



## ERASMUS+ HIGHER EDUCATION STUDENTS MOBILITY

### II Call for Applications for Student mobility for studies

**2019-20 Academic year**

#### **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 **Ca' Foscari University of Venice**, and the following country and partner Universities:

<b>Armenia:</b>	<i>Yerevan State University (YSU), Yerevan</i>
<b>Australia*:</b>	<i>James Cook University (JCU), Townsville</i>
<b>Belarus:</b>	<i>Belarusian State University (BSU), Minsk</i>
<b>Bosnia and Herzegovina:</b>	<i>University of Sarajevo (UNSA), Sarajevo</i>
<b>Canada:</b>	<i>Institut National de la Recherche Scientifique (INRS)</i>
<b>China (P.R.):</b>	<i>Soochow University (SUDA), Suzhou</i>
<b>Ethiopia:</b>	<i>Bahir Dar University (BDU), Bahir Dar</i>
<b>Georgia:</b>	<i>Ivane Javakhishvili Tbilisi State University (TSU), Tbilisi</i>
<b>India:</b>	<i>Jawaharlal Nehru University (JNU), Delhi</i>
<b>Iran:</b>	<i>University of Tehran (UT), Tehran</i>
<b>Israel</b>	<i>Bar-Ilan University (BIU), Ramat Gan</i>
<b>Japan:</b>	<i>University of Nagasaki (UN), Nagasaki</i>
<b>Jordan:</b>	<i>University of Jordan (UJ), Amman</i>
<b>Morocco:</b>	<i>Université Mohammed V de Rabat (UM5), Rabat</i>
<b>Russian Federation:</b>	<i>Russian State University for the Humanities (RGGU), Moscow</i>
<b>Serbia:</b>	<i>University of Belgrade (BG), Belgrade</i>

(\* all available places to JCU have still to be confirmed, as Inter-Institutional Agreements with partner Universities are still under negotiation. Mobilities will not be possible until the Inter-Institutional Agreements will be signed by the partner)

Erasmus+ is the EU programme for education, training, youth and sport covering the 2014-2020 period. 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 Ca' Foscari University of Venice and its partner universities lasts 26 months, from June 1<sup>st</sup> 2018 to July 31<sup>st</sup> 2020.

## **Art. 2 Mobility type and available place**

Under this call for applications the following places are available for prospective candidates from Ca' Foscari University of Venice:

COUNTRY	UNIVERSITY	TOWN	LEVEL	ISCED CODES	N° OF PLACES	MONTHS	TOT. SCHOLARSHIP PER STUDENT
Armenia	Yerevan State U.	Yerevan	Bachelor	0222, 023, 031	2	5	€ 3.500,00
			Master	0222, 023, 031, 052, 0531	1	5	€ 3.500,00
Australia	James Cook University	Townsville	Master	02, 031 - priority to anthropology - priority to mobilities for thesis	1	5	€ 3.500,00
Belarus	Belarusian State U.	Minsk	Master	031 (priority to ELEO, GD, RIC)	3	5	€ 3.500,00
Bosnia and Herzegovina	U. of Sarajevo	Sarajevo	Master	023, 031	4	5	€ 3.500,00
Canada	INRS	Montréal	Master	0531	2	4	€ 2.800,00
			PhD	0531	1	6	€ 4.200,00
China (P.R.)	Soochow U.	Shuzhou	PhD	02, 031, 041, 052	1	3	€ 2.100,00
Ethiopia	Bahir Dar U.	Bahir Dar	PhD	022, 031, 041	1	3	€ 2.100,00
Georgia	Tbilisi State U.	Tbilisi	Bachelor	02	2	5	€ 3.500,00
India	Jawaharlal Nehru U.	Delhi	PhD	02, 031, 04, 05	1	3	€ 2.100,00
Iran	U. of Tehran	Tehran	PhD	02	1	3	€ 2.100,00
Israel	Bar-Ilan University	Ramat Gan	BA	02	2	4	€ 2.800,00
			PhD	05, 06	2	4,5	€ 3.150,00
Japan	U. of Nagasaki	Nagasaki	Bachelor	041	1	6	€ 4.200,00
Jordan	U. of Jordan	Amman	Bachelor	023	1	5	€ 3.500,00

