



ERASMUS+ KEY ACTION 1: MOBILITY FOR STUDY 2025-2026 UNIVERSITY OF TRIESTE

This call could be modified by the funder. Any changes or updates will be communicated immediately.

All information and official documents relating to this call, including the list of destinations to be tendered, the official guidelines and attached documents, any updates and deadlines, are available on the **Erasmus+ Study 2025/2026 call web page**, accessible at the following link:
https://sites.units.it/internationalia/en/erasmusplus-out/?file=stu_studio.html

ARTICLE 1 – CANDIDATE PROFILE AND AMMISSIBLE ACTIVITIES

All students enrolled in any degree course at the University of Trieste can apply to this scheme, provided they meet the requirements of the host organisation and the following obligations:

- 1) enrolment at the University from the submission of their application to the end of their mobility period (without any interruptions);
- 2) enrolment at the University for the academic year covering the entire mobility period, from departure to return (2025-2026).

The activities eligible under the Erasmus+ programme are as follows:

- 1) full-time study (attendance of courses, exams, or laboratory work);
- 2) preparation of an undergraduate, master's or doctoral thesis;
- 3) study (or thesis) and internship (combined mobility). Internships may be carried out under the following conditions:
 - internships must be authorised and carried out under the supervision of the host institution, which must provide a record of attendance;
 - study and internship mobility must be carried out consecutively or simultaneously and without any interruptions. Mobility periods for internships alone are not eligible under this call and cannot be recognised. Any mobility contributions already received will have to be returned.

Candidates who fail to meet the requirements may be excluded from the selection at any stage of the procedure, even after the publication of the list of successful candidates.



ARTICLE 2 – MOBILITY PERIOD

Pursuant to the Erasmus+ programme, mobility periods must last between 2 and 12 months for bachelor's, master's and doctoral degrees and between 2 and 24 months for single-cycle degrees.

By applying for an Erasmus+ mobility period, the student confirms that they have enough time to complete the mobility period without going outside the time limit set for their degree.

With reference to this call, the duration of the mobility period is predetermined by the agreements signed by the University of Trieste and the relevant foreign institutions. The duration is indicated in the list of destinations published on the call web page.

In order to ensure the quality of the mobility period, it is worth underlining the importance and academic value of completing the Erasmus+ period. Students should participate in the programme for the entire duration as set in the agreement signed by UniTS and the host institution. However, **for genuine and justified reasons** and with **prior authorisation of both the host institution and the University of Trieste**, the duration of the mobility period may be:

- reduced in relation to the duration provided for in the official agreement, ensuring in any case a minimum duration of 2 consecutive months;
- extended in accordance with a specific application to be submitted after the start of the mobility period. The financing of the extension period is subject to the availability of funds. The extension must be requested at least one month before the planned end of the mobility period.

All activities must be completed by 31st December 2026.

ARTICLE 3 – FINANCIAL CONTRIBUTION

Recipients of other EU scholarships or funding may not benefit from the Erasmus+ grant for the purposes of this notice within the same period. Erasmus+ mobility periods within a project, action or programme entirely or partially funded by the European Union (e.g. ESF) are not eligible.

Grants paid pursuant to this article are subject to availability of funds. In case of insufficient financial resources, the University may establish a limit on the maximum duration of grants.

Students with grants covering a limited period may complete their mobility in 'zero grant' mode, thus keeping their Erasmus student status till the end of their mobility period.

Payments will be made exclusively by bank transfer to the recipient's **bank account or to a joint account in the recipient's name**. Bank account details must be entered in the online academic services portal (Esse3).



EU FUNDS

The selected candidates receive a grant funded by the European Union. The monthly allowance is proportional to the final length of the mobility period and varies according to the destination country:

DESTINATION COUNTRY	MONTHLY ALLOWANCE
Group 1 (high cost of living): Austria, Belgium, Denmark, Finland, France, Germany, Iceland, Ireland, Liechtenstein, Luxembourg, Netherlands, Norway, Sweden. Region 14 third countries not associated with the Programme: United Kingdom, Switzerland.	400.00
Group 2 (average cost of living): Cyprus, Czech Republic, Estonia, Greece, Latvia, Malta, Portugal, Slovakia, Slovenia, Spain Group 3 (low cost of living): Bulgaria, Croatia, Hungary, Lithuania, North Macedonia, Poland, Romania, Turkey	350.00
Region 1-12 third countries not associated with the Programme can be found on this page .	EUR 700.00

CONTRIBUTION FOR DISADVANTAGED STUDENTS

A disadvantaged student is any student who faces obstacles to effective access to the opportunities offered by the Erasmus+ programme. These obstacles may be economic, social, cultural, geographical or health related. Access to opportunities may also be limited for students from migrant backgrounds, with disabilities or learning difficulties or for any other reason, including factors which may give rise of discrimination as defined by Article 21 of the Charter of Fundamental Rights of the European Union.

