



# UNIVERSITÀ DI PARMA

## PROGRAMMA OVERWORLD – OVERSEAS STUDENT EXCHANGE

**ANNO ACCADEMICO 2021/2022**

*Individual mobility at one of the non-European universities with a cultural and scientific collaboration agreement with the University of Parma*

*Mobility for curricular internship in companies and non-academic institutions*

**DEADLINE: 12:00 pm 19th FEBRUARY 2021**



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### NOTA BENE

This announcement contains all the information necessary for participation, but is not exhaustive of all the suggestions and indications necessary to optimize the experience.

**Reading the annexes to the announcement is therefore ESSENTIAL**

## Aims

The OVERWORLD "OVERSEAS STUDENT EXCHANGE" PROGRAM is a University initiative aimed at expanding study and mobility opportunities towards non-European universities with a cultural and scientific collaboration protocol with the University of Parma.

**NEW !!! - Starting from this call for applications, additional contributions (up to a maximum of 30 selected students) are also envisaged for carrying out curricular internships in companies and non-academic institutions (OWTraining).**

The call defines the requirements as well as the procedures for participation and selection, indicates the cases of incompatibility and establishes the financial contributions aimed at encouraging individual student mobility.

All mobility activities must take place in the period between 1<sup>st</sup> JULY 2021 and 30<sup>th</sup> SEPTEMBER 2022 and can take place using one of the following modalities:

- **Physical mobility (PM)** – it is traditional mobility, carried out entirely in presence at the destination site. Physical mobility is also considered to be teaching carried out at a distance but residing in the country of destination.
- **Blended mobility (BM)** – it means a period of virtual mobility combined with a period of physical mobility. The period of physical mobility, equal to or greater than three months (90 days), can also take place in a non-consecutive manner;
- **Virtual mobility (VM)** – it means mobility carried out entirely at a distance while remaining in the country of origin, without physical movement of the student, who will be asked to attend the activities organized by the host university directly online.

As part of the OVERWORLD - OVERSEAS STUDENT EXCHANGE Program, the following activities are allowed:

1. **attendance of courses at university level and teaching units**, with relative taking of exams and acquisition of at least 12 credits (CFU / ECTS);
2. **activities related to the preparation of the thesis and attendance of teaching units**, with relative taking of exams and acquisition of at least 12 credits (CFU / ECTS);
3. **curricular internship activities at one of the consortium academic institutions**, where provided for in the study plan of the University of Parma and where the activity does not conflict with the regulations in force at one or both institutions;
4. **OWTraining (NEW !!!) - Curricular internship activities at companies and non-academic institutions, where provided for in the study plan of the University of Parma and where the activity does not conflict with the regulatory framework of the host country. For this specific activity, the assistance of a teacher is recommended throughout the entire preparation process of the application and, in case of selection, during the planning of the internship period abroad.**

### IMPORTANT

With particular reference to the OWTraining activity referred to in point 4 above, we inform you below on the conditions for eligibility of curricular internship in companies and non-academic institutions. The activity:

- may have a duration of less than three (3) months (90 days) provided for the study activity (activities 1, 2 and 3), with a minimum duration of 1 month (30 days);
- may be added, but not overlapped, to a period of mobility for study (activities 1, 2 and 3). In this case, the necessary certifications proving attendance issued by the two different institutions (university and business) must demonstrate the non-contemporaneity of the activities carried out;
- keep in mind that the internship involves the performance of 25 hours of work for 1 CFU.

## ***Useful information for participation in the OVERWORLD - OVERSEAS STUDENT EXCHANGE call - a.a. 2021/2022***

- **In the case of mobility for study**, the mobility to the selected institutions is subject to the formal acceptance of the mobility itself by the partner University. Failure to accept, which must be received before the start of the mobility activity, will result in the forfeiture of the project proposal and / or mobility. The partner universities, on the basis of the provisions of the cooperation agreements signed, may in fact not accept students, even if they are the winners of the selection made by the University of Parma.
- Students assigned an exchange place are therefore reminded that the final decision regarding admission lies, in any case, with the host universities and, in case of refusal, relocation by the University of Parma is not envisaged, with the exception of non-acceptance related to the current pandemic situation (see below).
- It is important to verify the full compatibility between the study plan and the didactic offer of the partner university. Before applying, it is necessary to inquire about the possibilities of studying at foreign locations, in order not to risk that the partner university does not accept the study program proposal. For further details it is advisable to consult the website of the partner office and / or contact the UNIPR Coordinator of the international agreement.
- **In the case of mobility for internships in companies and non-academic institutions (OWTraining)**, the mobility towards the identified structure is subject to the agreements undertaken in compliance with the regulatory framework of the countries involved.

