



## SECOND SEMESTER CALL FOR OVERSEAS EXCHANGE PROGRAMME 2018/2019

*Abstract from the official 2018/19 second semester Overseas Exchange Programme call for outgoing students in Italian language*

N.B.: The text in Italian language is intended to be the only official source of information concerning the Second semester Overseas Exchange Programme call for outgoing students.  
The present abstract is intended to provide some useful information on the main information included in the call.

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For the 2018/19 Academic Year, 20 students will be selected for a mobility period as part of the International Exchange Programmes that the University of Pavia maintains with: Argentina, Brazil, Chile, Japan, Jordan, Israel, Lebanon, Mexico, Palestine, Russia, and the United States. The available places are distributed as indicated in the table attached to the present call (Attachment A) which also specify the academic and linguistic requirements of each host university, the disciplinary area in which it is possible to undertake academic activities and other useful information.

### ART. 1 – REQUIREMENTS FOR CANDIDACY

Students who are EU citizens as well as non-EU citizens officially enrolled in an **undergraduate degree course, a postgraduate degree course, a one-tier degree or a PhD (only certain destinations available)** at the University of Pavia, are eligible for candidacy. Exchanges are open to any subject area: any restrictions and / or priority subjects are specified in **Attachment A**.

Candidates must be in possession of specific language qualifications that are valid for the 2017/2018 academic year. For details, please see art. 4 of this call and **Attachment A**.

#### **Incompatibilities and Restrictions**

- Students can **choose 1 university per country with a maximum total of 3 countries** among those available, stating their order of preference;
- Successful candidates who, during the same period of study abroad, have been assigned a mobility period under another international programme, must renounce their previously accepted mobility period before sending in their participation confirmation for the mobility period referred to in this call.
- A mobility period will not be permitted to students in their first year of study, if they are doing a three-year undergraduate course or a single-tier degree course;
- Students can access mobility opportunities that correspond to the area of study in which they are enrolled in at the time of selection and that pertain to the following academic year. Therefore, in order to avoid places / grants being allocated to students who will no longer be enrolled at the University of Pavia in the year in which the mobility period will take place, **students completing the final year of their three-year degree course will be excluded from selection, without exception.**

- During the course of the mobility period, students who have been assigned a place / study grant are not permitted to graduate or to obtain the qualification for which they are enrolled at the University of Pavia, nor are they permitted to transfer to another University.

- Students who have already been allocated a place / mobility grant as part of an International Exchange Programme and / or Erasmus+ Overseas during their academic career, will not be eligible to apply to a destination that they have already been assigned in the past.

## ART. 2 - PERIOD ABROAD

In the 2018/2019 academic year, the admitted students **will attend the second semester of study** at one of the foreign Universities listed in Attachment A.

The following facilities will be made available to these students:

a) exemption from paying tuition fees at the foreign host university; students will pay their UNIPV tuition fees for the 2018/2019 academic year as usual;

b) preliminary and/or orientation courses at the host university.

The status assigned to the selected students at a host university will be that of an Exchange student, and the level of study during the mobility period will be defined by the host university in accordance with their internal regulations (see Attachment A), regardless of what level degree programme the students are enrolled in at UNIPV.

The selected students will obtain a certificate from the host university at the end of the semester, detailing the studies which they have completed abroad.

During their semester at the host university, students will have to:

a) pay their own travel expenses;

b) pay the cost for obtaining a VISA;

c) pay for health insurance that will cover them in case of sickness and/or an accident during their semester abroad;

d) pay any specific costs required by the Exchange Programme / host university (see Attachment A for details);

e) pay expenses for the purchase of books and educational materials;

f) pay any social fees related to the host university;

g) pay maintenance costs abroad (excluding the ISEP programme).

Students who do not complete their semester of study (those who return early) must refund a portion of the grant that they originally received.

