



CALL FOR STUDENT MOBILITY ERASMUS+ TRAINEESHIP - CALL 2022 School of Science of Nature

This is a Courtesy Translation: please, refer to the text in Italian as an official document.

Summary

ARTICLE 1 - GENERAL INFORMATION	2
ART. 1.1 - SCOPE	2
ART. 1.2 - PARTICIPATION REQUIREMENTS	2
ART. 1.3 - ORGNISATIONS HOSTING INTERNS	4
ART. 1.4 - DURATION OF THE INTERNSHIP	4
ART. 1.5 - TYPES OF INTERNSHIP	5
ART. 1.6 – RECOGNISING THE EXPERIENCE	6
ARTICLE 2 - FINANCIAL CONTRIBUTIONS	6
ARTICLE 3 - PAYMENT METHODS AND TIMING	10
ARTICLE 4 – APPLICATIONS	11
ARTICLE 5 – SELECTING CANDIDATES	12
ART. 5.1 - SELECTION CRITERIA	12
ART. 5.2 - SELECTION RESULTS	13
ART. 5.3 - ACCEPTANCE, REFUSAL AND CLEARANCE	13
ARTICLE 6 - INSURANCE	13
ARTICLE 7 - COMMUNICATIONS, CONTACTS AND TIMETABLE	14
PRIVACY STATEMENT PURSUANT TO ARTICLES 13 AND 14 OF THE GENERAL DATA PROTECTION REGULATION (EU REGULATION 679/2016 AND COUNCIL REGULATION OF 27 APRIL 2016)	16



ARTICLE 1 - GENERAL INFORMATION

ART 1.1 - SCOPE

As part of the Erasmus+ Mobility programme, the Traineeship project enables university students to have a traineeship abroad in companies, training centres, research centres or other organisations based in one of the following country groups.

- **The Programme Countries group** includes: EU Member States, European Economic Area countries (Iceland, Liechtenstein, Norway), EU candidate countries (Turkey, Serbia and the Republic of North Macedonia);
- **The Partner Countries group** includes: all countries in the world that do not belong to the *Programme Countries* group. **ATTENTION:** Before applying for a destination outside the EU (United Kingdom included), candidates must request information to the host institution/company on **mode, timing, costs for obtaining a Visa**, and about restrictions in accessing the host Countries due to Covid-19 emergency.



Students enrolled at UniTo, but not resident in Italy, cannot do their Mobility in an institution/university in their own country of residence. It is the student's responsibility to check if the University has the correct residence data.

IMPORTANT!



It should be noted that Mobility might be suspended, changed, interrupted or cancelled for security reasons should the Ministry of Foreign Affairs and International Cooperation advise against travel to the student's chosen destination. This also applies to the University of Turin having consulted parties involved. Students are advised to assess risks carefully concerning their Mobility abroad due to uncertainty around COVID-19 and understand the destination country's safety measures.

Mobility is only available for students interested in doing a Traineeship that is consistent with their course programme.

This Programme provides students with financial contribution to cover some of their costs during their internship abroad. Monthly grants allocated to the School of Science of Nature, funded by the Erasmus+ National Agency INDIRE, the MUR (Ministry of University and Research) and the University of Turin (now referred to as UniTo), for Call 2022 will provide no. 383 monthly grants for mobility for a maximum of 58 monthly grants for mobility to Partner Countries.

ART. 1.2 - PARTICIPATION REQUIREMENTS

All UniTo students regularly enrolled (including part-time) in undergraduate degree programme, postgraduate degree programme, single-cycle degree programme, first- or second-level specialisation programme from the School/Department of Science of Nature can apply for the Erasmus+ Traineeship call. UniTo PhD students regularly enrolled in a PhD programme can apply to this Call, provided that their coordinator is from one of the Departments of the School of Science of Nature.



The Erasmus+ Programme allows students more than one Mobility experience for study and traineeship during their university career. Any student can receive contributions for a maximum of 12 months for each study cycle, regardless of the number and type of Mobility (Erasmus+ per studies and/or Erasmus+ for Traineeship). Maximum Mobility for single cycle degrees is 24 months.

Recent/new graduates are also eligible for the Erasmus+ for Traineeship Mobility programme.

Online Mobility, including online components of blended Mobility, is not included when calculating the number of maximum monthly payments for each study cycle.

