

## CALL FOR INTERNATIONAL RESEARCH

### DEGREE THESIS ABROAD

Academic Year 2023/24

#### Art. 1

##### General information

The goal of this call is to fund scholarships for students regularly enrolled at Tor Vergata University of Rome for the academic year 2023/24, within the normal duration of their course program plus one additional year (as outlined in Ministerial Decree 1047 dated 29/12/2017).

The main purpose of the program is to enable a research period abroad for the preparation of the degree thesis (only for Master's or single-cycle degree courses) in European or non-European countries at universities or non-university facilities (such as private and public institutions, laboratories, libraries, research institutions, archives, etc.).

In light of the above,

**TOR VERGATA UNIVERSITY OF ROME IS ALLOCATING 35 SCHOLARSHIPS FOR THESIS RESEARCH  
ABROAD IN EUROPEAN AND NON-EUROPEAN COUNTRIES**

The number of scholarships may be increased based on the availability of funds allocated by MUR for the year 2022 (M.D. n. 581, 24/06/2022).

#### Art. 2

##### Requirements for eligibility

Students wishing to apply for this call must meet the following general requirements at the time of application.

1. Be regularly enrolled in the a.y. 2023/24 at Tor Vergata University of Rome within the regular duration of their study program, plus one year.  
Students enrolled in the 22/23 academic year with a "precautionary" enrollment (domanda cautelativa) cannot apply.
2. Be assigned a thesis project;
3. Have earned at least **180** ECTS credits by the application deadline if enrolled in a single-cycle degree course, and **50% of the credits for the 1<sup>st</sup> year** if enrolled in a master's degree program.
4. Maintain a GPA of no less than **24/30 as of 31/03/2024**.

Proficiency in the language of the host country (or, alternatively, in the bridge language used in the host country) is required. Students must provide documentary evidence of language proficiency by submitting 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 the bridge language used in the host country) at Tor Vergata University of Rome.

The mobility period must end at least 45 days before the graduation date.

### **Art. 3**

#### **Incompatibility**

During their stay abroad, students must be properly enrolled and current with tuition fees payments, and they will only earn their degree (Bachelor's, Master's, or Single-cycle) after returning to Tor Vergata University of Rome.

The grant will not be awarded to students who, at the time of their departure and during their whole stay, are receiving other 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 Tor Vergata University of Rome;

### **Art. 4**

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

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

The deadline is **May 24, 2024 (12,00 – Midday, Roma GMT)**.

**WARNING!** Incomplete, inaccurate, or unvalidated submissions will be automatically disqualified. To apply, students must fill out all sections of the online application and attach all the required mobility documents. The application process is entirely online.

After the first access to the web platform, an editable draft can be saved and modified or completed in the course of further sessions. Applications can only be submitted after validation. Once validated, changes or cancellations are not possible. After successful submission of the application, an automatic confirmation email will be sent to the student's registered email address.

Research mobility requires that students carry out a research period in a European or non-European country deemed appropriate for their thesis project. The choice of destination, including universities or other public/private entities, requires approval by the thesis supervisor.

Compulsory documents for the application are:

- A reference letter from the thesis supervisor of Tor Vergata University of Rome confirming the relevance of the chosen mobility program and destination to the student's thesis project;
- An invitation letter or documentation demonstrating established contacts with the hosting institution;
- Any certificates proving language proficiency (see art. 2 of this call);

#### **PLEASE NOTE**

Under art. 71 of Presidential Decree no. 445/2000, the university administration reserves the right to carry out the necessary checks, including sample checks, especially in 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 candidates with the relating assignment of scholarships will be entrusted to a specific Interdisciplinary Commission appointed by Rectoral Decree.

The overall evaluation is based on a 100-point scale. The Interdisciplinary Commission will select the candidates' applications based on the following evaluation criteria:

- academic curriculum as of 31/03/2024 (average grade, grade of the last obtained title, ECTS credits);

The academic curriculum will be assessed on the basis of the following formulas:

$$\left[ \frac{\text{Minimum}(\text{amount of earned ECTS credits, maximum amount of earnable ECTS credits during the whole study course based on candidates' year of enrolment*})}{\text{maximum amount of earnable ECTS credits during the whole study course based on candidates' year of enrolment*}} \right] \times \min[1, \text{number of expected years for degree completion} / (\text{current academic year} - \text{year of enrolment} + 1)] \times (\text{weighted average mark} / \text{weighted average exam mark for students enrolled in the same study course*}) \times 100.$$

Only the exams registered on the DELPHI platform will be taken into consideration.

In case of a tie, the youngest candidate will be awarded the scholarship.

#### **Art. 6**

##### **Grant amount and disbursement**

The grants are awarded to students as partial financial support.

The grantees will be exempt from paying tuition fees at the host University but will still be responsible for enrollment fees at Tor Vergata University of Rome.

\* 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 31/07/2023, regardless of their year of enrolment.

