



UNIVERSITÀ DI PARMA

Call for European and International Traineeship Mobility (SMP/T) 2026–2028

(For ERASMUS+ funding, Grant Agreement No. 2025-1-IT02-KA131-HED-000321324 and Grant Agreement No. 2026-1-IT02-KA131-HED-000432026, subject to approval by the ERASMUS+ National Agency INDIRE)

Call amended with the DR. n. 237279 of 17/07/2026 (limited to sections 1, 2, 3, 4, 5; the modified sections are highlighted in light blue)



EUROPEAN UNIVERSITIES ALLIANCE FOR SUSTAINABILITY:
RESPONSIBLE GROWTH, INCLUSIVE EDUCATION AND ENVIRONMENT

Deadlines and Key Dates for this Call

APPLICATION DEADLINE		EVALUATION PERIOD	MOBILITY START DATE	MOBILITY END DATE
ERASMUS+ Grant Agreement: 2025-1-IT02-KA131-HED-000321324				
1° deadline	30 June 2026	7–21 July 2026	From 7 August 2026	Recommended completion by 31 July 2027 and, in any case, no later than 31 July 2028
2° deadline	11 September 2026	18–28 September 2026	From 12 October 2026	
3° deadline	29 January 2027	5–26 February 2027	From 15 March 2027	
ERASMUS+ Grant Agreement: 2026-1-IT02-KA131-HED-000432026				
4° deadline	1 June 2027 (application available from 10 November 2026)	8–22 June 2027	From 15 July 2027	Mandatory completion by 31 July 2028
5° deadline	10 September 2027 (application available from 10 November 2026)	17–27 September 2027	From 11 October 2027	
6° deadline	24 January 2028 (application available from 10 November 2026)	1–22 February 2028	From 13 March 2028	

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Foreword

The University of Parma, with the contribution and support of the ERASMUS+ National Agency INDIRE and the Italian Ministry of Universities and Research (MUR), has always aimed to offer its students the widest possible range of mobility opportunities for both curricular and extracurricular traineeships.

Previously, these opportunities were offered through two separate mobility programmes: **ERASMUS+ SMP/T** and **OVERWORLD Training**. These programmes have now been merged into a Unified Call for European and International Traineeship Mobility in order to simplify the application process, harmonise mobility frameworks, and facilitate access to mobility opportunities for beneficiaries.

The European Commission and the University of Parma also promote the development of digital skills through direct experience within host organisations. These so-called Digital Skills aim to foster advanced technological competencies where the traineeship focuses on one or more of the following activities:

- Digital marketing;
- Digital graphic design;
- Application development;
- Installation, maintenance and management of IT systems and networks;
- Data analytics;
- Data visualisation;
- Programming and training of robots and artificial intelligence applications.

The following documents form an integral part of this Call:

- ANNEX A: Guide for Outgoing SMT Trainees
- ANNEX B: Company Agreement Form
- ANNEX C: Guide to Completing the Online Application Form

1. Eligible Applicants and Requirements

Applications may be submitted by students, prospective graduates, doctoral candidates, Master's students and specialist trainees who meet the requirements set out below.

General Requirements

- **Students:** applicants must be duly enrolled, either full-time or part-time, in the academic year 2025/2026 (or 2026/2027 for the fourth, fifth and sixth deadlines) in a first-cycle degree programmes (Bachelor's degrees), second-cycle degree programmes (Master's degrees), single-cycle degree programmes, inter-university degree programmes (provided that the University of Parma is the administrative institution) or in first- and second-level university Master's programmes. Students enrolled exclusively in individual courses are not eligible.
- **Prospective Graduates:** students enrolled in the final year of a first-cycle, second-cycle or single-cycle degree programme who will obtain their final qualification after submitting their application under this Call and who intend to **undertake their mobility exclusively after graduation**. They may therefore be selected and awarded a grant even if they graduate before the publication of the ranking lists. If selected, they may undertake the traineeship within twelve months of obtaining their degree and, in any case, no later than the deadlines specified in the table on page 2. Students intending to undertake mobility after graduation may apply exclusively within the ERASMUS+ framework.
- **Doctoral Candidates:** Applicants must be enrolled in a doctoral programme and complete the mobility period no later than the end of the third year of enrolment. **Before submitting an application, candidates must agree upon the international training pathway with the Doctoral Programme Coordinator or Supervisor and obtain formal authorisation to undertake mobility abroad.**
- **Specialist Trainees:** Applicants must be enrolled in a specialisation school activated by the University of Parma during the academic year 2025/2026 (or 2026/2027 for the fourth, fifth and sixth deadlines) and must maintain their enrolment status throughout the entire mobility period. Before submitting an application, candidates must agree upon the training programme abroad and obtain formal authorisation from the Coordinator or Supervisor of the Specialisation Programme.

