



CALL FOR ERASMUS+ MOBILITY FOR INTERNSHIP A.Y. 2024/2025 (PROJECT 2024-1-IT02-KA131-HED-000237122)

Expiration of the call for proposals: November 29, 2024

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SECTION 1: CHARACTERISTICS OF ERASMUS MOBILITY FOR INTERNSHIP

This call is part of the Erasmus+ 2021-2027 programming, regulated by [Regulation \(EU\) No. 2021/817 of the European Parliament and Council of May 2021](#) and the [Erasmus+ 2021-2027 Program Guide](#).

Individual mobility for learning purposes is part of Action 1 under the Erasmus+ 2021-2027 program. This action supports the mobility of female students in any subject area and cycle of studies (first, second and third cycle of studies).

The objective of this action is to contribute to the creation of a European education space and strengthen the link between education and research in order to promote thinking skills.

Art. 1 - General Information

As part of the Erasmus+ KA131 Program, the "Erasmus+ Traineeship" mobility allows UniMe students, doctoral and postgraduate students to carry out a training internship in companies, professional firms, Research Institutes, Universities and Training Centers based in one of the countries participating in the Program.

Specifically, the host institution can be any public or private organization active in the labor market or in areas such as education, training, and youth; a nonprofit organization, association, or NGO; a body for career guidance, career counseling, and information services; a Higher Education institution from a Program country holding an Erasmus¹ charter; the Council of Europe; the United Nations; UN-related offices; and UNESCO.

The fundamental objective of this action is to bring the education of university students in line with European labor market standards, with specific professional skills, and special attention to the culture and socioeconomic condition specific to each host country.

The University of Messina guarantees equal treatment of men and women.

Students enrolled in a first-level (Bachelor's Degree), second-level (Master's Degree and Single-Cycle Degree) or third-level (Doctoral Degree) course of study may carry out one or more periods of Erasmus+ mobility (Student Mobility for studies "Student Mobility for studies" and/or Internship Mobility "Student Mobility for traineeships") for a maximum of 12 months for each cycle of study. Single-Cycle Degree students can carry out a total period of Erasmus+ mobility for a maximum of 24 months.

Erasmus+ study and internship grants can be awarded in the same or different study cycles and without a specific sequence, provided that the internship mobility is not carried out at the same time as the Erasmus+ study stay.

¹ The following locations are ineligible: EU institutions and other EU bodies including specialized agencies (full list available at ec.europa.eu/institutions/index_en.htm); organizations managing EU programs, such as National Agencies (to avoid possible conflicts of interest and/or double funding). More details are available in the Erasmus + Program Guide (pg.40) http://www.erasmusplus.it/wp-content/uploads/2015/01/erasmus-plus-programme-guide_en.pdf see http://ec.europa.eu/programmes/erasmus-plus/documents/erasmus-plus-programme-guide_it.pdf, p. 40: "Host Organization"



Art. 2 - Duration of internship (SMP), eligible training activities and digital skills

The grants will be awarded **until funds are exhausted** to students, undergraduates, postgraduates and doctoral students enrolled at the University of Messina to carry out the following types of mobility: **PHYSICAL** (so-called "Long mobility" and "Short mobility") or **MIXED** (physical+virtual component). Specifically, a maximum of **No. 5 doctoral student fellowships and No. 5 residency fellowships** will be awarded. In case of any economy, these numbers may be increased until funds are exhausted. Conversely, in case of non-allocation, these grants will be used to fund student and undergraduate mobility.

- 1) **Physical mobility "long mobility"**: refers to "traditional" Erasmus mobility carried out in the presence of the host Institute/Company for a minimum duration of 2 months (60 days) up to a maximum of 4 months (120 days). The rules are as stipulated in the Program Guide.
- 2) For **Physics "short mobility"**: the program allows for short-term internship mobility (5 to 30 days) in which only doctoral students, residents can participate.
- 3) **Mixed "blended"** mobility involving both a period of conducting activities at a distance and a period of physical mobility in the host organization. The physical component of blended mobility will have to comply with a minimum duration of 5 full and consecutive days and a maximum of 30 days in "Short mobility." It should be noted that the financial contribution will be recognized only for the period of physical mobility, based on the duration of the physical mobility.

Traineeships must take place starting **January 15, 2025**, and must be mandatorily completed by **September 30, 2025**.

The following activities can be carried out in Erasmus+ Traineeship mobility: educational and vocational traineeships, curricular traineeships, thesis research activities. In the following, the word "traineeship" will mean all the activities already mentioned.