Students meeting the following criteria can apply for Erasmus+ for Traineeship:

- Undergraduate, Postgraduate and PhD students who have already received an Erasmus+ grant, but still have two months (60 days) left for the study cycle which they intend to apply for;
- Undergraduate, Postgraduate and PhD students who have received or will receive an Erasmus+ per Studies grant in the same academic year, provided there is no - even partial - overlapping and that the total period does not exceed 12 months per Degree course (24 months for single-cycle Degrees).
- PhD students who intend doing their Traineeship after graduating, provided they apply before graduating in their PhD course. Mobility must begin once they have graduated and end within 12 months after graduating or **no later than 31 July 2024**. Months worked after graduating will count towards the number of months available for the study cycle during which the application was made.

Students enrolled in the first year of Undergraduate and/or single cycle degrees are not admitted to this call Erasmus+ for Traineeship.

Applications will be admitted to evaluation provided that they comply with the following requirements, according to the academic career registered by October 1st, 2022.

Candidates, except PhD students, must have a **weighted average of marks equal or superior to 24/30**.

Candidates must have knowledge of the language of the host country or the vehicular language for the Traineeship. Such a knowledge will be assessed through:

- holding international certifications of at least B1 level according to the Common Frame of Reference for Languages (CEFR), validated by AICLU; check here: <https://www.cla.unito.it/it/valutazione-linguistica-e-certificazioni/certificazioni-validate-dall-aiclu>. In case candidates possess certificates for linguistic proficiency, copy of such certificates must be attached to the application before the deadlines of this call. Attaching the linguistic certificate is mandatory only if clearly required by the host institution (See Annex 3 – Suggested institutions or Annex 1 – Host letter);
- study/time spent abroad, number of years student has studied the language: such information must be clearly detailed by the candidate in the application form;
- oral language exam to be taken during the selection for this call.

Candidates applying for destinations included in Annex 3 – Suggested Institutions must comply with the specific requirements mentioned by the single host Institution.



ART. 1.3 - ORGANISATIONS HOSTING INTERNS

Public or private organisations providing an acceptance letter to candidates can be accepted as host institutions.

The hosting organisation could be an Institution holding the Erasmus Charter for Higher Education or public or private organisation active in the labour market or in areas such as education, training and youth.

For example, the organisation could be:

- a small, medium or large public or private enterprise (including social enterprises);
- a local, regional or national public body;
- a professional or work representative, including Chambers of Commerce, craftspeople or professional associations and trade unions;
- a research institute;
- a foundation;
- a school/institute/educational centre (any level from pre-school to secondary education, including vocational and adult education);
- a non-profit organisation, association or NGO;
- a body for vocational guidance, career counselling and information services.

The traineeship must take place in one of the countries eligible for this Call.

The following **are not eligible** as Erasmus+ for Traineeship host locations:

- EU institutions and other EU bodies including specialised agencies. See full list here: http://europa.eu/european-union/contact/institutions-bodies_en);
- organisations managing EU programmes, such as National Agencies (so as to avoid any conflicts of interest and/or double funding).

Candidates can apply for a Traineeship in:

- a. An organisation included in Annex 3 – Suggested Institutions: we recommend students to contact the reference professor at UniTo in order to verify the actual availability of the host institution.
- b. An organisation identified by the candidate, provided that it complies with the requirements listed in this article.

ART. 1.4 - DURATION OF THE INTERNSHIP

The Traineeship covered in this Call will last at least 2 months.

The Erasmus Plus programme states that in-person Mobility lasting less than **2 months (60 days)** is not valid unless the Erasmus+ National Agency INDIRE applies the *force majeure clause*. This is based on the programme's counting methods: see National Agency Erasmus+ calculator available on the [Erasmus Traineeship](#) page - Documents.



Students will be able to do blended mobility by combining their Mobility abroad with online coursework, provided they meet Traineeship Mobility objectives agreed in the Learning Agreement for Traineeship and Mobility lasts a minimum of 60 days.

If necessary, students can have a break between online Mobility and Mobility abroad as long as the minimum duration of Mobility abroad is respected and everything is completed by 31/07/2024.

Should COVID-19 conditions not allow the participant to complete their Mobility abroad, some totally online Mobility coursework will be considered eligible for recognition. Totally online Mobility coursework can therefore be recognized in terms of CFU within the student's career plan, if it is Type A - mandatory internship or Type B - voluntary internship with supernumerary credit recognition.

Students should note that their grant will only be awarded while abroad for blended Mobility and no Mobility grant will be awarded for exclusively online Mobility. As provided for by the European Commission and the Erasmus+ National Agency INDIRE, students doing blended Mobility abroad must respect the minimum length of 2 months (60 days). Participants based in the host country and doing their coursework online will be entitled to the contribution as their Mobility will be considered Mobility abroad.

Students cannot start their Mobility before the eligible candidate list has been published and beneficiaries have accepted.