Morocco	U. Mohammed V de Rabat	Rabat	Bachelor	02, 031	2	5	€ 3.500,00
			Master	02, 031	1	5	€ 3.500,00
Russian Federation	Russian State U. for the Humanities	Moscow	Master	023	1	5	€ 3.500,00
Serbia	U. of Belgrade	Belgrade	Bachelor	0222, 023, 031	1	5	€ 3.500,00

The present call for applications provides mobility grants for the 2019-2020 academic year. Detailed information about ISCED code, type, duration and periods of mobilities is available in **ANNEX I**.

**Under the present call, mobilities to INRS (Canada), BSU (Belarus) and RGGU (Russian federation) will have to be realized ONLY during the Spring semester 2020. For all other destinations, there will be the possibility to realize the mobility also during the Autumn term 2019 (from September 2019), but the final confirmation of the mobility period will depend on actual timing of selection, on the possibility to respect nominations deadline imposed by receiving institutions and on the final acceptance by the receiving institution.**

### **Art. 3 Admission requirements**

3.1 In order to apply prospective candidates must be enrolled at Ca' Foscari University of Venice at the moment of application and for the whole duration of the mobility. In addition, students wishing to apply for a place reserved to 2<sup>nd</sup> cycle/Master level must be enrolled to a 2<sup>nd</sup> cycle/Master degree course at the moment of the application; applications to places reserved to 2<sup>nd</sup> cycle students coming from 1<sup>st</sup> cycle/Bachelor students not yet enrolled to a 2<sup>nd</sup> cycle/Master degree course will not be taken into account.

#### 3.2 Language proficiency

Applicants must demonstrate to hold the following language requirements and certificates, if requested (for further details: see Annex I) at the application stage:

COUNTRY	UNIVERSITY	LEVEL	1st LANGUAGE REQUIRED	LEVEL	LANGUAGE CERTIFICATE REQUIRED	OTHER LANGUAGES ACCEPTED	LEVEL	LANGUAGE CERTIFICATE REQUIRED
Armenia	Yerevan State U.	BA	Armenian	B2	Not required	English	B2	Not required
		MA	Armenian	B2	Not required	English	B2	Not required
Australia	James Cook U.	MA	English	B2	Mandatory			
Belarus	Belarusian State U.	MA	Russian	B1	Recommended but not required	English	B1	Recommended but not required
Bosnia and Herzegovina	U. of Sarajevo	MA	Bosnian/Croatian/Serbian	B1	Not required	English	B1 (B2 for foreign language studies)	Highly recommended (any certificate)
Canada	INRS	MA	French	B2	Not required	English	B2	Recommended but not required
		PhD	French	B2	Not required	English	B2	Recommended but not required
China (P.R.)	Soochow U.	PhD	Chinese	Level 5	Mandatory HSK Level 5	English	B2	Mandatory B2 level (any certificate can be accepted)

