

**Please note:** This English version of the Call is made only for publicity purposes. For enforcing the call, resolving any dispute and for all legal purposes only the Italian version is valid.

## **OVERSEAS CALL INTERNATIONAL MOBILITY FOR STUDY**

**a.y. 2022/2023**

### **Art. 1 General Information**

The goal of this call is to allow the international mobility of the students regularly enrolled in the a.y. 2022/2023 at University of Rome Tor Vergata (and up to date with University Fees and local taxes) within the regular duration, plus one year (DM 1047 del 29/12/2017), of the study cycle. A mobility period with no grant will be allowed.

The goal of these grants is to allow students of the University of Rome Tor Vergata to study at an extra-European host university (under an Agreement existing between the two Institutions) to carry out didactic activities that must be consistent with their course of study; the students must attend classes and do the final exams, they will obtain the title (Degree or Master Degree) only after their return and after the conclusion of the mobility period.

Students that obtained an Overseas grant for study in the past cannot apply again.

**THE UNIVERSITY OF ROME TOR VERGATA DETERMINES TO ALLOCATE 35 GRANTS FOR STUDENTS  
WANTING TO UNDERTAKE EXTRA-EUROPEAN MOBILITY FOR STUDY**

In case of remaining funds, the number of grants can be increased.

### **Art. 2 Requirements for eligibility**

Students wishing to be eligible for this call grant must fulfill the following general requirements at the time of application:

1. Be regularly enrolled in the a.y. 2021/2022 at University of Rome Tor Vergata (and up to date with University Fees and local taxes) and to be regularly enrolled in the a.y. 2022/23 at the moment of mobility period (within the regular duration, plus one year, of the study cycle;



N.B to be regularly enrolled in the a.y. 2022/23 will be mandatory to pay the first part of the fees for the a.y. 2022/23 before starting the mobility.

2. Maintain a GPA of no less than 24/30 by October 15, 2021<sup>1</sup>;
3. Language proficiency in the language of the host country (or, as an alternative, in a vehicular language used in the host country) is required. Students must provide documentary evidence of the language proficiency by providing one of the following documents:
  - A certificate issued by a nationally and/or internationally recognized school.
  - A self-declaration stating that the applicant has taken a language proficiency test in the language of the host country (or in a vehicular language) at the University of Tor Vergata.
  - A document certifying permanent residence of more than three months, for study or training purposes, in a country where the language of the host country (or a vehicular language) is spoken.

Language proficiency are required just for the application to the call. When applying to the host university it will be necessary to have the language proficiency required by the University (see the FactSheets of partner Universities).

The partner University can decide to reject the application if language proficiency is not suitable.

### **Art. 3** **Incompatibility**

During their stay abroad, students must be properly enrolled and up to date with payments, and they will earn their degree (Bachelor or Master or One-cycle) only after their return to the home university.

Those students that already won the grant in the past cannot apply again.

Foreign graduating students at the University of Rome Tor Vergata are not eligible for the grants allocated to their residence country.

The grant will not be allocated to students who, at the moment of their departure and during the whole stay, benefit from the following scholarships for the same purposes:

1. Aid granted by public or private institutions;
2. Erasmus Plus grants;
3. Other mobility scholarships from any other bodies of the University of Tor Vergata;

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<sup>1</sup> In case of ordinary sessions of exams for a.y 20-21 from 15/10/2021 to 31/12/2021 notes and credits will be valid to calculate the accademic curriculum. Extraordinary sessions for graduating students will not be considered.

#### **Art. 4**

#### **Application procedure and deadline**

Applications shall be submitted and validated exclusively online, by filling out the application form available at: <http://mobint.uniroma2.it/extra/candidatura/default.aspx>

Deadline is **JANUARY 30, 2022 (12,00 – Midday, Roma GMT)**.

**WARNING!** Incomplete, not validated or untrue data will invalidate candidacy.

To apply the student must fill in all the sections of the online application and attach all the documents required for the mobility. The application is only online.