Applicants must also:

- Use the [service desk UNIPR](#) for all official communications;
- Have fully paid all university fees according to their status (student, prospective graduate, doctoral candidate, Master's student or specialist trainee) at the time of application, departure and throughout the mobility period;
- Possess an adequate level of language proficiency for the chosen host institution;

- Not have already used the maximum mobility period permitted under ERASMUS+ or OVERWORLD programmes (12 months for Bachelor's, Master's or PhD programmes; 24 months for single-cycle degree programmes)
- Not be resident in the country where mobility is requested;
- If holding non-EU citizenship, possess a valid residence permit at the time of application and throughout the mobility period. The residence permit must be renewed before the start of mobility. Applicants are therefore strongly advised to begin renewal procedures well in advance of departure.

Specific Requirements for OVERWORLD Training

At the time of application, candidates must be enrolled for academic year 2025/2026 (or 2026/2027 for the fourth, fifth and sixth deadlines):

For a long mobility:

- In the first or second year of a Master's degree programme; or
- In at least the fourth year of a single-cycle Master's degree programme; or
- In a first- or second-level university Master's programme; or
- In a doctoral programme or Specialisation School.

For a short mobility:

- In the first or second year of a Master's degree programme; or
- In at least the second year of a Bachelor's or single-cycle Master's degree programme; or
- In a first- or second-level university Master's programme; or
- In a doctoral programme or Specialisation School.

Traineeship mobility to non-EU countries (whether funded through ERASMUS+ (Regions 13 and 14) or through University funds) is not available to recent graduates and students enrolled in the first year of a first-cycle degree programme (Bachelor's degrees).

2. Permitted Activities

Within both the ERASMUS+ and OVERWORLD frameworks, traineeship mobility may be undertaken for the following activities, [according to the requirements mentioned in section 1 "Eligible Applicants and requirements"](#):

- Curricular traineeships;
- Thesis research traineeships;
- Professional training and career guidance traineeships (post-graduation traineeships).

Activities carried out under this Call may fully replace the curricular traineeship requirement and may provide curricular ECTS credits. Alternatively, they may be recognised as extracurricular traineeships and result in the award of additional credits that are not required for graduation but are recorded in the Diploma Supplement. In the case of post-graduation traineeships, no ECTS credits may be awarded. However, participants will receive an official certificate confirming completion of the activities undertaken.

ERASMUS+ SMP/T and OVERWORLD Training grants **may not be used for study activities (attendance of courses and exams)**.

During the mobility period:

- Suspension or interruption of academic studies is not permitted. Failure to comply will result in loss of mobility benefits (mobility grant and ERASMUS+ student status), repayment of any funds received and non-recognition of activities carried out abroad;
- Students may not sit exams or attend teaching activities at the University of Parma;
- Students may not obtain their final degree qualification during the mobility period. The qualification may only be awarded after completion of the traineeship abroad and recognition of the activities undertaken. In the case of recent graduates, the qualification must be obtained **before** departure.

3. Types of mobility

Grants are awarded, subject to available funding, for one of the following mobility formats:

3.1 Physical Mobility

Physical mobility may take the form of:

- Long mobility
- Short mobility

Long Mobility refers to the traditional ERASMUS+ or OVERWORLD mobility format carried out physically at the host institution or company for a period of minimum 2 months (60 consecutive days) and a maximum of 12 months (360 consecutive days).

Short Mobility refers to a short traineeship period (from 5 to 30 consecutive days) undertaken physically at the host institution or company.

For this type of mobility, the following categories are eligible:

- For the ERASMUS+ SMP/T mobility, doctoral candidates, specialist trainees and students enrolled in first- or second-level university Master's programmes.
- For the OW Training mobility all students meeting the [specific eligibility requirements for OVERWORLD Training](#)

3.2 Blended mobility

The **Blended Mobility** consists of a period of physical ERASMUS+ or OVERWORLD mobility combined with a virtual mobility period carried out online without travelling to the host country.

The available formats are:

- Long Blended Mobility: 2–12 months of continuous physical mobility + virtual mobility component
- Short Blended Mobility: 5–30 days of continuous physical mobility + virtual mobility component

Participation in blended mobility requires:

- Planning prior to departure (the mobility format cannot be changed once the mobility has started);
- Approval from both the sending and receiving institutions for this mobility type;
- Definition of the traineeship programme with the Coordinator of the International Mobility Committee of the relevant Department;
- Precise scheduling and communication of both virtual and physical mobility periods to the competent offices of the institutions involved.

Financial support is granted exclusively for the period of physical mobility and is calculated according to its actual duration. Please note that **this Call guarantees funding for a maximum of three months (for long mobility) or a maximum of 14 days (for short mobility)**. For all mobility formats, any extension beyond the maximum funded duration will normally be undertaken on a self-funded basis unless additional funding becomes available. Any traineeship period exceeding these limits will still be covered by ERASMUS+ or OVERWORLD student status, but funding beyond the maximum funded period will be subject to final assessment based on residual financial availability and redistribution of unused funds.

All traineeships must take place within the time frame indicated in the table of deadlines and must be completed no later than 31 July 2028.