Mobility must be completed **no later than 31 July 2024**.

The host organisation is allowed to fix the dates of the Traineeship period according to its needs and requirements.

PLEASE NOTE: students cannot sit exams or graduate from the University of Turin during Mobility Erasmus+ for Traineeship.

ART. 1.5 - TYPE OF TRAINEESHIPS

There are two **types of mobility** in this Call:

A. CURRICULAR TRAINEESHIP:

- Traineeship issuing credits (ECTS) necessary to graduate;
- Traineeship as part of a PhD programme or Specialising School.

B. EXTRA-CURRICULAR TRAINEESHIP:

- Voluntary traineeship, issuing extra ECTS or not issuing ECTS;
- After-graduation Traineeship (within 12 months of graduating).

The type of Mobility (Type A or B) that students state in their application form is binding and must correspond to what they actually do during their Mobility, unless there are justifiable reasons otherwise. Failure to do this could result in their having to return their scholarship.



ART. 1.6 – RECOGNISING THE EXPERIENCE

Erasmus+ for Traineeship is an educational traineeship experience and, as such, is governed by the Learning Agreement for Traineeship and the [Head of Studies for International Mobility](#) must approve its contents before the student leaves. This must be in accordance with the [University Guidelines for recognising coursework while abroad](#).

a) Curricular Traineeship

Curricular Traineeship activities will be worth ECTS credits, so applicants must check in their career plan the availability of credits for Mandatory traineeships or credits of their choice, before applying and in line with their course regulations.

The Erasmus+ Traineeship for Curricular Traineeship will be recorded as international Mobility in the [Diploma Supplement](#).

PhD Mobility students are responsible for checking how to have their Mobility experience recognised as part of the doctoral programme and based on their course provisions.

b) Extra-Curricular Traineeship

This can be:

- recognised with extra course credits (ECTS);
- without recognising credits (ECTS), as with voluntary traineeships;
- completed as a recent graduate.

The Erasmus+ Traineeship for Extra-Curricular Traineeship can be recorded as international Mobility in the [Diploma Supplement](#).

ARTICLE 2 - FINANCIAL CONTRIBUTIONS

Mobility financial contributions are funded by the Erasmus+ National Agency INDIRE, the MUR - Ministry of University and Research and/or the University of Turin.

Contributions consist of the following:

- A. MONTHLY GRANT** (EU amounts), paid to all students selected for an Erasmus Traineeship CALL 2022 Mobility, based on the COUNTRY OF DESTINATION and corresponding to the following amounts

**TYPE A: Erasmus+ for Traineeship Community Monthly Grant Amounts**

Destination countries: PROGRAMME COUNTRIES	Amount TYPE A
GROUP 1 HIGH cost of living: Denmark, Finland, Iceland, Ireland, Liechtenstein, Luxembourg, Norway, Sweden. N.B. These include the following Partner Countries: Faeroe Islands, Switzerland, United Kingdom	€500.00 per month
GROUP 2 AVERAGE cost of living: Austria, Belgium, Cyprus, France, Germany, Greece, Malta, the Netherlands, Portugal, Spain.	€450.00 per month
GROUP 3 LOW cost of living: Bulgaria, Croatia, Czech Republic, Estonia, Hungary, Latvia, Lithuania, North Macedonia, Poland, Romania, Serbia, Slovakia, Slovenia, Turkey.	€400.00 per month
Destination countries: PARTNER COUNTRIES	Amount TYPE A
All Partner Countries (except Faeroe Islands, Switzerland, United Kingdom which are in Group 1)	€700.00 per month

IMPORTANT!

Mobility participants going to Switzerland will not receive contributions from Type A if they also receive Mobility Grant contributions directly from the Swiss Government. The Host Universities/Institutions will define Mobility grant payment methods and timing. If, however, the Swiss government does not proceed with the payment of Mobility grants for the academic year 2022/2023, a monthly contribution equal to the amount due for Group 1 countries will be paid by the Università degli Studi di Torino.

