



Annex no. 1 Det rep. 533/2021 prot. no. 104414/III/14 of 27/08/2021

GRANTS FOR SHORT-TERM MOBILITY ABROAD FOR STUDENTS OF THE UNIVERSITY OF BERGAMO

In order to increase the University's internationalisation options and to support its students in short-term mobility for study activities during Summer or Winter Schools, for example, a multi-year programme has been set up to provide grants for short-term mobility abroad for students studying in one of the eight departments into which the University of Bergamo's teaching is organised.

Scholarships totalling €70,000 are being funded for the 2020/2021 academic year. The scholarships will have a value of €250, €500 or €1,500 each (see "Financial Contributions" for details) and are exempt from IRPEF and IRAP.

ELIGIBILITY CRITERIA

All students regularly enrolled at the University of Bergamo for the academic year 2020/2021 who have attended a short-term mobility activity abroad with CFU recognition, in the period 01/10/2020 - 30/09/2021.

During the same academic year as the short-term mobility, selected students may benefit from other opportunities promoted by the University for study purposes but may not use them simultaneously.

ENROLMENT PROCEDURES AND DEADLINES

Those students interested in applying for the call must:

1. complete the application form;
2. send the signed form to the International Programs Office, through the ticket desk by selecting:
 - Service: *Outgoing International*
 - Context of the problem: *Short-term mobility*

The form must be accompanied by the following documentation:

- a curriculum vitae et studiorum in European format;
- a passport photo;
- the mobility activity programme (Winter School, Summer School, other activity), the period of mobility, the university where the mobility took place (e.g. Winter school) or will take place (e.g. Summer school)
- copy of the payment receipt of the course(s)

The deadline for submitting applications is 30/9/2021.

CRITERIA FOR THE SELECTION OF APPLICATIONS

After the deadline for submitting applications has expired, a shortlist will be drawn up on the basis of merit criteria (number of CFUs obtained and weighted average of the same) taking as a reference the candidates' careers as at 30/04/2021.



In the event of a tie, preference will be given to the youngest candidate.

Grants will be awarded until the available funds are fully allocated.

The results will be published within 15 days of the conclusion of the selection process on the website:

<http://www.unibg.it/internazionalizzazione/bandi-tirocini-e-studio-allestero>

The publication will have the value of notification for all purposes.

Selected students must notify the International Programs Office in writing of their acceptance or withdrawal within 7 days of the publication of the selection results.

MODES OF RECOGNITION OF THE PERIOD OF MOBILITY ABROAD

For the purposes of career recognition and grant payment, it is necessary that students:

- before their departure, agree with their Department's International Coordinator and/or the President of their degree course on how to integrate the activity abroad into their career;
- on return, produce a certificate of participation in the activity achieved, indicating the dates and the CFU acquired;
- submit travel receipts and copies of boarding passes (only in the case of in-person mobility abroad)
- submit a copy of the receipt of the course(s) paid for (only for students taking online courses)
- complete the mobility abroad at least 30 days before the date of the dissertation.

FINANCIAL CONTRIBUTIONS

Selected students will be paid from University funds on the electronic card issued to students as a debit card, the contribution calculated as follows:

- **€250** for **remote mobility**, and only for paid courses, regardless of duration, and that have a **recognition of at least 3 CFU** in their career;
- **€500**: for in-person mobility abroad of **less than 30 days** and who have **recognition of at least 3 CFUs** abroad in their career;
- **€1,500**: for mobility **lasting between 1 and 6 months** and for which it is expected that **at least 5 CFUs will be recognised** abroad in one's career.

The contributions will be paid following the recognition and transfer of the CFUs acquired abroad and are to be considered tax-exempt, given that they fall under the International mobility scheme.

The University will ask for the partial or total refund of the scholarship in case of serious defaults of the student during the mobility period reported by the host university.

Please also note that it is not possible to combine funding from other University of Bergamo facilities for the same activity.

PERSON RESPONSIBLE FOR THE PROCEDURE

Pursuant to Law 241/1990, Dr. Elena Gotti, Head of the Orientation and International Programmes, has been appointed responsible for the administrative procedure.



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MORE INFORMATION

International Programmes (office 6) - Via S. Bernardino, 72/e - Bergamo
- tel. 035 205282

email: interested students are invited to open a ticket by selecting:

- Service: *Outgoing International*
- Context of the problem: *Short-term mobility*

For an in-person appointment on the days listed below, please refer to the Reservations Service App <https://logistica.unibg.it/PortalePlanning/UNIBG-servizi/index.php> selecting International Programmes - Call for Erasmus+ Traineeships

PROCESSING OF PERSONAL DATA

The University guarantees the processing of personal data deriving from participation in the call with the understanding that said processing will be carried out in compliance with the Legislative Decree of 30 June 2003, no. 196 and EU Regulation 2016/679.

The University declares that the personal data acquired will be processed in compliance with the regulations in force and used for the management of the procedure, the drawing up of the ranking list, the determination and payment of funds and, in general, the management of mobility; such data may be communicated only to public administrations directly interested in the economic position of the students.

The person responsible for the protection of personal data is Lawyer Michele Gorga, e-mail: dpo@unibg.it

The Data Controller is the pro tempore Rector of the University of Bergamo.

The interested party may address any requests regarding the processing of their personal data to the latter.

Bergamo, 27/08/2021
Prot. 104416/III/14

The Head of
Orientation Service and International Programmes
(Dr. Elena Gotti)

*Digitally signed document
pursuant to Article 24 of Legislative Decree 82/2005*