



ERASMUS+ HIGHER EDUCATION MOBILITY

Call for applications for Student mobility for studies, 2018-19 academic year

Art. 1 Purpose of the call and general regulations

1. This call regulates the application procedure for student and staff mobility in the framework of the **Erasmus+ International Credit Mobility project** between **University of Palermo (hereafter, UNIPA)**, Italy and **Universidad de El Salvador (hereafter, UES), El Salvador**.
Erasmus+ is the EU programme for education, training, youth and sport, covering the period 2014-2020. It offers a wide range of opportunities for students and staff to study and train abroad and obtain credits which are then recognised by the sending institution.
2. The present Erasmus+ International Credit Mobility project between **UNIPA** and **UES**, lasts 26 months, from 1st June 2017 to 31st July 2019.

Art. 2 Mobility types and available places

Under this call for applications the following places are available for prospective candidates from the Universidad de El Salvador:

- a. *GRADUATE (2st cycle):*
 - a. *3 places (3 months/each student, in the time window from 01th may to 29th July 2019)*

The present call for applications provides mobility grants for *the 2018-2019 academic years. The mobility for students is intended to be carried out in the second semester at UNIPA.*

Art. 3 Admission requirements

3.1 In order to apply prospective candidates must be *enrolled* at Universidad de El Salvador, San Salvador at the moment of application and for the whole duration of the mobility. Only students of the Maestría en “Evaluación de Peligrosidades Naturales” (hereafter, MEPN) can apply to this call.

3.2 Language proficiency

Applicants for student mobility the are required to be proficient *in English at level A2* of the CEFR or equivalent. Once in Italy students will be requested to attend Italian language courses at UNIPA.

Applicants for staff mobility for teaching and for training are required to be proficient *in English at level B1* of the CEFR.

3.3 In/compatibility

- The same student may participate in Erasmus+ mobility periods totaling up to 12 months maximum per each cycle of study (Bachelor or equivalent, Master or equivalent, Doctoral level), independently from the number and type of mobility activities. Previous Erasmus+ and Erasmus Mundus experiences must be taken into account for calculation purposes;
- Selected beneficiaries will not be allowed to benefit from any other grant provided by the European Commission *for mobility for study / for teaching /training* for the same period;
- Selected beneficiaries will not be allowed to benefit from any other grant provided by other entities (including Home institution) for the mobility period;
- Beneficiaries must carry out their mobility activities in a country different from the country where they have their accommodation during their studies (for students) or from the country of residence (for staff);
- Candidates with a double nationality must specify the nationality under which they submit their scholarship application.

3.4 Ineligibility

- If, at any stage in the application procedure, it is established that the information provided by the applicant has been knowingly falsified, the candidate will be disqualified from the selection process.
- Students who receive an Erasmus+ grant will fully or partially reimburse the EU grant if they do not comply with the terms of the grant agreement and if they fail to complete the approved programme and submit the final online report, unless they are prevented from completing their planned activities abroad due to a case of force majeure.

Art. 4 Activities

Mobility for studies:

Erasmus+ grants for study are awarded for full time study activities at first, second and third study cycles. The studies in which the beneficiaries are enrolled must be leading to a recognized degree or another recognized tertiary level qualification. MEPN students will attend courses at the Scienze e Tecnologie Geologiche Master which will be recognized, based on their learning agreement, with the corresponding ECTS in their MEPN study plan. institution.

Art. 5 Grants

5.1 Grantees will receive a grant as a contribution to their costs for travel and individual support during their mobility.

They are specified in the table below:

INDIVIDUAL GRANT	INDIVIDUAL SUPPORT
Students	850€ per month
TRAVEL	
Students	Travel costs will be covered by the project (up to the amounts depending on the distance bands provided by the project. In this case 1100 Euro. Surcharges or Changes will not be covered)

5.2 Erasmus+ selected students will continue to pay fees to their sending university but will benefit from tuition waiver from their host university.

5.3 The mobility period must be carried out continuously and it must not be split into different periods.

5.4 Selected candidates accepting the scholarship will sign a scholarship contract listing their duties and responsibilities. They will be required to comply with the local admission requirements and registration procedures at the Host University.

5.5 Special needs support

Extra financial support may be available for beneficiaries with special needs. A person with special needs is a potential participant whose individual physical, mental or health-related situation is such that his/her participation in the project would not be possible without extra financial support. The contribution will be awarded to beneficiaries with special needs upon request by the Coordinating institution and approval from the Erasmus+ Italian National Agency.

