CALL FOR THE PARTICIPATION IN INTERNATIONAL MOBILITY PROGRAMMES

DOUBLE DEGREE

Academic Year 2022/2023

Deadline 20th January 2022 at noon

Please note that this is a courtesy translation – the only binding version is the Italian one
Table of Contents

Art. 1 – Object of the selection .................................................................................................................. 3
Art. 2 - Admission requirements ........................................................................................................... 3
Art. 3 – Requirements to start the mobility ............................................................................................ 5
Art. 4 – Application procedure ............................................................................................................... 5
Art. 5 – Selection ..................................................................................................................................... 6
Art. 6 – Evaluation criteria ....................................................................................................................... 6
Art. 7 – Ranking list ................................................................................................................................ 7
Art. 8 – Scholarship payment and start of the mobility ......................................................................... 7
Art. 9 – Information and contacts .......................................................................................................... 9
Note 1 – Information on processing of personal data processing......................................................... 11
Art. 1 – Object of the selection

1. The present call regulates the selection process for the allocation of 74 scholarships for a study period abroad at one of the partner universities listed in Attachment 1A, 1B and 1C (called Attachment 1 below).

2. Attachment 1 to the present call, divided by scientific/disciplinary areas, includes an information sheet for each partner University indicating:
   a) the number of scholarships available and their amount based on the ISEE-Università index
   b) the departments and study courses involved;
   c) the requirements at the time of application and at the time of departure for the destination;
   d) duration of the stay at the partner University and mobility period;
   e) information and requirements from the partner University

3. Candidates are requested to choose a maximum of two destinations. The order of preference is not binding with regards to the allocation of the destination by the Selection Committee.

Art. 2 - Admission requirements

1. UniTrento students may participate in the selection if they possess all requisites indicated in Attachment 1 and if they are in one of the following conditions:
   a) being regularly enrolled in a UniTrento bachelor course, five-year course or master course, as indicated in Attachment 1.
   b) they are enrolled in single courses leading to the enrolment in a master’s degree course. Students must be regularly enrolled in the master course at the time of departure.

The mobility must be completed no later than the first year after the legal duration of the study course.

2. In order to be admitted to the selection, candidates must prove their knowledge of the language required for that destination at least at the level indicated in Attachment 1, according to one of the methods below:
   a) holding an internationally-recognised language certificate attesting their knowledge of the language at the requested level. Internationally-recognised language certificates and their
validity are those listed at the Language Center webpage. Candidates are asked to carefully check that the language certificate is still valid at the expiry date of this call and that they have obtained the minimum grade required for each linguistic ability as per the information at the above-mentioned link;

b) being a native speaker of the language required for the mobility;

c) having passed the language exam included in the UniTrento study plan provided that all four linguistic abilities were tested and that the level is the same as the one required by the partner University or higher;

d) having passed the language exam at another Italian university provided that all four linguistic abilities were tested and that the level is the same as the one required by the partner University or higher;

e) for students of the Department of Economics and Management: having passed both the written and the speaking test at the end of the extra-curricular English and German language courses (the certificate issued by the lecturer has to be uploaded in the online application);

f) holding a high school diploma or Bachelor or Master’s Degree obtained in a country where the official language is the same as the one required for the mobility or taught in that language;

g) having passed, not more than 5 years ago, both the language written and speaking tests for the purpose of a previous UniTrento international mobility call;

h) for English only, being enrolled in a UniTrento course taught in English.

3. The language level is an essential requirement for admission to the selection. Should candidates not meet any of the above-mentioned requirements, they can take the language tests organised by the UniTrento Language Centre (CLA) for the purpose of UniTrento international mobility calls. Candidates falling in the category as per art. 2.3 are allowed to take maximum two tests provided that is it for two different languages.

4. Candidates falling in the category as per art. 2.3 must register for the test through the application form Language test for international mobility programmes 2022-23 no later than 11 November 2021 at noon, Italian time.
5. The language tests’ schedule will be published on the webpage [Open Selection calls](#) by 18 November 2021.

The written test (listening comprehension, reading comprehension and writing) will take place from 22 to 30 November 2021. The speaking test will take place between 10 and 14 January 2022. Candidates should regularly check the webpage for the dates of their tests. No notification about the language tests will be sent via e-mail to candidates. The candidate’s absence will be considered as a withdrawal from the test, regardless of its cause.

6. The passed CLA language test can replace the language exam included in the student’s study plan only provided that he/she is assigned a destination for that language and that he/she starts the mobility. Students who passed the test but will not be assigned a destination within this call are eligible to apply for other UniTrento calls for mobility programmes for 5 years following the date of the publication of the test results.

**Art. 3 – Requirements to start the mobility**

1. Before starting the mobility abroad candidates must:
   a) Be regularly enrolled in a UniTrento course for the academic year 2022-2023 having paid the tuition fees or being eligible for fees exemption;
   b) Possess all the other requirements for the assigned destination as per Attachment 1.

