

Guidelines Erasmus International Credit Mobility (ICM)

INCOMING STUDENT MOBILITY FROM PARTNER COUNTRIES TO PAVIA

(Bachelor, Master or Doctorate)

Dear Erasmus ICM partners,

These guidelines have been designed to illustrate some of the key features and principles of the Erasmus+ International Credit mobility scheme, under which umbrella we will be exchanging students.

Please do not hesitate to get in contact with us (Erasmus.icm@unipv.it) for any kind of query or question related to the implementation of the Erasmus project between your Institution and UNIPV.

1. Eligibility requirements for incoming students

Incoming nominated students must:

- ✓ be registered at the home institution as a full time degree seeking student;
- ✓ have completed at least one year of studies in relevant degree at home university;
- ✓ have at least a **B1 level certificate of Italian Language (for students who study in Italian)** or a **B1 level certificate of English language (for students who study in English)**

2. Full Recognition

One of the key features of the Erasmus+ programme is that **only periods of study which are part of the student's curriculum are eligible**.

This means that:

- ✓ full recognition must be awarded, using ECTS credits or equivalent systems;
- ✓ upon satisfactory completion of the mobility period, the host HEI must provide the student with a transcript completed in accordance with the Learning Agreement, while the home HEI must ensure full recognition of the completed activities, which should be encoded in the students academic curriculum
- ✓ for more information see: https://ec.europa.eu/assets/eac/education/ects/users-guide/credit-mobility_en.htm#ectsTop

3. Learning Agreement

- ✓ The home HEI must ask students candidates to fill in the Learning Agreement
- ✓ The LA includes both the modules and exams to be taken at the University of Pavia and the correspondent courses and exams to be recognized at the home institution.
- ✓ Each activity listed in the learning agreement and completed at the host institution must be recognized by the home institution, if it is fully completed by the student
- ✓ Selected students must have a signed **Learning Agreement before the beginning of the mobility**
- ✓ Scanned signatures are accepted
- ✓ Refer to our course catalogue at to find out information about modules offered at UNIPV: http://www-4.unipv.it/offertaformativa/portale/ricerca_insegnamenti.php?lingua=2
- ✓ For exchanges aiming to carry out research activity for their thesis, the LA will provide an overview of the research undertaken and the activity must be fully recognized by the home institution.

4. Duration and period of activity:

The students selected will be initially awarded of a study period of 5 or 6 months, depending on grant availability.

5. Grants

The grant from EU covers:

i. Travel grant (based on distance)

TRAVEL GRANTS/UNIT COSTS	
Travel distance 100-499 KM	180€/person
Travel distance 500-1999 KM	275€/person
Travel distance 2000-2999 KM	360€/person
Travel distance 3000-3999 KM	530€/person
Travel distance 4000-7999 KM	820€/person
Travel distance 8000 KM or more	1500€/person

Please refer to the Travel distance calculator created by the European Commission:

http://ec.europa.eu/programmes/erasmus-plus/tools/distance_en.htm.

The distance to be calculated is one way, i.e. from the location of the sending organization to that of the receiving organization. The grant covers the outward and return journey.

ii. Individual support (based on the length of the mobility period, up to 6 months)

Grant levels, Student mobility		
Sending country	Receiving country	Grant €/Month (30 days)
Partner countries (all)	Italy	€ 850

The students selected will be initially awarded of a scholarship of 5 or 6 months.

The final amount of Erasmus+ EU funds for the mobility period will then be determined on the basis of the real dates of arrival and departure, by multiplying the number of months (30 days) of the mobility with the monthly grant. In the case of incomplete months, the financial support from Erasmus+ EU funds is calculated by multiplying the number of days in the incomplete month with 1/30 of the unit cost per month.

6. Selection process

Selection of students as well as the process to award them a grant must be transparent, coherent and documented.

i. Selection and nomination process by Home institution

The Home institution will select and nominate the students (based on the availability of grants), also providing a waiting list.

Compulsory selection criteria:

- ✓ Language requirement for all candidates: the minimum level of the language of instruction is a certificated **B1 in Italian language for students who study in Italian/ B1 in English language for students who study in English**
- ✓ Learning agreement and eligibility of activities (as per point 3)

Other selection criteria might include:

- ✓ Academic performance
- ✓ Previous mobility experience
- ✓ Motivation
- ✓ No previous experience in the receiving country (e.g. not a return to country of origin)

- ✓ Lower priority will be given to those who have already participated in mobility actions in the same study cycle under the LLP-Erasmus Programme, Erasmus Mundus Programme or Erasmus+ Programme.

- ii. Home University will select and send a list of nominated students to the International Office of the University of Pavia using the following link:
[https://docs.google.com/forms/d/e/1FAIpQLSeF9rpPrb-
yoaBGAslZqw7jxssZg9tYyd9QWaY3jwft-tR6Q/viewform](https://docs.google.com/forms/d/e/1FAIpQLSeF9rpPrb-
yoaBGAslZqw7jxssZg9tYyd9QWaY3jwft-tR6Q/viewform)
by **15/05/2021 (first semester) or 15/10/2021 (second semester)**

- iii. Nominated students from your institution will be asked to apply online via our application system by **15/06/2021 (first semester) or 15/11/2019 (second semester)**

- iv. Awarded students will receive an acceptance letter by **30/06/2019 (first semester) or 30/11/2021 (second semester)**