European and International Traineeship Mobility

4. Traineeships in Countries Participating in the ERASMUS+ SMP/T Programme

The **ERASMUS+ traineeship mobility (SMP/T)** may be carried out in one of the following countries:

1. **Programme Countries:** Belgium, Bulgaria, Czechia, Denmark, Germany, Estonia, Ireland, Greece, Spain, France, Croatia, Cyprus, Latvia, Lithuania, Luxembourg, Hungary, Malta, Netherlands, Austria, Poland, Portugal, Romania, Slovenia, Slovakia, Finland, Sweden.
2. **Other Programme Countries:** North Macedonia, Serbia, Iceland, Liechtenstein, Norway, Türkiye.

The European Commission also permits, within a limit corresponding to 20% of the funding allocated to traineeship mobility, the possibility of carrying out traineeships at organisations, companies or institutions located in the following non-EU countries:

3. **Non-EU Countries:** Region 13 (Andorra, Monaco, San Marino, Vatican City State) and Region 14 (Fær Øer Islands, Switzerland, United Kingdom).

The feasibility of such mobility is subject to the signing of [a specific cooperation agreement, suitable to host the applicant](#), between the University of Parma and the host organisation. Mobility to non-EU destinations is not available to students enrolled in first-cycle degree programmes (Bachelor's degrees) and participants undertaking post-graduation traineeships.

5. Traineeships in Other Countries within the OVERWORLD Training Programme

OVERWORLD Training is intended for mobility to countries not listed in the previous section. Traineeship mobility in non-European countries is funded through University of Parma budget resources and funding provided by the Ministry of Universities and Research (MUR). Students interested in mobility to one of these countries are strongly advised to consult the Coordinator of the International Mobility Committee of their Department in advance in order to assess feasibility.

The feasibility of such mobility is subject to the signing of a [specific cooperation agreement, suitable to host the applicant](#), between the University of Parma and the host organisation. Mobility to non-EU destinations is not available to students enrolled in first-cycle degree programmes (Bachelor's degrees) and students enrolled in first-cycle degree programmes (Bachelor's degrees).

6. Eligible Host Organisations for Traineeships (ERASMUS+ and OVERWORLD)

The following host organisations are eligible:

- any public or private organisation established in a Programme Country or Partner Country and active in the labour market, education, training, youth, research and innovation.
Examples include:
 - public or private enterprises of any size, including social enterprises;
 - local, regional or national public authorities;
 - embassies and consular offices of Programme Countries;
 - social partners and labour-market representatives, including chambers of commerce, professional associations and trade unions;
 - research institutes;
 - foundations;
 - schools, institutes and educational centres at all levels, from pre-primary to upper-secondary education, vocational education and adult learning;
- non-profit organisations, associations and NGOs;
- career guidance, vocational counselling and information services;
- for ERASMUS+ traineeships specifically, higher education institutions located in Programme Countries holding an ECHE (Erasmus Charter for Higher Education), or higher education institutions in Partner Countries recognised by competent authorities and having signed inter-institutional agreements with the University of Parma before mobility begins;
- Italian Cultural Institutes abroad, schools, Italian Chambers of Commerce abroad, Italian law firms operating abroad;
- foreign branches of Italian companies, provided that the branch has legal personality under foreign law;
- the Council of Europe, The United Nations, The United Nations Economic Commission for Europe, UNESCO or other bodies connected to the United Nations and UNESCO.

The following organisations are **NOT eligible**:

- European Union institutions and bodies, including specialised agencies (full list available through the European Union website https://european-union.europa.eu/institutions-law-budget/institutions-and-bodies_en);
- organisations managing EU programmes, including Erasmus+ National Agencies, in order to avoid conflicts of interest and/or double funding.

7. Safe Mobility and Countries Subject to Travel Restrictions

Applicants should be aware that the persistence or emergence of emergencies of any kind, as well as restrictions on travel to certain countries, may negatively affect planned mobility activities. Decisions regarding departures and the welcoming of mobility students may be taken by:

- the governments of the countries involved;
- the partner institutions of the University of Parma, which may adopt measures such as distance learning arrangements, suspension of mobility activities or other risk-mitigation measures;
- the Italian Ministry of Foreign Affairs and International Cooperation, which may advise against travel to specific destinations;
- the University of Parma itself, which, after consulting all parties concerned, may determine that travel to or residence in a particular destination is unsafe.

Where travel is officially discouraged by the Ministry of Foreign Affairs and International Cooperation, or where the University of Parma considers the destination unsafe, the mobility period may be suspended, modified, interrupted or cancelled.

Up-to-date travel information is available at the website <https://www.viaggiaresicuri.it>.

Students are also strongly encouraged to register to the Italian Ministry of Foreign Affairs' service "Dove siamo nel Mondo" ("Where We Are in the World"), available both online and [via mobile app](#).

How to Submit an Application

The identification of a suitable host organisation is the responsibility of the applicant.

Applicants may apply for **ONE HOST ORGANISATION ONLY**.

Once a host organisation has been identified, it must confirm its willingness to host the trainee by either completing the Company Agreement Form (Annex B to this Call), or by issuing a formal letter of intent on official headed paper containing the same information required by the Company Agreement Form. This document must be attached to the application in accordance with the instructions provided below.