## ART. 3 – PERMITTED ACTIVITIES

The study period at the host university should be used to take exams that are equivalent to the ones that the student would be taking at UNIPV, i.e. exams that correspond to the student's study plan that **must be approved by the Departmental Mobility Delegate**. It will also be possible to add a thesis preparation to the exam to be taken abroad.

**The minimum number of credits to be earned during the period abroad is equivalent to 18 CFU credits.**

At certain host universities, a minimum number of credits / units must be obtained for the purpose of obtaining and maintaining the visa (as specified in Attachment A)

In particular, for the purpose of obtaining / maintaining the entry visa in the U.S.A., **all students will be obliged to achieve a minimum of 12 UNITS in courses that are relevant to their study plan and approved by the departmental delegate for international mobility.**

In the event of no educational activity being completed during the period abroad, the assigned grant may be revoked.

At the end of their mobility period, the student will obtain official recognition of the activities that they carried out during their period abroad, for the purpose of them being registered as part of their academic career, in accordance with the final certificate issued by the host university (the Transcript of Records).

#### ART. 4 - PRESENTATION OF CANDIDACY

**The application must be made online by accessing the link available on the UNIPV website > Internationalisation > Scholarships**

**The online form will be available until Monday 2nd July 2018, at midday.**

Candidates must attach the following documents:

a) a passport-size photograph;

b) a medical certificate that proves you are in good health, dated no earlier than 6 months prior;

c) Learning Agreement (the programme of study that the candidate intends to follow at the host university) signed by the International Mobility Delegate of the student's department; one LA for each of the three chosen destinations (the template is available online).

ISEP Programme candidates must present 10 study programmes, one for each of the 10 American universities selected by the ISEP network;

d) a curriculum vitae (European format) in English;

e) **Qualification / Certificate proving the student's knowledge of the foreign language**, requested by the host university as stated in Attachment A.

This could be:

A. a recognised international language certificate, as required by host universities in certain destinations:

The United States, Japan, Lebanon: TOEFL or IELTS certificate, valid for the 2018/19 academic year, with a score equal to or higher than the one requested by the chosen University;

B. a language certificate issued by the University Language Centre (only in host universities that do not specify the need for an international certificate): all the information on deadlines and how to register for tests is published on: <http://cla.unipv.it/>

C. having mother tongue status or enrolment in a course that makes the student exempt from presenting a language certificate (only in host universities that do not specify the need for an international certificate): all the information with regards to this can be found in Attachment B

Either the international language certificate or the certificate issued by the University Language Centre must be attached to the application form or (**as a last resort**) presented during the interview, scheduled for the 10<sup>th</sup> of July. If the student fails to do so he will be excluded from the selection process.

f) **Only for the U.S.A and Japan a**: a bank statement (Attachment D), in English, attesting the financial coverage of the candidate during their period of stay abroad;

g) **only for doctoral candidates**: an acceptance letter from the director of studies or from a reference professor of the host university (a confirmation e-mail is also acceptable) + a letter signed by the supervising professor at the relevant doctorate school (the templates are available online).

It will only be possible to send the application once.

**We recommended that you pay particular attention to the specific documents required by each country (e.g. USA, Japan, Mexico).**

**Upon receiving your online application, it is not the International Relations Office's responsibility to verify that it is all correct and complete.**

**Incomplete applications will not be considered eligible.**

Candidates who are selected will be required to complete a special form by the host university in order to participate in the exchange. The student must autonomously ensure that they complete the registration process and that their request for accommodation at the host university goes through, in accordance with the methods of the host university and in compliance with the relevant deadlines.

#### **ART. 5 - SELECTION AND RANKINGS**

Candidates will be selected by a special commission assembled by the University Rector.

