



Erasmus+



**EuGen**  
EUROPEAN  
GENERATION

**Extraordinary Call for selection “Erasmus+ Traineeship”  
ERASMUS+ Program KA 1 – Student Mobility for Traineeship  
Project EU4EU - European Universities for the EU - Italy n. 2022-1-IT02-  
KA131-HED-000063912, for the assignment of N °70 mobility contributions.**

En.Vers. 12.09.22

**Academic Year 2022-2023**  
Online application [www.eu4eu.org](http://www.eu4eu.org)

**EuGen – European Generation**  
Piazza Albania 35, Roma, [info@eu-gen.org](mailto:info@eu-gen.org), [www.eu-gen.org](http://www.eu-gen.org),  
+39 3518770536, Rome C.F. 978348405

## **Introduction**

Project promoted under the European Union Erasmus + KA1 2022 Program from EuGen - European Generation ("**National Coordinator**") in Consortium with:

Università degli Studi della Tuscia  
Università degli Studi di Bari "Aldo Moro"  
Università degli Studi di Cagliari  
Università degli Studi di Catania  
Università degli Studi di Napoli "Federico II"  
Università degli Studi di Padova  
Università degli Studi di Parma  
Università degli Studi di Perugia  
Università degli Studi di Roma "La Sapienza"  
Università degli Studi di Roma "Tor Vergata"  
Università degli Studi di Teramo  
Università Politecnica delle Marche

Call for the award of maximum 70 scholarships lasting from 60 to 180 days to students enrolled in the first, second or third cycle of studies (undergraduate and graduate, first and second level masters, research doctorate) of any course of study at one of the universities in the Consortium, draw on funds from the Erasmus + project 2022-1-IT02-KA131-HED-000063912 ("**Project**").

## **Application deadline: 25 September 2022**

### **Art.1 General information**

Erasmus+ Traineeship is the EU Program active in the fields of education, training, youth and sport for the period 2021-2027 which supports the international mobility of students and future graduates, with the aim of improving the level of transversal and professional competences, with special reference to their relevance for the labor market and their contribution to the creation of a cohesive society (the "**Programme**")

The "Erasmus + for Traineeship" scholarships are awarded for the following activities in a foreign host organization:

- A) curricular traineeships;
- B) post-graduate traineeships.

### **Art.1.1 Learning Objective**

The expected learning objective for the internships offered by this call and preferential criterion in the evaluation of the application is the development of professional skills useful for:

- seizing EU funding opportunities,
- presenting financing proposals,
- managing and implementing project activities.

The purpose of the Eu4Eu Project is the development of transversal skills, including but not limited to: project management, project design, digital skills, web and graphic design, marketing, communication, social media management, business and administration, which significantly enrich

curriculum profiles and can easily be spent in other professional sectors, raising the prospects of employment for participants.

### **Art.1.2 Target beneficiaries**

This Extraordinary Call is reserved for students who were eligible for the selection call "Erasmus+ Traineeship" Programme Erasmus+ KA1 - Student Mobility for Traineeship Project EU4EU - European Universities for the EU-Italy no. 2021-1- IT02-KA131-HED-000011668 ("Call 2021"), but were not awarded mobility grants due to exhaustion of available funds.

At the date of publication of this notice, participating students must still meet the requirements for participation listed below.

Only students registered and / or enrolled in the first, second or third cycle of studies (bachelor's and master's degree, first and second level masters, research doctorates) of any field of study at one of the partner universities of the Consortium can access mobility: University of Tuscia, University of Bari "Aldo Moro", University of Cagliari, University of Catania, University of Naples "Federico II", University of Padua, University of Parma, University of Perugia, University of Rome "Sapienza", University of Rome "Tor Vergata", University of Teramo, Polytechnic University of Marche.

Recent graduates, master's degree holders and doctorate's holders can also participate by submitting the application during the last year of enrollment and, therefore, before obtaining the academic degree. In this case, the internship must be carried out and concluded no later than 12 months from the issue of the qualification and, in any case, within the time limits set by this Call.

Applications from students who have not passed all their exams within the prescribed period of time are admitted.

Applicants must be in possession of a Letter of Availability in which the same host organisation ('Host Organisation') indicated in the 2021 call for applications undertakes to host them for the placement between 03 October 2022 and 31 May 2023.