After the first access to the web platform it will be possible to save a draft to edit. The application will be submitted only after the validation. After the validation it won't be possible to change or edit the application. After the submission of the application an automatic email will be sent to confirm the correct sending. Any anomalies must be reported to the Help desk of the application system reported on the platform

The goal of this mobility is to support students of the University of Rome Tor Vergata to study at an extra-European host university and to carry out didactic activities that must be consistent with their course of study (see attached A). The applicant can apply for 3 Universities given that the competent office will check the possible exchange or to find another destination. It is the student's responsibility to ensure that the chosen foreign universities offer courses consistent with their course of study. Selected grantees will deliver a Learning Agreement<sup>2</sup> to professors, and they will sign it to guarantee the validity of the exams.

Compulsory documents for the application are:

- Motivation letter with the description of the courses and activities the applicant wants to follow at each host University. The applicant must check the didactical offer through the links in Attached A;
- A reference letter by a professor of the University of Rome Tor Vergata;
- Any certificates proving language proficiency in the language of the host country (or, as an alternative, in a vehicular language used in the host country) See art. 2.

#### **PLEASE NOTE**

In some Universities, it is possible to attend just undergraduate courses (the above-mentioned rule is valid also for students seeking a master's degree). Some Universities can require some extra fees. Applicant must check the Factsheet and the web sites to know the application procedures and deadline.

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<sup>2</sup> Learning Agreement is a plan that details what courses or research/training/teaching activities you intend to achieve during your mobility. The Learning Agreement should be signed by responsible authorities within the home and hosting universities, as well as the student before the mobility starts.

Students from Faculty of Medicine and Surgery can apply only for South American and Russian destinations.

The information given in the list of host universities is updated to the present call and they can be modified by the Host University.

**Mobility may change due to the current state of emergency due to COVID-19. Scholarships will not be paid in the event of "virtual" mobility.**

ATTENTION!

Under the art. 71 of the Presidential Decree 445/2000, the Administration will carry out the necessary checks, including sample checks; included are those cases of reasonable doubts about the truth of applicants' statements contained in the application form.

### **Art. 5** **Selection process and evaluation criteria**

The selection of applications shall be carried out by an Interdisciplinary Committee appointed by the Rectoral Decree.

The Committee will incontestably allocate grants by considering the following criteria:

- Applicant's academic curriculum updated to 15/10/2021 (GPA, degree mark, ECTS);
- Relevancy of the proposed plan of study and motivation;
- Language competence;
- Motivation interview.

Relevancy of the plan of study/motivation and language skills will be valued for 50 per cent of the total.

The applicant's academic curriculum will be valued as follows:

For students at first year of M.Sc. Degree the following formula shall be utilized:  

$$(180/210) * [( \text{Number of years expected for the title attainment} ) / ( \text{academic year of title attainment} - \text{year of enrolment in the career pertaining the title for accessing the Master's degree} + 1 )] \times ( \text{grade of the Bachelor Degree} * / 110 ) \times 50 + (30/210) * [ \text{Minimum Amount of ECTS earned, Maximum Amount of ECTS earnable during the whole study course based on candidates' year of enrolment} ** ] / [ \text{Maximum Amount of ECTS earnable during the whole study course based on candidates' year of enrolment} ** ] \times \min[1, \text{Number of Years expected for the Title attainment} / ( \text{Current Academic Year} - \text{Year of Enrolment} + 1 )] \times ( \text{weighted average mark} / \text{weighted average exam mark for students enrolled in the same study course} ** ) \times 50.$$

\* If the Bachelor's degree mark is not based on a 110-point scale, the equivalent mark shall be calculated on the new scale.

