

## CALL FOR APPLICATIONS TO PARTICIPATE IN THE TNE STUDY INTERNATIONAL MOBILITY PROGRAMME FOR PROJECTS

**AFYA MOJA** (TNE23-00079 CUP: C84C24000190006); **WAGON2AFRICA** (TNE23-00067 CUP: E17G24000420006); **MARE** (TNE23-00049 CUP: B71I24000240006); **MOVING ITALIANNESS** (TNE23-00080 CUP: F31I24000320006)

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### LANGUAGE

**This English version is for publicity purposes only. For resolving any dispute and for all legal purposes only the Italian version is valid**

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### ART. 1 GENERAL INFORMATION

As part of the financial resources envisaged under the Italian National Recovery and Resilience Plan (NRRP), the Ministry of University and Research (MUR) has provided funding for Transnational Education projects (TNE)<sup>1</sup>. Under the call (published by the MUR with Director's Decree no. 167 dated 03-10-2023), Italian universities and interuniversity consortia/foundations were allowed to submit only one project proposal as leader each, and join other projects as partners.

TNE initiatives aim to promote cooperation with foreign academic institutions to incentivise the internationalisation of Italian universities and disseminate the Italian higher education model as a best practice in non-EU contexts. Fundable activities include individual mobility of students (TNE Study) from the universities involved in the projects.

The TNE projects in which the University of Bologna participates and which offer mobility grants for students are:

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<sup>1</sup> Sub-measure T4 "Transnational initiatives in education", Investment 3.4 "Advanced university education and skills" of the Italian National Recovery and Resilience Plan, Mission 4 "Education and research" – Component 1 "Strengthening the provision of education services: from nurseries to universities".

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**Non-EU Agreements and Mobility Unit**

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- Afya Moja (coordinated by the Campus Biomedico University in Rome, with a focus on Africa – TNE23-00079 CUP C84C24000190006);
- MARE (coordinated by the University of Palermo, with a focus on the Middle East and North Africa – TNE23-00049 CUP B71I24000240006);
- Wagon2Africa (coordinated by Politecnico di Torino, with a focus on Africa – TNE23-00067 CUP E17G24000420006);
- Moving Italianness (coordinated by the Italian Interuniversity Consortium for Argentina – CUIA, with a focus on Argentina – TNE23-00080 CUP F31I24000320006).

## ART. 2 GOAL OF MOBILITY

The University of Bologna plans on using the TNE funds to promote mobility of second-cycle and third-cycle students, encouraging them to spend a period of research or do an internship for preparing their dissertation at one of the universities involved in the TNE projects. Exchange opportunities within the TNE Study action are presented in Annex 1 “List of mobility opportunities”. For each TNE project, the annex lists the universities involved, available places, maximum duration of mobility, cycle of studies and subject areas to which the exchange programme is open. Each student may only apply for one place. Please note that, if the name of the partner university in Annex 1 is followed by ‘Specific Agreement’ (*Accordo di Settore*), this means that the project is reserved for second cycle degree programme students or PhD students of that specific Department.

In order to participate in the call for applications, it is essential that candidates first identify a research group or facility at one of the TNE project partner universities where they can conduct research or do their internship.

The candidate’s research or internship must be relevant to the subject areas covered by the TNE project for which they wish to apply. Additionally, each candidate must submit a mobility endorsement letter from a teacher of the partner university. In the letter, the teacher must undertake to serve as tutor for the student during mobility.

At the end of mobility, grant recipients are required to submit a report covering the activities they have performed and results they have achieved. The report must be certified and signed by the host university’s teacher who served as tutor for the student. If provided for in their course structure diagram, second cycle degree programme students can apply for recognition of the credits they have earned abroad from dissertation preparation or from the internship they did to prepare their dissertation.

## ART. 3 ADMISSION REQUIREMENT

This call for applications is open to students who:

- in the 2024/25 academic year, are enrolled in a second cycle degree programme or PhD programme or at least in the fourth year of a single cycle degree programme;
- remain enrolled in the degree programme they indicate upon applying throughout the period of mobility abroad and do not graduate (second cycle degree or PhD) while on mobility;
- renew enrolment in the University of Bologna by the deadlines for the 2025/26 academic year;
- have a good command of the language of their country of destination and/or of a vehicular language;
- are not receiving any other EU funding (e.g. grants for Joint Master Degrees – former Erasmus Mundus Action 1, PhD scholarships funded by Italy’s PON, PNRR/NRRP or any other EU funds) or any grant funded by the University of Bologna for mobility periods abroad.