The European Commission promotes the development of digital skills through direct experience within host institutions. Digital Skills aim to develop high technology skills through one of the following activities: digital marketing; digital graphic design; application development, installation, maintenance and management of IT systems and networks; data analytics, visualization; programming and training of robots and Artificial Intelligence applications.

Therefore, the activity carried out under Erasmus+ Traineeship can replace, for all intents and purposes, the "Curricular Traineeship" and provide for the award of curricular CFUs, or it can be recognized as an ex post traineeship and result in the award of additional (extracurricular) CFUs that are not useful for the award of the degree but are reported in the Diploma Supplement.



Art. 3 - Eligibility Requirements

Erasmus+ Internship **Students, Undergraduates, Doctoral Students and Postgraduate Students** who meet the requirements below are eligible:

- **Students:** Be regularly enrolled, current or fuori corso, in A.Y. 2024/25 in a first-, second- or single-cycle course of study. Students enrolled in single course of study are not eligible.
- **Undergraduates: Undergraduates** are to be considered those students who will obtain their final degree after participation in the call for applications, and who will have to undertake the mobility exclusively post-graduation. Such applicants may apply and must be enrolled in the final year of a first/second-cycle or single-cycle degree program for A.Y. 2023/24. Therefore, **they can only be selected and be "assignees" of Fellowship if they will not obtain their degree before the publication of the rankings and will be able to do the Internship within twelve months of obtaining their final degree** and, in any case, no later than September 30, 2025.
- **PhD candidates:** Be enrolled in a PhD program and complete the mobility period no later than the end of the third year of enrollment. Such candidates, prior to applying, must be approved for mobility abroad by the PhD Coordinator/Supervisor.
- **Residents:** The student must be enrolled in a school of specialization activated by UNIME in A.Y. 2023/2024 and retain the enrollment requirement for the duration of the procedure i.e. until the publication of the ranking list. Such candidates, prior to applying, must be authorized to travel abroad by the Coordinator/Supervisor of the Specialization Course.

Prior to departure, the student, under penalty of exclusion, must be duly enrolled in A.Y. 2024/25.

ALL applicants will be required to:

- Make all communications via **Unime's institutional e-mail (nome.cognome@studenti.unime.it)**;
- Having perfected the payment of fees according to their "**STATUS**", (**Students, Undergraduates, Doctoral and Postgraduate students**) at the time of application, at the time of departure and throughout the duration of the mobility period;
- Possess a level of language proficiency appropriate to the host country of the chosen venue in line with the provisions of Article 6;
- Not having already taken advantage of the maximum number of months of mobility under the Erasmus+ Program for each cycle of study (see Art. 1);
- Submit your "work plan" (see Attachment 2 "Learning Agreement For Traineeship") duly completed and **signed by the host institution and the International Mobility Coordinator (the Institutional Coordinator's signature is not required at the time of application submission)**;



- Students with non-European citizenship must, in addition, be in possession at the time of application and throughout the duration of the mobility, of a **regular residence permit**. **The residence permit must be renewed before the start of the mobility. Therefore, it is advisable to arrange for renewal well in advance of the departure date.**

Throughout the period in Erasmus, the student may NOT:

1. Take courses and take exams taken UNIME, as the career will be locked on Esse3 for the entire period of the mobility and will be unlocked only after the end of mobility certificate is received.
2. Graduating.

Art. 4 - Financial Aspects

Erasmus+ internship mobility grants funded by the European Commission are to be understood as a contribution toward additional mobility costs (travel, accommodation, different cost of living), and therefore do not cover the full cost of the stay abroad.

Payment of the grant will be subject to the transfer of the relevant funds by the Indire National Agency and will be made in a lump sum.

The disbursement Community Monthly Grant is subject to the signing of the Financial Agreement between the University of Messina and the beneficiary (the student). The Financial Agreement must be sent exclusively from one's institutional e-mail address (nome.cognome@studenti.unime.it) before the start of the mobility to the U. Op. Mobility for Internship, which will forward the document for the final signature of the Director D.A. Educational Services and Higher Education. The terms of submission of the Financial Agreement will be promptly communicated via email to scholarship recipients. The total amount of the grant will be disbursed upon receipt by the relevant articulation of the "**Confirmation of Arrival**" of the mobile student.

Upon return, the verification of all the documentation produced will be carried out, in cases where the student ends the mobility in advance of the dates indicated in the financial agreement, any reimbursement of the amounts paid for the period of mobility not carried out will be requested. The monthly amount of the European contribution is set according to the cost of living in the destination country, according to three groups predefined by the European Commission.

