

Erasmus+ Study Mobility 2026-2027

The Essential Student Guide



University of
Messina



Operational Unit for Study Mobility – International Mobility Organizational Unit

Based on Annex 6 - Vademecum for the 2026/2027 Academic Year

The Golden Rules of Mobility



Warning Card



Your Digital Passport

You must use your @studenti.unime.it email address for **ALL** communications. Emails from personal accounts (Gmail, Hotmail, etc.) will be ignored.

ATTENTION



Read this guide carefully. Negligence, omissions, or missed deadlines can lead to serious consequences, including the non-recognition of exams or the mandatory return of financial grants.

01

Before Departure

Preparation, Applications, and
Contracts.

Nomination | Learning Agreement |
Enrollment | Grant Agreement



Official Forms Available at: [Erasmus +](#) | [Università degli Studi di Messina \(unime.it\)](#) 

Step 1: Nomination vs. Application

The Nomination



The Mobility Unit sends your name to the Host University.

Automatic

The Application



YOU must check the Host University's website.

Your Responsibility



- Check Deadlines (They vary by university!)
- Fill out the Application Form
- Submit Language Certs or Housing Requests



**UniME is not responsible if you miss the Host University's specific deadlines.
Failure to apply correctly = Rejection.**

Official Forms Available at: [Erasmus + | Università degli Studi di Messina \(unime.it\)](https://www.unime.it/erasmus) 

Step 2: The Learning Agreement (OLA)

Your mandatory "Study Plan" detailing exams and thesis work abroad.

Draft on ESSE3



Must be digital



UniME Approval



Department
Coordinator reviews
prerequisites



Host Approval



Must be approved
BEFORE departure

Academic Constraints

- Do not insert exams from future academic years.
- Respect propaedeutic exams (prerequisites).
- Consult your Coordinator for internal deadlines.

Official Forms Available at: [Erasmus + | Università degli Studi di Messina \(unime.it\)](https://www.unime.it/erasmus) 

Step 3: Enrollment & Finances

UniME 2026/27 Enrollment



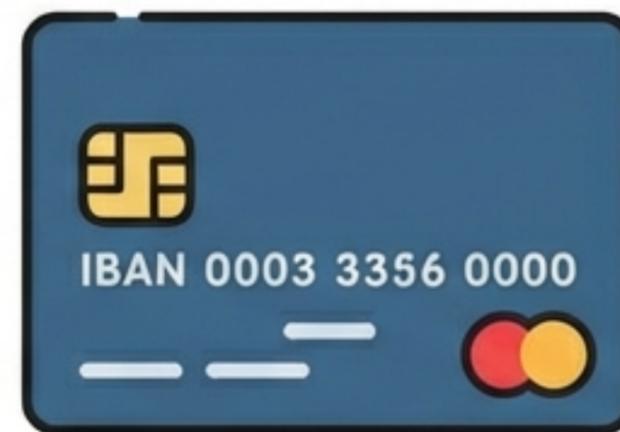
- You must be regularly enrolled. Look for the "Green Stamp" (*Bollino verde*) on Esse3.
- Pay all UniME fees before departure.

The Grant Agreement



- Sign and send exactly 1 month before departure.
- Defines your dates and money.

IBAN in Esse3



- Account **MUST** be in your name. No parents or third parties.



Step 4: Online Language Support (OLS)

Free training provided by the European Commission.



1. Receive invitation from UniME.
2. Register on the EU Academy platform.
3. Take the preliminary assessment test.
4. Access free courses to boost your skills.

Official Forms Available at: [Erasmus + | Università degli Studi di Messina \(unime.it\)](#) 

02

During Mobility

Arrival, Activation, and
Changes.

