IL RETTORE
Su proposta dell’Ufficio Erasmus

VISTO il vigente Statuto dell’Università degli Studi di Cassino e del Lazio Meridionale, emanato con decreto rettorale 661 del 26.07.2018 (Gazzetta Ufficiale - Serie Generale n. 22 del 27.01.2018).


TENUTO CONTO che con nota del 20.07.2018 l’Agenzia Nazionale Erasmus+ ha indire ha assegnato all’Università degli Studi di Cassino e del Lazio Meridionale un finanziamento comunitario pari a euro 119.391,00 (CUP H36H18000080006) per il progetto International Credit Mobility (KA107) in collaborazione con Albania, Bielorussia, Marocco, Federazione Russia, Vietnam.

CONSIDERATO che non sono pervenute domande per la partecipazione al bando Erasmus + International Credit Mobility per l’assegnazione di n. 3 borse per la mobilità degli studenti per studio per l’a.a. 2020-2021, emanato con D. R. n. 778 del 04.11.2020.

CONSIDERATO che restano da attribuire le suddette n. 3 mobilità a studenti incoming/ outgoing per il raggiungimento dei rispettivi obiettivi di progetto.

CONSIDERATO che per i suddetti n. 3 flussi si prevede una spesa massima di euro 10.165,00 in riferimento a quanto definito da progetto per ogni mobilità rispetto al paese di destinazione e partenza.

DECRETA
Si emana il Bando Erasmus + International Credit Mobility per l’assegnazione di n. 3 borse per la mobilità degli studenti per studio per l’a.a. 2020-2021, parte integrante del presente provvedimento.

Il presente decreto è inserito nella raccolta ufficiale interna di questa Università e nella sezione “Amministrazione trasparente” di www.unicas.it.

Cassino, 24 FEB. 2021

Il Responsabile dell’Ufficio
(dott. Barbara Sbardella)
Approvato con email del 16.02.2021
Art. 1 – Aims of Erasmus + International Credit Mobility
Within the "International Credit Mobility" (ICM) of the Erasmus + Programme (Key Action 1 – Learning Mobility of Individuals) the Higher Education Institutions may allow mobility actions from and towards the Partner Countries, with which have signed an Erasmus + Interinstitutional Agreement.

Art. 2 – Available positions
Within this call, UNICAS allows mobility for study for incoming and outgoing students between Unicas and Belarus State University (Minsk, Belarus), Epoka University (Tirana, Albania) and University Hassan II de Casablanca (Casablanca, Morocco).

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* Priority from Unicas towards Partner Country.

Art. 3 – Mobility period
The mobility activities have to be completed by July 31, 2021. Due to the restrictions of the CoronaVirus spread, the mobility can be either physical, or blended, or virtual, in compliance with the information provided by the host university through the Unicas Erasmus office.

Outgoing students
- physical mobility: the mobility is carried out in the receiving institution (in the foreign country);
- virtual mobility: the mobility is carried out in the home country; activities are made at the host institutions through on-line resources;
- blended mobility: the mobility period is made up by both a virtual and a physical mobility; if the current emergency does not allow to complete the mobility with a period of in-person activities abroad, a whole period of virtual mobility will also be considered eligible.

Incoming students
- physical mobility: the mobility is carried out at Unicas; activities are “in presence”
- virtual mobility: the mobility is carried out in the home country; activities are made at Unicas through on-line resources;
- blended mobility: the mobility period is made up by both a virtual and a physical mobility; if the current emergency does not allow to complete the mobility with a period of in-person activities abroad, a whole period of virtual mobility will also be considered eligible.
**Force Majeure**

The mobility that will not fulfill one or more obligations under the Erasmus Agreement for any unforeseeable and exceptional situation or event, independent of the will of the parties (student, receiving and sending institution), will be evaluated by Unicas Erasmus office and then sent to the Erasmus National Agency for the authorization for the reimbursement (the Erasmus office will provide the necessary information).

In case of interrupted mobility for Force majeure, a refund can be requested upon the presentation of the following documents: copy of the certificate of attendance issued by the host institution with start and end date of the mobility period (self-certifications are not accepted); original invoices (receipts, payment slips etc.) for accommodation expenses (deposit, advanced stay etc.), travel expenses (flights, trains etc), other expenses (insurance, visa, etc.).

In order to obtain a refund, students must prove they have sent a previous unsuccessful request to the carrier/airline or to the insurance company from which they have purchased travel insurance. Reimbursement will be issued only if the above-mentioned conditions are met and within the limits of the budget intended for the related activity.

**Lock down**

If the beneficiary carrying out the mobility in presence in the receiving country is obliged to respect a period of lock down, in relation to the local national rules, this period could be counted as part of the period of the mobility and for the calculation of the Erasmus grant.

**Art. 4 - Grant amount**

The amount of the mobility grant, in accordance with Erasmus + guidelines, is made up of a contribution for travel (see table below "Travel support") and a monthly scholarship for subsistence costs as follow:

- for incoming students (from Partner Country to UNICAS): euro 850,00 /month (30 days) for subsistence;
- for outgoing students (from UNICAS to Partner Country): euro 700,00 / month (30 days) for subsistence.

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Grant amounts are computed according to the days of stay in Italy or in the Partner Country.

Zero-grant mobility is allowed.

