



**Erasmus+ Program 2014-2020**  
**Action KA107 (International Credit Mobility)**  
**– call 2020-1-IT02-KA107- 078615 –**

**Art. 1 - Object**

The Erasmus+ Program, Action ICM (International Credit Mobility – KA107), funds scholarships aimed at supporting students' mobility for studies (SMS) and students' mobility for traineeships (SMT) between EU Program Countries and Extra-EU Partners Countries.

Within the framework of the project n. 2020-1-IT02-KA107-**078615**, with the funding received from the National Erasmus+ Agency, the University of Salento (Lecce - Italy) is glad to offer n. 2 mobilities scholarship for studies (SMS) to students enrolled at University of Tirana (Albania).

The University of Salento ensures the recognition of the education activities through the *Transcript of Records (ToR)* reporting the results of the activities (undertaken as) previously indicated in the *Learning Agreements for Studies*, to the students who will complete a mobility period within the framework of the present announcement.

The period abroad, of the duration indicated in the table below according to the kind of activity and cycle funded, must be terminated within 31/07/2023.

– Scholarship for Students' Mobility for Studies (SMS) for 1 <sup>st</sup> Cycle/Bachelor, 2 <sup>nd</sup> Cycle/Master and 3 <sup>rd</sup> Cycle/PhD Students from University of Tirana (Albania)	5 months
----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	----------

**Art. 2 - Amount of the scholarships**

Support for individual mobility is linked to the actual participation to study activities and represents a contribution aimed at covering the travel expenses and subsistence costs for students. Insurance costs and other participation costs are to be covered directly by the students through their own financial resources.

The scholarship will be paid for a period of 5 months with the following value:

	Individual Support	Travel Support*	Total amount gross value
University of Tirana	€ 4.250,00	up to € 180,00	€ 4.430,00

\* Reimbursement of travel expenses will be provided based on actual expenditure incurred. All travel expenses must be demonstrated by payment documentations (invoice, boarding passes etc.) For the recognition of the expenses, the boarding cards of flight tickets and train tickets must be produced for each leg of the round trip.

The scholarship will be paid by bank transfer in three instalments: 50% at the beginning of mobility, 30% at the third month of mobility and the balance at the end of the mobility period, via bank transfer at the bank account number provided by the selected student.

Selected students will be allowed to attend courses and take exams according to the kind of activity chosen at the moment of application. At the end of the mobility period, students' attendance will be certified in a *Transcript of Records (ToR)* which will include the list of exams (if taken) results and credits awarded (ECTS) as well as any research activity performed.

**Art. 3 - Insurance and visa expenses**

Exchange students must obtain at their own expense full insurance coverage (health, accident) with a validity for the entire duration of the individual mobility activities. Insurance must include covering for Covid-19 occurrences and possible medical repatriation.



Selected students have to cover visa related costs with their own funds.

In order to accelerate and facilitate the procedure for obtaining the visa, selected students are strongly advised to contact the Italian Embassies of Consulates in Albania as soon as they receive the official confirmation of being selected.

#### **Art. 4 - Requirements for participation**

Students wishing to participate in the scholarship programme at the University of Salento must:

1. be regularly enrolled (either in a Bachelor's or Master's Degree or PhD Degree Program) at the partner university;
2. have a sufficient knowledge of English language (at least B1 with reference to the Common European Framework of Reference for Languages or IELTS 5.0 or equivalent) that should be demonstrated by at least one of the following modalities:
  - an international recognised certificate that attests the knowledge of English at B1/ IELTS 5.0 level or above (the certificate must be attached to the application);
  - being a native English speaker (the requirement must be declared in the application);
  - having passed the English examination foreseen in her/his own University course, where the verified level is at least B1/ IELTS 5.0 (the requirement must be declared in the application and the compliance with requirement should be proved by attaching appropriate documentation like teacher's attestation, course's web page excerpt, etc...)
  - having a High School, Bachelor' or Master' degree gained in an English-speaking country or, in alternative, having undertaken an entire cycle of studies in English (the requirement must be declared in the application and a copy of the degree must be attached to the application)
  - self-certification of the candidate (English knowledge will be ascertained by the commission in an oral interview). English knowledge is an essential requirement to be admitted to the selection. The candidate who would fail to prove the required English knowledge will be excluded from the selection.

Any candidate who have already completed a mobility period abroad within the framework of at least one of the following EU programs: LLP, Erasmus Mundus or Erasmus + for studies or traineeship, is eligible for selection provided that the sum of the months of previous mobilities, and the one for which he is applying does not exceed 12 months of total mobility within the cycle of studies in which the mobility in question will be carried out.

Multiple applications are not allowed and only the last application submitted by the same student will be considered.