The grant is funded by the Ministry of University and Research (MUR) and will be allocated in accordance with Ministerial Decree no. 1047 dated 29.12.2017 (Fondo Sostegno Giovani - FSG). The monthly amount of the grant will be defined according to the ISEEU declaration, as outlined below:

SLOT	ISEEU	Monthly amount in € for European countries	Monthly amount in € for extra-European countries	Monthly amount for USA and Japan
I	ISEEU ≤ 13,000	€ 800	€ 900	€ 1,100
II	13,000 < ISEEU ≤ 21,000	€ 700	€ 850	€ 950
III	21,000 < ISEEU ≤ 26,000	€ 600	€ 750	€ 850
IV	26,000 < ISEEU ≤ 30,000	€ 450	€ 550	€ 650
V	ISEEU > 30,000	€ 350	€ 350	€ 350

### University ISEE (ISEEU):

A valid University ISEE (ISEEU) declaration, as displayed in the online Student Services personal area (<http://delphi.uniroma2.it>), submitted for the purposes of determining tuition fees for the academic year 2023/2024, is required for this assessment. This declaration must be correctly acquired within the Tor Vergata University of Rome IT database. Students with income and assets outside of Italy (in their home country) can use the ISEEU parificato Universitario certificate instead. This form also needs to be submitted for the academic year 2023/2024 and registered in the University's IT database. The absence of a valid ISEEU or ISEEU parificato certification on the Delphi platform will result in a grant amount equivalent to that allocated to students with an ISEEU exceeding €30,000.

The grant duration is calculated based on the mobility start and end dates 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 are responsible for verifying the accuracy of dates that are written in the Arrival/Departure Certificate, issued by the hosting institution, as this certification determines the basis for the calculation of the real months spent abroad and, consequently, 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 (70% of the total amount) will be disbursed at the beginning of the stay abroad, more exactly following receipt of the Arrival Certificate and the signed Learning Agreement from the hosting institution.

2. The remaining 30% will be paid at the end of the mobility period upon reception of the final documents.

**Before starting their mobility period, the grantees have to:**

1. sign the mobility agreement (acceptance of grant with the supposed mobility period);
2. sign the Code of Conduct;
3. sign the Learning Agreement;
4. obtain a residence permit valid for the whole mobility duration;
5. comply with the Lazio Disco requirements.

**At the end of their mobility period, within 15 days of returning from abroad, the grantees must submit the following documents to the office:**

1. Arrival/Departure Certificate certifying their stay abroad;
2. a report on the activities carried out during the mobility period.

The grant can be withdrawn if:

- the required mobility documents are missing within 15 days after returning from abroad;
- the mobility period is less than 1 month;
- The grantee does not graduate in the a.y. 2023/24;

**Art. 7**

**Approval of completed activities**

Before departure, selected students will consult with their thesis supervisor and sign the Learning Agreement (including the Erasmus referring teachers) to ensure recognition of their completed research activity. In this case, after the mobility period the research activities carried out at the partner foreign institutions will be recognized by the individual Study Program Councils of Tor Vergata University of Rome according to the regulations referred to each course Secretary.

**Art. 8**

**Mobility duration**

The mobility period for degree thesis preparation must be between a minimum of **1 month** and a maximum of **3 months**.

During their stay abroad, the grantees will be regularly enrolled at Tor Vergata University of Rome and are responsible for paying fees to this institution for the a.y. 2023/24.

## **Art. 9**

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

The list of selected grantees and their relating destinations will be published on the Tor Vergata University of Rome website, [https://web.uniroma2.it/it/percorso/area\\_internazionale/sezione/borse\\_di\\_studio\\_per\\_la\\_mobilta\\_in\\_ternazionale\\_per\\_studio\\_e\\_ricerca](https://web.uniroma2.it/it/percorso/area_internazionale/sezione/borse_di_studio_per_la_mobilta_in_ternazionale_per_studio_e_ricerca).

#### **Selected grantees will be notified of their award via email.**

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 according to the ranking list.

A “no grant” mobility is also possible.

## **Art. 10**

### **Privacy**

Personal data collected through this call will be processed solely for managing the program, selection procedures, and potential grant allocation and disbursement. This data processing adheres to the provisions of the General Data Protection Regulation (EU) 2016/679 and Legislative Decree 196/2003 (as amended by Legislative Decree 101/2018). The Data Controller is Tor Vergata University of Rome, 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 have rights under EU Regulation 2016/679, including the right to access, rectify, erase, or restrict processing of their personal data, and to object to its processing.

Students applying for the program will be asked to consent to data processing as outlined in the Information provided by the Data Controller (Tor Vergata University of Rome), 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". This information can be found on the “Organizer” platform.

## **Art. 11**

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

Pursuant to law no. 241 dated 7.8.1990, Dr. Chiara Montanari is designated as the contact person for the procedures under the exclusive competence of the university.

For further information, after carefully reading this call, students can address directly to the following office:

Student Mobility Office

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)

Please note:  
this English version is for informational purposes only. Please refer to the Italian version for official regulations.

The Rector  
Professor Nathan Levialdi Ghiron