### **Art.1.3 Admission requirements and reasons for forfeiture of the scholarship**

- Being enrolled in the first, second or third cycle of studies (bachelor's and master's degree, first and second level master's, research doctorate) of any field of study at one of the partner universities of the Consortium.
- Having demonstrable knowledge equivalent to at least level B1 of the English language
- Having a minimum number of 60 days of mobility per internship available, in accordance with the Erasmus + Program in their course of study and therefore not having already used the maximum number of months of mobility allowed by the Erasmus + Program in their course of study.
- Not being granted other funding for stays abroad disbursed from European Union funds that overlap, even partially, with the Erasmus + internship period.
- Students who intend to carry out the internship during the course of study must maintain the status of "student" for the entire duration of the internship; obtaining the academic degree during the internship will result in the forfeiture of the scholarship and the refund of the sums received.
- Recent graduates, master's degree holders and doctorate's holders must submit the application during the last year of enrollment, before obtaining the academic degree; the internship will take place, under penalty of forfeiture of the scholarship, after the qualification has been awarded and will end within 12 months of graduation.

- Be in possession of a Letter of Availability whereby the Host Organisation indicated in the 2021 Call for Applications undertakes to host them for the placement between 03 October 2022 and 31 May 2023.

The absence of any of the aforementioned requirements will result in the exclusion of the candidate from the following phases of the selection. Candidates are admitted to the selection subject to the verification of the prescribed requirements. The National Coordinator may decide at any time, with a motivated resolution, the exclusion from the selection for lack of the admission requirements prescribed by the Call.

#### **Art.1.4 Destination Countries**

- Erasmus + for Traineeship mobility can be carried out in host organizations and institutions of the Member States of the European Union and other Program Countries listed below:
- Member States of the European Union: Austria, Belgium, Bulgaria, Cyprus, Croatia, Denmark, Estonia, Finland, France, Germany, Greece, Ireland, Latvia, Lithuania, Luxembourg, Malta, Netherlands, Poland, Portugal, Czech Republic, Romania, Slovakia, Slovenia, Spain, Sweden and Hungary;
- Non-EU countries participating in the Program: Iceland, Liechtenstein, Norway, Republic of North Macedonia, Serbia, Turkey.

#### **Art. 1.5 Traineeship period, duration and blended mobility**

The internship must take place in the period between October 03, 2022 and May 31, 2023. Internships must have a minimum duration of 60 complete and consecutive days, and a maximum of 180 complete and consecutive days. The jury reserves the right to limit the contribution up to a maximum of 120 days, in the event that the overall budget of the Project does not cover all the required months. During the internship, participants can request an extension of the grant, which will be granted after checking the budget coverage.

In case of containment measures linked to COVID, internships can be carried out with blended mobility, providing for a minimum of 60 days of internship in presence and a period of maximum 120 days at distance, through virtual and online activities.

#### **Art. 1.6 CFU (University Credits)**

For students, Erasmus + for Traineeship mobility is an internship experience the recognition procedure of which is carried out in accordance with the regulations and teaching plans of the various study programs and according to the rules and procedures established by each university of reference. Winners are required to find information on the recognition of CFU before departure from the Mobility Coordinator / Coordinator for teaching and / or the internship office / Erasmus office of their home university.

#### **Art. 1.7 Methods of mobility monitoring in itinere and ex-post**

A quality monitoring is planned, based on three different moments through web surveys:

1. Entry mobility survey, sent two weeks after the start of the mobility. The survey aims to monitor the quality of the trainee's social-employment placement and detect any critical issues (relationship with tutors and colleagues, relevance of duties, search for accommodation). Filling in

the survey is not mandatory, the trainee will only have to fill it in to report any proven critical issues and to request prompt support from the National Coordinator.

2. Outcome mobility survey, sent before the end of the mobility. The survey aims to investigate the quality of the trainee's training path and the project, at the end of the mobility experience. Filling in the questionnaire is mandatory and binding for the purpose of paying the scholarship (see art. 2.3);

3. Follow-up survey, sent at least 5 months after the end of the mobility. The survey aims to investigate the impact of the mobility project at the training and occupational level detected on the trainee in the medium to long term. Filling in the questionnaire is mandatory. Students will receive all the questionnaires at the email address indicated at the time of application and are required to communicate any changes of address.