- For students in: (Bachelor's Degree, One-cycle Degree and 2nd year of M.Sc. Degree) the following formula shall be utilized:  

$$\left[ \frac{\text{Minimum(Amount of ECTS earned, Maximum Amount of ECTS earnable during the whole study course based on candidates' year of enrolment**)}}{\text{Maximum Amount of ECTS earnable during the whole study course based on candidates' year of enrolment**}} \right] \times \min[1, \text{Number of Years expected for the Title attainment} / (\text{Current Academic Year} - \text{Year of Enrolment} + 1)] \times (\text{weighted average mark} / \text{weighted average exam mark for students enrolled in the same study course**}) \times 50.$$

\*\* The calculation of the weighted average for students enrolled in the same study course shall include all students regularly enrolled in the said course as of 15/10/2021 independently of the year of enrolment

The date for the interview with the Committee will be communicated by email (the one the applicant will use in the application) only after the deadline. During the interview can be tested the language competence of the applicants.

**The candidate is responsible to be available for the interview, the absence will be consider as renounce.**

Esoneri or mid-exams won't be considered for the GPA calculation.

The candidate is responsible for having the language proficiency required by the host University by the deadline for application.

For Universities in USA is usually required one of the following proficiency: *International English Language Testing System (IELTS)*, *TOEFL*, *University of Cambridge Examinations Certificate of Proficiency in English (CPE)* o *Certificate of Advanced English (CAE)* – with minimum score as stated in the factsheet (Attached A).

PLEASE NOTE: it is not necessary to have the proficiency required for the deadline of the Call but just for the application as exchange student that will take place after the grant allocation.

After the valuation of the applications, the Committee shall draw up a ranking list.

We remind the grantees that the final decision about their grant for mobility is up to the host University.

The host University may decide to refuse a student at any time, even after sending all the necessary documents for registration.

## **Art. 6**

### **Grant amount and disbursement of the grant**

The grants are allocated to the students as a financial partial support.

The grantees will be exempted to pay tuition fees at the host University and **will continue to pay enrolment fees at University of Rome "Tor Vergata"**.



The grant is financed by the Ministry for Education (MIUR) and will be assigned in accordance with the Ministerial Decree no. 1047 dated 29.12.2017 (Fondo Sostegno Giovani - FSG). The monthly amount of the grant will be defined according to the ISEE declaration as shown in the following scheme:

| SLOT | ISEE                   | Monthly amount in € for extra-European countries | Monthly amount for USA and Japan |
|------|------------------------|--|----------------------------------|
| I    | ISEE ≤ 13.000          | € 900  | € 1.100                          |
| II   | 13.000 < ISEE ≤ 21.000 | € 850  | € 950                            |
| III  | 21.000 < ISEE ≤ 26.000 | € 750  | € 850                            |
| IV   | 26.000 < ISEE ≤ 30.000 | € 550  | € 650                            |
| V    | ISEE > 30.000          | € 350  | € 350                            |

\* By law, students who do not fall within the normal duration of the course plus one year will be automatically excluded from funding.

\*\* As regards the determination of the family composition, the indicator of the income situation, the indicator of the financial situation and the methods for filling the form relating to the request for benefits for the right to study, as well as for any other matter related to the calculation of ISEE, this call refers to the Prime Ministerial Decree no. 159 dated 5.12.2013 “Regulation concerning the revision of the methods of determination and the fields of application of the Indicator of the Equalized Economic Situation - ISEE”.

ATTENTION: It's required the ISEE certification of 2021.

The ISEE considered will be the one requested for enrollment at a.y. 2022/23.

If the ISEE won't be presented, the amount of the grant will correspond to the V slot.

