDENTI > INTER Erasmus Studio > Studenti selezionati Erasmus Studio. Please mention your application's deadline and write as a subject line: "Erasmus student status certificate 23-24". Submit your request at least 10 days before the deadline.

7. I AM AN EXTRA-EU CITIZEN: BECAUSE OF MY CITIZENSHIP, I NEED AN ENTRY VISA IN ORDER TO ENTER THE COUNTRY I WAS SELECTED FOR: WHAT SHOULD I DO?



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International Mobility Office

You have to address directly to the diplomatic or consular representation of the country you have been selected for and get specific information about the procedures you have to follow in order to obtain a visa. If you need any particular declaration about your mobility abroad (e.g. the total amount of your scholarship), please contact the International mobility office on Informastudenti – we will be happy to support you.

8. CAN THE INTERNATIONAL MOBILITY OFFICE HELP ME FIND AN ACCOMMODATION ABROAD?

No, the search for an accommodation is your own responsibility. Partner universities often have a housing system specifically available to Erasmus students, so you can refer to them.

THE LEARNING AGREEMENT

9. WHAT IS A LEARNING AGREEMENT (L.A.)?

The L.A. is a document that states the study, training or research programme you commit to follow abroad and it ensures that the activities you undertake abroad – successfully passed - will be recognised once back.

10. WHEN WILL I BE ASKED TO DRAFT MY LEARNING AGREEMENT?

The Learning Agreement of Unimi must be drafted [online](#). You will be informed when the online procedure opens (normally around mid/end-May). If during the application your Host University asks you to draft your L.A. in another format, remember that you will still be asked to do the same on the L.A. of Unimi when the online procedure opens.

11. WHAT IS AN “ONLINE LEARNING AGREEMENT” (O.L.A.)?

With the new Erasmus Programme 21-27 all Universities should start using the *Online Learning Agreement* (O.L.A.), which is part of the *Erasmus Without Paper (EWP)*, a programme aimed at simplifying Erasmus procedures. Erasmus without Paper foresees the compiling, the exchange, and the signing of the Learning Agreement completely online.

The year 2023/24 represents a transition year for UNIMI, which foresees the implementation of the new platform starting from the second half of May 2023, unless otherwise indicated.

Since all European Universities are gradually adapting to these new standards, for the year 2023/24 we expect a hybrid use of the Online Learning Agreement, which might in some cases still be exchanged in paper form or by e-mail.

During the informative meeting, the use and the procedures for exchanging the Learning Agreement, for Host Universities still not using EWP, will be explained to all selected students.

12. CAN I DRAFT MY LEARNING AGREEMENT ON A PAPER FORM?

No, the Learning Agreement must be drafted **online** by all students.

Only exceptions: 1) PhD students and Master’s students who are waiting for their enrollment and thus still do not have access to the online services. These students will receive a temporary form from our office by writing to INFORMASTUDENTI > INTER Erasmus Studio > Studenti selezionati Erasmus Studio and will still be asked to draft their L.A. online when their platform will be available. **2) Students whose application’s deadline is very tight (end of April) and need to draft their L.A. before the online procedure opens (mid-May).** These students only can request the temporary form to INFORMASTUDENTI > INTER Erasmus Studio > Studenti selezionati Erasmus Studio, writing as subject line “Learning Agreement paper form” (please indicate your deadlines).

13. WHO IS ENTITLED TO APPROVE MY LEARNING AGREEMENT?

Your L.A. must be approved online before your departure by your [home coordinator](#). It will later be approved also by the responsible person at your Host University, through EWP if they are already using this procedure or via e-mail.

14. HOW CAN I FIND THE RIGHT COURSES I SHOULD ATTEND ABROAD?



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International Mobility Office

You have to get all relevant information directly on your Host University's website, and you can ask for your coordinator/Erasmus desk's support.

- 15. I AM NOT ABLE TO MEET THE DEADLINE FOR THE SUBMISSION OF MY L.A. (we will inform students about it), BECAUSE NEXT YEAR'S COURSES ARE NOT AVAILABLE YET. WHAT DO I DO?**

Before the set deadline, inform INFORMASTUDENTI > INTER Erasmus Studio > Studenti selezionati Erasmus Studio about it.

- 16. CAN I CARRY OUT INTERNSHIPS/THESIS RESEARCH WHILE ABROAD?**

Yes – if foreseen by the destination you have been selected for. Please contact your coordinator in order to ask about the details of these activities.

- 17. WHO WILL BE RESPONSIBLE OF SENDING MY LEARNING AGREEMENT TO MY HOST UNIVERSITY?**

It is your responsibility to follow all the approval procedure and to send the final approved copy to the Office through INFORMASTUDENTI. If needed, solicit the sending.

- 18. HOW CAN I KNOW IF MY HOST UNIVERSITY IS ALREADY USING EWP FOR THE LEARNING AGREEMENT EXCHANGE?**

The fastest way is to ask directly to the Host University if they are exchanging the L.A. on EWP (Erasmus Without Paper). In case of a positive answer, the whole procedure will be done online, and you will be automatically notified when the document is approved. In case of a negative answer, you will be required to send by e-mail to the partner the pdf of the L.A., approved online by UNIMI, for the final approval.

- 19. HOW CAN I SEND MY L.A. TO THE INTERNATIONAL MOBILITY OFFICE OF UNIMI?**

At least 2 weeks before you arrive at your Host University, you must make sure you send in a single file your fully approved L.A. to INFORMASTUDENTI > INTER Erasmus Studio > Learning Agreement. The document needs to be countersigned and approved from both sides.

THE MOBILITY CONTRACT

- 20. WHAT IS THE MOBILITY CONTRACT?**

The Mobility contract is an actual contract between the selected student and the University of Milan, and it defines the conditions for your mobility. It is compulsory and it must be signed before you leave.

- 21. HOW SHOULD I SEND MY SIGNED MOBILITY CONTRACT?**

The International Mobility Office will provide further information about when and how to send your Mobility contract.

THE OLS (Online Linguistic Support) AND SLAM's LANGUAGE COURSES

- 22. WHAT IS THE OLS?**

The "Online Language Support" is an EU platform that offers its participants the chance to test their abilities in the foreign language used at Host Universities. Users are given the chance to follow an online language course.

- 23. CAN I USE THE OLS's ASSESSMENT RESULTS AS PROOF OF MY LANGUAGE SKILLS DURING MY APPLICATION?**

This depends on what your Host University accepts! Please ask them about it.

- 24. WHAT IS THE DIFFERENCE BETWEEN THE OLS COURSE AND SLAM'S LANGUAGE COURSES?**

The *OLS course* is promoted by the EU and all the European Erasmus students have access to it. You will have access to a series of courses after you take your OLS assessment.



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International Mobility Office

SLAM's *intensive courses* for Erasmus students are optional, free and promoted by Unimi. Further information and details will be made available on SLAM's [pages](#).

THE MOBILITY GRANT

25. WHAT IS THE AMOUNT OF THE ERASMUS GRANT?

You can find all the details [here](#).

26. AM I ENTITLED TO RECEIVE AN ADDITIONAL SCHOLARSHIP?

The additional scholarship is granted following different criteria decided annually by the Board of Directors, according to students' income situation (please refer to the Erasmus Call). Both the Erasmus Scholarship and the additional grant are issued automatically. Students do not need to submit any application.