



Erasmus+

Students mobility for study  
and traineeship  
KA1



**ERASMUS CALL**  
**2024/2025**

# WHAT IS ERASMUS ?

Erasmus + is an Europe Union programme, and from 1987 it promotes cultural exchanges, people's union and the peace in worldwide. The programme brings the name of one of a biggest german philosopher Erasmus of Rotterdam, and it is also the acronym of Europe Region Action Scheme for the Mobility of University Students.

The Macroarea of Science offers:

- more of 50 bilateral agreements;
- 15 countries of your destination;
- a list of all university partner where students can go for their mobility each year and in these links you can find the list: <https://mobint.uniroma2.it/erasmus/welcome/> or <https://scienze.uniroma2.it/2022/12/06/erasmus-per-attivita-di-studio-allestero/>.

It is important that all students who are interest in participate to the call, they inquire about didactic offer of the host university, the credits, the exams, the sessions, the duration of the mobility, the academic calendar and more.

WHERE CAN YOU GO?

- In 27 Europe Union Member States;
- In several countries non-EU which participate to the programme ;
- In 3 countries of europe economic: Iceland, Liechtenstein and Norway;
- In candidates countries: Turkey and Republic of Macedonia;
- In United Kingdom, no more EU member, but it participates for the full programme period from 2021 until 2028.



# ERASMUS+ PROGRAMME KEY ACTION 1

## Erasmus+ for Study

The Erasmus+ for Study allows to spend a period time to abroad, from 3 to 12 months, in one of the University EU or non-EU through an agreement with Tor Vergata University of Rome.

During the stay, the student will be exempted by institutional tax in the host university and will receive a financial contribute for sustaining daily expenses by the home university.

Students can take part to the mobility for each study cycle, for attending courses and exams, for preparing thesis, for traineeship always with a study period.

### WHO CAN TAKE PART?

All students that are register in one of the courses of Tor Vergata University: bachelor degree, master degree and doctoral.

It is important to be register before to send the application and to be in compliance with the enrollment in the academic year related to the period of stay abroad and with the institutional taxes payment.





# INSTRUCTIONS FOR SENDING APPLICATION

Before to send the application:

1. Read the call at the following link [mobint.uniroma2.it/erasmus/candidatura/default.aspx](http://mobint.uniroma2.it/erasmus/candidatura/default.aspx) and verify the requirements;
2. Verify linguistic requirements and the deadlines for the application of the host university;
3. See the didactic offer of the host university;
4. Inquire about how to enter and stay in the host country.

At the time of application: ERASMUS CALL

The application has to be fill in digital way on the link [mobint.uniroma2.it/erasmus/welcome/](http://mobint.uniroma2.it/erasmus/welcome/) by the day\_\_\_\_\_

- Before to send it, each student must verify the personal datas on own Delphi page. If there are errors he/she have to inform the student secretary respecting the opening hours;
- For sending the application, student have to enter on mobint with delphi's credential;
- The deadline is peremptory, we suggest students not to do the application at the last days.



# 1. SELECTIONS

The selection (that is the creation of the ranking) is based on a score determined by the sum of two numbers that express the average of the marks and the evaluation of the credits with reference to marks and credits achieved in the course of study to which you are enrolled at the time of application.

## 2. HOW TO CHOOSE THE DESTINATION?

1. See the didactic offer of each university;
2. Find a supervisor in the host university in case of traineeship;
3. Verify what are the linguistic requirements at the host university



Linguistic requirements:

- It is recommended a high knowledge of the country host language or a language that is accepted like "learning language" ;
- The receiving institution ask an official certification about the language level (A1,A2,B1,B2,C1,C2);
- This documentation will have to be send within the deadlines indicates by Universities.

## 3. ALLOCATIONS

The students of the ranking list must present themselves at the assignment meeting (which will take place in the order of the ranking list) established on the date that will be on the [https site://mobint.uniroma2.it/Erasmus/welcome/](https://mobint.uniroma2.it/Erasmus/welcome/). Please note that student mobility is always subject to acceptance by the host university (with particular reference to epidemiological developments in the partner countries).

# BEFORE THE DEPARTURE



**Teaching section:** with Erasmus Office of the Macroarea

**Learning Agreement\*** (L.A) is based on teaching activities that students have to do abroad. they fill in the L.A on Mobint that it will have to be approved by home university and host university. it's very important make sure tht the document has all the three signatures (student, home university, host university) and only after the signatures, students can sent the L.A to the Erasmus office of Macroarea.