B. EXTRA MONTHLY CONTRIBUTION FOR PARTICIPANTS IN DISADVANTAGED ECONOMIC SITUATIONS and/or LESSER OPPORTUNITIES

The grant amount is based on the student's economic situation or condition as specified below and will be paid to students in at least one of the following conditions:

- a. ISEE value up to €50,000.00, based on the following table/distribution:

Amount TYPE B - Erasmus+ for Traineeship additional contribution	
ISEE VALUE*	Monthly amount TYPE B
ISEE ≤ 13,000	€ 450
13,000 < ISEE ≤ 21,000	€ 400
21,000 < ISEE ≤ 26,000	€ 350
26,000 < ISEE ≤ 30,000	€ 300
30,000 < ISEE ≤ 40,000	€ 200
40,000 < ISEE ≤ 50,000	€ 150
ISEE > 50,000	€ 0

- b. a disability of 50% or more;
c. refugee status;



- d. subsidiary protection status;
- e. displaced person status;
- f. careleavers' status (Article 1, paragraph 250, Law No. 205 of 2017);
- g. children of disabled claimants, war orphans, the civilian blind, amputees and invalids of war, work and service, and their children;

For the purposes of this Call, students meeting conditions in Points b. and g. are considered to have fewer opportunities and are treated like students with an ISEE value of less than or equal to €13,000. Consequently they will receive a grant of €450 per month and are eligible for any further grants due to those with an ISEE value of less than or equal to €13,000.

The ISEE and/or ISEE Equivalent or GDP per capita PPP value is based on data the University holds for the academic year 2022/2023 and on the Fees and Contributions Regulations for the academic year 2022/2023. See the [Fees and Contributions Regulations for the academic year 2022-23 - Annex A](#) for GDP per capita PPP value.

Students who are exempt from or not required to pay the student contribution in accordance with article 3.3 or article 15 of the Academic Year Fees and Contributions Regulations, 2022/2023 and who are not an above-mentioned case for reduced opportunities, must request the ISEE/ISEE Equivalent valid for subsidised benefits for the right to university study for the year 2022 in order to access the additional contribution B. Alternatively, they can request the use of the GDP per capita PPP value, in accordance with the deadlines and methods set out in the Fees and Contributions Regulations 2022-23.

C. CONTRIBUTIONS FOR 'SPECIAL NEEDS'. There is an additional EU contribution based on **real costs** for Mobility students with **disabilities** and **special needs**. Candidates can access this contribution by making a specific request based on methods and timing defined by Erasmus+ National Agency INDIRE. Students with a disability certificate should consult the University portal here: www.unito.it - International - Studying and working abroad - Erasmus+ - [Erasmus+ for people with disabilities/special needs](#) and contact the UNITA and International Mobility Office (internationalexchange@unito.it) for more details.

D. TRAVEL CONTRIBUTIONS. Two different types of contributions are available to support students' travel expenses for the purposes of Erasmus+ Mobility as per Erasmus+ 2021/2027 programme Action 1 in order to make international Mobility inclusive and **sustainable**. Please note that the Erasmus+ 2021/2027 programme aims to encourage **green** transport, i.e. travel that emits a low level of Co² emissions (such as train, car sharing or bus).

In implementing the Erasmus 2021-2027 programme, the University of Turin recognises specific travel grants that can be accessed on an exclusive basis and, **therefore, cannot be accumulated:**

1) TYPE 1: TRAVEL GRANT is awarded to Erasmus Traineeship Call 2022 grant holders who do their Mobility in **PARTNER COUNTRIES (excluding the Faroe Islands, Switzerland and United Kingdom)** and who

- have an ISEE value **between 0 and €24,335.11** based on Ministerial Provisions defined values for the year 2022.

and/or

- meet at least one of the conditions required for being a student with fewer opportunities under points b., c., d., e., f., g. of Article 2 - B.

**The TRAVEL GRANT:**

- ❖ is a *one-off* amount paid for a return trip;
- ❖ varies based on EU level identified mileage bands and type of ("*standard*" or "*green*") journey, as detailed below:

1.1 'Standard' Travel Grant

For those who use **standard means of transport** (i.e. flights, etc.) to reach their Erasmus destination, based on the following table:

Requirements and amounts of 'STANDARD' TRAVEL GRANT		
Beneficiary Requirements	Mileage band	Standard Travel Grant Amount
<ul style="list-style-type: none"> ○ Erasmus Traineeship CALL 2022 Mobility to Partner Countries (not UK, Switzerland or Faroe Islands) ○ $0 < ISEE \leq €24,335.11^*$ and/or be a student with fewer opportunities under points b., c., d., e., f., g. of Art. 2 - PART B <p>*The amount is set annually based on Ministerial Provisions</p>	Between 10 and 99 KM	€23
	Between 100 and 499 KM	€180
	Between 500 and 1999 KM	€275
	Between 2000 and 2999 KM	€360
	Between 3000 and 3999 KM	€530
	Between 4000 and 7999 KM	€820
	8000 KM or more	€1,500

1.2 - 'Green' Travel Grant

It is awarded to those who choose to use **environmentally friendly means of transport** (such as train, car sharing or bus, etc.) in order to reach their Erasmus destination. Students must keep proof of their expenses as evidence of their green journey in order to access the "Green" Travel Grant. The UNITA and International Mobility Section will request supporting documents at the end of Mobility. The "Green" Travel Grant is made up as follows:

- **One-off travel contribution** depending on the mileage band as per the table below;
- a value corresponding to the daily amount related to the monthly grant (i.e. TYPE A/30days + possible TYPE B/30days= per diem amount due). This amount will be paid for each day the student travels "green" (both outward and return) needed to reach the destination and for a maximum of four days.