- To apply this call, **students residing in Italy**, upon enrollment for the academic year 2021-2022, have to authorize the acquisition of the valid ISEE certification (relating to the facilitated benefits for the right to study) on the DELPHI platform, before departure.
- **For international students non-resident in Italy**, for the purpose of disbursement of the contribution, can submit to the University the ISEE Parificato (also called Scheda Raccolta Dati), issued by the CAF and handed to the Welcome Office when enrolling. The stability law of 11 DECEMBER 2016 n. 232, provides in Article 1, paragraph 261:

“Nel caso di studenti aventi la cittadinanza di Stati non appartenenti all'Unione europea, e non residenti in Italia, per i quali risulta inapplicabile il calcolo dell'ISEE del nucleo familiare di appartenenza ai sensi dell'articolo 8, comma 5, del regolamento di cui al decreto del



Presidente del Consiglio dei ministri 5 dicembre 2013, n.159 l'importo del contributo onnicomprensivo annuale è stabilito dalle singole università statali, anche in deroga ai criteri individuati nei commi da n.255 a 258 del presente articolo”.

Foreign citizens who are not resident in Italy **cannot use the self-certification institution in any way.**

Foreign students from one of the European Union countries not resident in Italy, for the purpose of disbursement of the contribution, will be able to submit an ISEE Parificato.

### **ISEE Parificato**

As can be seen from the resolution of the “Consiglio di Amministrazione” of 10/11/2020, having as its object the introduction of a control and verification system of ISEE equalized (data collection form for university equalized indicator) - all non-EU students for whom it is inapplicable the calculation of the ISEE pursuant to art. 8, paragraph 5, of Prime Ministerial Decree 159/2013 may request the compilation of the data collection form for the university equalized indicator at the CAF (The CAF identified by the University or other if this is not indicated) to which all the documentation containing the information necessary for the determination of the income statement or the original certification issued by the authorities of their country of origin \* and translated into Italian, validated by the Italian diplomatic authority competent for the territory in the same country of origin of the student (art.33 of Presidential Decree no. 445 of 28/12/2000).

Students with a DISCOLAZIO scholarship are also required to submit the data collection form and will be subject to checks on what they have been declared. The MIUR contribution is not compatible with any DISCOLAZIO funding provided to support mobility.

The certificate of ISEE PARIFICATO must appear on the DELPHI university platform at the same time as the regularization of the enrolment, as required by this Call of participation.

Grant duration is calculated based on starting and ending dates of the mobility as indicated in the Certificate of Study Abroad. Every month shall be calculated of 30 days. In case of incomplete months, the grant shall be calculated by multiplying the number of days of the incomplete month by 1/30 of each monthly unit cost.

Students have to pay attention to the dates that are written in the Arrival/Departure Certificate, issued by the hosting institution, due to this certification represents the basis for the calculation of the real months spent abroad and therefore of the grant amount.

In case of mistakes the grantees have to correct them before sending the documents to the office. The grantees will receive the grant in two installments.

1. The first one at the beginning of the stay abroad, more exactly after the Arrival Certificate and the Learning Agreement signature by the hosting institution. It will be equal to 70% of the total amount.
2. The remaining 30% will be paid at the end of the mobility period prior reception of the final documents.

### **Before the mobility starts the grantee has to:**

1. sign the acceptance of grant with the supposed mobility period and destination;
2. sign the Code of Conduct;
3. sign the Learning Agreement;
4. have residence permit valid for the whole mobility;



5. comply with the Lazio Disco requirements.

**At the end of mobility, within 15 days from return, the grantee must** take to the office:

1. Arrival/Departure Certificate certifying his/her stay abroad;
2. a report on the activities carried out.

The Mobility for study must end by December 2023.

The grant can be withdrawn if:

- The grantee is not regularly enrolled for a.y. 2022/23 at the Università degli Studi di Roma “Tor Vergata”;
- The host University doesn’t accept activities on the learning agreement;
- The grantee is not regular with other public entities (like Discolazio).

### **MINIMUM OF CREDITS REQUIRED**

A minimum of credits are required following the credits foreseen for an academic year. A minimum of 12 CFU are required for an entire semester; a minimum of 6 CFU are required for a mobility of 3 months.

### **Return of the grant already paid**

The grantee shall return the mobility grant if:

1. the mobility documents required at the end of mobility are missing within 15 days from return;
2. the mobility period is less than 3 months;
3. no credits recognition.

