



**CALL FOR APPLICATION FOR THE " SWISS-EUROPEAN MOBILITY  
PROGRAM"  
STUDY OPPORTUNITIES IN SWITZERLAND  
DEPARTURES FOR THE ACADEMIC YEAR 2020/2021**

**Deadline for the Call 13/02/2020 at 12:00**

***Art. 1 - Description***

1. Following the suspension of negotiations on Switzerland's participation in the Erasmus + program, the Swiss Federal Council adopted a transitional solution consisting of the organization of the SEMP program - Swiss-European Mobility Program. SEMP allows students of higher education institutions to carry out study mobility stays at Swiss universities. The Swiss National Agency finances the costs of participants in mobility projects.
2. The SEMP agreements stipulated by Ca' Foscari University with Swiss Universities allow University students to create an experience according to the teaching organization of the partner University courses. For the academic year 2020/2021 a total of 41 mobility places are planned.
3. The selected students will be able to attend teaching courses at the partner Universities and take exams that will be recognized, validated and transcribed in the student's university curriculum, if previously agreed with the tutors at Ca' Foscari referring to the individual mobility agreements, through the completion of the appropriate Learning Agreement. They may also carry out research activities for the preparation of the degree thesis, subject to agreement with the host university. The qualifications requested of the candidates are defined by individual agreements according to the criteria agreed with the host Universities, as shown in Attachment 1. The definitive admission of the winners to the exchange programs is the prerogative of the host Universities. It is the candidate's responsibility to verify deadlines and procedures for the presentation of documentation requested by the host university, including any linguistic certifications, under penalty of exclusion from the program by the partner University.

***Art. 2 - Intended Recipients of this Call for application***

1. The opportunities indicated in the previous article (hereinafter referred to as "exchange places") are aimed at:
  - students who are regularly enrolled in a Bachelor's degree course administered by Ca' Foscari;
  - students who are regularly enrolled in a Master's Degree courses administered by Ca' Foscari;

- students who are regularly enrolled in a PhD course with administrative headquarters at Ca' Foscari.
2. For the types of students accepted in each foreign university, see the information specified in Attachment 1. All students must be regularly enrolled in a Bachelor's degree/ Master's degree/ PhD program within the deadlines set by this Call for application and must be in compliance with the payment of university fees upon departure and for the entire duration of the mobility period.
  3. Non-EU citizens must hold a residence permit and must apply for an entry visa to Switzerland well in advance of the departure date.
  4. In the event that the student is subject to disciplinary measures, the International Relations Office can prevent or cancel the mobility, even if already started.

### ***Art. 3 - Duration and period of stay abroad***

The mobility periods can take place from 1 June 2020 to 30 September 2021, for a minimum of 3 months and a maximum of 12 months per study cycle, as established by each agreement. Extensions and / or reductions of the period are allowed only for proven didactic reasons and the total duration of the stay at the Host University must be continuous and not fragmented.

### ***Art. 4 - Economic contribution***

The winners will receive an economic contribution to mobility from the Host University, financed with funds from the Swiss Government. The monthly amount is approximately 440 Swiss Francs, but it will be confirmed by the Host University itself. The timing and methods of granting the contribution will be established by the individual universities.

### ***Art. 5 - Learning incentives***

According to the decision of the Academic Senate, students enrolled in Bachelor's and Master's degrees who participate in the program and who will obtain the recognition of at least 6 CFU will be awarded a bonus on the final degree score. This bonus is not available for students enrolled in a program that awards a double or joint title.

### ***Art. 6 - Methods and terms of application submission***

1. Interested students must complete the application form by accessing their personal online area ([www.unive.it](http://www.unive.it)), via the path: International Mobility → S3 International Mobility Announcements → Swiss-European Mobility Program. The application consists of two phases:
  - Compilation of the Questionnaire which consists of a sort of guided motivational letter;
  - Selection of destinations: up to a maximum of 5 destinations (where present), within a single department chosen by the student.
2. The deadline for the submission of applications is **13/02/2020, 12.00**.

3. Students who, at the time of application, are enrolled in a degree course but intend to carry out mobility in the first year of a Master's Degree Program, must report this to [international.mobility@unive.it](mailto:international.mobility@unive.it) within the same deadline of the call; this communication is to be intended as additional to the normal application procedure described above. The period of study abroad can be carried out only after formal registration for the master's degree.
4. Students enrolled in PhD courses must submit - in addition to the online application - a letter from their Supervisor certifying the progress of their research work, sending it to [international.mobility@unive.it](mailto:international.mobility@unive.it) (indicating as subject: SEMP APPLICATION 2020/2021 DOCTORATE).
5. Graduates in the extraordinary session of Degree Courses, who were not required to pay the first instalment for the academic year 2019/2020 and who as a consequence cannot use the online procedure, can apply for participation in the call by contacting the International Relations Office-Mobility Section at [international.mobility@unive.it](mailto:international.mobility@unive.it) (with subject: SEMP APPLICATION 2020/2021 GRADUATE) before **13/02/2020, 12.00**; the office will indicate the procedure to be followed to register for the call. Applicants will then need to be regularly enrolled in a Master's Degree course at the time of departure for the mobility period.
6. Those enrolled in the third year of a degree course for the academic year 2019/2020 can apply, provided they are regularly enrolled at the time of departure:
  - to the same undergraduate degree course;
  - to a Master's Degree Program (the assessment phase of the entry requirements and the pre-matriculation do not constitute a valid registration).
7. Those who obtain a Bachelor's or Master's degree during their stay at the host university will lose the status of SEMP student starting from the day of graduation, with the forfeiture of the right to attend and take exams abroad. The host university will assess whether to request the return of the contribution paid. It is necessary that the student on mobility achieves the final study title after the end of the study period abroad and upon recognition of the activity carried out, otherwise the mobility itself will be cancelled.
8. Candidates with disabilities are invited to contact the International Relations Office-Mobility Section ([international.mobility@unive.it](mailto:international.mobility@unive.it)) well in advance of the deadline for the call, in order to receive specific support for the presentation of the application and to receive information on the services provided by the partner universities.
9. Any reports of malfunctions of the computer application for sending the application will be collected by the International Relations Office-Mobility Section by the same deadline and date indicated in paragraph 2 of the present article. The Office will consider whether or not to accept each individual report.
10. Erroneous or incomplete applications will not be considered.