Applications indicating ongoing contacts with a prospective host organisation but lacking one of the above-mentioned documents will not be considered.

8. Completing the Application Form

Applicants must complete the application form through their personal ESSE3 profile – <https://unipr.esse3.cineca.it/Home.do> – International Mobility – Mobility Calls and carefully following the instructions contained in the **Annex C – Guide to Completing the Online Application Form**.

Applications may only be submitted electronically:

- **from 12:00 noon on 10 June 2026 for the 1st, 2nd and 3rd deadlines;**
- **from 12:00 noon on 10 November 2026 for the 4th, 5th and 6th deadlines.**

Applications must be submitted **no later than one of the deadlines indicated in the table on page 2 of this Call**.

In order to select the destination, applicants must choose one of the following options:

- **ERASMUS+ SMT_COUNTRY NAME**, corresponding to the country in which the host organisation is located (ERASMUS+ funding);
- **OTHER NON-EU DESTINATIONS – OW Training**, for OVERWORLD Training mobility (University or Ministerial funding).

The application must include the following **documents**:

- European-format Curriculum Vitae in Italian or English – **MANDATORY**;
- Company Agreement Form duly completed and signed by the host organisation, or a formal letter of intent issued on official headed paper by the non-academic organisation/institution and containing the same information required by the Company Agreement Form – **MANDATORY**;
- Self-certification of exams passed (can be downloaded from the personal ESSE3 profile). Applicants enrolled in a Master's degree programme must also attach their Bachelor's degree self-certification, including examinations and final degree grade – **MANDATORY**;
- (For PhD candidates and specialist trainees only) Authorisation letter permitting the mobility period. For doctoral candidates, the letter must also specify whether the candidate intends to receive the doctoral mobility allowance or ERASMUS+ funding – **MANDATORY**.
- Any additional documentation deemed relevant for evaluation purposes – **OPTIONAL**.

All documents uploaded through ESSE3 must be in PDF format and only one file per document category may be uploaded.

Only in the event of technical problems (which must be promptly reported through the [service desk UNIPR](#)) it is permitted to apply through the specific paper application forms prepared for this purpose, which must be requested promptly by the applicant. In this case, the completed paper application, together with all required attachments, must be submitted to the University Protocol Office (via Università, 12 – 43121 Parma) by **12:00 noon on the relevant application deadline**, using one of the following methods:

- hand delivery;
- postal service (the postmark date is not considered proof of timely submission);

- certified email (PEC) from the applicant's personal certified address to protocollo@pec.unipr.it. The subject line should be "Paper Application SMP Mobility SURNAME NAME";
- email from the **university e-mail account** (name.surname@studenti.unipr.it) to protocollo@unipr.it, **together with a copy of a valid identity document (front and back).**

INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED.

APPLICATIONS CANNOT BE MODIFIED OR SUPPLEMENTED AFTER SUBMISSION.

Only forms prepared by the University's Welcome, Mobility and International Students Unit may be used.

9. Language Requirements

When completing the Company Agreement Form, the host organisation must declare that the trainee possesses an adequate level of language proficiency for the planned activities. Where such a declaration is provided, applicants are not required to submit additional proof of language competence for participation in this Call, as the requirement will be considered fulfilled.

If the host organisation requires the trainee to provide evidence of proficiency in the working language of the traineeship and/or the language of the host country **it is the responsibility of the applicant to obtain any required language certificate** within the deadlines and procedures established by the host organisation.

Examples of language certificates and attestations that could be accepted by the host organisation are available on the website <https://www.unipr.it/LPT>, including information on the University's **Language Placement Test**, offered as a support tool for participation in European and international mobility programmes.

10. Conflict of Interest and Incompatibility Conditions

Students awarded an ERASMUS+ SMP/T or OVERWORLD Training mobility grant may not:

- simultaneously receive another grant funded by the European Union during the ERASMUS+ mobility period;
- hold a university collaboration grant during the ERASMUS+ mobility period;
- exceed the maximum ERASMUS+ mobility entitlement for their study cycle, taking into account both previous mobility periods and the mobility funded under this Call. In detail:
 - Maximum 12 months for first cycle (Bachelor's Degree);
 - Maximum 12 months for second cycle (Master's Degree);
 - Maximum 24 months for single-cycle degree programme;
 - Maximum 12 months for third cycle (doctoral programme or specialisation school).

The above limits include previous mobility experiences undertaken within LLP/Erasmus, Erasmus Placement and Erasmus Mundus Action 1 e Action 2.

For doctoral candidates, the ERASMUS+ grant is not compatible with the additional doctoral scholarship allowance for periods spent abroad but it is compatible with the doctoral contribution for living expenses provided under current doctoral regulations. Students and doctoral candidates receiving an ERASMUS+ traineeship grant may not simultaneously receive grants or funding provided by the European Commission under other European programmes.

The existence of one or more incompatibility conditions will result in the immediate loss of entitlement to ERASMUS+ or OVERWORLD mobility.