### ***Duration of mobility periods***

#### **MOBILITY FOR STUDY PURPOSES**

The minimum duration for eligibility for the purpose of granting the scholarship is 3 (three) months, with the following exceptions:

- Summer School attendance agreed between UNIPR and the partner university (University of New York - School of Medicine);

The maximum duration that can be financed is that provided by the destination site as per ANNEX A "OW\_2021\_2022\_Elenco delle sedi di destinazione".

#### **MOBILITY FOR CURRICULAR INTERNSHIP AT COMPANIES AND NON-ACADEMIC INSTITUTIONS (OWTraining)**

The minimum duration for eligibility for the purpose of granting the scholarship is one (1) month, for a total of 100 hours of internship.

The maximum duration that can be financed is three (3) months, for a minimum of 300 hours of internship.

Any stays of longer duration can be carried out under self-financing. Any additional contributions are available for ER.GO beneficiaries (Regional Agency for the Right to Higher Education of Emilia-Romagna). For information, contact ER.GO directly: via Santa Maria Maggiore 4, 40121 Bologna, tel. 051.6436900, [info@er-go.it](mailto:info@er-go.it), [www.er-go.it](http://www.er-go.it).

### ***Mobility and SARS-CoV-2 emergency***

All students interested in participating in this call are reminded that the persistence of the health emergency in all countries related to the SARS-COV2 virus could adversely affect mobility and scheduled flows. With reference to this, please note that decisions regarding the departure or reception of exchange students are the sole responsibility:

- To the governments of the countries to which the partner institutions belong;
- To the individual partner institutions of the University of Parma which, in the light of a pandemic framework that is not suitable for guaranteeing adequate protection of exchange and non-exchange students, could take decisions aimed at containing the risk of contagion having a direct impact on planned mobility (introduction of distance learning, suspension of incoming mobility, etc.);
- To the Italian Ministry of Foreign Affairs and International Cooperation, which may advise against travel to the destination;
- To the University of Parma which, having heard the parties involved, may decide to consider the sending and/or permanence of its students on the move to the assigned destination unsafe.

Constantly updated information is available at the page: <http://www.viaggiasesicuri.mae.aci.it/>.

The Coordinators of each international agreement, the Department International Commissions and the University Internationalization Office will provide the selected students with the necessary updates and, if conditions related to what is described above occur, where possible, they will evaluate (compatibly with the requirements and the possible availability partner sites) the applicability of one of the following options:

- The modification of the planned flow structure (transition from physical mobility to blended or virtual mobility);
- The postponement of mobility to the following semester (in case of mobility planned for the first semester 2021/2022);
- Any (where possible) relocation to another destination location (not necessarily in order of preference, and compatibly with the skills profile of the assignee student);
- The delay of the flow until the following academic year, if compatible with the career of the assignee student.

## Requirements and submitting the application

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### Requirements

In order to apply for the OVERWORLD - OVERSEAS STUDENT EXCHANGE a.a. 2021/2022 - it is necessary:

1. To be regularly enrolled, for the academic year 2020/2021:
  - a. to a three-year first-cycle degree course, LIMITED to those destinations that EXPRESSLY provide for mobility at this level of studies (letter "F" in the "LEVEL" column of ANNEX A). Where not indicated, it is understood that the mobility can take place during the attendance of a second-cycle Master's Degree - LM - or Single Cycle Master's Degree - LMCU course of study, from the fourth year onwards.;
  - b. to a second cycle Master's Degree Course (LM);
  - c. to a single-cycle Master's Degree Course (LMCU);
  - d. be up to date with the payment of university fees for the academic year 2020/2021;
2. or, be pre-enrolled in a master's degree course for the academic year 2020/2021 (in this case, it is necessary to complete the application in paper format);
3. Have adequate knowledge, equal to or higher than level B1, of the language used for teaching at the chosen location, unless otherwise stated in the descriptive note next to each available location. Please note that some Universities may require official certifications certifying knowledge of the native / vehicular language. In this case, these certifications must be provided by the deadline of the call. In any case, during the selection process, priority will be given to candidates with international certifications of linguistic knowledge or having taken the University 2021 Language Placement Test.

