



UNIVERSITÀ DEGLI STUDI  
DI CASSINO E DEL LAZIO MERIDIONALE

Centro Rapporti Internazionali

D.R. n. 903

## IL RETTORE

- VISTO** il vigente Statuto dell'Università degli Studi di Cassino e del Lazio Meridionale, emanato con D. R. n. 661 del 26.07.2018 (Gazzetta Ufficiale dell'11.08.2018).
- VISTO** il Regolamento di Ateneo per l'Amministrazione, la Finanza e la Contabilità approvato con D. R. n. 337 del 12.05.2021.
- VISTA** la nota dell'EACEA in data 22.12.2020 con cui è stata concessa all'Università degli Studi di Cassino e del Lazio Meridionale la Erasmus Charter for Higher Institution per l'intera durata del programma Erasmus + (2021-2027).
- VISTA** l'approvazione del progetto KA171 n. 2023-1-IT02-KA171-HED-000139082 per il finanziamento della International Credit Mobility (ICM) con gli Emirati Arabi, il Perù, la Tunisia e l'Ucraina per una sovvenzione totale pari a euro 168.983,00 (CUP H31123001140006), di cui euro 35.550,00 per le mobilità con gli Emirati Arabi.
- CONSIDERATO** che, come da accordo bilaterale sottoscritto con la Khalifa University of Science and Technology e secondo le indicazioni del presidente del Centro Rapporti Internazionali, prof. Sergio Nisticò, e del referente dell'accordo, prof. Antonio Maffucci, è necessario procedere all'assegnazione di n. 3 flussi in uscita per una spesa totale massima di euro 6.780,00 (viaggio: euro 820,00 x 3 + euro 180,00 x 24 giorni).
- ACCERTATA** la disponibilità finanziaria di euro 6.780,00 a valere sul Conto economico CB 09.01.01.01.02 'Programmi di mobilità e scambi culturali studenti - Erasmus + Call 2023'

## DECRETA

Si emana il Bando Erasmus + International Credit Mobility per l'assegnazione di n. 3 mobilità dello staff in uscita tra l'Università degli Studi di Cassino e del Lazio Meridionale e la Khalifa University of Science and Technology (Emirati Arabi), parte integrante del presente provvedimento.

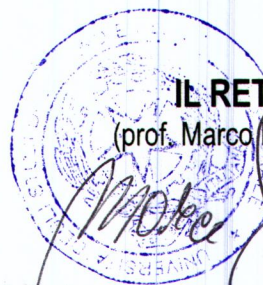
La spesa di euro 6.780,00 graverà sul Conto economico CB 09.01.01.01.02 'Programmi di mobilità e scambi culturali studenti - Erasmus + Call 2023' - Esercizio finanziario 2023.

Il presente decreto è inserito nella raccolta ufficiale interna di questa Università e nella sezione "Amministrazione trasparente" di [www.unicas.it](http://www.unicas.it).

Cassino, **E 1 DIC. 2023**

Il Direttore Area Didattica e Servizi agli studenti  
(Dott. Roberto Molle)

Il Responsabile dell'Ufficio  
(Dott. Barbara Sbardella)



**IL RETTORE**  
(prof. Marco DELL'ISOLA)

UNIVERSITÀ DEGLI STUDI DI CASSINO  
E DEL LAZIO MERIDIONALE  
AREA BILANCIO-RAGIONERIA GENERALE  
Impegno provvisorio/delimitivo n. 5358/2023  
di € 6780,00 assunto sul conto 40201  
01.02 Budget 2023  
Cassino, 29/11/2023

**Erasmus+ International Credit Mobility  
Call for the assignment of the grants for staff mobility**

**ART. 1 – Objectives of Erasmus+ International Credit Mobility**

Within the “International Credit Mobility” of the Erasmus + Programme (Key Action 171 – Learning Mobility of Individuals) the Higher Education Institutions may allow mobility actions from and towards the Partner Countries with which they have signed an Erasmus + Interinstitutional Agreement.

Within this call, UNICAS allows staff mobility from Unicas to the Khalifa University of Science and Technology in the United Arab Emirates.

Available staff mobility for teaching or training are listed below:

<b>PARTNER COUNTRY (PC)</b>	<b>Staff mobility</b>	<b>ISCED CODE</b>	<b>Number of mobilities from UNICAS to Partner Country</b>
United Arab Emirates	teaching	0714 Electronics and automation	3 (8 days each)
		0441 Physics	
	training	-	

**Art. 2 – Mobility period**

The mobilities have to be completed by October 31, 2026. The total length of the eligible mobility period shall not exceed 2 months, with a minimum of 5 days per mobility activity. For teaching mobility, a minimum of 8 hours of teaching per week has to be respected. If the mobility lasts longer than one week, the minimum number of teaching hours for an incomplete week shall be proportional to the duration of that week.

