Mobility period, grant agreement and grant

Mobilità per studio a.a. 2020/2021
THE MOBILITY PERIOD
YOUR MOBILITY PERIOD...

- cannot last for less than 90 days and be longer than 360 days;

- must be carried out between 01/06/2020 and 30/09/2021 (according to the academic calendar at the host university);

- must be continuous and not fragmented.

N.B. Taking remedial exams at the host university after the official conclusion of the mobility period (as per your Confirmation of Departure) will not be allowed.

Please note:
- **It is not allowed to carry out any academic activity at Ca’ Foscari during the mobility period!**

- **It is not allowed to graduate before the conclusion of the credit recognition procedure!**
The Grant Agreement must necessarily be signed by each participant BEFORE the beginning of the mobility.

You will receive more information concerning this document via email at your institutional email account (matriculationnumber@stud.unive.it) over the coming months.

**Necessary documents and information:**

- Learning Agreement signed by all parties;
- Date of beginning of the academic activities;
- IBAN of your activated CartaConto.
ARE YOU ABOUT TO GRADUATE?

Remember that before your departure and in order to sign your Grant Agreement you must be regularly enrolled in a Master’s Degree or PhD Programme at Ca’ Foscari.
TUITION FEES

Remember to pay regularly the tuition fees for the a.y. 2020/2021 at Ca’ Foscari, according to the prescribed deadlines.

SCHOLARSHIPS FOR STUDENT FINANCIAL AID

If you are entitled to the Scholarship for Student Financial Aid for the a.y. 2020/2021, you can benefit from this scholarship also during your mobility period.
GRANT FUNDED BY THE ITALIAN ERASMUS+ NATIONAL AGENCY INDIRE

• Grant destined to all selected students;
• The amount of grant (250/300 euros/month) varies according to the country of destination (as per Annex 1 to the Call)

MIUR GRANT

• ONLY for students who have given consent when applying to the Call and who have requested the 2020 ISEE/ISEE PARIFICATO within the deadline (deadline extended to 1/06/2020!!);
• The amount varies according to the student’s contrubution range (as per Annex 2 to the Call).

NB: the two grants can be combined
GRANT CALCULATION AND PAYMENT

• The payment of the first instalment of the grant, amounting to the 70% of the total estimated grant, is granted to all students and will be paid within 30 days from the signing of the Grant Agreement;

• The payment of the second instalment of the grant, for mobilities lasting for up to 6 months, will be subject to the recognition of at least 12 CFU at Ca’ Foscari, and the completion of all procedures;

• The payment of the second instalment of the grant, for mobilities lasting for more than 6 months, will be subject to the recognition of at least 24 CFU at Ca’ Foscari, and the completion of all procedures;
PLEASE NOTE:

The **minimum duration** of the mobility period is **90 days**, for which the TOTAL grant is guaranteed;

For mobilities lasting for more than 90 days, the final calculation of the total grant due to each student will be made on the basis of the **ACTUAL duration** of the mobility period (certified through the Confirmation of Arrival and Confirmation of Departure forms):

Should the first instalment already paid amount to more than the total grant due on the basis of the actual duration of your mobility period, or should you not have a sufficient number of CFU recognised in order to be eligible for the second instalment, you might be requested to partially reimburse the first instalment.

Should you NOT have at least 1 CFU recognised at Ca’ Foscari, you will be requested the **TOTAL reimbursment** of the MIUR grant (Annex 2 to the Call).
All documents to be filled out for your mobility are available at [https://www.unive.it/data/12637/](https://www.unive.it/data/12637/)

Procedures for outgoing Erasmus students a.y. 2020/2021

Check this page frequently, as procedures and forms might vary according to the dispositions of the Italian Erasmus+ National Agency
FAQs - Grants

What shall I do in order to be eligible for the grant from the European Commission (as per Annex 1 to the Call)?
You do not need to make any request: the grant from the European Commission will be paid to all students that will carry out an Erasmus+ mobility.

In order to be eligible for the MIUR grant I need to request my ISEE certification. How can I know if I need to request the “ISEE ordinario” or the “ISEE parificato”?
Non-Italian students and Italian students residing abroad need to request their “ISEE parificato”. If you do not fall in these categories, you need to request your “ISEE ordinario”. You can refer to a CAF office in order to make sure you know which kind of ISEE you must request.

