On 20th July 2021 the Board of Administration of the University of Milano-Bicocca has deliberated the funding and the criteria for the allocation of Erasmus grants 2021/2022.

The Erasmus study grant 2021/2022 will include three parts:

1. **EU grant** – fixed monthly amount depending on the host country’s cost of living;
2. **Bicocca top-up grant** - proportional to the student’s economic situation («ISEE»);
3. “**Health bonus**” meant for supplementary health insurance cover.
1. The EU grant is a fixed monthly amount depending on the host country’s cost of living as shown in the following table:

<table>
<thead>
<tr>
<th>Group</th>
<th>Countries</th>
<th>Monthly amount/30 days</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>High cost of living&lt;br&gt;Denmark, Finland, Ireland, Iceland, Lichtenstein, Luxembourg, Norway, Sweden</td>
<td>€ 350,00</td>
</tr>
<tr>
<td>2</td>
<td>“Medium” cost of living&lt;br&gt;Austria, Belgium, Cyprus, France, Germany, Greece, Italy, Malta, Holland, Portugal, Spain</td>
<td>€ 300,00</td>
</tr>
<tr>
<td>3</td>
<td>Low cost of living&lt;br&gt;Bulgaria, Croatia, Estonia, Latvia, Lithuania, Poland, Czech Republic, Former Yugoslav Republic of Macedonia, Romania, Slovakia, Slovenia, Hungary</td>
<td>€ 250,00</td>
</tr>
</tbody>
</table>
2. Bicocca top-up grant is proportional to the student’s economic situation («ISEE»):

<table>
<thead>
<tr>
<th>ISEE (student’s economic situation) referred to the academic year 2020/21 or 2021/22, depending on the date of presentation</th>
<th>Monthly top-up</th>
</tr>
</thead>
<tbody>
<tr>
<td>Up to € 13.000,00</td>
<td>€ 500,00</td>
</tr>
<tr>
<td>Up to € 21.000,00</td>
<td>€ 450,00</td>
</tr>
<tr>
<td>Up to € 26.000,00</td>
<td>€ 400,00</td>
</tr>
<tr>
<td>Up to € 30.000,00</td>
<td>€ 350,00</td>
</tr>
<tr>
<td>Up to € 40.000,00</td>
<td>€ 300,00</td>
</tr>
<tr>
<td>Up to € 50.000,00</td>
<td>€ 250,00</td>
</tr>
<tr>
<td>Up to € 70.000,00</td>
<td>€ 100,00</td>
</tr>
<tr>
<td>above € 70.000,00</td>
<td>- (zero)</td>
</tr>
</tbody>
</table>
1. “Health bonus”

An additional amount of € 240, irrespective of host country and ISEE, will be granted to all students as a one-time contribution to the purchase of a supplementary health insurance to cover medical costs that are not (fully) covered by the basic Health Insurance.
• **ERASMUS GRANT PAYMENT SCHEDULE**

- **Before 30th August 2021: UE grant – Advance payment** proportional to total complete months minus 1 (e.g.: duration of mobility: 4 months and 15 days = 3 months paid) and **Health bonus**;

- **Before 30th October 2021: Bicocca top-up grant** – as above: **Advance payment** proportional to total complete months minus 1 (e.g.: duration of mobility: 4 months and 15 days = 3 months paid);

- At the end of the Erasmus period, after completing all administrative steps in “Segreterie online” (upload of final Learning Agreement, filling in of survey “questionario di rientro”): **final payment of the remaining months/days** (or request for reimbursement in case of earlier end of the mobility)
THE ERASMUS GRANT MAY VARY ACCORDING TO THE DURATION AND TYPE OF MOBILITY

- The new Erasmus programme 2021-2027 allows and encourages **Blended mobilities** (partly in presence and partly online from remote) in addition to traditional **physical mobilities**.

- *A completely virtual (remote) learning experience is normally not considered as mobility.*

- **The type of mobility depends on the host university’s decision and organization** and cannot be chosen by the student.

- **BEFORE STARTING, PLEASE CHECK WITH YOUR HOST INSTITUTION WHICH TYPE OF MOBILITY THEY HAVE PLANNED AND INFORM THE INTERNATIONAL MOBILITY OFFICE** (you will be asked to fill in a form).