11. Selection Procedures

Applications are assessed by the International Mobility Committees (CMI) of the individual Departments.

The schedule of selection dates established by each Department will be published on the University website on the same webpage where this Call is published.

Applicants must verify whether their Department requires attendance (in person or online) at the selection process.

The final score is determined by the sum of two components:

1. **A PREDETERMINED COMPONENT** automatically calculated by the system, which represents 40% of the overall assessment;
2. **A DISCRETIONAL COMPONENT** is determined by the applicant's Department according to its own evaluation criteria, which represents 60% of the overall assessment. The description of the criteria related to the two components is available below.

The PREDETERMINED COMPONENT WEIGHTS 40/100 and it provides a value for each applicant according to the following operation:

$$A = A1 + A2$$

A1 Weighted average mark: up to **20 points** are awarded proportionally on the basis of the weighted average mark, on a scale whose maximum and minimum values are:

- Weighted average of 30/30 = 20 points
- Weighted average of 18/30 = 0 points, according to the formula

$$\frac{(\text{WEIGHTED AVERAGE} - 18) \times 20}{12}$$

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A2 University credits (CFU) earned: up to **20 points** are awarded proportionally, according to the number of credits earned in relation to years of enrolment through the formula:

$$\frac{(\text{CREDITS EARNED}) \times 20}{(\text{YEARS OF ENROLLMENT}) \times (\text{MAXIMUM ANNUAL CREDITS})}$$

$$\text{Where:}$$

* All years of enrolment at the University of Parma are considered

Where:

- Maximum Annual Credits = 60 for full-time students
- Maximum Annual Credits = 36 for part-time students

N.B.:

- Administrative data used for calculations are those recorded in ESSE3 on:
 - 30 June 2026 (1st deadline)
 - 7 September 2026 (2nd deadline)
 - 29 January 2027 (3rd deadline)
 - 1 June 2027 (4th deadline)
 - 6 September 2027 (5th deadline)
 - 24 January 2028 (6th deadline)
 - If the calculated A2 value exceeds 20 points (for example due to accelerated completion of examinations or study plans exceeding 60 ECTS per academic year), A2 is capped at 20 points
 - Students enrolled from the third year out-of-course onwards receive 0 points (A=0)
 - For applicants enrolled in the first year of a Master's Degree, university Master's Programme, Doctoral Programme or Specialisation School, the merit score is based solely on the final degree mark obtained in the previous academic career. Up to 40 points are awarded proportionally according to the following scale:
 - Degree awarded with honours = 40 points
 - Degree mark equal to or below 70 = 0 points, according to the formula:

$$\frac{A = (\text{DEGREE MARK} - 70) \times 40}{43}$$
- where the degree mark = 113 in case of a degree awarded with honours.
- Applicants enrolled in the first year of a Master's degree or doctoral programme who hold a foreign qualification automatically receive A = 40 regardless of the degree mark.
 - Applicants enrolled in the first year of a Bachelor's degree or single-cycle degree programme who have not yet passed any examinations receive A = 0.

The DISCRETIONAL COMPONENT, assessed by the competent Departmental Committee and accounting for 60% of the overall score, is based on the evaluation of the following aspects:

1. Quality of the training project (as described in the Company Agreement Form or Letter of Intent);
2. Relevance of the proposed traineeship to the applicant's academic programme;
3. Evaluation of the Curriculum Vitae;
4. Any other elements considered useful for assessment.

Applications receiving a **final score of 50/100 or below** are **NOT ELIGIBLE** for the award of a mobility grant.

Ranking Lists

12. Publication of the Ranking Lists

Ranking lists will be published on the University website on the same webpage where this Call is published. **Publication of the ranking list constitutes official notification. No additional individual communication will be sent.**

The ranking list will indicate one of the following outcomes:

- **Award of Mobility.** In the event of selection, the ranking list will specify the merit score, the destination country, the number of months awarded and the number of funded and non-funded months.
- **Non-Award.**

13. Acceptance or Withdrawal from the Mobility Placement

Selected applicants must confirm acceptance of the mobility placement **within five days of publication of the ranking list**, following the instructions provided. Failure to confirm acceptance within the prescribed period will automatically be considered a withdrawal.

Once the acceptance phase has concluded, the Welcome, Mobility and International Students Unit will contact successful applicants with the instructions necessary for the organisation of their mobility period.

A withdrawal from the mobility grant is permitted at any stage of the process, provided it is properly justified, and does not entail any penalty.

Financial Contributions

Based on available funding, the University of Parma guarantees, regardless of the duration of the traineeship and the funding source:

- A maximum of **3 months of grant funding** for each long mobility flow (2–12 months);
- A maximum of **14 days of grant funding** for each short mobility flow (5–30 days).

The financial resources used to support mobility are the following:

- ERASMUS+ Programme for the ERASMUS+ SMP/T traineeships;
- University and Ministerial Funds (MUR), For OVERWORLD Training mobility flows to non-EU countries not included among ERASMUS+ traineeship destinations (see Sections 4 and 5). In this case, for OVERWORLD short mobility, funding may not exceed 20% of the total OVERWORLD Training budget: 10% allocated to the 1st, 2nd and 3rd deadlines and the remaining 10% to the 4th, 5th and 6th deadlines.

