

UNIVERSITÀ DEGLI STUDI
DI CASSINO E DEL LAZIO MERIDIONALE

Area Didattica e Servizi agli studenti - Centro Rapporti Internazionali - Erasmus Office

D.R. n. 336
ANNO 2025

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.
- 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. 2024-1-IT02-KA131-HED-000238984 (CUP per il finanziamento della International Credit Mobility (ICM H31124000240006) con una sovvenzione totale pari a euro 108.285,00, di cui euro 40.928,00 destinati alla mobilità incoming dall'Ucraina.
- DEFINITI** i contenuti del bando per l'assegnazione delle suddette mobilità in relazione alla Guida al programma Erasmus+ e secondo le disposizioni del Prorettore all'Internazionalizzazione.
- VISTO** che la spesa, in riferimento ai massimali previsti, ammonta a massimo euro 32.200,00 (viaggio: max euro 1.236,00 - soggiorno: euro 190,00 x 29 giorni).
- ACCERTATA** la disponibilità finanziaria di euro 6.746,00 a valere sul Conto economico CB 09.01.01.01.02 'Programmi di mobilità e scambi culturali studenti - Erasmus + Call 2024'

DECRETA

Si emana il Bando Erasmus+ International Credit Mobility nell'ambito del progetto n. 2024-1-IT02-KA131-HED-000238984 per l'assegnazione di n. 4 mobilità allo staff in entrata proveniente dalle istituzioni ucraine partner. Il bando è parte integrante del presente provvedimento.

La spesa massima di euro 6.746,00 graverà sul Conto economico CB 09.01.01.01.02 'Programmi di mobilità e scambi culturali studenti - Erasmus + Call 2024' - e.f. 2025.

Il presente decreto è inserito nella raccolta ufficiale interna di questa Università e sul sito www.unicas.it.

Cassino, **18 APR. 2025**Il Direttore dell'Area
(dott. Roberto Molle)La Responsabile dell'Ufficio
(dott.ssa Barbara Sbardella)

IL RETTORE

(prof. Marco DELL'ISOLA)

UNIVERSITA' DEGLI STUDI DI CASSINO
E DEL LAZIO MERIDIONALE
AREA BILANCIO-RAGIONERIA GENERALE
impegno provvisorio/definitivo n. 1642/2025
di € 6746,00 assunto sul conto 10201
602 Budget 2025
Cassino, 17/04/2025



Erasmus+ International Credit Mobility (ICM) Call for the assignment of the grants for staff mobility for teaching and training within the KA171/2024 - Project n. 238984

ART. 1 – Objectives 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 they have signed an Erasmus+ Interinstitutional Agreement.

The University of Cassino and Southern Lazio (UNICAS), within the project n. 2024-1-IT02-KA131-HED-000238984, offers the possibility to receive students from the following Ukrainian partner institutions:

A. *Usikov Institute of Radiophysics and Electronics, National Academy of Sciences of Ukraine (IRENASU)*
National Technical University Kharkiv Polytechnical Institute (UA Kharkiv)
Odesa National I.I. Mechnikov University (Odesa)
Simon Kuznets Kharkiv National University of Economics (Kuznets)

Available staff mobility for teaching or training:

PARTNER COUNTRY (PC)	ISCED CODE	Number of mobilities from Partner Country to UNICAS
IRENASU	0714 Electronics and Automation	1 (9 days)
UA Kharkiv	0715 Mechanics and metal trades	1 (6 days)
Odesa	0311 Economics	1 (7 days)
Kuznets	0311 Economics 0410 Business and Administration	1 (7 days)

Art. 2 – Mobility period

The mobilities have to be completed by July 2027. 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:

PARTNER COUNTRY	Travel top up	DAILY AMOUNT FROM PARTNER COUNTRY TO UNICAS
Ukraine	€ 309,00	euro 190,00/ day



For the beneficiaries of Erasmus+ grants:

- the subsistence grant is calculated according to the days of the stay in Italy; the grants are subject to the financial tax rules of the country of residence of the beneficiary;
- the travel grant is calculated in accordance with the distance calculator provided by the Erasmus+ National Agency and as reported in the art. 3.

Zero-grant mobility is allowed.

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

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 in the sending institution.

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

Assignment of the grants

The applicant has to fill in the mobility agreement with the support of the project coordinator of the receiving institution to organize the activity abroad. The document has to be signed by the three parties: the applicant, the responsible at the sending institution and UNICAS departmental coordinator (or delegate) of reference. The hosting university approves and accepts the mobility signing the learning agreement. The signature of the receiving departmental coordinator can be temporarily replaced by an acceptance letter/ email. The subscription by the Director of the department or the responsible of the office to which the applicant belongs makes the learning agreement for teaching/ training eligible for the Erasmus mobility.

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

How to apply

Incoming applicant can apply through the google form available on Unicas website

<https://www.unicas.it/international-unicas/erasmus-office/erasmus-plus-programme-2021-2027/extra-eu-mobility-within-erasmus-plus-ka171/erasmusplus-icm-project-2024/region-2/erasmusplus-icm-calls-for-staff-project-2024/>

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;
- only for teaching activity, the teaching hours in relation to the length of the mobility;
- signature by the three parties.

Applicant has to attach to the application 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 seven 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 barbara.sbardella@unicas.it.

Art. 7 – Before the mobility

From the ranking publication, the beneficiaries have seven days to accept the assigned mobility. After that time, the staff who have not communicated their acceptance will be excluded from the list of beneficiaries.

The Participant, in a timely manner after the arrival at the receiving institution, will be required to sign the Erasmus mobility agreement with the University of Cassino and Southern Lazio containing the minimum clauses defined by the European Commission. The Erasmus Office will communicate to beneficiaries the methods for acquiring the document.

Art. 8 – After the mobility

The Participant shall complete and submit the participant report on their mobility experience (via the online EU Survey tool) within 10 days upon receipt of the invitation to complete it. Participants who fail to complete and submit the online participant report may be required by their organisation to partially or fully reimburse the financial support received.

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

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.



Erasmus+

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Art. 11 – 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 2024 with the signed agreement n. 2024-1-IT02-KA131-HED-000238984 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 3352-4723 e-mail: barbara.sbardella@unicas.it).