<b>Ethiopia</b>	Bahir Dar U.	PhD	Amharic	B2	Mandatory (Any certificate can be accepted)	English	B2	Mandatory (Any certificate can be accepted)
<b>Georgia</b>	Tbilisi State U.	BA	Georgian	B2	Not required	English	B2	Mandatory B2 level (any certificate can be accepted)
<b>India</b>	Jawaharlal Nehru U.	PhD	English	B2	Not required			
<b>Iran</b>	U. of Tehran	PhD	Farsi	B1	Not required	English	B1	Not required
<b>Israel</b>	Bar-Ilan University	BA	Hebrew	B1	Not required	English	B1	Not required
		PhD	Hebrew	B1	Not required	English	B1	Not required
<b>Japan</b>	U. of Nagasaki	BA	Japanese	JLPT N1	Mandatory JLPT N1 for Japanese-taught courses	English	TOEFL	Mandatory TOEFL-IBT 450, iBT45 or above for English-taught courses
<b>Jordan</b>	U. of Jordan	BA	Arabic	B1	Not required	English	B1	Not required
<b>Morocco</b>	U. Mohammed V de Rabat	BA	Arabic (for arabic taught courses)	B2	Mandatory (Any certificate can be accepted)	English (for English taught courses)	B2	Mandatory (Any certificate can be accepted)
		MA	Arabic (for arabic taught courses)	B2	Mandatory (Any certificate can be accepted)	English (for English taught courses)	B2	Mandatory (Any certificate can be accepted)
<b>Russian Federation</b>	Russian S. U. for the Humanities	MA	Russian	B1	Any certificate can be accepted	English	B2	Any certificate can be accepted
<b>Serbia</b>	U. of Belgrade	BA	Serbian	B2	Mandatory. Any certificate can be accepted	English	B2	Mandatory. Any certificate can be accepted

### 3.3 Incompatibility

- The same applicant may participate in Erasmus+ mobility periods totaling up to 12 months maximum per each cycle of study (Bachelor or equivalent, Master or equivalent, Doctoral level), independently from the number and type of mobility activities. Previous Erasmus+ experiences (including European destinations) must be taken into account for calculation purposes.
- Selected beneficiaries will not be allowed to benefit from any other grant provided by the European Commission for mobility for study / for teaching or training for the same period.
- Beneficiaries must carry out their mobility activity in a Programme or Partner Country different from the country of the sending organisation 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.

### 3.4 Ineligibility

- If, at any stage in the application procedure, it is established that the information provided by the applicant has been knowingly falsified, 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. 4 Activities**

Erasmus+ grants for study are awarded for full time study activities (credits or thesis preparation or both) and traineeship if available. Detailed information about traineeships is available in **ANNEX I**.

## **Art. 5 Grant**

5.1 Beneficiaries will receive a grant contribution to their costs for individual support during mobility, as follows:

INDIVIDUAL GRANT	INDIVIDUAL SUPPORT
Students	Euro 700,00 per month

5.2 Beneficiaries will receive a travel contribution (1 round-trip flight ticket per beneficiary) according to the fixed amount assigned per destination, as follows:

TRAVEL DISTANCE	AMOUNT
Between 500 and 1999 Km (Belarus, Bosnia and Herzegovina, Morocco, Serbia)	Euro 275,00 per participant
Between 2000 and 2999 Km (Armenia, Georgia, Israel, Jordan, Russian Federation: Moscow)	Euro 360,00 per participant
Between 3000 and 3999 Km (Iran)	Euro 530,00 per participant
Between 4000 and 7999 Km (Canada, Ethiopia, India)	Euro 820,00 per participant
8000 Km or more (Australia, China P. R., Japan)	Euro 1.500,00 per participant

5.3. Erasmus+ selected beneficiaries might be required to purchase their international medical insurance with their own funds.

5.4 Erasmus+ selected beneficiaries will continue to pay fees to their sending university but will benefit from tuition-fee waiver from their host university.

5.5 The mobility period must be carried out continuously and it must not be split into different periods. Therefore, during their mobility period beneficiaries must not carry out any learning activity at Ca' Foscari University of Venice (i.e.: giving exams).

5.6 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.

5.7 Special needs support:

Extra-financial support may be available for beneficiaries with special needs. A person with special needs is a potential participant whose individual physical, mental or health-related situation is such that his/her participation in the project would not be possible without extra financial support. The contribution will be awarded to beneficiaries with special needs upon request to Ca' Foscari University of Venice at the moment of acceptance of the grant and depending on the approval of the Erasmus+ Italian National Agency.

5.8 Administrative support:

Support in visa application, housing, accommodation will be supplied by each host partner university. Ca' Foscari University will assist beneficiaries in obtaining such support from the receiving institution.