In order to facilitate the mobility of all its students, the University of Trieste ensures equal opportunities for all participants in accordance with the guidelines of the National Agency INDIRE.

Successful applicants from a disadvantaged background will receive an additional monthly allowance of EUR 250.00.

In order to receive additional funding, disadvantaged students must identify with one of the following circumstances:

1. disadvantaged economic background;
2. a certified disability;
3. parent to children under the age of 18;
4. students in employment;
5. students who are an orphan of at least one parent;



6. children of victims of terrorism or organised crime;
7. students with a migrant and refugee background or who come from national or ethnic minorities.

Requirements 3 to 7 must be certified by candidates through a self-declaration attached to their application. The form for the 'self-declaration for additional allowance' is available on the call web page.

Requirements 1 and 2 will be verified by the International Mobility Office of the University of Trieste through use of the University's database:

1. disadvantaged economic background - in order to be eligible, students must enrol by **1st September 2025**.
 - Deadlines shall be postponed exclusively for students who could not enrol due to UniTS regulations.
 - **Students with their permanent address in Italy**, must have obtained their equivalent financial situation index (ISEE Università 2025) by **1st September 2025** following the instructions provided for in the 2025-2026 student fee notice.
 - **Students with their permanent address** abroad, must have been awarded an ARDIS scholarship for the academic year 2025-2026.

The ISEE parameters will be defined by the Italian Ministry for University and Research (MUR).

2. Official disability - applicants who have uploaded a disability certificate in Esse3 (online Student Academic Services) will receive a notification from the International Mobility Office as soon as the National Agency INDIRE publishes the relevant provisions.

Students who identify with more than one of the circumstances above are only eligible for one additional monthly allowance.

Additional financial support may be granted to applicants with a disability certificate in the event of higher costs incurred for duly motivated special needs. The instructions for requesting additional funding will be sent by email to interested parties upon publication of the relevant information by the National Agency INDIRE.

Payment of the grant and any additional allowance is made in two instalments. The first instalment is 70% of the presumed total and is paid on departure. The second instalment will be calculated on the basis of the final, confirmed duration of the mobility.

TRAVEL

Travel costs shall be reimbursed according to Erasmus + 2025 dispositions. The relevant scheme is published on the call web page.

Travel costs shall be reimbursed in accordance with the provisions of the 2025 Erasmus+ Programme Guide.



In this case, reimbursement is calculated using the [distance calculator](#) and the reference distances below.

Distances	Standard Travel – Amount per participant	Green Travel – Amount per participant
between 10 and 99 km	EUR 28.00	EUR 56.00
between 100 and 499 km	EUR 211.00	EUR 285.00
between 500 and 1999 km	EUR 309.00	EUR 417.00
between 2000 and 2999 km	EUR 395.00	EUR 535.00
between 3,000 and 3,999 km	EUR 580.00	EUR 785.00
between 4,000 and 7,999 km	EUR 1,188.00	EUR 1,188.00
8,000 KM or more	€ 1,735.00	€ 1,735.00

Example of calculation:

City of departure: Trieste

Destination city: Oslo

Distance according to the Distance Calculator: 1599.43 km

Distance between 500 and 1,999 km

Contribution: EUR 309.00 (round trip) – EUR 417.00 (green round trip)

Reimbursement shall be calculated exclusively on the basis of the distance between departure and destination (and back). Travel costs for the entire round trip shall be reimbursed in one instalment.

Students who reached their destination by travelling by greener means of transport will receive a 'green travel' contribution only if such means of transport were used for most of their trip (in terms of distances).

ARTICLE 4 – CHOICE OF THE HOST UNIVERSITY

Mobility can only take place at a university that has signed an Erasmus+ agreement with the University of Trieste. The list of target universities is available on the call web page under 'list of destinations'.

For each possible destination, you will find: the number of places available for study, the subjects you will be able to study (area or ISCED code), the degree cycle, the duration in months of the mobility period, the reference teacher (coordinator of the specific mobility).



When choosing their host institution, students must consider whether the courses offered are consistent with their study programme. In order to do so, they may refer to the coordinator of that specific mobility period and/or the person in charge of mobility for their department. The list of coordinators is available with the list of target universities mentioned above. The list of teachers in charge of mobility for each department is available on this [page](#).

ARTICLE 5 – LANGUAGE SKILLS

It is the student's responsibility to verify that they meet the language skill requirements set by their host organisation. The language and level required can be found on the websites of host institutions. Should they fail to meet this requirement, they may be excluded by the host institution itself.

Applicants must indicate their language skills in their motivation letter, declaring any certificates they may have or indicating their presumed language level.

Selected students will have access to the OLS (*Online Language Support*) assessment made available by the Erasmus+ programme through the EU Academy platform to improve their language skills. Students will receive the necessary information about this service before departure.