## ART. 4 PERIOD AND DURATION OF MOBILITY

The maximum duration of mobility for each TNE project is indicated in Annex 1. In any case, the minimum duration of mobility is 2 months. An extension of mobility may be granted subject to availability of funds to cover additional months and subject to approval of the student’s dissertation supervisor or PhD supervisor and of the host university.

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Mobility must be completed by 01/03/2026. In order to be covered, all expenses (mobility grant and travel expenses) must be incurred and reported by that date.

### ART. 5 HOW TO APPLY

In order to be eligible for this call, candidates must apply via the “Studenti Online” application.

To use the application:

1. log in to <https://studenti.unibo.it/> using your University username and password;
2. click on the “calls for applications” button;
3. select “call for applications to participate in the TNE STUDY international mobility programme”.

Students must specify the TNE project for which they wish to apply by filling out a declaration on Studenti Online.

Applications will be open in the following time slots:

1. Round: 03/06/2025 to 03/07/2025
2. Round: 08/09/2025 to 03/10/2025
3. Round: 03/11/2025 to 14/11/2025

#### NOTES:

- a. The application will only be valid if the student completes the procedure described above.
- b. Students are advised to check their contact details in Studenti Online.
- c. Applications may not be submitted to the offices on paper or via email.

### ART. 6 DOCUMENTS TO BE ATTACHED TO THE APPLICATION

In order to be eligible for this call, candidates must submit the following documents together with their application:

1. Declaration filled out upon applying via Studenti Online;
2. Signed curriculum vitae (only for PhD students);
3. Certificate of proficiency in the language of their country of destination and/or a vehicular language;
4. Project (in Italian or English) detailing the activities to be carried out at the host university and the expected start/end dates of the period abroad, signed by the student. The project description, strictly to be prepared by the candidate, must contain the following: a) project title; b) expected duration; c) abstract; d) project aims; e) reasons for choosing a certain host university; f) description of the facility where the internship will take place or of the host research group. The text covering points c), d), e) and f) may not be longer than 1500 characters (per point), including spaces. Candidates are free to choose their preferred font and margins;
5. Declaration of the dissertation supervisor or PhD supervisor, confirming that a period of mobility at the host university is relevant to the activities covered by the project and any other collaborations already ongoing;
6. Candidate endorsement letter written by a teacher of the host university. In the letter, the teacher must confirm that they are interested in hosting the student and committed to serve as their tutor during mobility, if the student is awarded the mobility grant.

### ART. 7 ASSESSMENT CRITERIA AND PROCEDURES

Candidates will be assessed by a Committee appointed by resolution of the Board of Governors (at the meeting held on 23/04/2025) and composed of: Vice Rector for International Relations, Delegate for Cooperation and Development,

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Delegate for Mobility, Una Europa Delegate, Delegate for PhD Programmes, Head of AFORM or their representative. The Committee is chaired by the Vice Rector for International Relations and will remain in office until the end of all sessions for TNE projects.

The Committee will only consider projects which, given their topic and expected results, are relevant to the subject areas and general goals of the TNE project for which the student applies. Otherwise, the candidate will not be eligible.

Assessment criteria for second cycle and single cycle degree programme students:

The Committee will score applications based on:

- a) the quality of research project or internship activity plan, up to 60 points;
- b) the actual relevance and need of a period of time abroad to carry out research aimed at preparing the candidate's dissertation, up to 20 points;
- c) timely student career progression based on the number of credits earned in relation to the year of study, up to 20 points.

The global score will be in hundredths.

Assessment criteria for PhD students:

The Committee will score applications based on:

- a) the quality of research project, up to 60 points;
- b) the consistency of a period of time abroad with the PhD research, up to 20 points;
- c) curriculum vitae (including publications, participation in conferences and seminars, qualifications, etc.), up to 20 points.

The global score will be in hundredths.

