1° informative webinar - mobility a.y. 2021/22
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 FOR TRAINEESHIP** 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: Denmark, Finland, Ireland, Iceland, Lichtenstein, Luxembourg, Norway, Sweden</td>
<td>€. 500,00</td>
</tr>
<tr>
<td>2</td>
<td>“Medium” cost of living: Austria, Belgium, Cyprus, France, Germany, Greece, Italy, Malta, Holland, Portugal, Spain</td>
<td>€. 450,00</td>
</tr>
<tr>
<td>3</td>
<td>Low cost of living: Bulgaria, Croatia, Estonia, Latvia, Lithuania, Poland, Czech Republic, Former Yugoslav Republic of Macedonia, Romania, Slovakia, Slovenia, Hungary</td>
<td>€. 400,00</td>
</tr>
</tbody>
</table>
2. Bicocca top-up grant is proportional to the student’s economic situation («ISEE»):

<table>
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<tr>
<th>ISEE (student’s economic situation) referred to the academic year 2021/22</th>
<th>Monthly top-up</th>
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<td>Up to € 13,000,00</td>
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<tr>
<td>above € 70,000,00 (or no ISEE submission)</td>
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3. “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.

It 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)**

- by 30\(^{\text{th}}\) October 2021 for departures within 31/12/2021
- by 28\(^{\text{th}}\) February 2022 for departures from 01/01/2022
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 **EXCHANGE EXTRA-EU** grant 2021/2022 will include:

1. **Exchange EXTRA-EU grant** – fixed monthly amount depending on the host organization’s country;
2. “**Health bonus**” meant for supplementary health insurance cover.
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<th>Group</th>
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<tr>
<td>Regions 1, 2, 3, 4, 6, 7, 8, 9, 10, 11, 12, 13</td>
<td>Extra-EU countries not included in the regions 5 and 14</td>
<td>€. 700,00</td>
</tr>
<tr>
<td>Region 14</td>
<td>Faroe Islands, Switzerland, United Kingdom</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• €. 350,00 + UNIMIB contribution (study)</td>
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<tr>
<td>Region 5</td>
<td>Andorra, Monaco, San Marino, Vatican City State</td>
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- by 30th October 2021 for departures within 31/12/2021
- by 28th February 2022 for departures from 01/01/2022
The new Erasmus programme 2021-2027 allows Physical/Traditional mobilities and Blended mobilities (partly in presence and partly online from remote).

- A completely virtual (remote) experience is normally not valid and not considered as mobility.

- The type of mobility depends on the host organization’s decision.

- The 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
  - by 30th October 2021 for departures within 31/12/2021
  - by 28th February 2022 for departures from 01/01/2022
• **ERASMUS TRAINEESHIP/EXCHANGE EXTRA-EU GRANT PAYMENT SCHEDULE**

- **by 30th September 2021 for departures within 31/12/2021 / by 31st January 2022 for departures from 01/01/2022**: 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**;

- At the end of the mobility period (after the submission of the final LAT to erasmus.traineeship@unimib.it / of the final LAEX to outgoing.extraue@unimib.it): **final payment of the remaining months/days** (or request for reimbursement in case of earlier end of the mobility)
Before the start of the mobility 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 Traineeship/Exchange EXTRA-EU 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>Departures</th>
<th>Declaration of dates</th>
<th>Grant agreement to be issued</th>
<th>To be signed by the student</th>
</tr>
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<td>Within the 31st of December 2021</td>
<td>by 5/8/2021 at 12pm</td>
<td>By 15/09/2021</td>
<td>By 25/09/2021</td>
</tr>
<tr>
<td>From the 1st of January 2022</td>
<td>from 24/11/2021 to 30/11/2021</td>
<td>By 15/01/2022</td>
<td>By 25/01/2022</td>
</tr>
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ONLY FOR EXCHANGE EXTRA-EU (art.30 of the Call):

*If required to transfer data to non-EU countries to which an adequacy decision has not been issued, the student eligible for the Programme must expressly consent to this processing. The relevant party will receive a policy Form on the processing of personal data through which they may give their consent to proceed with the transfer of data to institutions from Non-EU Countries to which an adequacy decision has not been issued. If this consent if not provided, the university will be unable to complete required activities and deal with requests.*
• On 26th June 2021 the Italian Ministry of University has deliberated that in the academic year 2021/2022 lessons and exams will take place in presence. Distance learning will be exceptionally allowed only for those students who are not able to reach the University.

• The management of University of Milano-Bicocca has thus decided that exams will be conducted at the University premises, while at the same time trying to safeguard students with significant/serious problems that impede their presence. Professors will be responsible for determining such exceptional cases and providing remote tests.
How do these decisions affect Erasmus Traineeship/Exchange EXTRA-EU students?

Students who wish to sit for an examination (Bicocca exams, not included in the LAT/LAEX) during the mobility period may:

- Contact their Professors, who will evaluate their request in accordance with the guidelines mentioned above;

- Enquire about the possibility to take the exam abroad, with the support and supervision of both the Italian and foreign Academic / Mobility Coordinators;

- Suspend the mobility and get back to Italy to sit for the exam at Milano-Bicocca University. This option must be communicated in advance by filling in the following form: [https://forms.gle/6pPQweppusDt7cbo7](https://forms.gle/6pPQweppusDt7cbo7). For each exam, a standard range of 3 days will be deducted from the Erasmus period and the related grant will not be paid consequently. Students must keep their travel documents (air / train ticket) and present them on request.
• Students who may want / need to extend their mobility period have to request the authorization to the Bicocca Coordinator and the receiving institution’s Supervisor by filling in the *during the mobility* section of the LAT/LAEX.

• The LAT/LAEX must be sent by email to the International mobility office: erasmus.traineeship@unimib.it / outgoing.extraue@unimib.it

• ! Extension should be requested not later than one month before the expected end of the mobility 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 for each study cycle (24 months for single-cycle courses) for the Erasmus Traineeship
  - 12 months for each Call for the Exchange EXTRA-EU (however the grant can be funded for a maximum of 6 continuous months, which may be updated where dissertations or theses are being prepared).
• 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.**

• 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.
DO’S AND DON’TS DURING THE MOBILITY

• During the mobility stay students are allowed to:
  ▪ change their LAT/LAEX as explained above;
  ▪ submit or update their study plan;
  ▪ pay university fees;
  ▪ apply for graduating;
  ▪ any other routine procedure related to their career.

• During the mobility stay students are not allowed to:
  ❌ Move to another University or to a different Bicocca course;
  ❌ Present their dissertation and/or graduate;
  ❌ 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 mobility. 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 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 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)
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