Beneficiary Requirements	Mileage band	Green Travel Grant Amount
<ul style="list-style-type: none"> ○ Erasmus Traineeship CALL 2022 Mobility to Partner Countries (not UK, Switzerland or Faroe Islands) ○ 0=<ISEE<=€24,335.11* and/or be a student with fewer opportunities under points b., c., d., e., f., g. of Art. 2 - PART B ○ undertake a Green journey to reach the Erasmus destination; ○ submit proof of travel expenses incurred <p>*The amount is set annually based on Ministerial Provisions</p>	Between 100 and 499 KM	€210
	Between 500 and 1999 KM	€320
	Between 2,000 and 2,999 KM	€410
	Between 3,000 and 3,999 KM	€610

2) TYPE 2: TOP UP TRAVEL GREEN

TOP UP Travel Green is a travel grant for Erasmus Traineeship CALL 2022 Mobility grant holders who undertake a **green** trip in order to reach their destination and who do NOT receive the "TRAVEL GRANT" grants mentioned in Type 1.

The **TOP UP Travel Green** contribution is provided for distances up to 4,000 km and consists of the following:

- One-off travel contribution of €50.00;
- A value corresponding to the daily amount related to the monthly grant (i.e. TYPE A/30days + possible TYPE B/30days= per day amount due). This amount will be paid for each day of **green** travel (both outward and return) necessary to reach the destination and for a maximum of four days.

The **TOP-UP Travel Green**:

- ❖ is recognised when the student's Erasmus Mobility finishes;
- ❖ is paid upon presentation of proof of expenses incurred during the actual **green** travel and time needed to reach the destination.

ART. 3 – PAYMENT METHODS AND TIMING

Contributions are paid into the Participant's Italian or European bank account in their name, provided they have signed the Mobility agreement which is regulated as follows:

- **First payment** consisting of:
 - **100% of TYPE A - monthly grant, by destination country;**
 - **100% of TYPE B – extra monthly contribution for participants in disadvantaged economic situations and/or with fewer opportunities, if applicable**
 - **100% of TYPE D - Type 1.1 "Standard Travel Grant", if applicable;**



The first payment will be based on when the international Mobility agreement is received, duly completed and signed by the participant. It will be around the 25th day of the month if the UNITA and International Mobility Office receives the agreement before the first working day of the same month. If it is received after the 2nd working day, payment will take place after the 25th day of the following month. This does not apply to the months of August, December or January when payments are made the following month.

The following will be paid once a student has made a **green trip** to reach the Erasmus destination, Mobility has ended and the Erasmus Traineeship administrative procedure has closed, and the student has presented and checked the supporting documents' eligibility in certifying the actual "green trip":

- the portion, if any, relating to the difference between the amount of the Standard Travel Grant already paid and the amount due under the Green Travel Grant
- or
- the 'Travel Green' TOP-UP.

Contributions received are subject to TOTAL OR PARTIAL RETURN should:

- ✓ **students refuse Mobility (refund of full amount);**
- ✓ **student fail to submit their Learning Agreement for Traineeship - "After Mobility" certifying actual period of Mobility (refund of full amount);**
- ✓ **Mobility abroad be less than the mandatory minimum period of 60 days (refund of full amount), unless due to *force majeure* recognised by INDIRE, the National Agency Erasmus Plus applies.**
- ✓ **less time be spent abroad than approved in the Agreement (refund of an amount corresponding to the number of days not spent abroad);**

Participants in disadvantaged economic situations (Mobility Type B) will have to return their supplementary contribution within 90 days of concluding their Mobility for a mandatory traineeship (Mobility Type A) if their credits cannot be recognised for reasons attributable to them.

No contribution will be **recognised/assigned for the online part of blended or entirely online Mobility**. If the participant spends part of their Mobility abroad (blended), they **could however receive the contribution for that time**.

ARTICLE 4 - APPLICATIONS

Candidates can only submit one application for only one country/organisation (at School's discretion) under this Call.

Candidates must indicate the type of Mobility they would like to do on their application, whether Curricular Traineeship (Type A) or Extra-Curricular Traineeship (Type B) and the choice between Mobility to Programme or Partner Countries.