### **PLEASE NOTE**

Grantees who will not return the grant as stated in the previous list won’t be able to get their degree.

## **Art. 7**

### **Approval of the activity carried out**

Selected students will consult the teachers on the study programs or the President of the course in order to elaborate a study plan in line with the internal study plan and **sign the Learning Agreement before departure** (also by the Erasmus referring teachers), in view of the recognition of the activity carried out. In this case, the teaching activities carried out at the partner foreign universities will be recognized by the individual Study Program Councils of the University of Rome “Tor Vergata” after the period of stay abroad.

## **Art. 8**

### **Term of validity**



The mobility for study has a duration of minimum 3 months and maximum of 6 months in **a.y. 2022/23** according the deadline for the host universities.

During their stay abroad, the grantees will be regularly enrolled at University of Rome “Tor Vergata”, paying fees to this institution for the academic year in which the mobility will take place (not be “in cautelativa”).

**Considering the exceptional state of emergency due to Covid-19, the mobility will be implemented according to the modalities indicated by the host country and, if the mobility could not be implemented, the scholarship will be suspended.**

#### **Art. 9**

#### **Allocation and acceptance of the grant**

The list of selected grantees and the relating destinations will be published on the University of Rome “Tor Vergata” website, in the section Area Internazionale > Studiare e lavorare all'estero > Overseas Call.

This is the only manner of publication regarding the selection outcome. Selected grantees will not receive any winning notification by emails.

PLEASE NOTE: Selected grantees must accept the grant within the 7th day after the publication of the above-mentioned list.

To receive the grant, selected grantees need to formally accept it. In case of non-acceptance, the grant will be allocated to the next qualified grantee in rank order.

#### **Art. 10**

#### **Privacy**

The processing of personal data requested by this call is aimed at managing the Program, for the selection procedures and for the eventual procedure for assigning and disbursing the contribution and will have in accordance with the provisions of the "General Data Protection Regulation" (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 and to Legislative Decree 196/2003, as amended by Legislative Decree 101/2018.

The Data Controller is the University of Rome "Tor Vergata", Via Cracovia 50 CAP 00133 Rome, PEC [direzione.generale@pec.uniroma2.it](mailto:direzione.generale@pec.uniroma2.it). The Data Protection Officer is based in Via Cracovia 50, 00133 Rome, e-mail [rpd@uniroma2.it](mailto:rpd@uniroma2.it), PEC [rpd@pec.torvergata.it](mailto:rpd@pec.torvergata.it) The e-mail address, to which questions relating to data processing may be addressed, is: [privacy@uniroma2.it](mailto:privacy@uniroma2.it).

Participants are entitled to the rights provided for by EU Regulation 2016/679 and, in particular, they may request access to personal data concerning them, rectification, or, if their extremes occur, cancellation or limitation of treatment, or oppose to the their treatment.

The interested student, at the time of submitting his application, will give consent to the processing of his personal data as established on the Information provided by the Data Controller (University of Rome Tor Vergata), called "Information pursuant to art. 13 of EU regulation 679/2016 for the

processing of personal data of students who intend to participate in international mobility programs for study (erasmus "overseas, research thesis abroad) or internship (erasmus + traineeship) in non-European countries", present on the platform Organizer.

## **Art. 11**

### **Office in charge of the procedure**

Pursuant to the law no. 241 dated 7.8.1990, the person in charge of the procedure for the procedures under the exclusive competence of the university is Dr. Gianfranco Tarquini.

For further information, after having carefully read this call, the student can address directly to the following office:

Student Mobility Office

Dott.ssa Chiara Montanari

Via Cracovia, 50 – building D, floor 0, room 002

Tel. 06/72593509

e-mail: [students.exchange@international.uniroma2.it](mailto:students.exchange@international.uniroma2.it)

The Rector  
Professor Orazio Schillaci