#### **Art. 5 - Scientific Areas and Academic calendar**

Participation in the KA107 project is open to applicants enrolled in a Degree Course (either at Bachelor's or Master's or PhD's degree Program) at University of Tirana (Albania) in one of the following scientific areas:

- Law
- Languages and Philological Sciences

The eligible period is the following:

A.Y. 2022-23 from March 2023 through July 2023

Due to the measures to prevent infection with COVID-19, in case of further restrictions to travel that may be raised, the mobility activities can be started in virtual mode and completed in person at the release of travel restrictions. In the event that the persistence of restrictions due to the epidemiological emergency does not allow participants to complete the mobility in presence, also after having considered



a period of interruption compatible with the program duration and provisions, the entire period could be undertaken in virtual mobility.

The virtual mobility period is not covered by the scholarship but all the activities carried out online will be recognized in the transcript of records

#### **Art. 6 Application and documents**

The application, addressed to the Director of the Department of Humanities, must be submitted by and no later than **14.00 AM on 20<sup>th</sup> February, 2023**, using the specific form attached to this announcement, through one of the following ways:

- by e-mail to the following address: [dip.studi.umanistici@cert-unile.it](mailto:dip.studi.umanistici@cert-unile.it);
- transmission by registered letter with notification of reception to the Post Office of the Department of Humanities – Palazzo Codacci-Pisanelli, Piazza Angelo Rizzo-73100 Lecce (LE).

Multiple applications are not allowed and only the last application submitted by the same student will be considered.

In the application the candidate must indicate the preference of the semester available for the exchange.

The following documents must be attached to the application:

1. Application form (in English) duly filled;
2. One recommendation letter from a member of the academic staff working at the home institution;
3. The applicant's CV in English.
4. A preliminary list of courses (only for studies) to be attended at the University of Salento.
5. Copy of a valid passport signed and dated by the candidate
6. English Language certificate/s or supporting documentation if available or self-certification (see Article 4, point 2).

Admission to the selection will be granted after an eligibility check of the applications regularly submitted and the attached documents.

#### **Art. 7 Selection**

The evaluation of the applications submitted will be carried out by an academic committee that will be appointed by the Director of the Department of Humanities, composed of two members from the University of Salento and one member from Partner University.

The selections and the evaluations will be carried out by the scientific panel via conf calls.

Each application will be assigned a score up to a maximum of 50 points according to the evaluation criteria determined as follows:

- Up to 20 points for knowledge of English above B1/IELTS 5.0 or equivalent
- Up to 10 points for knowledge of other languages
- Up to 20 points per degree mark (or exams average mark)

To be eligible, the candidate must obtain a score of at least 30 points.

The selection will be undertaken with respect to the principles of fairness, transparency and documentation, ensuring equal access opportunities to participants eligible for mobility from all backgrounds.

#### **Art. 8 Award of Scholarships and Publication of Merit Ranking**

Scholarships shall be awarded on the basis of a comparative evaluation of the applications submitted, of the requirements met, and of the criteria relating to the merit and/or the excellence of the applicant's curriculum vitae, according to a specific evaluation chart.

The commission will formulate two distinct rankings, one for each partner. The minimum score to be



considered eligible for the exchange will be 30 points. In case of candidates with equal merits, priority will be given to the candidate who, in order of relevance, would not have yet experienced an exchange abroad in EU Community Programs (LLP, Erasmus Mundus, Erasmus+), other exchange programs, or is younger.

At the end of the selection procedure, the merit ranking of selected candidates to whom scholarships have been granted and the list of eligible candidates will be published on University of Salento website in the sections “Albo Online” and “Bandi e Concorsi”.

Selected candidates will receive by e-mail a nomination letter providing the details of the scholarship they have been awarded and general information concerning their mobility, including their rights and obligations as KA107 grantees. Together with the nomination letter, selected candidates will receive an acceptance letter. By confirming that they accept their nomination for a scholarship, the selected candidates also confirm their acceptance of the scholarship guidelines and pledge to take all the necessary measures to start and complete the mobility successfully and in accordance with all the stipulated administrative and academic requirements.

The selected candidates will need to confirm their acceptance within 5 days from the publication of the merit ranking in the “Albo Online” of the University of Salento, with an e-mail at the address [protocollo.studiumanistici@unisalento.it](mailto:protocollo.studiumanistici@unisalento.it) having as object “Competition Announcement for the assignment of students’ mobility scholarships (KA107 2020) – Acceptance”.

In the occurrence of scholarships not assigned to selected students, the scholarship will be assigned to eligible candidates in the same ranking. In the occurrence of scholarships not assigned in one of the two rankings, they will be assigned to students resulted as eligible in the other rankings.

Any residual scholarships may be included in the resources of UniSalento to publish other competition announcements for the same destination.

Winners should not result beneficiaries, for the same period of mobility within the present competition announcement, of other contributions from the European Union.

#### **Art. 9 – Obligations related to the mobility**

The beneficiary of the mobility grants must fulfill the following obligations related to the mobility:

##### ***Before the start of the mobility period***

- produce the Learning Agreement (LA) for Studies that must be approved by the sending University and the University of Salento.
- sign the financial agreement with the University of Salento.

However, with particular reference to non-EU citizens, it will be the responsibility of the beneficiary of the mobility grant to carry out all the immigration procedures necessary for entering the country of destination, also through the relevant diplomatic representative office competent for that territory.