#### IMPORTANT

**Students who, at the time of application, are enrolled in the third year of a first-cycle degree or "fuori corso" and plan to graduate by the academic year 2020/2021, must be enrolled in a second-cycle master's degree course in the academic year 2021/2022 BEFORE departure for the destination site. In particular, these students will be able to take advantage of exchange places only for the frequency of the second semester, under penalty of forfeiture of the scholarship. In no case will it therefore be possible to anticipate departure to the first semester, even in the presence of clearance from the host University**

**The mobile student cannot obtain the final qualification before the end of the study period abroad and upon recognition of the activity carried out there, under penalty of forfeiture of contributions and cancellation of the status of mobility student.**

**In case of assignment of an exchange place, the renewal of enrollment for the academic year is required. 2021/2022 BEFORE departure for the destination university. Only if the study activity to be carried out abroad consists in the preparation of the degree thesis, the student is not required to pay the tuition fees for the new academic year if he submits, within the established terms, the degree application to be supported by extraordinary session of the academic year 2020/2021, i.e. February-March 2022.**

### Language Requirements

Each destination available in this call for applications requires the possession of certain language requirements, without excluding the possession of international certifications for certain destination locations. The candidate is invited to carefully consult the list of locations, taking into consideration that if one or more selected locations require the possession of an international certification, this must be possessed at the time of submitting the application. In

order to guarantee mobile students a timely check of their level of linguistic knowledge, and in the absence of specific grounds for exemption, the University of Parma has foreseen, for the 2021/22 call, the mandatory assessment of language skills through the implementation of the Language Placement Test. In order to apply for the Overworld 2021/22 call, it is therefore required that the candidate has taken the University Language Placement Test 2021. All information, conditions of exemption and online reservations, consult the page <https://www.unipr.it/LPT>.

#### IMPORTANT

**Students receiving a mobility grant 2020/2021 whose mobility was unable to take place (neither physical mobility nor virtual mobility) due to the health emergency are exempt from the LPT.**

### *Submitting the application*

The submission of the application form, duly completed online by accessing your personal ESSE3 profile (Section "International Mobility" - "Mobility Calls" - choose the "Bilateral Agreements" area from the drop-down menu), is possible starting from day 1<sup>st</sup> FEBRUARY 2021, must be completed and accompanied by the attachments by and no later than 12:00 on 19<sup>th</sup> February, 2021.

#### IMPORTANT

Students who, at the time of submitting the application form, are enrolled in the third year of a bachelor's degree or out of course and plan to graduate within the academic year 2020-21, can register for the call and participate in the selections, but must be enrolled in a master's degree course (LM) in the academic year 2021/22 before departure for the destination site.

It is also possible to apply for the call, using the form in paper format, for students belonging to one of the following categories:

- pre-enrolled in the first year of a 2020-21 Master's Degree "sotto condizione" of graduation;
- pre-enrolled in the first year of a second-cycle Master's Degree 2020-21 still without credentials to access UNIPR online services as they come from another University.

The application in paper format must be delivered, complete with the required attachments, to the University Protocol Office (via Università, 12 - 43121 Parma) by 12 noon on **14 19 FEBRUARY 2021**, according to one of the following methods:

1. direct delivery;
2. post delivery (The postmark of shipping is NOT valid);
3. PEC-certified e-mail delivery (sender: the personal PEC address of the candidate) to the mail recipient [protocollo@pec.unipr.it](mailto:protocollo@pec.unipr.it);
4. E-mail delivery (e-mail sent from the institutional e-mail address of the applicant [nome.cognome@studenti.unipr.it](mailto:nome.cognome@studenti.unipr.it) to the recipient e-mail [protocollo@unipr.it](mailto:protocollo@unipr.it). In this case, it is mandatory to attach a front / back copy of a valid identity document.