4.1 Long-term mobility "Long mobility" grant - (All mobility)

The grant allocated for Erasmus+ traineeship "Long mobility," consists of the following amount items:

Monthly community grant allocated by Erasmus+ National Agency/INDIRE. This component is disbursed to all winner(s) of the Erasmus+ Traineeship A.A. 2024/2025, varies based on the country of destination and corresponds to the following amounts:



GROUP	MOBILITY TOWARDS	AMOUNT FOR MONTH
GROUP 1 (high cost of living)	Austria, Belgium, Denmark, Finland, France, Germany, Iceland, Ireland, Liechtenstein, Luxembourg, Norway, the Netherlands, Sweden. Region 14 Partner Countries: Faroe Islands, Switzerland, United Kingdom	€500.00 month
GROUP 2 (average living cost)	Cyprus, Czechia, Estonia, Greece, Latvia, Malta, Portugal, Slovakia, Slovenia, Spain.	€450.00 month
GROUP 3 (low cost of living)	Bulgaria, Croatia, Lithuania, Poland, Republic of North Macedonia, Romania, Serbia, Turkey, Hungary.	€450.00 month

4.2 "Short mobility" short-term mobility grant (PhD and postgraduate students only): The "Short mobility" short-term mobility grant is calculated on the basis of the duration of the part of the internship carried out in physical mode, as shown in the following table:

Duration of Physical Mobility	Daily Mobility Contribution Short-term mixed
Until the 14th day	€ 79
From the 15th to the 30th	€ 56

There is no financial contribution for the virtual component of short-term mobility.

4.3 Minor Opportunity Grant:

For students and doctoral students with fewer opportunities (with special needs, related to physical, mental or health conditions) in addition to the Erasmus+ physical mobility grant, a supplement of €250.00 per month is provided.

In addition, the European Commission annually allocates an additional amount aimed at granting larger grants for students with special needs. Students wishing to apply for such funding may contact the Operational Unit "Disability/Dsa Services" (e-mail: servizi.dd@unime.it) which, in consultation with the relevant articulation, will support students in finalizing the application and requesting the additional grants.

4.4 Grants for Doctoral Students:

The Erasmus+ grant for Cycle III is not compatible with the scholarship increase provided for doctoral students on scholarship but is compatible with the contribution provided by the doctoral program for living expenses abroad, pursuant to accordance with of regulation UNIME link: <https://www.unime.it/ricerca/dottorati/regolamenti-e-normativa>



Students/doctoral students awarded an Erasmus+ Internship Mobility Grant (SMP) may not concurrently receive grants or funding made available by the European Commission under other programs.

Article 5 - Choice of venue and duration of the period.

Each candidate must compulsorily:

1. Find independently, or with the support of a faculty member, an Institution willing to host him/her for the internship activities (hereinafter referred to as "Host Institution") in one of the countries participating in the Erasmus+ KA131 Program, which meets the requirements stated in Art.1. paragraph 1.

For host institution identification, students may:

- a) See the **Database UNIME** (available online at following page web: <https://www.unime.it/international/opportunita-allestero/erasmus/mobilita-erasmus-tirocinio-eu/database-hosts> in which the references of Host Institutions that have collaborated with the University of Messina in previous academic years are listed.
- b) Consult the platforms **sponsored by the European Commission and ErasmusIntern** <https://erasmusintern.org/> in which available internship positions with European Bodies and Organizations are listed. These platforms also specify internship opportunities for **Digital Skills** development.

2. Agree the Learning Agreement for Traineeship (LAT) with the international mobility liaison professor of your course/doctoral program indicating the work plan you intend to do abroad.

The procedures for completing the LAT are specified in Appendix 4 to this Notice.

"Only applications accompanied by the Learning Agreement for Traineeship duly completed in all parts (including in the section "Before the Mobility" Table A and Table B) and bearing the signatures of the trainee (trainee), the mobility contact teacher (Erasmus mobility coordinator of Course degree) and the receiving organization (supervisor at the receiving Organization) will be accepted."

Any period of closure of the Host Institution, due to vacations or other valid reason, may not be considered in calculating the minimum duration provided for each Internship (60 days).

Mobility grant recipients who interrupt their stay abroad beforehand, voluntarily and without valid and documented reasons, will lose any right to the economic benefit, and will be required to repay the full amount of the grant.

Only in the case of interruption of mobility caused by serious reasons or force majeure (events that cannot be foreseen or attributed to the beneficiary through his or her error or negligence, such as nationwide strikes, natural disasters, other circumstances not directly related to the beneficiary's will), provided they are adequately documented, will the Erasmus National Agency issue an appropriate opinion for the possible confirmation of the grant for the period of internship actually carried out.