##### ***During the mobility period***

- Inform of any substantial changes in the program agreed in writing by the parties, by filling in the section named "During the Mobility" no later than 40 days after the start of the mobility.
- During the period of mobility, it will be necessary to fill a registry of activities that must be validated by an internal referent.

##### ***After the mobility period***

- Transmit to the Department of Humanities the Learning Agreement for Studies duly signed by all parties, the Register of activities and copy of the Certificate of Stay (indicating the start and end date of the mobility), the Transcript of Records released by the University of Salento competent offices.
- Fill in the Participant Report (Participant Narrative Report), a questionnaire relating to the study/research activity carried out, which will be requested by the European Commission directly from the participant, via e-mail to his/her e-mail address, via the Mobility Tool database. The



participant is required to complete and submit the online report (link via e-mail address replies- will-be-discarded@ec.europa.eu): failure to comply with this obligation will result in the reimbursement of the scholarship.

#### **Art. 10 Renunciation of Scholarship and/or Interruption of Mobility**

If the scholarship beneficiary decides to interrupt the mobility or renounce the scholarship immediately after assignment, he/she is requested to inform the relevant home institution and the University of Salento and return to the University of Salento the amount of scholarship paid by the University of Salento and not used due to renunciation or interruption. Failure to comply with such conditions may lead to legal action.

#### **Art. 11 Release / suspension / return of the scholarship**

In the event of irregularities and discontinuous participation in the didactic activities and / or research planned, a Committee set up by the Project Referent, the concerned Department and Agreement Referents, after having acquired the opinion of the Department of Humanities and the International Relation Office of the University, may decide upon the suspension of the scholarship.

The mobility grant must be returned in the event that the minimum number of 12 ECTS credits (or 9 plus a report set by the Academic Coordinator) per semester are not acquired in the case of mobility for course attendance, unless exceptional and justified reasons.

#### **ART. 12 – Treatment of personal data and confidentiality**

In carrying out all the activities and procedures that may involve the processing of personal data, the University of Salento undertakes to act in accordance with the current legislation on the protection of personal data, particularly in compliance with the 2016 EU Regulation. / 679 so-called "GDPR" implemented through Legislative Decree no. 101/2018 of 10 August 2018.

In accord with to D.L. 196/2003 (Personal Data Protection Code) it is known that the processing of personal data of candidates, carried out only for institutional purposes, will be based on principles of fairness, legality and transparency in order to protect Confidentiality. The candidate agrees that the Department of Humanities publish the selection list on its website to the respective official list.

#### **ART. 13 – People in charge of application procedure**

The person in charge of the procedure is Ms. Rosanna Nestola (rosanna.nestola@unisalento.it).

The contact person for the procedure is Rosanna Nestola. Any information can be requested exclusively by e-mail to the contact person at the following e-mail ((rosanna.nestola@unisalento.it) specifying in the subject "Competition Announcement for the assignment of students' mobility scholarships (KA107 2020) - Information Request".

The Director  
Prof. Maria Grazia Guido



Erasmus+ Program 2014-2020  
Action KA107 (International Credit Mobility)  
– call 2020-1-IT02-KA107- 078615 –

Competition Announcement for the assignment of students' mobility scholarships

Application Form

<b>Home Institution</b>	<input type="checkbox"/> University of Tirana (Albania)
<b>First name (as in passport)</b>	
<b>Las name (as in passport)</b>	
<b>DOB (dd/mm/yyyy – as in passport)</b>	dd/mm/yyyy
<b>Nationality</b>	
<b>Place of birth</b>	
<b>E-mail address</b>	
<b>Study cycle</b>	<input type="checkbox"/> Bachelor's Degree <input type="checkbox"/> Master's Degree <input type="checkbox"/> Doctoral Degree
<b>Level of Englis</b>	<input type="checkbox"/> Native Speaker <input type="checkbox"/> Having passed the English examination in the home University Programme <input type="checkbox"/> Having gained a High School, Bachelor's or Master's degree gained in an English-speaking country or having undertaken an entire cycle of studies in English <input type="checkbox"/> Self-certification of English level B1 of CEFR/ IELTS 5.0 (English knowledge will be ascertained by the commission in an oral interview)
<b>If applicable, total length of previous mobility periods within EU Programs during the current study cycle (in months)</b>	
<b>Attachments</b>	<ol style="list-style-type: none"> <li>1. Application form duly filled and signed;</li> <li>2. Recommendation letter from a member of the academic staff working at the home institution;</li> <li>3. Applicant's CV in English;</li> <li>4. Preliminary list of courses to be attended at the University of Salento;</li> </ol>



	<ol style="list-style-type: none"><li>5. Copy of a valid ID signed and dated by the candidate;</li><li>6. English Language certificate/s or supporting documentation if available.</li></ol>
<p><b>I agree to the processing of personal data provided in this document for realising the selection process pursuant to the Personal Data Protection Act of 10 May 2018 (Journal of Laws 2018, item 1000) and in agreement with Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC (General Data Protection Regulation).</b></p>	

Date (dd/mm/yyyy)

Signature