	DESTINATION	FUNDING SOURCE	TAX REGIME
1	ERASMUS+ SMT – EU Countries (including Regions 13 and 14)	ERASMUS+ Funds	Tax Exempt
2	Other Non-EU Destinations (OVERWORLD Training)	University / MUR Funds	Subject to Taxation *
*: The tax treatment depends on the nature of the funding supporting the mobility activity.			

Mobility grants are intended as financial support contributing towards the additional costs associated with living abroad compared with carrying out equivalent activities in Italy. The amount awarded is linked to the cost of living in the destination country.

Participants may use the European platform [ERASMUS+ Grant Simulator](#) to estimate the amount of funding due, only for ERASMUS+ destinations and according to the provisions reported above (maximum 3 monthly grant instalments).

Additional support may also be available through ER.GO (Regional Agency for the Right to Higher Education in Emilia-Romagna). For information, contact directly ER.GO: via Santa Maria Maggiore 4, 40121 Bologna, tel. 051.6436900, info@er-go.it, www.er-go.it.

12. Financial Contributions for ERASMUS+ SMP/T Mobility Participants

Long-Duration Mobility (2–12 Months)				
Mobility type	Details	Grant	Tax regime	Notes
ERASMUS+ GROUP 1	Austria, Belgium, Denmark, Finland, France, Germany, Ireland, Iceland, Liechtenstein, Luxembourg, Netherlands, Norway, Sweden Region 13 Third Countries not Associated with the Programme: Andorra, Monaco, San Marino, Vatican City State Region 14 Third Countries not Associated with the Programme: Fær Øer Islands, United Kingdom, Switzerland	550,00 € /month	Tax exempt	Automatically awarded; the amount includes €400 basic mobility grant and €150 traineeship supplement.
ERASMUS+ GROUP 2	Cyprus, Czechia, Estonia, Greece, Latvia, Malta, Portugal, Slovakia, Slovenia, Spain	500,00 € /month	Tax exempt	Automatically awarded; the amount includes €350 basic mobility grant and €150 traineeship supplement
ERASMUS+ GROUP 3	Bulgaria, Croatia, Lithuania, North Macedonia, Poland, Romania, Serbia, Türkiye, Hungary	500,00 € /month	Tax exempt	Automatically awarded; the amount includes €350 basic mobility grant and €150 traineeship supplement
ERASMUS+ Support for participants with fewer opportunities and disadvantaged socio-economic backgrounds	This contribution is available to students with ISEE ≤ €27,000 per year and is granted up to the first year beyond the standard duration of study. It is also available to: • Students with certified physical, mental or health conditions; • Students with dependent children; • Working students; • Professional athletes; • Students who have lost at least one parent; • Students whose parents were victims of terrorism or organised crime.	250,00 € /month	Tax exempt	Automatically awarded upon completion of socio-economic information through the ER.GO portal and/or submission of supporting documentation.

Short-Duration Mobility (5–30 Days)				
Mobility type	Details	Grant	Tax regime	Notes
ERASMUS+ GROUP 1	Austria, Belgium, Denmark, Finland, France, Germany, Ireland, Iceland, Liechtenstein, Luxembourg, Netherlands, Norway, Sweden Region 13 Third Countries not Associated with the Programme: Andorra, Monaco, San Marino, Vatican City State Region 14 Third Countries not Associated with the Programme: Fær Øer Islands, United Kingdom, Switzerland	- Up to day 14: €79 per day - From day 15 to day 30: €56 per day	Tax exempt	Automatically awarded
ERASMUS+ GROUP 2	Cyprus, Czechia, Estonia, Greece, Latvia, Malta, Portugal, Slovakia, Slovenia, Spain		Tax exempt	Automatically awarded
ERASMUS+ GROUP 3	Bulgaria, Croatia, Lithuania, North Macedonia, Poland, Romania, Serbia, Türkiye, Hungary		Tax exempt	Automatically awarded
ERASMUS+ Support for participants with fewer opportunities and disadvantaged socio-economic backgrounds	This contribution is available to students with ISEE ≤ €27,000 per year and is granted up to the first year beyond the standard duration of study. It is also available to: • Students with certified physical, mental or health conditions; • Students with dependent children; • Working students; • Professional athletes; • Students who have lost at least one parent; • Students whose parents were victims of terrorism or organised crime.	- €100 lump sum for mobility periods of 5–14 days - €150 lump sum for mobility periods of 15–30 days	Tax exempt	Automatically awarded upon completion of socio-economic information through the ER.GO portal and/or submission of supporting documentation