Students must apply via [this form](https://www.scienzedellanatura.unito.it/en/node/1987) available on the School of Science of Nature website, in the webpage: <https://www.scienzedellanatura.unito.it/en/node/1987>.

In case of Curricular Traineeship issuing ECTS credits, students must verify that his/her career plan is provided with activities suitable to be recognised as a Traineeship.



The type of Mobility (Type A or B) declared in the application form is binding, and it must correspond to the Type of mobility the selected student will carry on. Any exceptions, only upon exceptional and justified reasons not caused by the candidate, must be approved by the UNITA and International Mobility office.

Candidates must attach to the application, through the Google form:

1. **Self-certification of registration and matriculation or graduation with exams**, to be downloaded through MyUnito personal account, clicking on “Carriera” -> “Certificazioni carriera”:
 - a) Students enrolled to a year following the first year must attach Self-Certification of registration and matriculation with passed exams;
 - b) Students enrolled in the first year of a Postgraduate degree programme or enrolled in a PhD programme must attach Self-Certification of graduation with exams passed, referred to the degree programme finished;
2. Copy of certificate for language proficiency , if available (mandatory in case the host organisation requires it);
3. Host letter signed by the host organisation representative (according to Annex 1 - Host Letter), on headed paper or with stamp of the organisation. As an alternative option, candidates must attach a written declaration (included by email) by the reference person at the host organisation stating that the organisation is available in hosting the candidate and approving the Traineeship project. If the host letter or the alternative declaration is not attached in the application form, it **MUST** be provided during the interview with the selection committee;
4. Declaration by a professor of the University of Turin – possibly affiliated to the School of Science of Nature – approving the Traineeship project (According to Annex 2 – Declaration UniTO).
5. Scan copy of a valid ID document.

The deadline for submitting applications is **10 November 2022 at 12.00 am**.

ARTICLE 5 - SELECTING CANDIDATES

ARTICLE 5.1 - SELECTION CRITERIA

The School will appoint a special Commission to assess the candidates.

Applicants are only eligible if they meet the criteria in Article 1.2, based on their university career record up until 01 October 2022.

The Commission has adopted the following basic selection criteria:

- number of credits expected and acquired during the current year, for students enrolled in Undergraduate, Postgraduate, PhD programmes;
- weighted average of marks, for students enrolled in Undergraduate, Postgraduate, PhD programmes);
- final mark of Undergraduate degree, for students enrolled on the first year of a Postgraduate degree;
- final mark of Postgraduate degree, for PhD students;
- knowledge of the host country’s language and/or the vehicular language;



- motivation to do the internship, individual training project and its relevance to the candidate's Degree course;
- oral interview.

Candidates obtaining a final mark lower than 60/100 will be considered NOT ADMITTED. In case of the same total final mark, younger students will have priority in the final ranking.

The mobility will start ONLY in case the host organisation accepts to host the selected candidate.

ARTICLE 5.2 - SELECTION RESULTS

The ranking will be published on the School of Science of Nature website from 28 November 2022.

ART. 5.3 - ACCEPTANCE, REFUSAL AND CLEARANCE

Successful candidates have 5 calendar days to accept or refuse their Mobility grant starting the day after the eligible candidate list has been published by filling in this [Google form](#).

Successful candidates who do not accept the Erasmus+ for Traineeship Mobility within the set deadlines will be automatically excluded from the eligible candidate list, and if they have no justifiable reason, will lose all rights to Mobility.

Should candidates refuse their Mobility grant, the eligible candidate list(s) will consequently be adjusted in accordance with the constraints provided for Mobility to Programme Countries and Partner Countries (see Art. 1). Eligible students may benefit from more funding should it become available and this is based on the eligible candidate list(s) in this Call.

Successful candidates must complete the administrative procedures for Erasmus+ for Traineeship Mobility before leaving.

ARTICLE 6 - INSURANCE

Mobility students have the same civil liability and accident insurance coverage as University students, throughout their stay abroad and during the course.

When applying, the applicant declares:

- they have checked the Ministry of Foreign Affairs and International Cooperation website (www.viaggiareassicuri.it) for information regarding safety and health at the student's Mobility destination abroad;
- they have checked the UniTo website - Insurance (www.unito.it/universita-e-lavoro/tutela-e-assistenza/assicurazioni) for information concerning UniTo insurance policies for third party liability and accident coverage during traineeships abroad;
- they are aware that UniTo policies (third party liability and accidents) guarantee coverage for the insured person(s) within policy limits and only during Mobility activities within the time and logistic limits defined in their training project;
- they will not hold responsible UniTo, their Department and associated offices of any liability should they suffer damage occurring outside the time and logistics limits, and activities not directly linked to their Mobility.



