



**TALENT AT WORK  
ERASMUS+ MOBILITY CONSORTIUM  
Mobility grants for traineeships abroad and selection criteria, academic year 2020/2021  
Call for applications 2020/2021  
Deadline: May 3<sup>rd</sup>, 2021**

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 issues for the academic year 2020/2021 the following single call for assigning Erasmus+ traineeship grants according to three separate rankings for the students of the three partner institutions. Erasmus+ traineeship grants cover traineeship activities carried out in presence but also in *blended*<sup>1</sup> mode or in a totally virtual mode.

**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)**

Austria	Estonia	Italy	Portugal
Belgium	Finland	Latvia	Romania
Bulgaria	France	Lithuania	Slovakia
Croatia	Germany	Luxembourg	Slovenia
Cyprus	Greece	Malta	Spain
Czech Republic	Hungary	Netherlands	Sweden
Denmark	Ireland	Poland	United Kingdom

**Non EU Programme Countries**

Iceland	Norway
Liechtenstein	Serbia
North Macedonia	Turkey

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 University and Research (MUR) 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

<sup>1</sup> *Blended*: mobility partly virtual (i.e. the activities are carried out from remote from outside the destination country) and partly physical (i.e. the activities are carried out in the destination country either in presence at the host organization or from remote).

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 April 1<sup>st</sup>, 2021 - May 31<sup>st</sup>, 2022 (for Sant'Anna and IMT students)

Leaving date: between May 15<sup>th</sup>, 2021 - May 31<sup>st</sup>, 2022 (for SNS students)

Return date: by September 30<sup>th</sup>, 2022

Students may request a motivated extension of their traineeship contacting in advance the relevant office of their School. Beneficiaries must submit the request of extension at least one month before the end of the Erasmus mobility, as stated in the traineeship agreement. 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/she 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](http://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.

As far as recognition is concerned, any (parts of) mobilities carried out in virtual mode will be considered in the same way as physical mobilities.

## **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, Serbia, Slovakia, Slovenia, Turkey, Former Yugoslav Republic of Macedonia

In the case of blended or exclusively online virtual mobilities, the European Commission has specified that the virtual period will not result in any grant being awarded. Only if the participant concludes the mobility in person for at least 60 days, except in case of force majeure, he/she will be entitled to receive the grant for the actual days of mobility carried out on site.

In case of mobilities taking place in the destination country abroad with activities in remote working mode, the student will be entitled to receive the grant for the actual days of his/her mobility abroad.

**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 560€, covered first of all by residual MUR funds and secondarily by specific university funds.

**Art. 6 Support for students with Special Needs related to physical, blended or virtual mobilities**

Any special needs related to physical, mental, or health conditions may be reported by the candidates to the relevant Office of their School, to allow their Institution to request, where feasible, additional financial support to cover the expenses of the student, and/or any accompanying person. These supports may also be used to co-finance the costs directly linked to the implementation of mobilities carried out in a blended or entirely virtual mode.

The procedure for applying for this additional financial support, as well as the needed supporting documents, will be communicated to students concerned by the relevant office.

**Art. 7 Exceptional costs related to blended and virtual mobilities**

In exceptional cases, it will be possible for candidates to request a partial reimbursement of costs incurred for buying and/or renting equipment and/or services necessary to implement virtual mobility activities carried out due to the COVID-19 emergency. To this end, candidates may contact their relevant office and read the Q&A document attached to this current call.

**Art. 8 Eligible participants and modalities of participation**

Students of the three Schools 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. 9 Application Procedure

The application form shall be submitted together with the other requested documents by **Monday, May 3<sup>rd</sup> 2021** to the candidate's relevant office:

For the Scuola Superiore Sant'Anna – Applications must be registered online at the following link [www.santannapisa.it/talentatwork2021](http://www.santannapisa.it/talentatwork2021)

For information: Ms Claudia Ambrogi - U.O. Relazioni Internazionali - P.za M. della Libertà, 33 – 56127 Pisa – E-mail: [erasmus@santannapisa.it](mailto:erasmus@santannapisa.it) – Phone: +39 050 883712

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 "Mobility requests".*

*The student can apply by filling out an online form where he/she 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.*

*After this approval, the application will be submitted to the Selection Committee, after the validation by the Servizio Internazionalizzazione ([international@sns.it](mailto:international@sns.it)).*

For the Scuola IMT Alti Studi Lucca – The application -including the authorization by the PhD student's advisor -must be submitted by e-mail to [erasmus@imtlucca.it](mailto:erasmus@imtlucca.it)

For information: Ms Daniela Giorgetti - PhD and Higher Education Office – Erasmus service– Piazza S. Ponziano 6 - 55100 Lucca – E-mail: [erasmus@imtlucca.it](mailto:erasmus@imtlucca.it) – Phone: +39 0583 4326562

### Art. 10 Selection

The submitted applications will be evaluated by a Selection Committee designed by a Decree of the Rector of the Institution 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](http://www.sns.it), [www.imtlucca.it](http://www.imtlucca.it) and [www.santannapisa.it](http://www.santannapisa.it)).

The funds will be allocated among the three Institutions on the basis of the submitted applications, proportionally to the total number of months of physical mobility requested by candidates to each School.

The Selection Committee will issue three distinct rankings and each School will evaluate its own applications assigning points according to the following parameters:

#### A. Course of study

Course Type	Points
Ordinary Courses	4
PhD/ <i>Corsi di Perfezionamento</i>	3
University Masters	2

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

Year of enrollment	Points
Ordinary Courses: 1st – 2nd year (1 <sup>st</sup> ; 2 <sup>nd</sup> , 3 <sup>rd</sup> year for Medicine)	1
Ordinary Courses: 3rd year (4th year for Medicine)	3
Ordinary Courses: 4th year (5th year for Medicine)	5

Ordinary Courses: 5th year (6th year for Medicine)	8
Ordinary Courses: Extension year	8
PhD 1st year	0
PhD 2nd year	4
PhD 3rd year	8
PhD extension year	8
Master	1

### C. Proposed mobility

Evaluation	Points
Specification of the destination country <b>and</b> of the receiving organisation	2
Specification of the destination country <b>and</b> of the receiving organisation <b>and</b> documented acceptance by the receiving organisation	6

- 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. **Erasmus+ mobility grant:** 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. **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. 11 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. 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. 12 Rankings

The rankings will be available by **Monday, May 10th 2021** on the web site of the 3 Schools and/or by emails to the candidates.

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.

To ensure a full use of the financial resources, a new call may be issued – in accordance with the deadlines set by the INDIRE National Agency - in case there are funds left after covering all the eligible mobilities in this current call.

### Art. 13 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.

Given the persistence of the COVID-19 emergency, students must ensure effective health coverage in the destination country abroad and refer to the recommendations and procedures regarding the relevant measures and provisions adopted by their home institution.

**Art. 14 Responsible for the Procedure**

The person responsible for the selection procedure of this call is the Head of the Area Relazioni Esterne e Comunicazione – Scuola Superiore Sant’Anna – Piazza Martiri della Libertà, 33 – 56127 Pisa – Phone: +39 050/883.273, E-mail: [c.busnelli@santannapisa.it](mailto:c.busnelli@santannapisa.it).

**Art. 15 Use of personal data and privacy**

In accordance with the EU Regulation 2016/679 and 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, as per information according to art. 13 and subsequent articles available on the web page of this current call.

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

**Art. 16 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. 17 Final provisions**

The information included in this current call – also depending on the exceptional circumstances due to the COVID-19 pandemic - may undergo subsequent amendments and integrations to comply with communications by the Erasmus+ National Agency for the a.y. 2020/21.

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