**ART. 3 – Availability of exchange mobility**

The amount of the mobility grant, in accordance with Erasmus + guidelines, is composed by a contribution for travel and an individual support as detailed in the table below, in accordance with the number of days:

<b>PARTNER COUNTRY</b>	<b>Travel top up</b>	<b>DAILY AMOUNT FROM UNICAS TO PARTNER COUNTRY</b>
United Arab Emirates	€ 820,00	euro 180,00/ day

Both travel and subsistence grants are calculated according to the days of stay in the Partner Country and to the calculators provided by the Erasmus + National Agency.

Zero-grant mobility is allowed.

For Italian beneficiaries of Erasmus + grants:

- the subsistence grant is calculated according to the days of the stay in the Partner Country and it's subject to the Italian financial tax rules;
- the travel grant is calculated in accordance with the distance calculator provided by the Erasmus + National Agency. The beneficiary has to submit to the Erasmus Office the receipt of the travel tickets (including boarding cards) to receive the travel support within the topup established by the National Agency.

The Erasmus ICM grants are subject to the financial tax rules of the country of residence of the beneficiary.

Erasmus + grant beneficiaries cannot be supported by other grants arising from other programs and/or actions financed by the European Union and/or by Unicas Visiting professor grants.

A period of virtual mobility is eligible but without any financial support.

The scholarships will be awarded until available funds run out.

#### **Art. 4 – Special needs**

In order to allow wider participation in mobility, the Erasmus + Indire National Agency provides funds to support disabled people and/or those with special needs. Interested parties must communicate their disability/special need situation, both during the application and during the acceptance of the grant. The Erasmus office will give all the information needed for the request for the additional funds.

#### **Art. 5 – Admission requirements**

Participants may apply for this call if they regularly work at Unicas.

#### **Art. 6 – Application and assignment of the Erasmus mobility grant**

The applicant has to fill in the mobility agreement with the programme of the activity abroad with the support of the departmental coordinator of the receiving institution. The document has to be signed by the three parties: the applicant, his/her Director of the department (or a delegate) and the departmental coordinator (or a delegate) of the receiving university. The hosting university approves and accepts the mobility signing the learning agreement with all its details. The signature of the receiving departmental coordinator can be temporarily replaced by an acceptance letter/ email. The subscription by the Director of the department to which the applicant belongs makes the learning agreement for teaching/ training eligible for the Erasmus mobility.

The applicant has to apply for the assignment of the grant through the form available on the Unicas website (<https://forms.gle/ZM2dJmqcXZuULkWs9>).

Applications received in different ways will be rejected.

The University doesn't take any responsibility for non-receipt of the application according to the established procedure nor for negligence of third parties, accidental occurrences or force majeure.

The Erasmus office will check the following formal details of the mobility as given in mobility agreement:

- the mobility period within the eligible time;
- the teaching hours in relation to the length of the mobility;
- signature by the three parties.

Applicants have to attach to the form the:

- copy of the passport;
- Learning Agreement for teaching or training.

Within 30 days from the submission, the Erasmus office will send to the applicant an email to communicate the evaluation of the application submitted.

Within ten calendar days from the Erasmus office email to the applicant, the beneficiary of the Erasmus + grants must confirm acceptance of the scholarship by giving notice by email to the address [stella.migliarino@unicas.it](mailto:stella.migliarino@unicas.it).

The final assignment of the mobility to the applicant will be approved through a formal act of the Rector.

### **Art. 7 – Before the mobility**

Before departure, each beneficiary is required to sign the Erasmus mobility agreement, defined by the European Commission, that contains the details about the Erasmus mobility including the financial support. The Erasmus Office will send to the beneficiary the document for the subscription.

### **Art. 8 – After the mobility**

Within 30 days of the end of the mobility, the beneficiary of the Erasmus grant must deliver to the Erasmus Office: the Certificate of participation provided by the host institution, the regularly endorsed travel documents (e.g., flight tickets, boarding passes/railway tickets/bus tickets). The Erasmus Participant Survey has to be filled in by the staff and it is necessary to maintain the Erasmus grant.

### **Art. 9 Relevant rules**

For anything not covered by this call, reference is made to the Erasmus + Programme Guide and to the national rules given by the Erasmus + National Agency Italy and through the Agreement n. 2023-1-IT02-KA171-HED-000139082 signed between the University of Cassino and Southern Lazio. Any changes to this notice will be promptly communicated to the beneficiaries and posted in web page - section "Erasmus Office"

### **Art. 10 – 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", 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 contact UNICAS Erasmus Office:  
Administrative support for outgoing staff mobility (from UNICAS to Partner Country)  
Stella Migliarino: +39 0776 2993225, [stella.migliarino@unicas.it](mailto:stella.migliarino@unicas.it)

### **Art. 11 – 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.

### **Art. 12 – Erasmus + rules**

For anything not expressly provided for in this announcement reference is made to the Erasmus + Programme Guide and the provisions issued by the Erasmus + Indire National Agency in Italy for the proposals 2023 with the signed agreement n. 2023-1-IT02-KA171-HED-000139082 with the University of Cassino and Southern Lazio.

*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. 0776 299 3353-4723 e-mail: [barbara.sbardella@unicas.it](mailto:barbara.sbardella@unicas.it)).*