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).

VISTO
il Regolamento di Ateneo per l’Amministrazione, la Finanza e la Contabilità emanato con D. R. n. 337 del 12.05.2021.

VISTA

TENUTO CONTO
che con nota dell’11.07.2019 l’Agenzia Nazionale Erasmus +/ Indire ha assegnato all’Università degli Studi di Cassino e del Lazio Meridionale un finanziamento comunitario pari a euro 124.310,00 (CUP H35E19000130006) per il progetto International Credit Mobility (KA107) in collaborazione con Tunisia e Vietnam, in particolare euro 46.000,00 per la mobilità degli studenti incoming dall’Università di Hanoi (Vietnam).

PRESO ATTO
che, dalle accettazioni e dalle rinunce delle mobilità in riferimento ai bandi precedenti emanati con D. R. n. 56 del 30.01.2020 e D. R. n. 895 del 21.12.2020, risultano non ancora assegnati n. 3 flussi in entrata per gli studenti iscritti presso l’Università di Hanoi per una spesa massima totale di euro 17.250,00.

ACCERTATA
la disponibilità finanziaria di euro 17.250,00 a valere sul Conto economico CB 09.01.01.01.02 ‘Programmi di mobilità e scambi culturali studenti - Erasmus + Call 2019’ (imp. 4985/2019) per la messa a bando dei n. 3 flussi per la mobilità degli studenti

DECRETA
Si emana il Bando Erasmus + International Credit Mobility per l’assegnazione di n. 3 borse per la mobilità degli studenti in entrata iscritti presso l’Università di Hanoi (Vietnam), parte integrante del presente provvedimento.

La spesa di euro 17.250,00 graverà sul Conto economico CB 09.01.01.01.02 ‘Programmi di mobilità e scambi culturali studenti - Erasmus + Call 2019’ (imp. 4985/2019).

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

Cassino, 1 DIC. 2021

IL RETTORE
(prof. Marco Dell’Isola)
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 students from the University of Hanoi in Vietnam.

Available positions:

<table>
<thead>
<tr>
<th>HOME INSTITUTION</th>
<th>Study Level of the applicants</th>
<th>FIELD OF STUDY</th>
<th>Number of mobilities from Partner Country to UNICAS (months)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hanoi University</td>
<td>Bachelor Master</td>
<td>041 Business and Administration</td>
<td>3 (5 months)</td>
</tr>
</tbody>
</table>

Art. 3 – Mobility period
The mobility activities have to be completed by 31 JULY 2022.

Due to the restrictions of the Corona Virus spread, the mobility has to be carried out physically at Unicas, in compliance with the information provided by the host university through the Unicas Foreign Students office.

If the pandemic situation doesn’t permit to carry out all the period of physical mobility, it is allowed to carry out part of the mobility virtually (blended mobility: the mobility period is made up of both a virtual and a physical mobility). Only if the emergency does not allow to complete the mobility with a period of in-person activities abroad, a whole period of virtual mobility could also be considered eligible.

Force Majeure
The mobility that will not fulfil 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:

**Subsistence costs:**
euro 850,00 /month (30 days)

**Travel support:**
euro 1,500,00

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

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. The disability should be communicated through 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 on **15 December 2021**.

Applicants have to attach to the 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 have to provide the transcript of records of their master degree);
- Learning Agreement (not mandatory for Ph.D.) duly signed by the three parties;
- motivation letter;
- training/research project (only for Ph.D.) duly signed by the three parties;
- 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 Ph.D. thesis work.

The application form and all its annexes must be delivered by email to the International Relations Office (I.morone@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 the Unicas Rector. It may include representatives of the University of Hanoi.

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;
- up to 30 points for the learning agreement and the training/research project proposed;
- up to 30 points for the transcript of records;
- up to 10 points for motivation.
- 20 points for students enrolled in UNICAS double/joint degree programmes.

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

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 Erasmus 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.

Within seven calendar days from the publication of the rankings, the 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.

Art. 9 – Privacy and personal data
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”,

[Signature]
will be processed for the purposes of management of the selection procedure. At any time, interested parties may exercise their rights under that Statement.

For further information, interested parties may contact:
UNICAS International Relations Office

Administrative support for incoming student (Partner Country/UNICAS)
Laura Morone: +39 0776 2993904, l.morone@unicas.it

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).