When completing the application, the candidate is required to attach the following compulsory documentation:

#### **COMMON MANDATORY ATTACHMENTS**

1. CV in European format written in English (model available on the University portal);
2. Self-certification of the exams taken (candidates enrolled in a second-cycle master's degree course must also attach the self-certification of the three-year degree with exams and graduation grade awarded).

#### **IN CASE OF APPLICATION FOR MOBILITY FOR STUDY**

- A. Letter of motivation and proposal of study plans, containing the list of courses that you intend to attend at the chosen location (model available on the portal);

#### **IN CASE OF APPLICATION FOR MOBILITY FOR CURRICULAR INTERNSHIP AT COMPANIES AND NON-ACADEMIC INSTITUTIONS (OWTraining)**

- I. Motivation letter for internship activities in companies and non-academic institutions;
- II. Letter of intent from the company/non-academic institution willing to accept the candidate;
- III. Letter from a university professor certifying the internship planning activity undertaken by the candidate.

## IN CASE OF APPLICATION FOR BOTH PURPOSES

If the candidate wishes to submit an application for both purposes, all the attachments listed above (1., 2., A., I., II., III.) must be attached to the application form.

It is possible to apply for THREE DIFFERENT destinations, once you have verified the presence of disciplines that are consistent with your course of study.

### IMPORTANT

INCOMPLETE APPLICATIONS ARE NOT ACCEPTED.

IT IS NOT POSSIBLE TO MODIFY OR CANCEL THE APPLICATIONS SUBMITTED

## **Operational indications for mobility for curricular internships in companies and non-academic institutions (OWTraining)**

The following is specified:

- To participate in the **OWTraining** action of this call, the candidate is required to attach the following documentation to the application form:
  - o Self-certification of the exams taken (candidates enrolled in a second-cycle master's degree course must also attach the self-certification of their first-cycle three-year degree with exams and graduation marks)
  - o CV in European format written in English;
  - o Letter of motivation for carrying out an internship in companies and/or non-academic institutions;
  - o Letter of intent from the host company/non-academic institution showing willingness to welcome the candidate;
  - o Letter from a professor of the applicant's department of affiliation certifying the actual progress.

### IMPORTANT

**The application for curricular internship activities at a non-academic company / institution can be submitted:**

- **as a stand-alone option;**
- **in addition to the application for mobility for study purposes. In this case, the internship is equivalent to an office (there are therefore two further preferences remaining).**

In the event of selection, the candidate is required to complete the internship agreement by and no later than 30 SEPTEMBER 2021. In the event of failure to complete, the assignee student will be considered as having renounced and the scrolling of the ranking will be given.

In case of selection both for study mobility and for **OWTraining**, the two activities CANNOT be carried out simultaneously (in the case of internship in the same country), but must be consecutive (without predefined order) or carried out in two distinct periods.

## **The OVERWORLD grants**

The OVERWORLD - OVERSEAS STUDENT EXCHANGE Program provides for the disbursement of a contribution to mobility common to all the actions provided for in the call, with the addition of specific supplementary contributions for certain actions.

### **The OVERWORLD contribution to mobility**

With regard to student mobility, the gross mobility contribution will be provided in the form of a scholarship in the amount of:

- 1 € 800.00/month gross recipient for all destinations chosen in case of physical mobility (PM)
- 2 € 200.00/month gross recipient for all destinations in the case of virtual mobility (VM). The payment of the grant is subject to the recognition of the minimum number of credits CFUs in the amount indicated in the table below.

- In case of blended mobility (BM), with a physical mobility of not less than two months (60 days) and a virtual mobility of not less than two months (60 days), the amount referred to in the points above will be paid according to the combined of the resulting mobility.

#### IMPORTANT

The student selected for an OVERWORLD funding is required to ALWAYS enter his or her ISEE certificate (even if of the highest range) on the ER-GO portal within the deadline that will be the subject of a specific communication by the Internationalization Unit to all Overworld 2021/2022.

