UniTrento and the partners have specific responsibilities, roles and tasks in the implementation of the project and individual mobility, which are shared and respectful of the principles of the ECHE. Communication must be constant and timely between the parties and between their respective offices and with the beneficiaries. Rules and procedures are shared and collected in the Project Handout, a working document published on the project website.
UniTrento ICM – 1. Contractual documents

The beneficiary grant agreement

The Inter-Institutional Agreement (IIA)

The student’s learning agreement

The staff mobility agreement

The participant grant agreement
UniTrento ICM - 2. Before the mobility

CALL  SELECTION  NOMINATION
UniTrento ICM – 2. Before the mobility

THE CALL

Who can apply
Level: UD, MA, PhD students and type of staff
Academic area of interest (new areas can be added after the check of feasibility).
Special requirements

How to apply
Online form, email submission, in person submission ....
Documents to be submitted

Assessment Criteria
Merit (students)
Motivation
Learning / Mobility Agreement
Special needs / disadvantaged applicants priority

Contacts for info
Email and phone number of the responsible person at your university
(no UniTrento contacts in this phase)
UniTrento ICM - 2. Before the mobility

Useful links

Choose your courses – UniTrento link

https://international.unitn.it/incoming/choose-your-courses

Tutor for research/PhDs mobility

Staff Research interests

Department research section

UniTrento ICM

https://international.unitn.it/incoming/erasmus-study-and-traineeship-for-students
THE SELECTION

• **Inspired by**
  TRANSPARENCY, FAIRNESS, EQUAL OPPORTUNITY.

• **Decided by**
  a committee including referent professors and IRO

• **Based on**
  jointly criteria of assessment and their relative weight
THE SELECTION CRITERIA

- Academic merit
- Research / teaching activity already started
- Consistency with the Learning Agreement
- Language level
- Economic obstacles
- Ethnic minority
- Social obstacles
- Disadvantaged background
- Cultural differences
UniTrento ICM - 2. Before the mobility

**NOMINATION**

- Online Nomination Tool
  
  [Online Nomination Tool](http://webapps.unitn.it/form/en/Web/Application/mob-in/Stu_Exc_Nom2020)

  within the DEADLINE (see the project webpage)

- Remember to attach the Declaration of the Sending Institution (see the project webpage)

- Must contain, the call, minutes with graded awarded to each student.

**ACCEPTANCE**

- Confirmation - nominees’ mobility is confirmed only after the LA or Mobility project approval
UniTrento ICM - 2. Before the mobility - students

AFTER THE nomination...

From now on students are supported by the International Mobility offices directly

UniTrento Online Students’ Application

- Mobility programme (scholarship, duties/rights, university facilities and services)
- Pre-arrival and arrival procedures (VISA, stay permit, health insurance, etc.)
UniTrento ICM - 2. Before the mobility

WELCOME SERVICES
** Üniversität ICM - Towards RECOGNITION**

**LEARNING AGREEMENT**
- Check «choose your courses» web page
- Fill in Table A (study programme at UniTrento)
- Fill in Table B (Recognition at the Sending Institution)

**CHANGES**
- High probability of timetable clashes
- Changes form can be returned after the arrival by 31°October/31° March depending on the semester of mobility

**TRANSCRIPT OF RECORDS**
- Sent via email within 5 weeks after the end of the mobility
- Reports only passed examinations (title of the course/grade if provided/n° of credits)

**DECLARATION OF RECOGNITION**
GRANT PAYMENT

STUDENTS → 1° INSTALLMENT: 70% GRANT + TRAVEL CONTRIBUTION AT ARRIVAL
2° INSTALLMENT: 30% OF GRANT ONE MONTH BEFORE DEPARTURE
ON ITALIAN BANK ACCOUNT

STAFF → ALL THE GRANT AND TRAVEL CONTRIBUTION BEFORE ARRIVAL
ON THE GRANTEE’S BANK ACCOUNT

MONITORING

BY BOTH: HOME AND HOST INSTITUTION
UniTrento ICM – AFTER MOBILITY

RECOGNITION

HOST UNIVERSITY TOR
RECOGNITION REPORT
HOME UNIVERSITY TOR

FEEDBACK

EU SURVEY
UNITRENTO SURVEYS
THANK YOU!

Erasmus+ KA107 International Credit Mobility

Trento (Italy), 13-14 October 2020