5.6 Incentives

Support in visa application, housing, accommodation will be supplied by the Italian language and culture and International mobility Center – Hanoi University as requested by incoming beneficiaries.

For staff going abroad, this mobility will enhance their annual performance assessment.

Art. 6 Admission procedure

6.1 Application

- Prospective applicants should submit their **application form** and **required documents** (6.2) via e-mail to the address **posgrado.agronomia.ues@gmail.com** from **05/04/2019 to 10/04/2019**. Any application received after the deadline will not be accepted.
- The official language of the application is *Spanish*. At this stage non certified translations are accepted. In case you are selected you may have to provide certified translations of all relevant documents.

6.2 Required Documentation

1. *Students* must provide the following documents:

- Copy of a valid ID card or passport;
- Copy of a residence document/family register book
- Copy of the transcripts of records, indicating university grades/marks for finished and/or current cycles of study;
- Copy of official language certifications (if any);
- Proposed Learning Agreement, signed by the applicant, the Erasmus+ Administrative Coordinator or delegate and Academic Coordinator of the sending institution;

- Curriculum Vitae (max 2 pages) in Spanish, including extracurricular activities (courses, seminars, conferences, published research, etc.) and professional experience related to the fields of knowledge of the courses.

Please use the European template on <https://europass.cedefop.europa.eu/en/documents/curriculum-vitae/templates-instructions.iehtml>;

- *Proof of socio-economic disadvantaged background (in case it is available);*
- Motivation letter (max 2 pages) explaining the background of the candidate and the reasons for applying to the programme;
- *Recommendation letters and other supporting documents in Spanish, e.g. honours, awards, internship/work certificates, proof of disability if relevant.*

Art. 7 Selection process

7.1 The Selection process includes the following steps:

- Eligibility and pre-evaluation check by Universidad de El Salvador;
- Final evaluation process by Selection Committee at Universidad de El Salvador, which will be held at UES on 10th April 2019.

The *Universidad de El Salvador* will review the submitted applications and evaluate the technical components (eligibility requirements, full documentation, completeness and authenticity of documents attached) to identify the eligible candidates.

Only valid and eligible applications will be evaluated and ranked by the Selection Committee, according with the following criteria, which have been jointly agreed by the partner university and the coordinating university:

Type of Mobility / Criteria	Academic Merit (bachelor score)	Language skills	Motivation	Proposed Learning Agreement	Minimum score required
Students	Max. 50 points	Max. 20 points	Max. 15 points	Max. 15 points	70 points

7.2 In the framework of Erasmus+ regulations the first criterion for selecting students must be academic merit, but with equivalent academic level, preference should be assigned to students from less advantaged socio-economic backgrounds.

7.3 The final selection decision will consider also cross-cutting evaluation criteria such as gender balance, equal opportunities and participation of disadvantaged groups (disabled students, economically disadvantaged students) providing a more equal and fair selection process.

7.4 *The Universidad de El Salvador may decide to invite the candidates for an interview, either face-to-face or via Skype.*

7.5 At the end of the selection procedure the Selection Committee will draft a ranking list of qualified candidates. A reserve list will also be defined and will include the names of eligible candidates whom may be awarded a grant in case of withdrawal/drop-out of selected students or if additional funding is available.

7.6 All applicants will be informed by e-mail of the selection results as soon as the evaluation procedure has been concluded. The final list will be also published on the *Universidad de El Salvador* website for transparency reasons.

7.7 Selected candidates will receive a scholarship offer and are required to accept or reject it in written **within seven**



days. For every selected candidate not accepting the grant within the deadline, the **Universidad de El Salvador** will nominate a candidate from the reserve list.

7.8 Appeal Procedure

- **Rejected applicants** who feel that a mistake has been made in the process or that their application has not been fairly evaluated can file a complaint to posgrado.agronomia.ues@gmail.com within 24 hours, explaining their reasons.
- Complaints from applicants who have failed to satisfy all of the eligibility criteria (e.g. who have not produced the required documentation, or have applied for a scholarship but do not meet the requirements, etc.), or have failed to satisfy them within the established timeframes, will not be taken into consideration.
- The appeal procedure can only come into play if a candidate feels that the Selection Committee has not handled his/her own application in line with the principles and procedures described in the call. In other words, the appeal cannot concern the decision itself, but only an alleged error made in the process.

Art. 8 Data protection

Information relating to individuals (personal data) is collected and used in accordance with Directive 95/46/EC of the European Parliament and of the Council of 24 October 1995 on "the protection of individuals with regard to the processing of personal data and on the free movement of such data"