1st info meeting for Erasmus+ for studies students, mobility a.y.2022/2023
## Getting ready – before departure

### Checklist – March/June 2022

#### Topics

1. Updates about the sanitary and geo-political situation
2. Updates about/from partner Universities
3. Safety Protocol for International Mobility
4. Mobility fundings
5. Online Learning Agreement
6. Nominations and applications to foreign Universities
7. Language requirements and OLS
1.1 Updates about the sanitary situation

**Covid-19 emergency is NOT over.**

The situation evolves according to the sanitary waves and may affect different areas differently. Generally speaking, foreign Universities:

- **Are confirming Erasmus mobilities for the new academic year**, but didactic activities may be in person or in e-learning mode

- **Will require a swab in the 48 hours prior to arrival**, to be repeated if necessary. Quarantine might also be requested.

- **Vaccine passport/green pass** could still be required.
1.2 Updates about the geo-political situation

At the moment, still there are no guidelines on the Russian-Ukrainian conflict directly affecting the Erasmus mobility in the a.y. 2022/2023. Any action or request is therefore now premature.

All international mobility experiences must be carried on in complete safety.

To guarantee a transparent and equal management of all students’ mobility, Bicocca International Mobility office (UMI) will stick to the following guidelines:

- Directives of the MUR (Ministry of University and Research) and the Ministry of Foreign Affairs and International Cooperation
- Directives of the EU Commission and of the Erasmus+ National Agency
- Directive of the CRUI (Conference of Rectors)
- Directives of the University Governance and the Safety Protocol for International Mobility
- Directives of States and Partner Universities
Depending on the sanitary and geo-political situation, Host Universities are currently working on a number of issues:

- Confirm Erasmus mobilities
- Adopt different teaching modalities (see next slide)
- Organize the academic offer accordingly
- Extend or reduce the number of places / months available
2.2 Updates about foreign Universities

Foreign Universities can adopt 3 types of mobility:

- **Physical mobility** (Erasmus programme is carried out in person);
- **Blended mobility** (Erasmus programme is carried out partly through e-learning and partly in person);
- **Virtual mobility** (the whole Programme is carried out through e-learning)- THIS MODALITY IS GENERALLY LIMITED TO SEVERE SITUATIONS AND ADOPTED UPON EU INDICATIONS (e.g. LOCKDOWN PERIODS).

The teaching modalities depend on the organization of the host Institution and cannot be chosen individually by students: some Universities may not offer e-learning, while some others may plan to offer e-learning only.
The International Mobility Office is processing the nominations for the a.y. 2022/2023 according to the period preferences expressed by students at the acceptance of their destination.

- **Any requests for a change of semester due to the sanitary or geo-political situation will NOT be taken into consideration.** As for the past academic years, the International Mobility Office will proceed *ex officio* to changes in case of concrete risk or upon specific directives.

- **Requests for a change of semester to avoid virtual mobility will NOT be taken into consideration.**

- **Only semester changes related to motivated didactic reasons may be exceptionally accepted (e.g. the host University has scheduled some specific courses/programmes in a different semester than originally planned)**
3.1 Safety Protocol for International Mobility

All the international mobility experiences must be fulfilled in complete safety.

Mobility experiences are authorised only towards destinations allowed by the Ministry of Foreign Affairs

Vice versa, Bicocca University may ask you to return back to Italy for your safety if necessary.

If necessary, periodic webinars will be offered to supervise the situation.

https://www.unimib.it/internazionalizzazione/sicurezza-mobilita-internazionale
3.2 Safety Protocol for International Mobility

- Inquire about the safety of the destination country and the presence of facilities (e.g. Hospitals, etc.):

- Check the website of the Ministry of Foreign Affairs and International Cooperation in order to keep up to date with the directives of the Italian State related to travelling:

- Register on the website "DoveSiamoNelMondo" of the Ministry of Foreign Affairs declaring the dates of your travel and your data, address and phone numbers and download the App:
4.1 Mobility fundings

- The Erasmus mobility funding is made of **two parts:**
  - **The Erasmus grant** (UE fixed amount according to the destination country)
  - A top-up to the Erasmus grant (University fundings and Ministry of University and Research fundings).

The specific amount will be approved in the first meeting of the University Board after the allocation of EU and MUR funding (usually between July and September).

- The above specified grants will cover only the periods actually spent abroad.

- Any other mobility bonuses (Health Bonus etc.) will be authorized by the University Board of Directors.

### Groups of States

<table>
<thead>
<tr>
<th>Groups of States</th>
<th>Monthly/30 days</th>
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<tbody>
<tr>
<td>Denmark, Finland, Ireland, Iceland, Lichtenstein, Luxembourg, Norway and Sweden</td>
<td>€350,00</td>
</tr>
<tr>
<td>Austria, Belgium, Cyprus, France, Germany, Greece, Italy, Malta, Netherlands, Portugal and Spain</td>
<td>€300,00</td>
</tr>
<tr>
<td>Bulgaria, Croatia, Estonia, Latvia, Lithuania, Poland, Czech Republic, Republic of North Macedonia, Romania, Slovakia, Slovenia, Hungary</td>
<td>€250,00</td>
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The **OLA** is a document that certifies the study program students will carry out at the Host Institution. It has to be agreed with the Bicocca Erasmus Coordinator **before the start of the Programme** and must be approved by the Host University Coordinator.