Arrival Confirmation
Grant Activation
Study Plan Changes



Arrival & Grant Activation



The 3-Day Rule

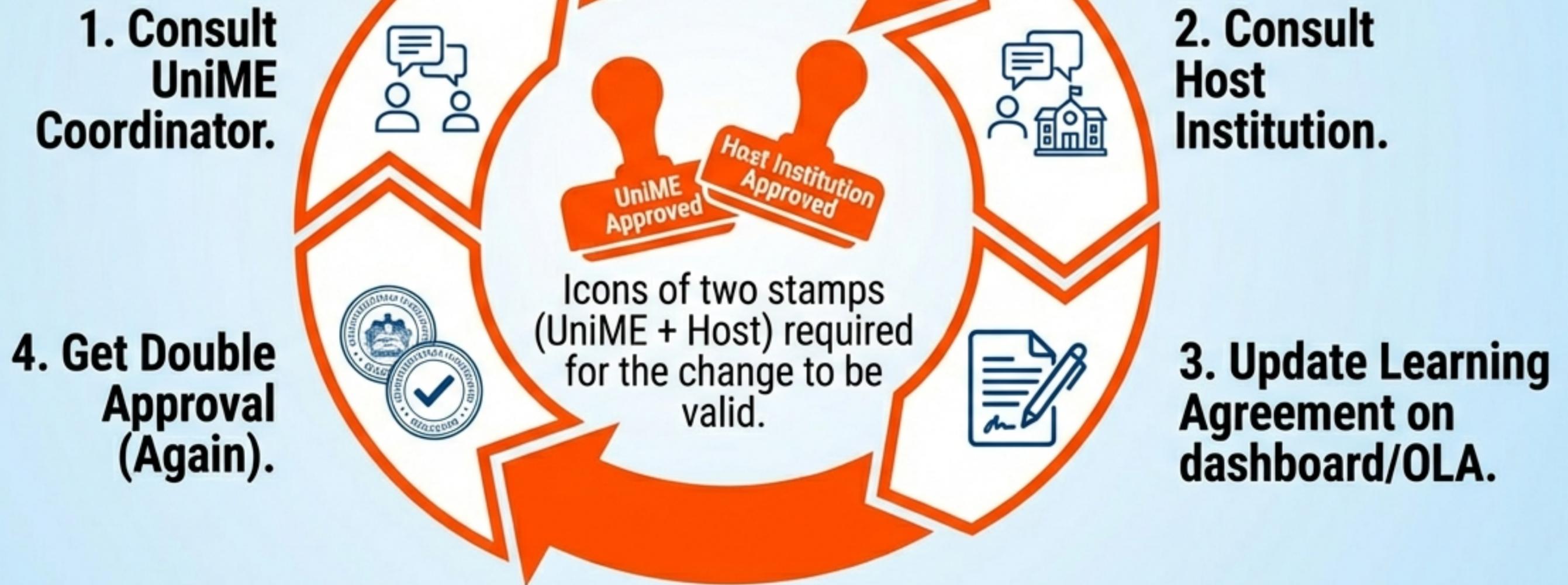
Get the **Confirmation of Arrival** signed by the Host. Email it to erasmus@unime.it within **3 days**.

DAYS COUNT.

Your grant is calculated on exact days, not months. Delaying this document delays your money and may reduce your total funding.

Modifying the Study Plan

Need to **change courses after arriving?**
Follow the loop.



Official Forms Available at: [Erasmus + | Università degli Studi di Messina \(unime.it\)](#)

Extending Your Stay

Request must be made **30 days before** original end date.

**Original
End Date**



**Deadline:
April 30, 2027**

- 1. Get Host Authorization.**
- 2. Send “Extension Request Form” to UniME.**

Extensions are allowed, but extra days may be “Zero-Grant” (unfunded). Reducing a year-long scholarship forfeits the right to extend later.

Official Forms Available at: [Erasmus + | Università degli Studi di Messina \(unime.it\)](#) 

03

Return & Recognition

Closing Documents and
Grade Recording.

Closing Documents | EU Survey |
Grade Recognition



Mandatory Return Documents

Submit to Mobility Unit ASAP to reactivate your UniME career.



Certificate of Departure:

Stops the clock. Confirms end date.



Final OLA:

Fully approved final version.



Transcript of Records (ToR):

Official grades. (Solicit the Host if they are slow!)

FAILURE TO SUBMIT = TOTAL RETURN OF GRANT FUNDS.

Official Forms Available at: [Erasmus + | Università degli Studi di Messina \(unime.it\)](#)

The EU Survey & Grade Recognition

The EU Survey



- Link sent by European Commission (Check SPAM).
- Mandatory for final grant balance payment.

Grade Recognition



- UniME processes this automatically upon receipt of ToR.
- Within 3 weeks, you get the 'Activity Recognition Sheet'.

Passing grades in ToR MUST be registered.

The Master Checklist

Phase	Student Action	UniME Action	Host Action
Before	<input checked="" type="checkbox"/> Application & OLA	<input checked="" type="checkbox"/> Nomination	<input checked="" type="checkbox"/> Approve OLA
During	<input checked="" type="checkbox"/> Arrival Confirmation & Changes	-	<input checked="" type="checkbox"/> Sign Arrival/Departure
After	<input checked="" type="checkbox"/> Send ToR & EU Survey	<input checked="" type="checkbox"/> Recognition Process	<input checked="" type="checkbox"/> Issue ToR

Official Forms Available at: [Erasmus + | Università degli Studi di Messina \(unime.it\)](#) 

Support & Contacts

- **Operational Unit:
Mobility for Study**



Emails:

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ndeangelis@unime.it



Phone:

+39 090 6768532-8349

- **Resources**



Health:

Remember your TEAM Card (European Health Insurance Card).



Website:

unime.it/international

Buon Erasmus!