#### ***Art. 7 - Language requirements***

1. The language requirements are established by the individual partner Universities and indicated in the list of partner locations. The student must carefully consult the website

of the foreign university and attach to the application any documentation certifying linguistic knowledge.

2. When choosing the destination, it is recommended to carefully examine the educational offer at the foreign university and the compatibility with the study plan, the linguistic requirements, the application deadlines, and any procedures for entry and stay in the foreign country.

#### **Art. 8 - Selection of applications**

The Mobility Section of the International Relations Office - Mobility Section establishes a ranking list of students enrolled in undergraduate and master's degree courses based on the following selection criteria:

- Weighted average;
- Career speed;
- Compatibility of the originating course with the chosen department;
- Questionnaire only in cases of equal merit

The exams counted will be those duly recorded in the student's online record book by 23.59 on 13/02/2020.

Students enrolled in PhD courses will be assessed on the basis of the Questionnaire and the letter prepared by the Supervisor.

#### **Art. 9 - Ranking and acceptance of a place**

1. A list will be drawn up which will be published in the personal online area on the University website by 09/03/2020. It will be the responsibility of each candidate to check it.
2. Any postponements of the ranking list will be notified at [www.unive.it/sempr](http://www.unive.it/sempr).
3. The winners must confirm their acceptance, by email only, before 12.00 on the 12/03/2020, at the following address: [international.mobility@unive.it](mailto:international.mobility@unive.it). The acceptance email must be sent from the account [matricola@stud.unive.it](mailto:matricola@stud.unive.it), with subject *Acceptance SEMP 2020/2021* and must contain the following information:
  - a) name, surname and matriculation number of the winner;
  - b) mobility period (1st semester, 2nd semester or full academic year).
4. The student who withdraws from mobility after accepting a place as a winner or reserve will lose the right to participate in the Swiss-European Mobility Program announcement for the academic year 2021/2022 except for documented causes of force majeure occurring during mobility.
5. The definitive acceptance of the candidate on the basis of the ranking drawn up by Ca' Foscari is in all cases by the host University. In the event that the University for which you have been selected requires a language certificate proving your self-certification, this must be presented within the terms established by the latter.

#### **Art. 10 - Status of the winners - departures scheduled for the academic year 2020/2021**

1. Students and PhD candidates admitted to the exchange and deemed eligible by the host University will maintain their registration at Ca' Foscari and will enjoy the services

made available by the host university. They will therefore be required to pay the taxes due to Ca' Foscari and are exempted from the payment of tuition fees to the Swiss university, and may be admitted at their own expense to the canteen and accommodation services. Ca' Foscari informs students that some universities require the payment of extra contributions, for example, for compulsory orientation activities for exchange students, health insurance, or other.

2. The winners will be responsible, at their expense, for an entry visa, and the stipulation of international insurance (health or other) that possibly may be requested by the host universities. The latter have the right to request a medical certificate concerning the health status of the candidates.
3. The host Universities can also request the winners to demonstrate through financial certification the possession of sufficient funds for the agreed period of study.
4. Possible interruptions and resumed mobility will be assessed only for reasons of documented force majeure and only in agreement with the host university.
5. During the period of mobility it is strictly forbidden to take exams at Ca' Foscari or to obtain the final degree, under penalty of cancellation of the mobility and exams taken.
6. Students wishing to have the exams carried out at the partner University recognized must agree, prior to departure and with the coordinator of the teaching college of their degree course, the study plan to be carried out abroad, by completing the Learning Agreement.
7. For further information on the procedures to be completed before departure and upon returning from the stay, please refer to: [www.unive.it/sempr](http://www.unive.it/sempr).
8. **Students on the reserve list should not send confirmation of acceptance, but will be contacted by email only in case of withdrawal by the winners.** They may be called from the day after the deadline for the acceptance of the post until the deadline for the nominations defined by the partner universities. This deadline varies depending on the destination. Students in a reserve position are invited to frequently check the [matricola@stud.unive.it](mailto:matricola@stud.unive.it) mail box, since the terms for the acceptance of the position may be close to the deadlines set by the host universities.

#### ***Art. 9 - Privacy Policy***

1. The candidate's personal data are processed in accordance with the applicable domestic and European Union laws and regulations (Legislative Decree n.196/2003 and EU Regulation 2016/679) and the processing is solely aimed at carrying out the selection process. For further details, please read the privacy policy attached to this document.
2. The provision of personal data is mandatory. It is necessary to evaluate the qualifications requested to take part in the selection process.

Venice, 08/01/2020

Signed by the Manager  
Dr. Francesca Magni

Attachment to DD n. 06/2020, prot. nr. 1142-III/14