## **Art.2 Erasmus+ financial contribution**

The financial contributions of Erasmus+ for Traineeship mobility are paid based on the actual duration in days of the internship, certified by the certificate of attendance issued by the Host Organization (Traineeship Certificate). The duration must not be less than 60 days nor more than 180 days.

Any extensions will be financed only in case of availability of funds. The amount of the Erasmus + grants varies depending on whether the destination country belongs to one of the following groups:

- GROUP 1 (high cost of living): 500€ /month. Destination countries: Denmark, Finland, Iceland, Ireland, Liechtenstein, Luxembourg, Norway, Sweden.
- GROUP 2 (medium cost of living): 450€/ month. Destination countries: Austria, Belgium, Cyprus, Germany, Greece, Italy, Malta, Netherlands, Portugal, Spain.
- GROUP 3 (low cost of living): 400€/month. Destination countries: Bulgaria, Croatia, Czech Republic, Estonia, Hungary, Latvia, Lithuania, Poland, Romania, Serbia, Slovakia, Slovenia, Republic of North Macedonia, Turkey.
- In case of exhaustion of EU funds or simultaneous assignment of other EU funds, or upon specific request of the student and prior authorization from the university, it will be possible to assign to the eligible students, in order of ranking, the status of "Erasmus zero-EU- Grant " which allows to benefit from mobility, without receiving the EU financial contribution.

### **Art. 2.1 Students and recent graduates with fewer opportunities**

Students and recent graduates with fewer opportunities means being a participant in one or more of the following conditions: with needs related to physical, mental or health conditions; with socio-economic disadvantaged conditions.

Students and recent graduates with fewer opportunities receive a supplement of the individual contribution assigned for Erasmus + physical mobility of 250 euros / month.

Students and recent graduates with disadvantaged socio-economic conditions are identified with Ministerial Decree 1320/2021 for the academic year 2022/2023, which links the economic disadvantage to an Equivalent Economic Situation Indicator (ISEE) equal to or less than 24.335,11 euros.

In order to be entitled to the individual supplementary contribution, students and recent graduates in socio-economically disadvantaged conditions must upload their ISEE on the Portal mentioned in Article 3 below.

## **Art.2.2 Tax conditions of the Erasmus+ contribution**

Pursuant to Art. 1, paragraph 50, of Law no. 208 of 28.12.2015, the exemptions provided for in article 1, paragraph 3, of law decree no. 105 of 9 May 2003, converted, with amendments, by law no. 170 of 11 July 2003, subject to further regulatory changes, apply to international mobility scholarships.

## **Art. 2.3 Methods of payment of the scholarship**

The contribution will be paid in two instalments:

- The payment of the first instalment (equal to 80% of the total) will be arranged by the National Coordinator at the beginning of the internship period, usually within 30 days following the upload to the Portal of the "Letter of Arrival" at the host organization ("Host Organization"), provided that the student has already signed the Grant Agreement referred to in the following art. 4.4.
- The payment of the second instalment (equal to 20% of the total) will be disbursed at the end of the internship, within 30 days from the completion of the last of the following activities: delivery of the complete final internship documentation (complete Learning Agreement); online submission of the EU Survey; online submission of the Survey Mobility Outcome EU4EU - European Universities for the EU (see art. 1.7).

In the case of total contributions exceeding €2,500, the contribution will be paid in three instalments. The payment of the first instalment (equal to 50% of the total) will be arranged by the National Coordinator at the beginning of the placement period, normally within 30 days from the upload on the Portal referred to in Article 3 below of the "Letter of Arrival" at the Host Organisation, provided that the student has already signed the Grant Agreement referred to in Article 4.4 below. Payment of the second instalment (equal to 30% of the total) will be made following notification by the student to the email address [italianconsortium@eu4eu.org](mailto:italianconsortium@eu4eu.org) of the completion of the first two months of the placement. The payment of the third instalment (equal to 20% of the total) will be disbursed at the end of the work placement, within 30 days from the completion of the last of the following activities: delivery of the complete final documentation at the end of the work placement (complete Learning Agreement); online submission of the EU Survey; online submission of the Survey Mobility Outcome EU4EU - European Universities for the EU (see art. 1.7).