The Grantee may apply to the relevant articulation, with adequate justification, for an extension of his/her mobility period. Any extension granted must be authorized by both the University of Messina and the Host Institution and will be paid at the close of all funded mobility, subject to the availability of EU funding.



Art. 6 - Linguistic Knowledge

Knowledge of the official language of the destination country, or in any case any other language accepted by the Host Institution as a "vehicular language," is a requirement for access to the call.

1. International certifications recognized by the MUR as listed in the following table:

International Certifications	
English Language	<ul style="list-style-type: none"> • IELTS (International English Language Testing System - University of Cambridge) • PET (Preliminary English Test - University of Cambridge) • FCE (First Certificate in English - University of Cambridge) • CAE (Cambridge Advanced English - University of Cambridge) • CPE (Cambridge Proficiency English - University of Cambridge) • TOEFL (Test of English as a Foreign Language) • ESOL (English for Speakers of Other Languages - University of Cambridge) • ISE (Integrated Skill in English - Trinity College London).
French Language	<ul style="list-style-type: none"> • DELF (Diplome d'études en langue Française - Alliance Française/CIEP) • DALF (Diplome approfondit de langue Française - Alliance Française/CIEP) • ESABAC (State Examination-Baccalauréat). • DFP (Diplome de Française Professionnel - CCIP)
German language	<ul style="list-style-type: none"> • Goethe-Zertifikat B1 • Goethe-Zertifikat B2 • ÖSD Zertifikat B1 • ÖSD Zertifikat B2 • TestDaF (Test-Deutsch als Fremdsprache)
Spanish Language	<ul style="list-style-type: none"> • DELE (Diplomas de Espanol como Lengua Extranjera - Instituto Cervantes) • SIELE (Servicio Internacional de Evaluación de la Lengua Española - Instituto Cervantes)

2. Self-certification to declare language proficiency and related level, achieved through:

	1) Self-certification of passing, and registration in the career, of the language exam (completion of Annex 1) provided in the study plan (the language
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Self-certification - prepared according to the template available in Annex 2 of the Notice in which the applicant declares that he/she is in one of the following positions:	passed must coincide with the official language of the destination country or the language accepted by the host institution as the "vehicular language"). For three-year courses, it is expected that the language exam passed will be at B1 level while for master's and single-cycle courses it will be at B2 level (unless the study manifesto provides for a different level)
	2) Native speakers and students enrolled in courses of study taught entirely in English (valid option for students applying for those locations with English as a requirement) will be able to self-certify their knowledge and level of proficiency linguistics using the same Annex 1.
	3) Passing the Online Linguistic Support (OLS) test, in case you have already been on Erasmus mobility, can also be self-certified With Annex 1.
	4) Students who had obtained a CLA certificate for participation in the Erasmus+ Study or Erasmus+ Traineeship (internship) mobility calls in the academic year 2023-24 (calendar years 2023 and 2024) may submit self-certification for the test already taken Using Annex 1.

3. Letter of commitment to the achievement of the language level required by the assigned location (completion of Annex 2).

Likewise, it is permissible to participate in the call without specific language proficiency. The student agrees to achieve and certify the required language level through the two options provided in Attachment No. 2 of the Notice:

- Passing career exam
- Achievement of International Certification (Art.6 c.1)

ABSOLUTELY before the start date of the mobility, otherwise the grant will be revoked.

Pursuant to Presidential Decree 445/2000-Art. 46 Presidential Decree 1972 it will be necessary to fill out one of Attachments 1 or 2 to self-certify the level of language proficiency achieved through the methods outlined above.

Native speakers may self-certify their knowledge and level of language proficiency using Appendix 1.

The online application procedure (see Art. 7) requires the upload of the language certification or self-certification of the foreign language you intend to declare. Applications without



of the upload or with language certification other than one of those listed above or self-certification will be excluded.

SECTION 2: APPLICATION SUBMISSION

This Call for Applications provides a single CALL for applications.

Students interested in participating should apply through the Esse3 platform

<https://unime.esse3.cineca.it/Home.do> by **Nov. 29, 2024** at 1 p.m. (departure from 15 January 2025)

The application must include, **under penalty of exclusion:**

- Certification/Autocertification of Language Proficiency (Attachments 1 or 2).
- The references of the host institution in which the internship is to be carried out (see Annex 4 Guidelines for Completing the Erasmus+ Application) specifying, in the appropriate section, the state of the institution itself.
- *Learning Agreement for Traineeship (LAT) duly completed and signed by the host institution and the International Mobility Contact Person (signature of the Institutional Coordinator is not required at the time of application submission)*; (NB it is mandatory to also complete the "Table A" and "Table B" sections of the LAT) (Attachment 3)
- Records of any participation in previous mobility periods under the Erasmus program;
- The presence of disabilities.