13. Financial Contributions for OVERWORLD Training Participants

Long-Duration Mobility (2–12 Months)				
Mobility type	Details	Grant	Tax regime	Notes
OVERWORLD Training	Applicable to all countries not included in the ERASMUS+ destination lists	900,00 € /month	Taxable	Automatically awarded
OVERWORLD Training Support for participants with fewer opportunities and disadvantaged socio-economic backgrounds	This contribution is available to students with ISEE ≤ €27,000 per year and is granted up to the first year beyond the standard duration of study. It is also available to: • Students with certified physical, mental or health conditions; • Students with dependent children; • Working students; • Professional athletes; • Students who have lost at least one parent; • Students whose parents were victims of terrorism or organised crime.	300,00 € /month	Taxable	Automatically awarded upon completion of socio-economic information through the ER.GO portal and/or submission of supporting documentation

Short-Duration Mobility (5–30 Days)				
Mobility type	Details	Grant	Tax regime	Notes
OVERWORLD Training	Applicable to all countries not included in the ERASMUS+ destination lists	€110,00/day	Taxable	Automatically awarded
OVERWORLD Training Support for participants with fewer opportunities and disadvantaged socio-economic backgrounds	This contribution is available to students with ISEE ≤ €27,000 per year and is granted up to the first year beyond the standard duration of study. It is also available to: • Students with certified physical, mental or health conditions; • Students with dependent children; • Working students; • Professional athletes; • Students who have lost at least one parent; • Students whose parents were victims of terrorism or organised crime.	200,00 € lump sum	Taxable	Automatically awarded upon completion of socio-economic information through the ER.GO portal and/or submission of supporting documentation

The traineeship does not constitute an employment relationship between the trainee and the host organisation. Consequently, traineeship activities must be considered **UNPAID ACTIVITIES** from the host organisation's perspective. However, the host organisation may provide, at its sole discretion, a reimbursement of expenses or a financial bonus; such support is permitted provided that the funds **do not originate from European Union funding programmes**.

14. Additional Funding for Participants with Disabilities or Special Needs (ERASMUS+ SMP/T)

Beneficiaries with disabilities or special needs who receive an ERASMUS+ SMP/T mobility grant may apply for additional funding made available by the European Union through the ERASMUS+ National Agency INDIRE. Information regarding these additional grants can be obtained from the University's Welcome, Mobility and International Students Unit through the [service desk UNIPR](#).

15. Loss of Mobility Status and Repayment of the Grant

The payment of all financial contributions is conditional upon maintaining ERASMUS+ student status and complying with all requirements established by the Programme and described in the guide attached to this Call.

The grant is strictly linked to the commitment to complete the traineeship programme abroad as defined in the **Learning Agreement for Traineeship** ((Annex 1 to the Financial Agreement). The grant amount and payment arrangements are specified in the Financial Agreement sent to participants before the start of the traineeship.

Loss of ERASMUS+/OVERWORLD trainee status and related financial benefits occurs in the following cases:

- Mobility period shorter than the minimum duration required;
- Award of the final academic qualification before completion of the mobility period;
- Failure to complete the compulsory language assessment on the dedicated platform (EU Academy);
- Failure to complete the final EU Survey questionnaire (ERASMUS+ participants only);
- Failure to submit the mandatory documentation:
 - Financial Agreement;
 - Learning Agreement for Traineeships – Before the Mobility;
 - Learning Agreement for Traineeships – After the Mobility

Participants who have already received funding will be required to return the amounts unduly received.

BEFORE, DURING AND AFTER THE MOBILITY PERIOD

All forms and documents required before, during and after the mobility period are available on the [dedicated page of the University website](#).

Failure to comply with the requirements described in the following sections may result in repayment of the financial contribution already received.

16. Requirements Before Departure

Before leaving for the traineeship period, participants must:

- 1) Independently gather all information necessary regarding travel arrangements to the host country, accommodation and housing arrangements and get in contact with the host organisation to agree on the starting date and time, the organisational details and any immigration-related requirements applicable in the destination country;
- 2) If the traineeship takes place in a non-EU country, participants must verify whether an entry visa is required and, if so, complete the relevant procedures;
- 3) sign the Financial Agreement governing the conditions for receiving mobility benefits;
- 4) prepare, obtain approval for and sign the Before the Mobility section of the Learning Agreement for Traineeship according to the procedures established by their Department;
- 5) The completed Learning Agreement must be sent to the Welcome, Mobility and International Students Unit;
- 6) Take the language assessment test available through the EU Academy platform and send the result in PDF format to the Welcome, Mobility and International Students Unit through the [service desk UNIPR](#);
- 7) For traineeships in non-EU countries, participants must ensure that the cooperation agreement between the University of Parma and the host organisation has been duly signed;
- 8) For non-EU traineeships, participants must take out an appropriate private health insurance policy covering both their stay abroad and the activities included in the traineeship programme.

17. Requirements Upon Arrival in the Host Country

On the first day of the traineeship, participants must present the **Declaration of Arrival** to their host organisation supervisor and request to complete and sign the document; then, a PDF copy must be sent to the Welcome, Mobility and International Students Unit through the [service desk UNIPR](#).

Upon receipt of the Declaration of Arrival, the Welcome, Mobility and International Students Unit will carry out the necessary administrative checks and may initiate the payment procedures for the mobility grant in accordance with the Financial Agreement.