## **Art. 3 Application and Host Organizations**

**Applications must be submitted between 12 and 25 September 2022.**

- Applicants must access their profile on the EU4EU Portal ([www.eu4eu.org](http://www.eu4eu.org) - "Portal") with the credentials used to participate in the Call for Applications 2021 and complete the registration.
- The candidate must update the information contained in his/her profile on the Portal if it has changed, and in this case digitally sign a new "Declaration of Compliance", in which he/she self-certifies the accuracy and truthfulness of the information declared. The candidate must then upload the new "Declaration of Compliance" on the Portal.
- To complete their application, applicants should send the Letter of Availability in pdf format to [italianconsortium@eu4eu.org](mailto:italianconsortium@eu4eu.org). The word format of the Letter of Availability to be completed can be downloaded from the project website <https://eng.eu4eu.org/eu4eu-italy/>. The Letter of Availability must be completed by the Host Organisation in agreement with the student and signed by the legal representative or the placement tutor of the Host Organisation and by the applicant trainee. In the Letter of Availability, the Host Organisation undertakes to host the trainee during the time window allowed in this notice, between 3 October 2022 and 31 May 2023. Students who, when applying for the Call for Applications 2021, have already uploaded on the Portal a Letter of Availability that provided for the placement to take place between 3 October 2022 and 31 May 2023, are exempt from the obligation to send the new Letter of Availability by email.

Applicants will receive the results of the Registration by email to the email address indicated in the application form.

Applications that are late, incomplete or contain statements that do not comply with the participation requirements will be considered null and void.

Applications that provide for the internship to be held at a Host Organisation other than the one indicated in the 2021 Call for Applications will also be excluded.

Communications during this and all other selection phases (allocation of scholarships, take-over of successful candidates and management of the internship) will be made only by email.

## **Art. 4 Scholarships selection and assignment**

### **Art.4.1 Evaluation Committee**

With a subsequent resolution signed by the President of EuGen, National Coordinator, the Evaluation Committee will be appointed. This will be composed of two experts in international mobility programs of the National Coordinator, and an external collaborator of the National Coordinator expert in European planning. The Committee will evaluate the candidates with unquestionable judgement and draw up a single merit ranking.

Eligibility will be assessed on the basis of possession of the admission requirements (Art. 1.3) and compliance with the application procedure (Art. 3).

All eligible candidates will be awarded the mobility grant.

#### **Art 4.2 Communication and publication of the results**

The results of the selection will be communicated to the candidates on their email address indicated in the application form and published on the Project web page [www.eu4eu.org](http://www.eu4eu.org) and on the websites of the Consortium Universities no later than September 30, 2022.

#### **Art. 4.3 Acceptance of the Erasmus+ contribution**

Successful candidates must formalise their acceptance of the grant on their profile on the Portal, in accordance with the procedures they will receive by email together with the admission notice. In the event of non-acceptance by the deadline indicated in the admission notice, the mobility grant will be deemed to have been waived.

The final award of the grant is subject to the upload on the Portal by the winners of the "Learning Agreement for Traineeship" prepared by the student with their university and the chosen Host Organisation. Subsequently, winners will receive by email a copy of the financial agreement or "Grant Agreement". The latter must be signed by the winner and sent to the National Coordinator according to the procedures that will be indicated in the admission notice.

#### **Art. 4.4 Waiver of the Erasmus+ contribution**

Accepting the Erasmus + internship is a serious commitment made by the candidate. Any cancellations made before or during the mobility must be communicated in writing and duly justified for serious and proven cases of force majeure, to the National Coordinator at [italianconsortium@eu4eu.org](mailto:italianconsortium@eu4eu.org) and to the Host Organization. The minimum internship period at the Host Organization, necessary for the recognition of mobility and to be eligible for an Erasmus grant, is 60 days, unless otherwise specified by the Indire National Agency. The interruption of mobility before said period will result in the refund of the amount received in accordance with the provisions of the Indire National Agency, unless proven cases of force majeure occur.

### **Art. 5 Preparation for departure**

#### **Art. 5.1 Third party liability and accident insurance**

The insurance for accidents and responsibility in the workplace, which the student automatically benefits from when enrolling at the University, is extended, in the same way, for the entire period of internship abroad at the host institution. The policies and information are published on the web page of the individual universities. The aforementioned insurance covers only internship activities and does not include coverage of risks associated with the exercise of the medical profession and health facilities. Unless otherwise indicated by each university, students of the health area will be responsible for finding such insurance independently. For any details, candidates can contact the Erasmus / International Relations or Placement Offices of the home university.