I already requested my “ISEE ordinario” at the beginning of the current academic year in order to be eligible for the regional scholarship for the right to study. Shall I request it again?
Yes, you need to request a new “ISEE ordinario”, since the certificate requested at the beginning of the current academic year referred to 2019, thus, it cannot be taken into consideration for you to be eligible for the MIUR grant.

I already requested my “ISEE parificato” at the beginning of the current academic year in order to be eligible for the regional scholarship for the right to study. Shall I request it again?
In order to know whether your “ISEE parificato” is still valid, you will need to refer to a CAF office, which will also instruct you on how to request a new “ISEE parificato”, if necessary.

Which CAF office shall I refer to in order to request my “ISEE parificato”? You can refer to the CAF-CGIL Venezia Office in Fondamenta del Gafaro, Venice.

By what date must I request my ISEE certification?
The deadline to request the ISEE certification (both “ordinario” and “parificato”), initially scheduled for 15th May 2020, has been postponed to 1st June 2020.

Is there anything in particular I need to be careful about when requesting my ISEE?
Please, make sure to request an ISEE certificate that is valid to access all forms of university financial aid in your favour.

How shall I submit my ISEE certification?
Students who have given consent when applying to the Call and requested the “ISEE ordinario” do NOT need to submit any documentation: the staff of the International Office – Mobility Unit will access your ISEE data directly from the INPS website.
Students who possess an “ISEE parificato” certification must, on the other hand, submit it via email at erasmusout@unive.it by 1st June 2020.

I did not give my consent when applying to the Call. Can I still be eligible for the MIUR grant? No, you cannot. Your consent is essential for the staff of the International Office – Mobility Unit to access your ISEE data.
How much does the MIUR grant amount to?
The amounts of the MIUR grant are established according to the student’s contribution range, as per Annex 2 to the Call. The amounts for the first four contribution ranges might be increased, whereas for the other contribution ranges the maximum amount of grant is indicated. In the weeks following the deadline to request the ISEE certification, the exact monthly total amount due to each student will be confirmed.

How will the total amount of grant be calculated?
The total amount of grant will be estimated by multiplying the monthly grant amount as per Annex 1 (and 2) to the Call and the number of months of mobility as per the specific agreement. The total amount actually due to you can be calculated only upon your return, on the basis of the actual number of days (for the grant from the European Commission) and months (for the MIUR grant) of your mobility.

How will the grant be paid?
Your grant will be credited on your CartaConto, which must necessarily be activated before signing the Grant Agreement.

A first instalment, amounting to the 70% of the estimated total amount, will be paid within 30 days from the signing of the Grant Agreement by all parties.

The second instalment, if due, can be paid only after you have completed all procedures upon your return, and after checking that you possess all the requirements established by the Call. The second instalment will be calculated as the difference between the total amount due on the basis of the actual days/months of mobility and the first instalment already paid.

Please note that, if you are eligible for the MIUR grant, the two grants will be credited on your CartaConto via two separate payments. This applies to both the first and the second instalment.

What are the requirements to be eligible for the second instalment of the grant?
In order to be eligible for the final instalment of the grant you must comply with all the procedures indicated at https://www.unive.it/data/12637/ , as well as in your Grant Agreement. Besides, you will need to have recognised at least 12 CFU (if your mobility lasts for up to 6 months) or 24 CFU (if your mobility lasts for more than 6 months) upon your return. Should you not have at least 1 CFU recognised at Ca’ Foscari at the end of your mobility, you will be asked to reimburse the total amount of MIUR grant already received.

What shall I do if I lose my CartaConto during the mobility period?
Should your Carta Conto get lost or stolen while you are abroad, please contact immediately the helpline to block it, and promptly inform our Unit in order to receive the necessary support. You will need to request a duplicate, by following the instructions available at: https://www.unive.it/pag/16409/.

Is the MIUR grant compatible with the Scholarship for Student Financial Aid?
Yes, the two grants are compatible. In order to know how to request the Scholarship for Student Financial Aid for the a.y. 2020/2021, please refer to the Financial Aid Unit.