Erasmus + ICM grant beneficiaries cannot be supported by other grants arising from other programmes and/or actions financed by the European Union for the same activity.

UNICAS provides to the incoming students an insurance covering accidents, civil liability and other guarantees provided for by European legislation for students in Erasmus mobility.

In case of Virtual mobility (nor blended, neither in presence), upon completion of the mobility period and if any other kind of fund will be guaranteed for virtual mobility, Unicas will assign students a flat rate of euro 150,00 to cover distance learning costs.

To obtain such financial contribution, students must submit to the Erasmus office all the required documentation: certificate of attendance, transcript of records/work and the final report of the Erasmus National Agency. If some documentation is missing, students will not receive the contribution.

Physical mobility will be granted for the days attended abroad (according to the number of days stated in the certificate of attendance issued by the host university).
Blended mobility will be granted only for the days attended in the receiving country (according to the number of days stated in the certificate of attendance issued by the host university).

ADDITIONAL GRANT SUPPORT - Extra funding for students with special needs and disabilities may be provided in order to cover the supplementary costs for their participation in the mobility activities. For students with special needs, the grant support may therefore be higher than the maximum individual grant amounts set out. Special needs and disability must be communicated at the time of the application within the application form.

Art. 5 – Admission requirements
Students may apply for this call if they are regularly enrolled in their home University. Students who have already participated in Erasmus mobility programmes may participate. However, the same student may participate in mobility periods totaling up to 12 months maximum per each cycle of study, independently of the number and type of mobility activities.
To be admitted, all the students must be proficient in English.

Art. 6 – How to apply
Applications must be done through the form available on the website.
The deadline to apply is 15 March 2021.

Applicants must attach to the application form the following documents:
- copy of the passport or valid ID card;
- a certificate issued by the Partner institution stating they are regularly enrolled in their home institution;
- English language certificate (if any);
- transcript of records (Ph. D. students must provide the transcript of records of their master’s degree);
- Learning Agreement (not mandatory for Ph.D.) duly signed by the student and the two partner universities;
- motivation letter;
- training/research project (only for Ph.D.) duly signed by the student and the two partner universities;
- proof of socio-economic disadvantaged background (in case it is available) and/or disability (if it applies).

The Learning Agreement may include a list of the courses the student intends to carry out during the mobility, if any, and/or credits for the Master or Ph.D. thesis work.

The application form and all its annexes must be delivered by email to Unicas Erasmus Office (b.sbardella@unicas.it) with subject “KA107-UNICAS_NAME OF THE STUDENT”.
Applications received after the deadline or delivered in different ways will be rejected.
UNICAS doesn’t take any responsibility for non-receipt of the application according to the established procedure and on time, nor for negligence of third parties, accidental occurrences or force majeure.

Priority will be given to students who carry out the mobility for the first time within the Erasmus + programme.

Art. 7 – Selection committee
The selection committee is appointed by Unicas Rector. It may include representatives of the Partner Institutions, who participate in the selection of students who applied for mobility from their own institution.

Art. 8 – Evaluation criteria and applications assessment
Only those candidates whose applications have been properly submitted will be considered eligible for the assessment. The selection committee will examine the documentation received and will draw up a ranking according to the following criteria. Candidates will get a score of maximum of 100 points, as follows:

- up to 10 points for English level;
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Considering the approved Unicas International Credit Mobility project, priority will be given to mobility from Unicas towards Albania and Morocco rather than from Albania and Morocco towards Unicas.

The selection committee might decide to interview the candidates to assess their motivation and language proficiency through any video conferencing tool.

The final selection decision will also consider cross-cutting evaluation criteria such as gender balance, equal opportunities and participation of disadvantaged groups (disabled students, economically disadvantaged students).

The evaluation committee will communicate to the UNICAS International Relations Office the final ranking of the applicants, so that the Office can draw up the list of beneficiaries.

Within 30 days from the deadline for submitting applications, the final ranking of the selected students will be published on the UNICAS website. The publication will constitute official communication. All the applicants will receive an email informing on the selection results at the email address used to send the application.

Within seven calendar days from the publication of the rankings, student beneficiaries of the grants must confirm acceptance of the scholarship by giving notice by email to the address as indicated below.

After that time, the students who have not communicated their acceptance will be excluded from the list of the beneficiaries. Erasmus student status and ownership of the Erasmus grant will be acquired at a second stage, soon after signing the financial contract.

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In compliance with the European General data protection regulation no. 679/2016 (articles 13-14, 15-22) and the subsequent Decree n. 101/2018, the personal data sent by candidates within the application, in accordance with the Privacy Statement published on Unicas website in the section “University Regulations”, will be processed for the purposes of management of the selection procedure. At any time, interested parties may exercise their rights under that Statement.

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Art. 10 – Force Majeure
The University of Cassino and Southern Lazio if some unforeseeable circumstances or force majeure will contrast the development of this selection and the realization of the mobility may decide to stop the activities with a formal act.

Person in charge of the administrative process
The person in charge of the administrative process, according to the Italian Law n. 241 07/08/1990 (articles: n. 4, 7, 8) is Barbara Sbardella Erasmus Office of the University of Cassino and Southern Lazio (tel. 0039 0776 3352 e-mail: b.sbardella@unicas.it).
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