**Art. 4 – Application procedure**

1. Applications must be submitted at the link available on the webpage [Open Selection calls](#) no later than 20 January 2022 at noon.

   When the application is correctly sent, candidates receive a confirmation email. Once the application has been submitted, it is not possible to cancel it nor to amend it.

2. Candidates must attach the following documents for each chosen destination:
   a) a motivation letter in Italian or English explaining the reasons for including a study period abroad in their curriculum. The same motivational letter must be also written in the foreign language requested by the partner university;
b) a curriculum vitae in Europass format, written in Italian or English and in the foreign language requested by the partner university;

c) if applicable, the certificate proving the knowledge of the required language;

d) any other documents considered relevant for the purpose of the selection;

e) only for students who did not obtain their bachelor degree at UniTrento, a certificate/declaration of graduation with the transcript of records of the bachelor, if required for the chosen destination.

3. Candidates with disabilities are invited to contact the offices at Art. 9 in order to identify additional documentation that might be submitted.

Art. 5 – Selection

1. Candidates will be evaluated on the basis of the documents submitted as per article 4 and of a possible interview.

2. The list of candidates admitted to the interview will be published on the University’s webpage Open Selection calls with at least three days’ notice. Candidates will not be notified by email. Candidates’ absence will be considered as a withdrawal from the selection, regardless of its cause.

3. The Selection Committee can request the candidate to use the language required for the destination during the interview.

Art. 6 – Evaluation criteria

1. The Committee’s evaluation criteria are determined as follows:

   a. Motivation letter (maximum 35 points)

   b. Curriculum vitae and interview (maximum 35 points)

   c. UniTrento GPA or the final grade of the latest degree obtained (maximum 30 points)

2. The GPA (criterion c) will be taken into consideration if at least 18 ECTS credits with a grade have already been registered in the student’s career by 31 October 2021. If this is not the case, the final
grade of the latest degree obtained will be taken into consideration. In case of foreign degrees, the GPA will be taken into consideration if the final grade is not available.

3. The Committee will draw up a ranking list for each destination on the basis of the points scored by each candidate in each of the above-mentioned criteria. The minimum score required is 70 points.

4. In case some scholarships are not assigned, they might be re-assigned to another destination by the Committee, if the partner University is willing to accept more students.

Art. 7 – Ranking list

1. The final ranking lists will be published on the University’s webpage Open Selection calls within 5 working days from the ending date of the selection process. Scholarships for each destination are awarded following the ranking list order.

2. Selected candidates will be notified via email at their official UniTrento email address. Candidates will have to send, within the deadline mentioned in the email, a declaration of acceptance attached in the said email. In case of withdrawal of a selected candidate, the next eligible candidate in the ranking list will be contacted to take their place.

2. The allocation of the mobility position will be definitive only after the candidate has been also accepted by the destination university, as some universities may require additional language examinations or applications’ evaluations and/or request further documentation and they may potentially not accept the proposed candidate. Candidates are therefore requested to carefully check the partner university’s website.

3. Selected students who are eligible for a scholarship for another mobility programme have to formally renounce it in order to accept the Double Degree position.

4. Candidates who participate in the Double Degree programme have to remain regularly enrolled in the University of Trento for the whole duration of their mobility abroad.

Art. 8 – Scholarship payment and start of the mobility

1. The scholarship is awarded only upon attendance of the mobility programme abroad, that is to say for the actual time spent abroad. It is paid in two instalments:
For the first two semesters spent abroad:

a. The first instalment is paid within two months after the beginning of the mobility period;

b. The second instalment is paid within two months after the beginning of the second semester;

Should students not achieve at least half of the yearly ECTS credits required by the programme, they might be excluded from the Double Degree programme and might be asked to return the scholarship.

For the following semesters spent abroad, if applicable:

a. The first instalment is paid within two months after the beginning of the third semester of mobility;

b. The second instalment is paid within two months after the beginning of the last semester of mobility.

2. In case of withdrawal or interruption of the stay with no justified and documented motivation, the student is asked to return the scholarship to UniTrento; the refund is a necessary condition for the admission to the graduation final exam.

3. The scholarship is to be considered as a contribution towards the travel costs of the study period spent abroad. It is not meant to be a contribution towards tuition fees, if these are required by the partner universities. In case of a virtually carried out mobility, the scholarship will not be awarded. It does not entitle to any social security treatments nor evaluation towards juridical and economic careers, nor automatic recognition for social security objectives. The scholarship is subject to taxation as foreseen by the law.

Candidates should be aware of the cost of living in the destination country and of the economic requirements necessary to obtain the visa, if applicable.