## **Art. 6 Admission procedure**

### 6.1 Application

- Applicants must submit their **application form** and **all required documents** (see list at art. 6.2) through Google form at the following link: <https://goo.gl/forms/Ekw54cbAbBP3Szud2> **Deadline: April 29<sup>th</sup> 2019, at 13.00 (1pm), Italian time zone**. Incomplete applications as well as any application received after the deadline will not be accepted.
- 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 but they must be accompanied by an English translation (except for the so-called proof of socio-economic disadvantaged background (ISEEU - Equivalent Financial Indicator Index) which can be submitted in Italian). At this stage non-certified translations are accepted. Selected applicants may be asked to provide certified translations of all relevant documents. No fiscal stamps needed.
- The **application form** and **all the attachments MUST BE MERGED IN ONE PDF** file named after:
  - a. the Host Country for which the application is submitted;
  - b. candidate's surname and namefollowing this sample: **Country.ABC.surname.name.pdf** (i.e.: Argentina.UBA.rossi.mario.pdf).
- Candidates are entitled to submit 1 application per partner institution. In case of more than 1 partner institution, candidates must submit as many applications as desired destinations.
- **Applications which do not meet ALL these requirements will be REJECTED.**

### 6.2 Required Documents

**Bachelor Students** must provide the following documents:

- Application form;
- Copy of a valid passport (or ID, if the passport is not available);
- Copy of certificate of enrolment at Ca' Foscari University of Venice;
- Copy of the transcripts of records, indicating university grades/marks;
- Copy of official language certifications (or self-certifications of language qualifications, if applicable);
- Proposed Learning agreement signed by the applicant and at least by Ca' Foscari academic coordinator (check annex I to find the person in charge of signing the Learning agreement);
- Curriculum Vitae (max 2 pages) in English including extra-curricular activities and professional experience related to the fields of the mobility. Please use only the European template on <https://europass.cedefop.europa.eu/en/documents/curriculum-vitae/templates-instructions.iehtml>;
- Motivation letter (max 2 pages) explaining the background of the candidate and the reasons for applying to the programme;
- Proof of socio-economic disadvantaged background (ISEEU - Equivalent Financial Indicator Index) if available at the

moment of application. ISEE is not mandatory. Translation is not necessary.

**Master Students** must provide the following documents:

- Application form;
- Copy of a valid passport (or ID, if the passport is not available);
- Copy of certificate of enrolment at Ca' Foscari University of Venice;
- Copy of the transcripts of records, indicating university grades/marks for accomplished first-cycle degree plus, if available, second-cycle;
- Copy of official language certifications (or self-certifications of language qualifications, if applicable);
- Proposed Learning agreement signed by the applicant and at least by Ca' Foscari academic coordinator (check annex I to find the person in charge of signing the Learning agreement);
- Curriculum Vitae (max 2 pages) in English including extra-curricular activities (courses, seminars, conferences, etc.) and professional experience related to the fields of the mobility. Please use only the European template on <https://europass.cedefop.europa.eu/en/documents/curriculum-vitae/templates-instructions.iehtml>;
- Motivation letter (max 2 pages) explaining the background of the candidate and the reasons for applying to the programme;
- Proof of socio-economic disadvantaged background (ISEEU - Equivalent Financial Indicator Index) if available at the moment of application. ISEE is not mandatory. Translation is not necessary.

**Ph.D. students** must provide the following documents:

- Application form;
- Copy of a valid passport (or ID, if the passport is not available);
- Copy of certificate of enrolment in a PhD programme at Ca' Foscari University of Venice;
- Copy of the transcripts of records, indicating university grades/marks for accomplished first and second-cycle degree studies;
- Copy of official language certifications (or self-certifications of language qualifications, if applicable);
- Proposed Mobility Programme signed by the applicant and the Erasmus+ Academic Coordinator of the sending institution;
- Letter of interest by the prospective academic supervisor/Head of Department at the host university stating the availability and willingness to supervise the applicant. For further information please contact the administrative Erasmus + local unit in the Host University (see Annex I) and provide: CV and Mobility Programme;
- 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 knowledge of the course. Please use only the European template on <https://europass.cedefop.europa.eu/en/documents/curriculum-vitae/templates-instructions.iehtml>;
- Motivation letter (max 2 pages) explaining the background of the candidate and the reasons for applying to the programme;
- Recommendation letters and other supporting documents in English, for example. honours, awards, internship/work certificates.
- Proof of socio-economic disadvantaged background (ISEEU - Equivalent Financial Indicator Index) if available at the moment of application. ISEE is not mandatory. Translation is not necessary.

