TALENT AT WORK
ERASMUS+ MOBILITY CONSORTIUM
Mobility grants for traineeships abroad and selection criteria, academic year 2019/2020
Call for applications 2019/2020
Deadline: May 20th, 2019

The Scuola Superiore Sant'Anna as the coordinator of the Consortium “Talent at Work”, which includes the Scuola Normale Superiore and the IMT School for Advanced Studies Lucca has issued for the academic year 2019/2020 a single call for assigning Erasmus+ traineeship grants according to 3 separate rankings for the students of the 3 partner institutions.

Art. 1 Aim

Erasmus+ is the EU’s programme to support education, training, youth and sport in Europe. Its Key Action 1 gives students of Higher Education institutions at all levels (Bachelor, Master, Doctoral) the opportunity of carrying out traineeships abroad in enterprises or any other relevant workplace (i.e. research centres, universities, institutions, organisations) located in one of the following Erasmus+ countries:

Member States of the European Union (EU)

<table>
<thead>
<tr>
<th>Belgium</th>
<th>Greece</th>
<th>Lithuania</th>
<th>Portugal</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bulgaria</td>
<td>Spain</td>
<td>Luxembourg</td>
<td>Romania</td>
</tr>
<tr>
<td>Czech Republic</td>
<td>France</td>
<td>Hungary</td>
<td>Slovenia</td>
</tr>
<tr>
<td>Denmark</td>
<td>Croatia</td>
<td>Malta</td>
<td>Slovakia</td>
</tr>
<tr>
<td>Germany</td>
<td>Italy</td>
<td>Netherlands</td>
<td>Finland</td>
</tr>
<tr>
<td>Estonia</td>
<td>Cyprus</td>
<td>Austria</td>
<td>Sweden</td>
</tr>
<tr>
<td>Ireland</td>
<td>Latvia</td>
<td>Poland</td>
<td>United Kingdom</td>
</tr>
</tbody>
</table>

Non EU Programme Countries

| North Macedonia | Norway |
| Iceland | Turkey |
| Liechtenstein | Serbia |

The Programme provides grants to partially cover the expenses of the beneficiaries during their mobility for traineeship abroad, and the three Schools may integrate these funds according to their internal Regulations and use the additional funds from the Italian Ministry of Education, Universities and Research if available.

A traineeship mobility in more than one country is allowed only if there is a unique responsible organisation (i.e. the one that signs the Learning agreement for Traineeships) i.e. the organisations in the different countries are related to each other. Moreover, the duration of the mobility in each different organisation has to be of at least 2 months (60 complete days).
Art. 2 Duration

Duration: from 2 (60 complete days) to 12 months (if students had previous Erasmus grants during their current cycle of studies the whole period cannot exceed 12 months)

Leaving date: between June 1st, 2019 - May 31st, 2020 (for Sant'Anna and IMT students)
Leaving date: between September 1st, 2019 - May 31st, 2020 (for SNS students)
Return date: by September 30th, 2020

Students may request a motivated extension of their traineeship contacting in advance the relevant office of their School. The request will have to be authorized by the host organisation and by the home institution and financing for the extension period may be available either on Erasmus+ funds or other funds.

Art. 3 Eligible Host organisations

The receiving organisation for traineeships can be
- Higher Education Institutions holding an ECHE (Erasmus Charter for Higher Education
- Any public or private organisation active in the labour market or in the fields of education, training, and youth

Some examples are:
- a public or private, small, medium or large enterprise;
- a public body at local, regional or national level;
- a social partner or other representative of the working life, including chambers of commerce, craft/professional associations and trade unions;
- a research institute;
- a foundation;
- a school/institute/educational centre (at any level);
- a non-profit organisation, association, NGO;
- a body providing career guidance, professional counselling and information services
- International Relations Offices of Higher Education Institutions provided that the traineeship activity foreseen during the traineeship period is clearly expressed in the traineeship agreement and is not already co-financed under other Community programs, so as to avoid possible conflicts of interest and/or double funding;
- other representatives or public institutions such as cultural institutes, schools, etc. provided that the principle of transnationality is guaranteed (eg: the student acquires a different know-how from what he would acquire with a traineeship in his/her own country), in this case it becomes the responsibility of the student’s institution to verify and evaluate if the required criteria are satisfied

The following types of organisations are not eligible as receiving organisations for student traineeships:
- EU institutions and other EU bodies including specialised agencies which are listed on the following website: ec.europa.eu/institutions/index_en.htm;
- organisations managing EU programmes, such as National Agencies.

Art. 4 Recognition of the Traineeship activities

The grants are assigned only for full time Traineeship activities abroad and each institution shall recognize the Traineeship activities according to their internal provisions.