**New deadline!!!!**

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<tr>
<th>Departure</th>
<th>OLA presentation</th>
<th>Approval</th>
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<tr>
<td><strong>1st semester (or full year)</strong></td>
<td><strong>From 14/04/2022</strong> to 10/07/2022</td>
<td>Within 15/07/2022</td>
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<tr>
<td><strong>2nd semester</strong></td>
<td>From 14/09/2022 to 25/11/2022</td>
<td>Within 30/11/2022</td>
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**AFTER RECEIVING THE NOMINATION EMAIL**, students who have close deadlines for the presentation of the OLA (**OLA requested before 14/04/2022**) should notify the International Mobility Office: outgoing.erasmus@unimib.it
WHAT IS A «NOMINATION»? The International Mobility Office communicates to the Host University the students’ data, mobility period and study area for which they have been selected.

WHEN IS NOMINATION MADE? Nominations are made according to the partner Universities deadlines. First semester mobilities: between March and July; second semester mobilities between September to November. A same university may have different deadlines for its different Faculties.

HOW DO I KNOW THAT I’VE BEEN NOMINATED?
The International mobility office will send you a confirmation by email. In some cases you may be asked to provide additional information requested by the foreign destination to complete the nomination process (ex. emergency contact, photo).

DO NOT CONTACT THE DESTINATION BEFORE NOMINATION! You will probably get no answer or the answer will not be appropriate.
6.2 Student application

Check your email:

• After nomination, the Host University will email you the instructions to fill out the application. If you don’t receive any communication, check the destination’s website for information.

APPLICATION – strictly stick to deadlines and procedures requested by the Host University!

• THE HOST UNIVERSITY MAY REFUSE YOUR ADMISSION IN CASE OF INCOMPLETE, INCORRECT OR LATE APPLICATION OR IN CASE YOU DO NOT HAVE ONE OR MORE NECESSARY REQUISITES (e.g. language level, credits/ECTS already acquired, adequate academic background).

Transcript of records UNIMIB:

• Some universities require this document during the application procedure to evaluate the student’s academic background prior to mobility. It certifies the exams passed with the relevant marks and credits/ECTS.
• It has to be REQUESTED TO THE STUDENT SECRETARIATS/CAREER MANAGEMENT OFFICE https://www.unimib.it/servizi/segreterie-studenti/certificati-e-autocertificazioni (NOT to the International Mobility Office, NOT to the Erasmus Coordinator):
7.1 Language requirements

1) Language requirements of the Host University

It is the responsibility of the student to check:
- the level required by the foreign destination;
- any certification to be submitted;
- the time frame to achieve the level and/or submit certifications.

Please note: Host Institutions often request language certifications at the time of application (approximately from March to July for the first semester, from September to November for the second semester).

The International Office cannot ask partner Universities any delay/exemption, nor issue language certifications.

Confirmation of language skills can be requested to Bicocca Erasmus Coordinator.

For students in the Economics area who have in their curriculum the exam of English, French, German and Spanish corresponding to the B2 level, the certificate is issued by the language teacher.
7.2 Language requirements

2) Language requirements of Bicocca University

B2 in English or B2 in the language of the host country, to be acquired before the start of mobility.

- Valid certifications:
  • Rosetta Stone successful examination
  • Certification of the appropriate level of the CEFR (Common European Framework of Reference for Languages) recognised by the University’s Language Secretariat.

Valid certifications are specified at the page: https://www.unimib.it/didattica/lingue-unimib/idoneita-ateneo-e-accertamento-linguistico

Come ottenere l'idoneità di Ateneo

The University online language courses (Rosetta Stone) are administered by the Office for International Promotion and Language Training.
https://www.unimib.it/didattica/lingue-unimib/corsi-lingua-rosetta-stone
For requests about courses and exams: segreteria.lingue@unimib.it

Please note: students are expected to meet the B2 Bicocca University requirement even if the language level requested by the Host University is below B2.
7.3 Online Linguistic Support (OLS)

The EU offers free online language courses for Erasmus students through the "Online Linguistic Support" platform (OLS).

**OLS licenses are assigned by the International Mobility Office on behalf of the EU, usually in June.**

The licences include:
- an initial assessment test;
- a language course;
- a final assessment test.

The OLS is mandatory and monitored at European level. If you do not take the final test you will have to return the Erasmus grant.

Host Universities may or may not accept OLS / Rosetta Stone tests/certificates for admission.
Contacts

General info, coordination with the International Mobility Office and Mobility Coordinators:
BUA- Bicocca University Angels
info.erasmus@unimib.it; Tik Tok; Instagram

Administrative procedures:
UMI- Ufficio Mobilità Internazionale (International Mobility office)
outgoing.erasmus@unimib.it

Online Learning Agreement and didactic issues:
International Mobility coordinators
https://www.unimib.it/internazionalizzazione/docenti-coordinatori-alla-mobilit%C3%A0

Support for accommodation search and tutoring abroad:
ESN- Erasmus students network
https://milano-bicocca.esn.it/