Doctoral students, in addition to the aforementioned documents, should attach to the application the authorization of the Coordinator of reference for the conduct of the period abroad.

How to fill out the application through Esse3 is outlined in the "*Erasmus+ Application Filling Guidelines*" (Annex 4).

Article 7 - Application selection criteria and rankings

The selection will be made on the basis of the evaluation of the academic career of the candidates according to the formulas for calculating the merit score (see Annex 6) taking into consideration the data in ESSE3 (*student career database*) on the date of the deadline of the Call for Applications.

Participants, especially doctoral and postgraduate students, are asked to verify the correctness of the data in ESSE3 regarding their undergraduate grade.

Students who are aware of any discrepancies in the registration of exams taken are required to request regularization of their careers by contacting the Student Registrar's Office and/or the relevant Teaching Structure before completing the application.

An additional 3 points will be given to those candidates who intend to conduct a Traineeship aimed at digital skills acquisition.

In case of equal merit, preference will be given to the candidate who is younger in age.



The University Erasmus Commission will approve the merit ranking list. Any changes in data related to educational activities recorded after the deadline of the Call for Applications will have no effect for the purpose of the ranking.

The merit list will be posted, **in time to allow for departures from January 15, 2025**, on the website at the following link: <https://www.unime.it/bandi-e-concorsi/studenti>

These publications have the value of legal publicity, in accordance with the Code of Digital Administration (Legislative Decree No. 82 of March 7, 2005, as amended and supplemented) and will have the value of notification for all assigned candidates. It will be the student's responsibility to view the ranking list.

It is recalled that the Administration is required to carry out appropriate checks on the truthfulness of the content of the substitute declarations received and that, in addition to the forfeiture of the person concerned from any benefits obtained on the basis of an untrue declaration, the penal sanctions provided for the hypotheses of falsity in deeds and false declarations are applicable. In this case, students who had already received financial aid will be excluded from participation in the program and will be required to return in full the amounts already received.

All documentation related to this Notice and any updates and/or further specifications will be made available on the University website at: <https://www.unime.it/international>

Art. 8 - Ranking Scrolls.

The relevant administrative articulation will update the ranking list in order to reallocate all the monthly payments that remain unused as a result of waivers by beneficiaries, until the available funds are exhausted.

SECTION 3: ADMINISTRATIVE AND REGULATORY ASPECTS

Article 9 - Insurance Coverage

Assignees in Erasmus+ mobility are covered by an accident and Civil Liability insurance policy, paid by the University of Messina, valid for the entire duration of the period spent abroad, in the exclusive performance of the activity envisaged in their work plan.

Any additional "special" insurance coverage required by the host location will, however, be the sole responsibility of the student.

Art. 10 - Processing of personal data

In accordance with the provisions of Article 13 of the EU Regulation 2016/679 "General Data Protection Regulation" (GDPR), the University will process personal data within the scope of its institutional purposes exclusively for the conduct of this selection procedure. The Data Controller is the University of Messina, Piazza S. Pugliatti n.1 - 98122 Messina, e-mail: protocollo@pec.unime.it. Personal data will be processed by paper and/or computerized means exclusively by personnel authorized to process data in relation to the assigned tasks and duties and in accordance with the principles of lawfulness, correctness, transparency, adequacy, relevance and necessity.



The data may be disclosed to the universities that will host the students evaluated as eligible for a period of study at their sites and will be kept for the period necessary to carry out the procedure and fulfill all legal requirements.

At any time, the rights set forth in Articles 15 et seq. of the GDPR may be exercised vis-à-vis the Data Controller and, in particular, access to one's personal data, rectification, integration, cancellation, restriction as well as the right to object to processing. This is without prejudice to the right to lodge a complaint with the Data Protection Authority pursuant to Article 77 of the GDPR.

Art. 11 - Head of the Procedure

Pursuant to the provisions of Article 5 of Law No. 241 of August 7, 1990, the person in charge of the selective procedure referred to in this notice is Dr. Norita De Angelis Resp. of U.Op Mobility for Internship, University of Messina, Piazza S. Pugliatti 1, Messina. (e-mail: traineeship@unime.it tel: 090-6768532/8567/8358). For more info: Internship Mobility Operational Unit - International Mobility Organizational Unit - D.A. Educational Services and Higher Education - University of Messina - Erasmus Code: I MESSINA 01- Piazza S. Pugliatti, 1- 98122 Messina - web: <https://www.unime.it/international>

THE RETREAT.
Prof. Giovanna Spatari
(digitally signed)

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