#### **Art. 5.2 Health insurance**

Mobility students are required to make their own arrangements for adequate health insurance cover during their stay abroad, in accordance with the procedures laid down by the host country. If the applicant holds the European Health Insurance Card (EHIC), he/she is automatically entitled to benefits from the National Health Service in all EU countries. However, the coverage of the EHIC



or private insurance may not be sufficient. It may therefore be advisable to take out additional private insurance.

### **Art. 5.3 Online Linguistic Support**

The Erasmus+ Program requires the selected candidate to undergo a mandatory online test of their language skills before and after the mobility, for the learning language identified as the working language with the Host Organization in the Learning Agreement for Traineeship.

Before the internship, the candidate will receive the credentials to access the OLS, take an entrance test and follow the language course for its level. Completing the online assessment before departure is a prerequisite for mobility, except in duly justified cases.

The language test and the related course will be assigned in the first working language indicated by the Host Organization in the Learning Agreement for Traineeship, (the available languages are: German, English, Spanish, French, Italian, Dutch, Portuguese, Bulgarian, Czech, Danish, Estonian, Greek, Croatian, Latvian, Lithuanian, Hungarian, Polish, Romanian, Slovakian, Slovenian, Finnish, Swedish, Irish, Maltese).

If the candidate obtains in the placement test an evaluation between C1 and C2 in the working language, he/she will be able to choose to attend the online language course in another of the available languages.

### **Art. 5.4 Entry into the host country**

The student must independently seek information about any rules governing:

- entry into the host country, by contacting the relevant diplomatic representations in Italy in good time;
- health care in the host country, by contacting their local health authorities or diplomatic representations.

The legislation and regulations governing the entry of non-EU students into the countries participating in the Program are linked to the nationality of the students: it is the students' responsibility to seek information well in advance and obtain the documents that will allow entry and stay in the country of destination.

### **Art. 5.5 Departure preparation package**

EU4EU makes available to all students who have obtained the scholarship a departure preparation package, containing updated information, links to websites, social network channels, manuals, guides, documents, videos on the following topics: participation in the EU4EU internship; tools available to all Erasmus students; live and work in Europe; travel sustainably; EU 2021-2027 planning and programming.

## **Art. 6 Other provisions**

### **Art. 6.1 Activities and financing**

The activities and funding provided for in this Call are subject to the actual signing of the Erasmus + 2022/2023 agreement between the Erasmus + Indire National Agency and EuGen-European Generation, National Coordinator, for the allocation of EU funds. It should also be noted that the information contained in this Call may undergo changes and / or additions on the basis of subsequent updates and provisions by the Indire Erasmus + National Agency.

### **Art. 6.2 Controls**

Based on art. 71 of Presidential Decree 445 of 28/12/2000, the National Coordinator proceeds to carry out checks, even on a sample basis, in all cases in which well-founded doubts arise on the veracity of the self-certifications. The lack of truthfulness of the information declared or self-certified constitutes a reason for exclusion / forfeiture, without prejudice to the other consequences provided for by law.

### **Art. 6.3 Responsible for the procedure**

The person in charge of the procedure for the scope of the competence of EuGen - European Generation is Dr. Francesca Romana Zotta, President of EuGen, [francescazotta@eu-gen.org](mailto:francescazotta@eu-gen.org).

### **Art.7.4 Treatment of personal data**

The processing of personal data is regulated by the new European Regulation no. 679 of 27.4.2016 - GDPR (General Data Protection Regulation) as well as by the national legislation in force.

### **Art. 6.5 Helpdesk and contacts**

To consult the Call and fill in the online application form, please visit the website [www.eu4eu.org](http://www.eu4eu.org). For any further information, candidates can send an e-mail to the following e-mail address: [italianconsortium@eu4eu.org](mailto:italianconsortium@eu4eu.org). Candidates will also be able to follow all the updates on the Project which will be periodically published on the following social channels:

Facebook: <https://www.facebook.com/EU4EUnetwork/>

LinkedIn: <https://www.linkedin.com/showcase/eu4eu-european-universities-for-the-eu>

Instagram: <https://www.instagram.com/eu4eunetwork/>