- The UE grant can be paid only for physical mobility periods spent abroad.

- **The health bonus** will be paid regardless of the type of mobility and is meant exclusively for the purchase of a health insurance policy (or the extension of an already existing one) – **The relevant receipt must be uploaded here**: [https://forms.gle/xaJ4oqPENb8yxWDU7](https://forms.gle/xaJ4oqPENb8yxWDU7) **before 30th September 2021 for the first semester / 31st January 2022 for the second semester**
Before the start of the Erasmus period, the University of Milano-Bicocca and the student will sign a Grant Agreement.

The Agreement regulates such aspects as the grant and the insurance, and includes a “declaration of responsibility” by which the students confirm they have received all the necessary information pertaining to the upcoming Erasmus experience.

Procedure and deadlines for the grant agreement

The International Mobility office will email the agreement to students at their @campus email address, along with the instructions on how to sign and process it, according to the following timetable:

<table>
<thead>
<tr>
<th>Erasmus semester</th>
<th>Grant agreement to be issued</th>
<th>To be signed by the student</th>
<th>To be signed by Bicocca</th>
</tr>
</thead>
<tbody>
<tr>
<td>1st semester</td>
<td>Before 6th August 2021</td>
<td>Before 6th September 2021</td>
<td>From 25th September to 30th September 2021</td>
</tr>
<tr>
<td>2nd semester</td>
<td>Before 11th January 2022</td>
<td>Before 24th January 2022</td>
<td>From 25th January 2022 to 31st January 2022</td>
</tr>
</tbody>
</table>
• Students who have applied for the Erasmus during their bachelor degree but will leave in their master career, can start mobility **only after matriculation has been completed.**

• Please contact [outgoing.erasmus@unimib.it](mailto:outgoing.erasmus@unimib.it) promptly, to inform the International Mobility Office about your transfer to the master degree – UMI will create your mobility record in Segreterie online to allow you to submit the Learning Agreement.
HOW TO AMEND THE LEARNING AGREEMENT

• Once the mobility has started, students can change their Learning Agreement if necessary (e.g. : the host University has not activated a course; the Academic Coordinator has not accepted the student’s proposed activities, etc...).

• Changes can be made within 30 days from arrival/beginning of Erasmus.

• The exams included in the Learning Agreement cannot be taken at Milano-Bicocca.

• Exams that will not be taken at the host Institution, as well as failed exams, must be removed from the Learning Agreement.

• The updated Learning Agreement needs approval by the Italian Mobility Coordinator. Always keep a copy of the signed new L.A. Uploading to Segreterie online is not requested.

• At the end of the Erasmus period, students have to update again the L.A. if further changes have been made in the expected study programme abroad.
ERASMUS STUDENTS WHO WISH TO TAKE A BICOCCA EXAM DURING THEIR MOBILITY PERIOD WILL HAVE TO STICK TO THE LATEST RECTOR’S DECREE GUIDELINES ON DIDACTICS.

• Students should be aware that for each exam (in person or online) a standard range of 3 days will be deducted from the Erasmus period and the grant will not be paid consequently, in compliance with the “Regulations for the Implementation of International Student Mobility of the University of Milan–Bicocca”;

• Only exams that require to sign up through “Segreterie online” can be taken;

• Students are requested to keep their travel documents (air / train ticket) and present them on request.
HOW TO REQUEST A PERIOD EXTENSION

• Students may want / need to extend their mobility period in order to:
  - add one or more subjects to the Learning Agreement;
  - complete their exam session.

• Should this be the case, students have to request the authorization to both Academic Coordinators by filling in the form available at the following link: https://www.unimib.it/internazionalizzazione/mobilità-internazionale/erasmus-studio/durante-mobilità - 3. Prolungamento dell’Erasmus

• The request form must specify the number of days/months of extension and, after being authorized, must be sent by email to the International mobility office: outgoing.erasmus@unimib.it

• ! Extension should be requested not later than one month before the expected end of the Erasmus period and must reach the International mobility office not later than 31st May, 2022

• ! The grant corresponding to the extension period will be paid at the end of the mobility

• ! The total duration of mobility, including extension, cannot exceed 12 months (24 months for single-cycle courses)
The European Union offers each Erasmus student a free licence to follow a language course through the platform “OLS – Online linguistic support”.