Art. 5 Financial support

Programme Countries are divided into the three following groups:

**GROUP 1**  ➡️  400€/month **(HIGH living cost)**
Denmark, Finland, Iceland, Ireland, Liechtenstein, Luxembourg, Norway, Sweden, United Kingdom

**GROUP 2**  ➡️  350€/month **(MEDIUM living cost)**
Austria, Belgium, Cyprus, France, Germany, Greece, Malta, Netherlands, Portugal, Spain

**GROUP 3**  ➡️  350€/month **(LOW living cost)**
Bulgaria, Croatia, Czech Republic, Estonia, Hungary, Latvia, Lithuania, Poland, Romania, Slovakia, Slovenia, Turkey, Former Yugoslav Republic of Macedonia
**Special provisions for the Scuola Normale Superiore**
The Erasmus+ mobility grants for traineeships are not compatible with the increase of the Ph.D. scholarship defined in art. 9, par. 7, letter a) of the Ph.D. regulation of the Scuola Normale Superiore, or with other funds granted by the School for the same mobility except from the monthly integration of the Erasmus+ grant with 400 or 350 euros (depending on the group of the destination country as defined above) covered first of all by residual MIUR funds (ex lege 183/87 a.a. 2015/16) and secondarily by specific university funds for a monthly integration of 560 euros.

**Art. 6 Eligible participants and modalities of participation**

Students of the three Schools (for the IMT School also the PhD students in Computer Science at Gran Sasso Science Institute - XXXI cycle) regularly enrolled in first, second, third cycle degree programmes and single-cycle degree programmes, who can carry out the traineeship before or after graduation.

Students in the following list are eligible for an Erasmus for Traineeship grant:
- students or graduates (in the latter case the traineeship must finish within 12 months from the graduation) who have not been awarded the School internal “Diploma di Licenza” yet (students of Ordinary degree Courses case);
- doctoral students of the Corsi di Perfezionamento/PhD Programs (including the period following the 3 years dedicated to the preparation of the thesis, on the basis of the specific arrangements disposed by each School); doctoral students within 12 months from the dissertation of their thesis as far as they apply before graduating.
- Master students of First or Second level Master courses on track with their studies.

Further conditions:
- students who are not benefitting for the same period from other EU funds;
- The level of language competence of the student in the language of the receiving country (or in English if used as work language) has to be at least B2.

**If students have already benefitted from Erasmus grants during their current cycle of studies they may participate in the call as far as the total duration of their mobility periods does not exceed 12 months or 24 months for single-cycle degree programmes.**

Previous mobility periods have to be declared in the Erasmus application form.

**Art. 7 Application Procedure**

The application form shall be submitted together with the other requested documents by Monday, May 20, 2019 to the candidate’s relevant office:

For the **Scuola Superiore Sant’Anna** – U.O. Progetti Strategici – Servizio Placement - P.za M. della Libertà, 33 – 56127 Pisa – E-mail: placement@santannapisa.it

For the **Scuola Normale Superiore** – the application has to be submitted through the online platform Ser.Se. https://serse.sns.it/it/ by the deadline according to the instructions below:

The application form will be available from the call opening until the deadline in each student’s user profile in the section “richieste mobilità internazionale”. The student can submit applications only for the displayed eligible positions and will be enabled to upload PDF documents too.

After the submission the application will be automatically forwarded to the reference Professor, whose name appears in the initial part of the application form, for his/her approval before the submission to the Selection Committee apart from the missing validation by the Servizio Internazionalizzazione (international@sns.it).

For the **Scuola IMT Alti Studi Lucca** – PhD and Higher Education Office – Erasmus– Piazza S. Ponziano 6 - 55100 Lucca – E-mail: erasmus@imtlucca.it
Art. 8 Selection

The submitted applications will be evaluated by a Selection Committee designed by a Decree of the Rector of the Institutions which coordinates the Consortium and formed by representatives of the three partner institutions.

The composition of the Selection Committee will be notified by the deadline for applications in the “albo online” and/or in the dedicated section of the institutional web sites (www.sns.it, www.imtlucca.it and www.santannapisa.it).

The Selection Committee will issue three distinct rankings and each School will evaluate its own applications assigning points on a 30-point scale according to the following parameters:

A. Course of study

<table>
<thead>
<tr>
<th>Course Type</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ordinary Courses</td>
<td>4</td>
</tr>
<tr>
<td>PhD/Corsi di Perfezionamento</td>
<td>3</td>
</tr>
<tr>
<td>University Masters</td>
<td>2</td>
</tr>
</tbody>
</table>