Consequently, winners of this Call are advised to consider taking out a suitable insurance policy to cover their time abroad (including outside Mobility) and expenses for medical and hospital care.

The National Health Service usually provides basic health insurance coverage through the European Health Insurance Card (EHIC) for Mobility students going to EU Member States, Iceland, Liechtenstein, Norway and Switzerland. However, European Health Insurance Card coverage may not be sufficient, especially if the student has to come home or needs specific medical care. Private supplementary insurance is therefore recommended for those travelling to these countries. Non-EU winner(s) do not enjoy similar health cover outside Italy even if they have EHIC and so should also take out private health insurance.

Mobility students travelling to countries other than those mentioned are required to find out about the host country's health insurance requirements and take out adequate private insurance that meets official local requirements to cover specific medical care.

The Participant must also check local COVID-19 restrictions.

It should be noted that Mobility might be suspended, changed, interrupted or cancelled for safety reasons should the Ministry of Foreign Affairs and International Cooperation advise against travel to the student's chosen destination. This also applies to the University of Turin having consulted parties involved. Students are advised to assess risks carefully concerning their Mobility abroad due to uncertainty around COVID-19 and understand the destination country's safety measures.

Please note that departures are always subject to the host organisation accepting.

ARTICLE 7 - COMMUNICATION, CONTACTS AND CALENDAR

This Call and its annexes, Commission appointments, selection results and any further news will be published on the [University's official notice board](#) and School of Science of Nature website.

The reference contacts for this Call are:

- 1) Erasmus+ Traineeship Action
UNITA and International Mobility Section
e-mail: internationalexchange@unito.it
- 2) Information and support for Erasmus+ Traineeship Call, application and results
Internationalisation Office – Hub of Science of Nature
e-mail: international.sciences@unito.it
- 3) Support for course content and recognising experience:
[Course International Mobility Coordinator](#)



Calendar	
Call application dates	from 03/10/2022 to 10/11/2022
General meeting	21/10/2022, 10 am
Announcement deadline	10/11/2022, 12 am
Candidates admitted to interviews	from 14/11/2022
Interview dates	Check dates and link at: https://www.scienzedellanatura.unito.it/en/node/1987
Final results	from 28/11/2022



PRIVACY STATEMENT PURSUANT TO ARTICLES 13 AND 14 OF THE GENERAL DATA PROTECTION REGULATION (EU REGULATION 679/2016 AND COUNCIL REGULATION OF 27 APRIL 2016)

The University of Turin would like to emphasise that Erasmus+ for Traineeship Mobility candidates' personal data acquired upon application or any specific method of collection will be processed in the course of its teaching and research activities. This is in compliance with general principles of lawfulness, correctness, transparency, limitation of scope and retention, data minimisation, accuracy, integrity, confidentiality and accountability according to the personal data protection code and University regulations implementing the code and sensitive and judicial data. See www.unito.it, "Statute and Regulations", "Regulations: procedures". As part of the principle of transparency, the following information is available to make students aware of data processing characteristics and methods and pursuant to Art. 13 of EU Regulation 2016/679 (hereinafter referred to as GDPR):

(a) Data controller and contact details

The Data Controller is the University of Turin, in the person of its *pro-tempore* legal representative (*Magnifico Rettore*) with registered offices in Via Verdi 8 - 10124 Turin (contact details: pec address: ateneo@pec.unito.it - email address: rettore@unito.it; telephone 011 6706111).

(b) Data Protection Officer (DPO) contact details

The Data Protection Officer (DPO) can be contacted at this address: rpd@unito.it.

(c) Purpose of processing and legal basis

Processing a data subject's personal data is done in the public interest or as part of an authority's obligations under Article 6(1)(e) EU Regulation 2016/679 for the following purposes:

- 1) managing student's career path (from enrolment to graduation) including sending relative communication and storing and archiving all documents concerning the Erasmus experience;
- 2) managing internships;
- 3) statistical surveys and both aggregate and anonymous historical and scientific research;
- 4) consultancy and support to students in need;
- 5) managing support for students with disabilities or specific learning disabilities;
- 6) University communications for administrative, educational and research purposes (eg, reporting seminars, events and conferences);
- 7) providing facilities, grants and study awards and other services related to the right to university study.

Following on from 7) and in accordance with GDPR Article 14, the University applies discounts on student fees and so acquires student ISEEU values, household member numbers and any information students provide in their DSU (right to university study) application. This is only if it is relevant for this purpose, and will be taken directly from the INPS database as per D.P.C.M. 5 December 2013, No.159.