**Administrative section:** with the Central Erasmus Office of Ateneo

➤ **Acceptance:** before the departure students will have to sign the acceptance of the Erasmus grant on Mobint;

➤ **Nomination - Application Form:**

After the sending of nominations by the Mobility Office, nominated students will have to do:

- Verify the deadlines;
- Fill in and send their own application form;
- Save a copy of the documentation (learning agreement, nomination, linguistic certifications, transcript - download by their own delphi profile)

➤ **Financial Contract:** The contribution is granted through funds allocated by the National Erasmus Agency and the MIUR - it can be composed of: Erasmus Community Contribution, Supplementary Contribution, Community Contribution for students with special needs. [\(Read University Call\)](#)

➤ **Mobility contribution:** The monthly grant amount allocated by the European Union varies according to the country of destination. Payments will be made after departure according to the Mobility Agreement. At the moment of the application it is necessary to communicate the IBAN of its c/c bank name to the beneficiary/assignee. [\(Read the University Call\)](#)

**Accomodation:** It's necessary to contact the Erasmus Office of the host university for asking informations for accomodations and send the necessary documantation.



# LEARNING AGREEMENT\*

The Learning Agreement for Study (L.A) is a document of the Erasmus programme, which certify the learning programm that students will carry out at host university. It has to be fill by the students on Mobint and be approved by home university and host university.  
The european L.A is based on 3 parts:

- Before the mobility → Students will have to indicate the courses that would like to do with related credits (Table A) and replace sames with related courses and credits of the host university (Table B). Both credits of table A and table B have to be matching.  
Students who also want to do a traineeship or thesis or doctorate will have to add it on the same L.A.
- During the mobility → After their arrival and before to start lessons, students can ask to change the learning agreement (Change form) on Mobint platform, that means: cancellation of a learning activity, replacement of a learning activity, hourly incompatibility, mobility extention, addition a stage or intership.
- After the mobility → Release by the host university of the Transcript of Records (ToR).

The students at the moment to choose courses at the host university should refer to Erasmus coordinator of their own study's course.

Therefor, they will have to:

- Consult programme of the host university;
- - Verify that the choosing courses are consistent with own curriculum;
- - Verify the academic calendar;
- - Respet the deadlines for registration.

If students would like to carry out an Erasmus for thesis (research for thesis), they will have to refer to:

- A lecturer of own study corse;
- Erasmus coordinator;
- A supervisor at the host university.







## DURING THE ERASMUS MOBILITY

- At the moment of arrival, students have to go to the Erasmus office of the host university for signing the certification of arrival and stay, after it will be charge on mobint.
- After arrival, students will can modify their own learning agreement on Mobint,
- 15 days before the mobility term, students can ask to Erasmus office an extention of the mobility. the extention is possible only one time for all full period and it will haven't to overcame the 12 months.
- At the moment of departure, students will need to have the Erasmus office's sign and get the Transcript of Records.

## UPON RETURN FROM ERASMUS

Upon return from mobility, at the latest within 15 days of the deadline and in any case no later than 10 September 2025, the student will have to upload the following modules to the Mobint platform:

- 1. Registration and residence confirmation form signed and stamped by the host University;**
- 2. Self-certification module exams/credits taken/earned abroad;**
- 3. Transcript of Records;**
- 4. Compilation of the "Participant Report" on the EACEA website sent by email;**
- 5. OLS certification**

# AQUISITION OF A MINIMUM OF CREDITS AT THE HOST UNIVERSITY

European Commission require to our Ateneo that all students who participate to the Erasmus+ call must to acquire a minimum of credits at the host university, and they will be recognise at the home university through the learning agreement.

**The student attending an entire year abroad must acquire a minimum of 24 credits; the student attending a semester must acquire a minimum of 12 credits, while the student attending a quarter abroad must acquire a minimum of 6 credits. In the calculation of monthly payments/CFU will be taken into account the ratio 1 monthly = 2 credits.**

In the absence of the required result, our Ateneo can't proceed with the payment of the community financial contribution, or a part of payment (can be value particular cases, for example mobility for thesis). the credit's acquisition is not required for the Doctoral.





**Erasmus+ Office**  
**School of Science MM.FF.NN**

Dr.ssa Ilenia Travaglini

Email: [erasmus@scienze.uniroma2.it](mailto:erasmus@scienze.uniroma2.it)

## Erasmus Coordinator of the Macroarea

Prof.ssa Carla Jodice

Email: [jodice@uniroma2.it](mailto:jodice@uniroma2.it)

