



UNIVERSITÀ
DEGLI STUDI
DI BERGAMO

Servizio orientamento
e programmi
internazionali



Erasmus+

ERASMUS+ HIGHER EDUCATION STUDENTS MOBILITY - KEY ACTION 107 - International Credit Mobility Project - 2020-1-IT02-KA107-078582

**Call for Applications
Student Mobility for Traineeship
Academic Year 2022-23 - II semester**

Art. 1 Purpose of the Call and General Regulations:

1.1 This call regulates the application procedure for student mobility in the framework of the **Erasmus+ International Credit Mobility Project** between **University of Bergamo (UNIBG)**, Italy and the following partner university:

Israel: ORT Braude College (Karmiel)

Erasmus+ is the EU programme for education, training, youth and sport covering the period 2021-2027. 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 present Erasmus+ International Credit Mobility Project between **University of Bergamo (UNIBG)** and its partner ORT Braude College (Karmiel), Israel will be valid until July 31st, 2023.

Art. 2 Student Mobility:

Under this call for application the following places are available:

- **ORT Braude College:** 3 places available for 3-5 months each in the following academic field:
Engineering - ISCED code 071, both for curricular and extra-curricular traineeships, in compliance with the regulations of the study plan (see [Vademecum Tirocini](#))

- The available traineeship projects and the respective supervisors at the host institution are attached to this call
- The mobility for traineeship can be combined with a mobility for studies (as per the call Students Mobility for Studies)
- In case of traineeship mobilities shorter than 5 months, additional places might be offered.

The call is open to students enrolled at the School of Engineering (DIGIP and DISA) as following:

Bachelor Level/Laurea Triennale -1st cycle - in their second and third year of studies

Master Level/ Laurea Magistrale - 2nd cycle

Doctoral candidates/Dottorandi - 3rd cycle

NOTE: Doctoral candidates should be enrolled in PHD Courses at the University of Bergamo

UNIBG Academic Coordinator: ISCED code 071 Prof. Maria Sole Brioschi

email: maria-sole.brioschi@unibg.it

Art. 3 Mobility Period:

The mobility period will start on March 3, 2023 and will end no later than on July 29, 2023 (as per the academic calendar at the host institution).

Art. 4 Admission Requirements:

4.1 In order to apply, prospective candidates must be enrolled at UNIBG for the whole duration of the mobility.

4.2 Language Prerequisites:



• **for ORT BRAUDE:**

English B2

No language certificate is required. Applicants will hold an interview in English during the selection process, which will assess their language knowledge.

4.3 Incompatibility

- A student may participate in more than one Erasmus+ mobility period, either as a student or as a trainee, but all mobilities cannot exceed a maximum of 12 months per study cycle (first/Bachelor cycle or second/Master cycle).
- It is not possible to benefit during the same mobility period from any other grant provided by the European Commission (study/teaching or training).
- The mobility activity must be carried out in a Programme or Partner Country different from the country of the sending organization and the country where the student has his/her accommodation during his/her studies. Candidates with a double nationality must specify the nationality under which they submit their scholarship application.

4.4 Ineligibility

If, at any stage in the application procedure, it is determined that the applicant has knowingly submitted false information or claims, 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. 5 Activities:

Erasmus+ grants for traineeship are awarded either for full-time traineeship activities or for traineeship combined with study activities (including thesis preparation).

Art. 6 Grants:

6.1 Beneficiaries will receive a grant of **700€ per month** as a contribution to their costs for **individual support** during their mobility. Additional funds might be granted by the host institution.

6.2 **Travel costs** will also be supported by the Erasmus+ International Credit Mobility Project. The following rates apply, based on travel distance expressed in km:

Travel distance to Israel: 2000-2999 KM: 360€/person

https://ec.europa.eu/programmes/erasmus-plus/resources/distance-calculator_en

6.3 Erasmus+ selected beneficiaries are required to purchase an international medical insurance (the host university recommends a local plan and provides assistance for its issuance to exchange students) with their own funds. Accident and liability coverage will be provided by UNIBG.

6.4 Erasmus+ selected beneficiaries will continue to pay fees to UNIBG and will benefit from a tuition-fee waiver from their host university.