4. Eligible students are invited to:

- check for security or risk alerts on the [Italian Ministry of Foreign Affairs' website](https://www.esteri.it/esteri/home/);
- check carefully how the mobility will be carried out at the partner university in case of a pandemic or other circumstance of force majeure, with particular reference to online teaching, availability of services such as student housing, canteens, etc.;

- buy a travel insurance covering for cancellations/delays due to pandemic or other force majeure circumstances;

- buy a health insurance explicitly covering for costs related to hospitalisation and treatments due to a pandemic/epidemic;

- selected students must autonomously check if a visa is required for the country of destination and the relevant requirements to obtain it.

5. The actual possibility of leaving for the country of destination will be subject to the evolution of the pandemic and to the unilateral decisions made by the partner university.

6. Students with disabilities can benefit from the services offered by the UniTrento Inclusion Service and may submit a request for an additional financial contribution to the University of Trento. The additional financial contribution for students with special needs will be granted at the end of the mobility period on the basis of actual costs met abroad. In order to access these services, students have to contact the relevant International Mobility Office.

7. Students who do not graduate within 12 months following the validation of all exams taken at the partner university will be excluded from the Double Degree programme and will therefore only be able to obtain a UniTrento degree. Exceptions might be made only for documented and motivated cases, which will be evaluated on an individual base.

Art. 9 – Information and contacts

1 For further information please refer to the following contacts:

- International Mobility Office - Science and Technology area - Email: mobility-st@unitn.it
- International Mobility Office - Social Sciences Area and Humanities - Email: mobility-ssh@unitn.it
- International Mobility Staff - Cognitive Science Area - Email: mobility-cs@unitn.it
On behalf of the Rector of the University

Paolo Zanei

Head of the Education and Student Services Management
Note 1 – Information on the processing of personal data

Information on the processing of personal data

Regulation (EU) 2016/679, the “General Data Protection Regulation” (hereinafter “GDPR”), provides that everyone has the right to the protection of personal data concerning him or her.

In compliance with Article 13 of the EU Regulation 2016/679, the University of Trento provides the present notice to persons who want to participate in this selection procedure ((hereinafter “data subjects”).

1. Data controller

The Data controller is the University of Trento, via Calepina 14, 38122 Trento; email: ateneo@unitn.it; ateneo@pec.unitn.it.

2. Contact details of the Data Protection Officer (DPO)

The DPO can be contacted to request information on personal data at the following email address: dpo@unitn.it.

3. Purpose of the processing and legal basis

The University of Trento shall process personal and particular data exclusively for the management of this selection procedure, as part of the performance of its public interest tasks as well as for the fulfilment of legal obligations (article 6(1), points e) and c) and art. 9(2), points g) of the GDPR).

4. Acquisition of data

The provision of personal data for the purposes indicated above is mandatory to participate in the selection procedure; failure to provide it will make it impossible to participate. The provision of particular data is optional and failure to provide it will make it impossible for the University to guarantee the use of the facilities requested.

5. Data processing methods
The processing of personal data shall be carried out manually and by automated means by authorised staff, according to their tasks. Personal data shall be processed lawfully, fairly and transparently, confidentially, in a manner that is adequate, relevant and limited to what is necessary in relation to the purposes for which they are processed (GDPR, article 5(1)).

No profiling is carried out, and decision are not taken by automated means.

6. Recipients of personal data

In addition to all the University personnel acting for the above mentioned purposes, the personal data shall be disclosed to other Partner Universities as indicated in the art.1 of the call for selection, for the management of data relating to international mobility of students candidated to the call itself, as mandatory requirement for the actual performance of the mobility. If such Partner Universities are located in an non-EU countries, the transfer of personal data will be carried out on the basis of a decision of adequacy pursuant to art. 45 of the GDPR or, in its absence, on the basis of standard data protection clauses pursuant to art.46 (2) point c) of the GDPR.

In any case, personal data must be disclosed in compliance with legal obligation and/or a provision of the Judicial Authorities.

Personal data may be published on the University website in fulfillment of the obligations of publicity and transparency provided for by current legislation.

7. Data retention period

Personal data will be stored as long as necessary to fulfil the purposes for which they were collected, and in any case as long as it is necessary by law. In any case, the data will be stored as long as necessary by the regulations

in force and/or by University regulations on the storage of administrative documents relevant to the performance of its services.

8. Rights of the data subjects

At any time the data subject can exercise the rights referred to in article 15 et seq. of the GDPR towards the Data Controller, at the contact details indicated above, and in particular: the access to his/her own personal
data and to other information as mentioned in art. 15 of GDPR; the request of rectification of his/her own personal data when inaccurate and/or their integration when incomplete; the erasure of his/her own personal data, except when the University is obliged to data storage to comply with article 17 (3) of the GDPR; the restriction of processing as per article 18 of the GDPR; the object to processing of personal data concerning him or her when allowed as per art.21 GDPR.

This is without prejudice to the right to lodge a complaint with the Supervisory Authority pursuant to Art. 77 of the GDPR and/or to take the appropriate judicial offices.