Licences are allocated to Universities, that in turn allocate them to students.

Erasmus participants will receive an informative email with instructions and deadlines to access the platform. Priority will be given to students leaving in the first semester.

The licence consists of three parts:
- a preliminary test to assess the language level;
- a course tailored to the participant’s needs;
- a final test to assess the progress made.

OLS is a pre-requisite for mobility and is compulsory.

OLS tests may not always be accepted as a proof of language competences by host Institutions.
DO’S AND DON’TS DURING THE ERASMUS

• During the Erasmus stay students are allowed to:
  ▪ change their Learning Agreement as explained below;
  ▪ submit or update their study plan;
  ▪ pay university fees;
  ▪ apply for graduating;
  ▪ any other routine procedure related to their career.

• During the Erasmus stay students are not allowed to:
  ✗ Move to another University or to a different Bicocca course;
  ✗ Present their dissertation thesis;
  ✗ Take any action that implies the physical presence at Milano-Bicocca University (except for the exams, if authorized as above specified)
• University of Milano-Bicocca provides for accident insurance and third-part liability insurance for all students, extended to Erasmus periods.

• For more information:

  https://www.unimib.it/servizi/opportunit%C3%A0-e-facility/assicurazioni/polizze-assicurative-studenti

  assicurazioni@unimib.it

• University of Milano-Bicocca does not provide for health insurance.
Students are responsible for their health and healthcare during the Erasmus. University of Milano-Bicocca does not provide for health insurance.

- Students must carry their National Health Service card (T.E.A.M.) and show it at First Aid /Hospital /General Practitioner to have access to medical care.
- The NHS card is compulsory, but does not guarantee free medical care – students may be asked to pay for medical services and then claim for reimbursement according to the rules of the host country.

- It is strongly advisable to purchase a supplementary health insurance coverage to cover medical expenses that are not included in the basic Health Insurance. To help students with the cost of the policy, University of Milano-Bicocca offers a health bonus of € 240 as part of the Erasmus grant, and has an agreement with AON, a multinational insurance company, with special rates and conditions for students:

  - [https://www.unimib.it/servizi/convenzioni/convenzioni-commerciali-attive/servizi/aon-student-Insurance](https://www.unimib.it/servizi/convenzioni/convenzioni-commerciali-attive/servizi/aon-student-Insurance)
• Well before departure, please visit the Italian Ministry of Health and the Ministry of Foreign Affairs webpages to get information about the sanitary situation and the latest regulation applicable to travellers:


http://www.viaggiaresicuri.it/

• Register at: https://www.dovesiamonelmondo.it/home.html to be traced / rescued in case of emergency while abroad
• Students must check which identity document (national ID or passport) is required to enter the host country, and make sure the document they have has not expired.

• A visa might also be required – information available at Embassies / Consulates of the host country.

• The University badge must be activated as “prepaid card” in order to get the Erasmus grant:
  https://www.unimib.it/servizi/service-desk/account-e-servizi-accesso/badge-ateneo
Students are strongly advised **to opt for reimbursable tickets and non-binding, refundable accommodation booking**

For your safety, **prefer University dormitories / residences, or ask ESN (European student Network) for advice about accommodation:**

- [https://milano-bicocca.esn.it/](https://milano-bicocca.esn.it/)
- [milano_bicocca@esn.it](mailto:milano_bicocca@esn.it)
CONTACTS AT MILANO-BICOCCA

CHECK INBOX REGULARLY FOR UPDATES FROM THE INTERNATIONAL MOBILITY OFFICE AND THE HOST UNIVERSITY

• For further information please refer to:

• Ufficio Mobilità Internazionale-UMI (International Mobility Office)
  • outgoing.erasmus@unimib.it

• Coordinatori Erasmus: (Erasmus Academic Coordinators)
  • https://www.unimib.it/internazionalizzazione/docenti-coordinatori-alla-mobilit%C3%A0

• Bicocca UniversityAngels-BUA:
  • info.erasmus@unimib.it
  • https://www.unimib.it/internazionalizzazione/bicocca-university-angels

• Ufficio Lingue (Language secretariat):
  • segreteria.lingue@unimib.it
  • https://www.unimib.it/didattica/lingue-unimib