Only where changes occur to the activities originally agreed in the Learning Agreement – Before the Mobility, participants must complete the **During the Mobility** section of the Learning Agreement for Traineeships. This section must be approved and signed by both the Italian supervisor and the host organization supervisor. Once signed by all parties, the updated document must be sent to the Welcome, Mobility and International Students Unit through the Desk [service desk UNIPR](#).

18. Requirements Before Returning from the Host Country

1. Shortly before returning home, while still at the host organisation, participants must ensure that the supervisor completes and signs the After the Mobility section of the Learning Agreement for Traineeships.
2. The completed Learning Agreement – After the Mobility must be sent to the Welcome, Mobility and International Students Unit through the [service desk UNIPR](#).
3. Upon return, participants are strongly encouraged to complete the second language assessment session on the EU Academy platform.

19. Requirements After Returning to Italy

1. Within ten days of the end of the traineeship, participants must submit to the Welcome, Mobility and International Students the Learning Agreement for Traineeships (including the sections Before the Mobility, After the Mobility and, where applicable, During the Mobility), and an official document certifying the exact period of traineeship attendance, unless such information is already clearly indicated in the Learning Agreement;
2. **Only for the ERASMUS+ mobilities**, within **thirty days** of receiving the email from the Online EU Survey system (check the spam or junk mail folders on a regular basis), participants must complete the final evaluation questionnaire "Online EU Survey".

3. Participants who have not yet graduated must contact their Departmental Coordinator of the International Mobility Committee as soon as possible in order to begin the procedures for academic recognition of the traineeship completed abroad.

20. Interruption of the Traineeship

If, due to force majeure, a selected participant is required to interrupt the traineeship, they must promptly provide formal notification to their University contact person and to the Welcome, Mobility and International Students Unit through the [service desk UNIPR](#).

Any funds already received but not due must be returned proportionally to the actual period spent at the host organisation. The officially certified start and end dates issued by the host organisation shall constitute the sole reference for calculating the amount to be repaid. Participants are reminded that a stay shorter than the minimum duration established for the relevant mobility format results in the loss of ERASMUS+/OVERWORLD student status.

RECOGNITION OF ACTIVITIES COMPLETED ABROAD

The University of Parma guarantees full recognition of the activities carried out under this Call, including activities that do not form an integral part of the participant's degree programme (voluntary traineeships), provided that the activities are certified by the host organisation and they correspond to the training programme approved in the Learning Agreement for Traineeships before departure. Activities completed abroad will be recorded in the student's academic record and subsequently included in the official documentation relating to the degree programme and qualification obtained. Participants undertaking mobility after graduation will not be entitled to the recognition of ECTS credits, as they will already have obtained their qualification.

ONLINE LINGUISTIC SUPPORT (ERASMUS+ MOBILITY ONLY)

Participants undertaking an ERASMUS+ traineeship mobility period are required to complete an initial language assessment for statistical purposes through the dedicated platform managed by the European Commission (OLS - Online Linguistic Support on EU Academy Platform). Instructions for accessing the assessment will be provided together with the Financial Agreement.

After completing the initial assessment, participants gain access to the language courses offered through the platform. Attendance of these courses is not compulsory but is strongly recommended.

At the end of the mobility period, participants are strongly encouraged to complete the final language assessment (second assessment).

Processing of personal data and person responsible for the procedure

Personal data provided by applicants to the University of Parma will be processed, either in paper or electronic form, exclusively for purposes connected with the selection procedure and the management of any resulting relationship, in compliance with applicable legislation. The provision and collection of personal data are mandatory for the management of the selection procedure. Where special categories of personal data are involved, as referred to in Article 9 of Regulation (EU) 2016/679, processing is carried out for the purposes established by Law No. 68/1999 and Law No. 104/1992. Failure to provide the data required by this Call will result in exclusion from the selection procedure. Data collected during the administrative procedure may be communicated to other offices of the University of Parma and to external bodies only to the extent strictly necessary for the performance of their institutional functions and in accordance with applicable legislation. Applicants are entitled to exercise the rights provided for under Chapter III of Regulation (EU) 2016/679, including the right to access their personal data, request rectification, request updating, request erasure where data are incomplete, inaccurate or unlawfully processed and object to processing on legitimate grounds. Pursuant to Italian Law No. 241 of 7 August 1990, as amended by Law No. 15 of 11 February 2005, the person responsible for the selection procedures is Dr. Elena Raschiani, Head of the Welcome, Mobility and International Students Unit.

Contacts

Administrative Office Responsible for the Programme

Welcome, Mobility and International Students Unit

P. le San Francesco, 2 – 43121 Parma

Tel.: +39.0521.904203

[Contact the office through the Service Desk UNIPR](#)

Vice-Rector for International Relations and Mobility

[Prof. Maria Cecilia Mancini](#)

Rector's Delegate for International Student and Staff Mobility

[Prof. Ilaria Zanotti](#)

Parma, 9 June 2026

THE RECTOR

Prof. Paolo Martelli

Digitally signed pursuant to Legislative Decree No.
82/2005