6.5 The mobility period must be carried out without any interruption and it must not be split into different periods. Therefore, during their mobility period beneficiaries cannot carry out any learning activity neither take exams at UNIBG.

6.6 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. The contribution will be awarded to beneficiaries who request it at time of acceptance of the mobility grant but will depend on the approval of the Erasmus+ Italian National Agency.

6.8 Administrative support:

The host university will support UNIBG students with visa application and accommodation.

Art. 7 Admission Procedure:

7.1 Application



Application form and all required documents (7.2) are to be submitted exclusively via e-mail to the following address: blerta.topalli@unibg.it.

Deadline: 30 January 2023 at 3.00 p.m.

Any application received after the deadline will not be accepted.

A confirmation e-mail will be sent to the applicants after their application has been successfully submitted.

The official language for the application is English. At the time of application any diplomas, transcripts and other official documents may be submitted in original language.

The **application form** and **all the attachments MUST BE MERGED IN ONE PDF** file named after the host university and country for which the application is submitted and the candidate's name and surname, following this scheme: **braude.israel.name.surname.pdf**, and then sent via email to blerta.topalli@unibg.it.

Applications which do not meet all these requirements will not be accepted.

7.2 Required Documents

Bachelor and Master students must provide the following documents:

- Application form duly signed;
- Copy of a valid identity card. A passport is required to enter Israel, interested students without a passport are strongly recommended to apply for it in advance;

Non-EU citizens must provide proof of residency (copy of Residency Permit valid for the entire duration of mobility).

-Self-certification of enrolment at UNIBG (to be printed from Sportello-Internet);

- Copy of transcript of records.

****For Master applicants only:** the transcript of records must also contain the list of exams and grades/marks related to the first cycle/Bachelor Degree;

- Proposed Learning Agreement signed by the student and the UNIBG Academic Coordinator: Prof. Maria Sole Brioschi (*email: maria-sole.brioschi@unibg.it*)

- Curriculum Vitae (max 2 pages) in English including extra-curricular activities (courses, seminars, conferences, published research, etc.) and professional experience related to the fields of the mobility.

Students are required to use the European template on

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

- Motivation letter (template attached to the call)

Art. 8 Selection Process:

8.1 A formal Selection Committee will be constituted after the application deadline and the official document will be uploaded on the following webpage:

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

The selection process includes the following steps:

- Eligibility check by UNIBG International Office;
- Evaluation process

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

- academic performance;
- motivation;
- language skills.

8.2 In the framework of Erasmus+ regulations the first criterion for selecting students must be academic merit, but with equivalent academic level, preference should be assigned to students from less advantaged socio-economic backgrounds.

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



8.4 UNIBG Selection Committee will invite the candidates for an interview.

An additional online interview may be requested by the receiving institution.

8.5 At the end of the selection procedure, UNIBG will draft a ranking list of qualified candidates. A reserve list will also be defined and will include the names of eligible candidates that may be awarded a grant in case of withdrawal of selected students.

8.6 At the end of the evaluation procedure, all applicants will be notified at their institutional e-mail address (@studenti.unibg.it) of the selection results. The final list will be also uploaded on the following webpage: <http://www.unibg.it/internazionalizzazione/bandi-tirocini-e-studio-allestero>

8.7 Selected candidates are required to **accept or reject the mobility assigned in written form** (no later than 7 days from the notification e-mail). For every selected candidate who rejects or does not accept within the deadline, UNIBG will nominate a candidate from the reserve list.

8.8 Appeal Procedure

Rejected applicants can file a complaint to elena.gotti@unibg.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 only come into play if a candidate feels that the Selection Committee has not handled his/her own application in line with the principles and 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. 9 Data Protection:

The personal data provided shall be processed in compliance with the principles and provisions of Italian Legislative Decree no. 196/2003 (Data Protection Act) and the European Law 2016/679 (EU GDPR) and in any case exclusively for the purposes of this call for applications and for the purpose of processing your application and any other documents relevant to the mobility mentioned in this call.

The Chancellor
Prof. Sergio Cavalieri