Revenue stamp ("marca da bollo") is not necessary.

## **Art. 7 Selection process**

7.1 The selection process includes the following steps:

- Eligibility check by Ca' Foscari University;
- 2-step evaluation process (pre-evaluation by Ca' Foscari University Selection Committee and final evaluation by the partner university Selection Committee) in order to guarantee maximum transparency and equal treatment in the selection procedure;
- Scholarships awarding.

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

UNIVERSITY	ACADEMIC MERIT	MOTIVATION	PROPOSED L.A. or MOBILITY	LANGUAGE SKILLS	PREVIOUS MOBILITIES
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			PROGRAMME		
Yerevan State University	0-35	0-15	0-35	0-15	N.A.
James Cook University	0-30	0-20	0-20	0-20	0-10
Belarusian State University	0-35	0-15	0-25	0-25	N.A.
University of Sarajevo	0-35	0-15	0-35	0-15	N.A.
INRS	0-60	0-30	N.A.	0-10	N.A.
Soochow University	0-35	0-15	0-35	0-15	N.A.
Bahir Dar University	N.A.	N.A.	0-50	0-50	N.A.
Tbilisi State University	0-30	0-30	0-20	0-20	N.A.
Jawaharlal Nehru U.	0-60	0-15	0-25	N.A.	N.A.
University of Tehran	0-35	0-10	0-35	0-10	0-10
Bar-Ilan University	0-35	0-15	0-35	0-15	N.A.
University of Nagasaki	0-40	0-10	0-30	0-15	0-5
University of Jordan	0-35	0-15	0-25	0-25	N.A.
Université Mohammed V de Rabat	0-35	0-15	0-25	0-25	N.A.
Russian S. U. for the Humanities	0-35	0-10	0-35	0-20	N.A.
University of Belgrade	0-35	0-15	0-35	0-15	N.A.

7.3 In case of parity, preference should be assigned to students from less advantaged socio-economic backgrounds.

7.4 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.

7.5 Ca' Foscari University Pre-Selection Committee may decide to invite the candidates to an interview, (in such case a minimum threshold may be defined). In addition to this, an additional Skype interview may be requested by the receiving institution.

7.6 At the end of the selection procedure, Ca' Foscari University of Venice 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 withdrawals/drop-out of selected students.

7.6 All applicants will be notified by e-mail to their institutional e-mail addresses ([matricola@stud.unive.it](mailto:matricola@stud.unive.it)) of the selection results as soon as the evaluation procedure has been concluded. The final list will be also published on the Ca' Foscari University website (*Sezione Graduatorie*) for transparency reasons.

7.7 Selected candidates will receive a **scholarship offer** and are required to **accept or reject it in written** (within 2 days from the notification e-mail). For every selected candidate who will renounce or not accept within the deadline, Ca' Foscari University of Venice will nominate a candidate from the reserve list.

#### 7.8 Appeal Procedure

- **Rejected applicants** who feel that a mistake has been made in the process or that their application has not been fairly evaluated can file a complaint to [icm@unive.it](mailto:icm@unive.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 Committees have 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. 8 Data protection**

Information relating to individuals (personal data) is collected and used in accordance with the General Data Protection Regulation (GDPR) n. 2016/679 of the European Commission, with regard to the processing of personal data by European institutions and organizations and the unrestricted circulation of such data.

Venice, 26/03/2019



The Rector  
Prof. Michele Bugliesi

x *Riccarda Rota*