B. Year of enrollment — the aim is to favour the mobilities of students closer to the final exam:

<table>
<thead>
<tr>
<th>Year of enrollment</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ordinary Courses: 1st – 2nd year</td>
<td>1</td>
</tr>
<tr>
<td>Ordinary Courses: 3rd year</td>
<td>3</td>
</tr>
<tr>
<td>Ordinary Courses: 4th year (5th year for Medicine)</td>
<td>5</td>
</tr>
<tr>
<td>Ordinary Courses: 5th year (6th year for Medicine)</td>
<td>8</td>
</tr>
<tr>
<td>Ordinary Courses: anno di proroga</td>
<td>8</td>
</tr>
<tr>
<td>PhD 1st year</td>
<td>0</td>
</tr>
<tr>
<td>PhD 2nd year</td>
<td>4</td>
</tr>
<tr>
<td>PhD 3rd year</td>
<td>8</td>
</tr>
<tr>
<td>PhD extension year</td>
<td>8</td>
</tr>
<tr>
<td>Master</td>
<td>1</td>
</tr>
</tbody>
</table>

C. Proposed mobility

<table>
<thead>
<tr>
<th>Evaluation</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>Specification of the destination country and of the receiving organisation</td>
<td>2</td>
</tr>
<tr>
<td>Specification of the destination country and documented acceptance by the receiving organisation</td>
<td>6</td>
</tr>
</tbody>
</table>

D. Destination: 2 points for mobilities to a destination country different from the candidate's country of origin, 0 points for mobilities to the candidate’s country of origin;

E. Borsa Erasmus+: 3 points for candidates who did not benefit from previous Erasmus/cofinancing mobility grants during their current cycle of studies and 0 points if they did.

F. Additional funds — it will be taken into account whether the candidate gets some other fundings to cover partially or totally their mobility period for an amount greater than 150 euros:

<table>
<thead>
<tr>
<th>Other fundings</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>YES</td>
<td>0</td>
</tr>
<tr>
<td>PARTIAL</td>
<td>2</td>
</tr>
<tr>
<td>NO</td>
<td>4</td>
</tr>
</tbody>
</table>

G. Other mobility experiences: 3 points will be assigned to students who did not spent more than 3 months abroad during their current cycle of studies.

In case after the application of previous criteria two or more candidates have the same total points, the order will follow the date of birth from the youngest (first) to the oldest (last).
Art. 9 Language assessment

The European commission has introduced language assessment tests and language courses to assist Erasmus+ participants in improving their knowledge of the language in which they will work or study abroad through the OLS (Online Linguistic Support) platform, which is now available for all European official languages: Bulgarian, Czech, Danish, German, Greek, English, Estonian, Spanish, Finnish, French, Irish, Gaelic, Croatian, Hungarian, Italian, Lithuanian, Latvian, Maltese, Dutch, Polish, Portuguese, Romanian, Slovak, Slovenian and Swedish. The candidates who will participate in the Erasmus mobility will get an email with all the needed instructions.

The OLS language assessment is taken twice: before going abroad and at the end of the mobility period. The results of the language assessment do not prevent participants from taking part in Erasmus+. Participants who wish to improve their language proficiency have the opportunity to follow an online language course before and during their time abroad.

Art. 10 Rankings

The rankings will be available by **Monday, May 27, 2019** on the web site of the 3 Schools and/or by emails to the candidates.

If the INDIRE National Agency informs about the total amount available for the “Talent at work” Consortium in the academic year 2019/20 before the publication of the results, the rankings will include the outcome of the selection (Grant or 0 Grant) and the candidates will have to accept their Erasmus status (with or without grant) by sending an email to their home institution within 3 days from the publication.

If the total amount available for the academic year 2019/20 is not known at the moment of the publication of the results the outcome will be the rankings of eligible candidates only and as soon as the amount is known there will be a decree, candidates will be notified about their Erasmus status and they will have to accept their Erasmus status (with or without grant) by sending an email to their home institution within 3 days from the notification.

Art. 11 Insurances during the Traineeship

During the Traineeship the participants will benefit from the insurances for authorized off-site activities to be determined according to specific modalities for each institution.

Art. 12 Responsible for the Procedure

The person responsible for the selection procedure of this call is the Head of the U.O. Progetti Strategici – Scuola Superiore Sant'Anna – Piazza Martiri della Libertà, 33 – 56127 Pisa – tel. 050/883.273, e-mail: c.busnelli@santannapisa.it.

Art. 13 Use of personal data and privacy

In accordance with the D.Lgs. 196/2003 and subsequent amendments thereto, for any purpose related to this selection the use of personal data will respect the principles of accuracy, legality, transparency in order to preserve their privacy.

The candidates agree to having the ranking of the selection published on their Institution web site.

Art. 14 Information

For further information the relevant section of the candidate’s home institution may be browsed (Erasmus and Mobility, Placement or International) or the referent persons of the service for each institution may be contacted.

Art. 15 Final provisions

The information included in the current call (Bando) may undergo subsequent amendments and integrations following communications by the Erasmus+ National Agency for the a.y. 2019/20.

Such amendments and integrations will be notified through the three Schools web sites and/or by email.