### **Supplementary contributions for internships in companies and non-academic institutions (OWTraining)**

Thanks to the contributions of the CinqueXmille University plan, this OVERWORLD "OVERSEAS STUDENT EXCHANGE" - a.a. 2021/2022 provides **for additional contribution of no. 30 additional scholarships for internships in non-EU companies or non-academic institutions (OWTraining)**.

The supplementary contributions provided for this type of mobility are as follows:

- An additional contribution of € 600.00/month gross recipient (in addition to the contribution referred to in point 1 of the previous paragraph) in the case of internship activities at a company or a non-academic institution carried out in physical mode (PM);
- An additional contribution of € 150.00/gross month recipient (in addition to the contribution referred to in point 2 of the previous paragraph) in the event of an internship activity at a company or a non-academic institution carried out in virtual mode (VM). The payment is subject to the recognition of the minimum number of foreign CFUs in the amount set out in the table below.

**TABLE FOR OVERWORLD MOBILITY AND MINIMUM CREDITS FOR THE PURPOSE OF GRANTING ELIGIBILITY**

Number of months	Number of days	STUDY – Minimum number of recognized credits	OWTraining – Minimum number of recognized credits
1	30	Not eligible	4
2	60	Not eligible	8
3	Up to 104	6	12
4-5-6-7	From 105 to 224	12	Not eligible
8-9-10	From 225 to 314	24	Not eligible
11-12	From 315 to 360	30	Not eligible

Failure to reach the minimum number of recognized credits entails the ineligibility of the flow and the forfeiture of the right to contributions, including the return of contributions already paid.

### **Supplementary contributions for double -degree programs**

In addition to the OVERWORLD - OVERSEAS STUDENT EXCHANGE contribution, students awarded a mobility grant for the attendance of dual-degree programs (see Annex "List of destination sites") can compete for access to one of the fifteen (15) supplementary scholarships for students participating in double-degree programs (funds from the CinqueXmille). These contributions will be submitted for tender later (single call for students assigned Erasmus and Overworld mobility for participation in double degree programs).

### **Incompatibility**

Candidates awarded with an OVERWORLD scholarship cannot, during the same academic year, benefit from other mobility contributions, including mobility contributions paid by the European Union, such as Erasmus mobility contributions.

OVERWORLD mobility can be repeated up to reaching a total of 12 months for the entire study cycle of the student (24 months in the case of LMCU - Single-Cycle Master's Degrees).

After submitting the application:



1. the offices carry out all the checks on the participation requirements of the candidates and admit them to the evaluation;
2. the Selection Committee evaluates the applications and communicates the ranking to the offices, which will subsequently be made available on the University portal.

## Selection procedures and applicants' ranking

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The selection procedures are carried out by a Selection Committee appointed by Rector's decree. The Commission's judgment is unquestionable.

The selection criteria for participation in the OVERWORLD - OVERSEAS STUDENT EXCHANGE 2021/2022 call are divided into two distinct elements as follows:

### MOBILITY FOR STUDY PURPOSES

1. A PRE-DETERMINED PART calculated by the system, corresponding to a total weight equal to 60% of the overall evaluation (progress of studies, weighted average evaluation and evaluation of university credits acquired);
2. A DISCRETIONARY PART expressed by the Selection Committee, corresponding to a total weight equal to 40% of the overall evaluation, including the evaluation of the following aspects:
  - a. Evaluation of motivations;
  - b. Language competence;
  - c. Evaluation of specific requisites asked by the hosting destination.

### IMPORTANT

**With reference to the selection criteria for mobility for study purposes (above), to students awarded a mobility grant 2020/2021 whose mobility could not take place (neither physical mobility nor virtual mobility) due to the health emergency the maximum score will be awarded for the motivational aspect.**

### MOBILITY FOR CURRICULAR INTERNSHIP ACTIVITIES AT COMPANIES AND NON-ACADEMIC INSTITUTIONS (max. 30 grants)

1. A PRE-DETERMINED PART calculated by the system, corresponding to a total weight equal to 60% of the overall evaluation (progress of studies, weighted average evaluation and evaluation of university credits acquired);
2. A DISCRETIONARY PART expressed by the Selection Committee, corresponding to a total weight equal to 40% of the overall evaluation, including the evaluation of the following aspects:
  - a. Motivation;
  - b. Language competences;
  - c. Profile of the proposed internship (duration, recognised credits);
  - d. Contents of the training project (detailed in the letter of intent) and its congruity with the candidate's course of study.