The assignment of mobility periods will be made on the basis of a ranking in descending order based on the total score obtained by adding the merit score to the evaluation score, calculated as follows:

<b>max 200 points</b>	50% <b>(up to 100 points)</b>	<b>merit score</b> <i>(calculated by the responsible office)</i>
	50% <b>(up to 100 points)</b>	<b>language competency score</b> <i>(toefl/ielts/other score, up to a maximum of 50 points)</i> <b>evaluation of study / research programme and motivation score</b> <i>(up to a maximum of 50 points assigned by the selection committee)</i>

#### **Merit score**

In order to calculate the merit score, any exams that the student has taken before the **2<sup>nd</sup> July 2018** will be taken into account, in addition to (for those who are enrolled in postgraduate courses) the outcome of the student's three-year undergraduate course (their graduation score and the overall 180 credits).

It is the candidate's responsibility to verify that each exam they have taken has been recorded in their "Booklet" (denotable from the presence of an "S" in the green box next to the exam name, the "date of the exam" and "grade / feedback"), available through the Online Portal.

It is also in the candidate's own interest and their responsibility to report, in advance, any missing records or instances of "activities awaiting approval" to their course's Student Secretariat and subsequently verify that the Secretariat has registered the activity before the deadline on the **2<sup>nd</sup> July 2018**: **anything recorded after this date will not be considered for scoring purposes.**

#### **Evaluation score**

In order to ascertain the evaluation score, candidates will undergo a selection interview, during which the Commission will evaluate:

*a) the language skills that the candidate possesses*

The commission will ascertain the adequacy of the student's language preparation and, where necessary, will evaluate the score of the international language certificate or the Language Centre certificate, the possible status of mother tongue and/or the exemption of the candidate from language assessments.

*b) The proposed study programme abroad and the candidate's motivation. The commission will evaluate the study programme abroad and will consider the candidate's CV as well as what motives them personally over the course of the interview.*

The selection interview will take place on the 10<sup>th</sup> of July (date, time and place to be confirmed – any useful information will be published and updated on the International Relations Service).

**Candidates who will not take part to the selection interview will be excluded from the selection process.**

On the basis of the selection procedure, a ranking in descending order will be issued by the Selection committee.

The selection Committee will then assign the mobility periods on the basis of the ranking and of the destination choices of each candidate.

The winners for each destination will be identified taking into account the overall score obtained, as well as the maximum number of available places per each university partner.

When more students get the same overall grade in the selection in the ranking priority will be given to the ones with the less advantaged socio-economic background (which will be measured with the ISEE declaration handed in for the university enrollment at academic year 2017/18).

Moreover, since the international mobility must not delay the graduation of the selected candidate, the selection Committee will not give priority to “fuori corso” candidates or to candidates who might become “fuori corso” if they participate to the mobility period.

Rankings will be available on the International Relations Office website.

#### **ART. 6 – ACCEPTANCE AND WITHDRAWAL**

Selected candidates will have to accept or refuse the mobility period assigned by the deadline indicated by the International Relations Office.

In any case, those who have not accepted within the period specified will be considered definitively dropped out the assigned mobility for study for the 2017/18 academic year.

**Acceptance will not guarantee the student to be accepted by the host university: he/she must to be officially accepted by the host university.**

In case of drop out, candidates must inform immediately the International Relations office.

In case of vacant seats, the International Relations Office will communicate to the ranked candidates the new deadline for acceptance. Those who will not accept the vacant seat assigned to them by the new deadline will be considered definitively as dropped out.

Successful candidates who, during the same period of study abroad, have been assigned a mobility period under another international programme, must renounce their previously accepted mobility period before sending in their participation confirmation for the mobility period referred to in this call.

#### **GRANTS**

The best 9 students according to the ranking order will receive a mobility grant.

The amount of the grant and the way in which it will be assigned will be confirmed at a later stage by Servizio Relazioni Internazionali. The amounts detailed in Attachment A are to be confirmed.

Selected students will have the possibility to participate to the mobility as Zero Grant students (i.e. without being assigned a mobility grant), provided the host university accepts this (see Attachment A).

#### **USEFUL CONTACTS AND INFORMATION**

For information on the present call please contact: Gaia Garancini or Alessandra Varasi: [relint@unipv.it](mailto:relint@unipv.it) - tel.0382 98 4694/6948.