All selected students are strongly advised to take the OLS assessment test before departure.

The University Language Centre (CLA) organises English, French and Spanish courses. The courses will start indicatively in March 2025 and will have a duration of 30 hours each. At the end of the course, students will have to take a test which will be scheduled approximately in June 2025. Rosetta Stone licenses will be issued for German learners.

To enrol to courses you must fill in the form available on this [page](#) by 27th February 2025.

ARTICLE 6 – APPLICATION PROCESS

Candidates must first read the call and the application instructions available on the relevant section of the call web page.

Candidates must apply for the relevant call by logging in to the Esse3 online academic services.

Candidates may indicate up to a maximum of **4 possible destinations** in order of priority (from first to last choice).

Candidates must:

- fill in and upload the 'additional form' with the information necessary to evaluate their application;
- fill in and upload the 'self-declaration for additional allowance' form referred to in Article 3, if relevant;



- confirm their application within the Esse3 online academic services.

The 'additional form' and the 'self-declaration for additional allowance' are available on the call web page.

APPLICATION PERIOD:

First application period: from the publication of the call until 3rd March 2025 at 12:00.

During this period candidates may submit applications for any mobility period (first term, second term and the entire academic year).

Candidates are invited to complete the application procedure well before the deadline, in order to avoid server overload close to the deadline.

After the deadline, the relevant sections in Esse3 online academic services will automatically disappear and it will not be possible to submit, edit or confirm any applications. Only applications which comply with the provisions of this article will be accepted.

Possible further application period: May to June 2025

Upon the confirmed availability of funds and posts at host universities, a second application period will be opened during the second term.

The notice for a second application period, if any, and the relevant list of available places will be published on the call web page.

Successful candidates of the first application period can also submit an application during the second period, provided the two mobility periods do not overlap and comply with programme dispositions.

Art. 7 – SELECTION AND SUCCESSFUL CANDIDATES

Candidates receive a score consisting of the sum of two elements: one automatically determined from the student's academic record, and the other related to the evaluation of their motivation letter. The academic record score is determined as follows.

If the candidate is enrolled in a bachelor's degree or in a single-cycle master's degree:

$(2/3) \times [(average\ mark) + 30 \times (acquired\ credits/required\ credits)]$

- To calculate the average mark and the number of credits acquired, the office will take into account all exams registered in the Esse3 online academic services by the deadline set for applications in this call;
- the required credits are 60 ECTS/CFU per year of course.

If the candidate is enrolled in a master's degree:

$\{(1/6) \times [(average\ mark) + 30 \times (acquired\ credits/required\ credits)]\} + [bachelor's\ degree\ score]$



- • To calculate the average mark and the number of credits acquired, the office will take into account all exams registered in the Esse3 online academic services by the deadline set for applications in this call;
- the required credits are 60 ECTS/CFU per year of;
- The bachelor's degree score is calculated on the basis of the final mark the candidate obtained at the end of their bachelor's degree:
30 points for a final mark of 110 or 110 cum laude;
28 points for a final mark of 105 to 109;
26 points for a final mark of 101 to 104;
24 points for a final mark of 66 to 100.

In both cases, the academic record score is added to the assessment of the motivation letter made by the mobility coordinator, who can assign an additional score from 0 to 30 points. Doctoral candidates are evaluated by a special committee appointed by the Rector.

If two or more candidates earn the same final score, priority is given to the candidate who confirmed their application first in the online academic services Esse3.

The rankings are published on the official register of the University and on the call webpage on **18th March 2025**.

The online publication of this list has legal value.

ARTICLE 8 – OBLIGATIONS OF SELECTED CANDIDATES

Successful candidates must accept their mobility by logging in the online academic services (Esse3). They may only do so during the following period:

- from 18 March 2025 at 18:00 to 21 March 2025 at 12:00.

If the student fails to accept or refuses the given destination, they give up their right to the entire mobility period and they will have no right to re-allocation within the same application period.

Candidates not present on the official lists may check and confirm any reallocations by logging in to the online academic services Esse3 during the following periods:

- from 25 March 2025 at 14:00 to 26 March 2025 at 12:00
- from 26 March 2025 at 14:00 to 27 March 2025 at 12:00.

Also in this case, if the student fails to accept or refuses the given destination, they give up their right to the entire mobility period and they will have no right to re-allocation within the same application period.



After 27 March 2025 no vacancies can be filled and places will no longer be reassigned for the same period.

To allow the office to verify if there are any vacancies and thus evaluate whether to open second application period, after 27 March 2025 all waivers must be duly justified and communicated without delay to outgoing.students@amm.units.it.

Successful candidates must read the additional obligations provided for in the Guidelines published on the call web page.