This data will be published in the "Transparent Administration" section and University portal when the eligible candidate list is published and in accordance with Transparency D.Lgs 33 dated 2013 consolidated text.

For the above-mentioned processing purposes and in specific situations, special categories of personal data such as data relating to criminal convictions and offences or related security measures may be collected and processed pursuant to Article 10 of the GDPR.



d) Types of data processed

The personal data collected and processed by the Controller for the above-mentioned purposes includes:

- personal data;
- contact details;
- ISEE/ISEE equivalent value/GDP per capita PPP data
- academic career data

The Controller collects and processes personal data of a particular category as per Article 9 EU Regulation No. 2016/679 for the above-mentioned purposes, ie:

- health-related data regarding support special needs Mobility.

e) Providing data

Students must provide the required data as part of the assessment process for applying to the Erasmus+ for Traineeship Mobility Call. Students who don't provide such data will not be admitted to the Mobility selection and cannot complete the necessary procedure.

f) Processing methods

Processing personal data will be done both manually and digitally guaranteeing the security and confidentiality of such data.

In order to achieve this, data is processed in the University of Turin by technicians who are authorised to process it under the Controller's responsibility, and who have been adequately informed and trained for this purpose.

g) External Data Processors

The data may also be communicated and processed externally by third party providers of certain services necessary for the performance of the processing, who act on behalf of the Data Controller for the sole purpose of the requested service and who are duly appointed "Data Processors" pursuant to Article 28 of EU Regulation 2016/679.

h) Categories of recipients of personal data

Personal data will be shared with the following categories, in accordance with current regulations:

- 1) Ministry of University and Research – MUR;
- 2) INDIRE, National Erasmus+ Agency;
- 3) European Commission International Mobility programmes;
- 4) National registry of students and graduates;
- 5) Ministry of Foreign Affairs, Embassies, Prefectures, Police forces for recognising special status;
- 6) Public Prosecutor's Office, Bar of the State for litigation and disciplinary proceedings;
- 7) Certifying centres, when checking replacement declarations made in accordance with D.P.R. n.445/200;
- 8) Other Italian and foreign universities, for transfers to and from such universities;
- 9) Higher education Partner institutions in student Mobility programmes;
- 10) Public and private entities managing research grants and/or scholarships or promoting studies and research, university development projects;



- 11) Piedmont's Right to University Study Regional Body which manages right to study services (scholarships, residences, canteens);
- 12) Intesa Sanpaolo – bank who acts as University cashier, collects university fees and contributions and pays scholarships;
- 13) Interuniversity Consortium for Automatic Calculation - CINECA, manages competition procedures ie awards and scholarships, manages and maintains student career path apps;
- 14) Other private external organisations supporting the management of competition tests and exams. See previous point;
- 15) Alma Laurea Interuniversity Consortium, for surveys on graduate profiles and employment status;
- 16) Insurance bodies for accident, civil liability policies;
- 17) Public or private external organisations for employment, cultural, recreational and sporting purposes;
- 18) Health facilities providing access to healthcare and hospitals.

Data processed for the purposes set out above will be shared with or accessible to teaching staff, employees or collaborators assigned to the University's relevant offices, who, as data protection contact persons and/or system administrators and/or authorised processors, will be adequately trained by the Data Controller for this purpose.

i) Transferring data to a third country

The University appoints third party suppliers known as External Managers for some of the above-mentioned institutional purposes, for example, Google for Education which is recognised as an appropriate guarantee measure whose services include transferring personal data to a non-European country via Google's "cloud" solutions. See the University website's Privacy Section on Google's Privacy and Security policies.

l) Data retention

Students' personal data concerning their University careers (eg, personal data, qualifications, intermediate and final test results, rankings, reports, etc.) will be kept for unlimited periods in order to comply with requests for certificates and checks, in compliance with current legislation archiving obligations.

The University will keep students' contact details (telephone, personal email) for the period necessary to achieve the purposes they were collected for and, after which, they will no longer use them.

m) Data rights

Where applicable, data subjects (those whose data has been collected) can claim their personal data rights as per Articles 15-21 of EU Regulation 2016/679, against the University of Turin by sending a specific request with the subject: "*privacy rights*" to the Director of the School of Science of Nature, Prof. Massimo Masera, at the following e-mail address: direttore.scienzedellanatura@unito.it.

n) Complaints

The data subject has the right to lodge a complaint with the supervisory authority and can appeal to the Data Protection Authority (website: www.garanteprivacy.it).

o) Profiling

The data controller does not use automated processes for profiling.