Both rankings foresee for three levels of selection:

1. Selected with grant;
2. Selected without grant;
3. Not selected.

After the publication of the ranking, successful students are required to confirm acceptance of the scholarship within five (5) days from the date of publication of the ranking. After this deadline, the winners who have not accepted the assignment of the exchange place will be automatically removed from the rankings, leaving the place available to the students who follow them in the rankings.

In the event of any waivers, the offices will contact the subsequent students in the ranking by e-mail using the institutional e-mail box ([name.surname@studenti.unipr.it](mailto:name.surname@studenti.unipr.it)) and the deadline will be indicated in the communication (usually one week ) within which to confirm acceptance; if this deadline is not met, the offices will proceed to contact the students who follow them in the ranking. Therefore, it is necessary to pay the utmost attention to deadlines, check the e-mail inbox including SPAM in order to verify our possible communications.

It is possible to renounce the exchange place after having accepted it, simply by communicating the renouncement to the Erasmus and International Home of the University, using the appropriate form available online. The renunciation is allowed for serious personal reasons, or in the event that there have been changes in the didactic offer of the partner university that do not allow the winning student to carry out any type of didactic activity. Once the inability to use the exchange place has been ascertained, the renunciation must be communicated as soon as possible. The motivated renunciation of the exchange place does not involve any penalization from the didactic point of view, nor with respect to participation in subsequent calls.

## Contacts

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### The Rector's Delegate for Internationalization

[Prof. Guglielmo Wolleb](#)

### The Rector's Delegate for Erasmus+ and Overworld Programmes

[Prof. Roberto Montanari](#)

### U.O. Internazionalizzazione – Erasmus and International Home

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E-mail: [erasmus@unipr.it](mailto:erasmus@unipr.it)

Until new provisions, the front-office activity is provided exclusively in online mode by appointment (MS Teams).

### Processing of personal data and responsible for the procedure

I dati personali dei candidati, comunicati all'Università di Parma, saranno trattati, in forma cartacea o informatica, per le sole finalità inerenti allo svolgimento della selezione e alla gestione dell'eventuale rapporto di lavoro, nel rispetto delle disposizioni vigenti. Il conferimento e la raccolta dei dati sono obbligatori per l'istruzione del procedimento di selezione e, qualora si tratti di dati particolari, ai sensi dell'art. 9 del Regolamento UE 2016/679, il trattamento è effettuato per le finalità della Legge 68/1999 e della Legge 104/1992. Il conferimento dei dati indicati nel bando è obbligatorio e necessario ai fini della valutazione dei requisiti di ammissione, pena l'esclusione dalla selezione. I dati contenuti e raccolti nell'ambito del presente procedimento amministrativo potranno essere comunicati ad altri uffici dell'Università degli Studi di Parma e ad altri soggetti esterni solo nella quantità e nei limiti strettamente necessari ad assolvere le finalità di loro competenza, ai sensi delle vigenti disposizioni normative. Ai candidati sono riconosciuti i diritti di cui al capo terzo del Regolamento UE n. 679/2016, in particolare il diritto di accedere ai propri dati personali, di chiederne la rettifica, l'aggiornamento e la cancellazione, se incompleti, erronei o raccolti in violazione della legge, nonché di opporsi al loro trattamento per motivi legittimi.

Ai sensi della Legge 7.8.1990, n. 241, come modificata ed integrata dalla Legge 11.2.2005, n. 15, il Responsabile dei procedimenti di selezione è il Dott. Alessandro Bernazzoli, Responsabile dell'Unità Organizzativa (U.O.) Internazionalizzazione.

Parma, 21/01/2021

IL DIRIGENTE  
AREA DIRIGENZIALE RICERCA,  
BIBLIOTECHE E INTERNAZIONALIZZAZIONE  
Ing. Barbara PANCIROLI  
Firmato digitalmente  
ai sensi del D.Lgs. n. 82/2005