Participants who fail to submit the necessary documentation for the recognition of training activities and the payment of the financial contribution, and those who fail to fill in and submit the online questionnaire at the end of their mobility period may be required to reimburse the contribution received in full or in part.

ARTICLE 9 – INSURANCE

During their mobility period, recipients are covered by the following insurances:

- Health insurance guaranteed by the European Health Insurance Card (EHIC). For further information, please visit this [page](#) (mobility to EU countries). All recipients, in particular non-EU citizens, are invited to contact the local health authority (*azienda sanitaria locale – ASL*) to verify the health care conditions in their destination country.
- Civil liability: the University of Trieste offers all enrolled students civil liability insurance through a policy signed by companies operating in the sector.
- Insurance for accidents at work: the University of Trieste offers insurance coverage for accidents at work through the national insurance system (consolidated law on the National Institute for Insurance against Accidents at Work [INAIL], Italian presidential decrees No 1124/65 and 156/99).

University insurance cover for accidents at work and civil liability only covers accidents which occur during study and internship activities. It does not cover any risks associated with the medical profession and the use of health facilities. Therefore, recipients who fall into this category must provide a supplementary insurance at their own expense.

In case of any ongoing health emergencies candidates will have to:

- constantly monitor the situation in their destination country so as to remain up to date about the health and safety provisions in force and to ensure that they comply with all requirements, restrictions and the specific rules of the host institution.

- If necessary, they will provide additional health and/or travel insurance covering the risks related to any ongoing emergencies. The University will not be liable for any risks, inconveniences or exceptional or unexpected costs incurred due to the interruption or cancellation of mobility periods.



ARTICLE 10 – ACCESS TO OFFICIAL DOCUMENTS, DATA PROCESSING AND STAFF MEMBER IN CHARGE OF THE ADMINISTRATIVE PROCEDURE

The personal data collected for the purposes of this selection will be processed in accordance with the European Regulation No 2016/679 on the protection of personal data. Data may also be processed using IT. Aggregate data may also be used for statistical purposes by the Italian Ministry of University and Research.

When necessary, personal data may be transferred to universities located in non-EU countries. In this case, the University will adopt an adequacy decision pursuant article 45 of the General Data Protection Regulation – Commission Implementing Decision (EU) 2021/1773 of 28 June 2021.

Candidates are guaranteed access to the records of the selection procedure pursuant to Regulation (EU) 2016/679 on the protection of personal data.

The data controller is the University of Trieste – Piazzale Europa, 1 – 34127 Trieste, in the figure of its legal representative, the Rector.

The Head of the International Mobility Office of the University of Trieste is responsible for data processing.

Pursuant to Law 241/90 and subsequent amendments and additions, the staff member responsible for the administrative procedure is the Head of the International Mobility Office of the University of Trieste.

For anything not specified in this call, please refer to the current legislation on the subject, to the Regulation on International Mobility of Students and to other provisions in force at the University of Trieste.

Updated information on Regulation (EU) 2016/679 is available on the [dedicated section](#) of the University's website.

Art. 11 – FINAL PROVISIONS

All information and official documents relating to this call, are available on the [Erasmus+ Study 2025-2026 call web page](#).

This call for applications and the list of selected and eligible candidates will be published on the [University Official Register](#).

These publications shall have the status of full official notification.

For all communications and for the transmission of official documents between students and the University, both parties should only use the institutional email address assigned to them by the online



academic services Esse3 when they first enrolled at the University. **Requests and communications from private e-mail addresses will not be considered.**

Applicants are required to read the call, information, notices, instructions, forms and guidelines published and continuously updated on the call webpage, as well as the [University Regulation on International Mobility of Students](#).

The allocation of a mobility period becomes effective upon acceptance by the host institution.

The University will only pay grants after receiving the relevant contributions from the National Agency INDIRE.

Eligibility for a mobility period does not automatically entitle a candidate to a mobility grant. Selected candidates who do not benefit from an Erasmus+ mobility grant can still go abroad with Erasmus student status. This will allow them to attend the same courses and benefit from the same facilities at the host institution as grant recipients.

Laws and regulations governing entry into specific countries are linked to the applicant's nationality. Applicants must inform themselves in good time about the requirements and documentation needed for entry and their stay for study purposes in the host country by contacting the relevant diplomatic representatives in Italy. Applicants are responsible for all procedures and costs related to entry visas and/or residence permits in the host country. In the case that an applicant is not issued a visa, the University of Trieste is not liable, even after a grant has been awarded. It should be noted that in order to obtain a visa, some countries require proof of sufficient financial resources. The minimum amount may vary and may be higher than the grant for the mobility period itself. It should also be noted that the procedures for issuing a visa can be expensive, complex and lengthy. It is therefore advisable to get all information well in advance.

During the mobility period students will not be able to take exams or any complete other official degree-related activity at the University of Trieste or any other institutions.