Furthermore, as an additional assessment criterion, the Committee may take into consideration any potential risk factors in the country and/or area where mobility will take place. For the purpose of assessing safety, the Committee will refer to the updated country data sheets (*schede paese*) published by the Italian Ministry of Foreign Affairs and International Cooperation on [www.viaggiasesicuri.it](http://www.viaggiasesicuri.it).

## ART. 8 RANKING LISTS AND PUBLICATION

The Committee will rank candidates in four lists, one for each TNE project. The ranking lists will be published on the website <https://bandi.unibo.it/>, "International mobility grants and other calls for applications" section.

The ranking lists will be approved and the mobility grants will be awarded by decree of the Head of AFORM, stating the student number, destination and period of mobility of each successful candidate.

## ART. 9 ACCEPTANCE OF PLACE

Each successful candidate will be notified via email to their institutional address ([...@studio.unibo.it](mailto:...@studio.unibo.it)). In turn, by the deadline stated in that email message, successful candidates must notify acceptance of the place and mobility grant (to [tne.mobility@unibo.it](mailto:tne.mobility@unibo.it)), or they will lose their place.

## ART. 10 MOBILITY GRANT AND PAYMENT METHOD

The mobility grant aims to provide economic support to partially cover major expenses incurred while abroad. It is composed of:

Lodging grant: € 700.00 per month, including tax pursuant to the law.

The amount will be calculated for the number of months of the mobility period as accepted.

Travel expenses: the University of Bologna will cover the cost of a return flight from the Bologna airport to the airport closest to the host university.

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The grant will be paid in two instalments:

1. the first instalment, equal to 70% of the total grant calculated over the applicable number of months, will be paid upon arrival at the host university;
2. the second instalment, equal to 30%, will be paid upon returning from mobility, after the mobility end date is notified.

At the end of mobility, the grant will be re-calculated based on the actual number of months spent abroad, i.e. between the exchange period start and end dates stated in the Certificate of Period.

If the period does not correspond to a full number of months, the following rule will apply:

1. if the mobility period lasted for a certain number of months plus a fraction of a month of 14 or fewer days, the amount will be rounded down (for example, 3 months and 14 days will be rounded down to 3 months);
2. if the mobility period lasted for a certain number of months plus a fraction of a month of 15 or more days, the amount will be rounded up (for example, 3 months and 15 days will be rounded up to 4 months).

If the first instalment alone exceeds the amount actually due, any excess will be claimed back.

Please note that the mobility grant will be paid to the recipient's (personal or joint) current account only after completion of the accounting checks and related banking procedures.

#### **ART. 11 INCOMPATIBILITY AND/OR LOSS OF MOBILITY GRANT**

The TNE mobility grant may not be combined:

- with other mobility grants offered by the University of Bologna for the same period. The student is responsible for checking incompatibility with any funding received from other organisations via calls for which they have applied or intend to apply;
- with other EU grants (e.g. grants for Joint Master Degrees – former Erasmus Mundus Action 1, PhD scholarships funded by Italy's PON, PNRR/NRRP, or any other EU funds).

Conversely, the TNE mobility grant may be combined with the supplementary PhD scholarship paid for the first six months abroad, provided that the PhD scholarship and supplementary PhD scholarship are not funded by the EU.

The student will lose their TNE mobility grant if they:

- submit an application to transfer to another university, change degree programme or withdraw from studies, between the time they apply for this call and the time the mobility period ends;
- fail to pay all tuition fees;
- end their mobility period before 2 months (mandatory minimum period);
- interrupt their TNE mobility period to carry out other mobility abroad, as the TNE mobility period must be uninterrupted;
- graduate before the end of mobility;
- fail to complete any activities provided for in their project proposal;
- fail to comply with all administrative obligations and procedures by the corresponding deadlines.

In these cases, the student will have to return any amount already received, including the cost of the outward and return journey.

#### **ART. 12 INSURANCE COVERAGE**

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The decree of the Head of AFORM will serve as formal approval of travel by the Head of the Structure, for the purpose of providing accident insurance to TNE mobility grant recipients during their stay abroad.

The Italian National Health Service does not provide healthcare coverage in all non-EU countries. That is why private insurance valid in the host country must be taken out and retained for the entire duration of the mobility period. Furthermore, when applying for a student visa or registering as a foreign student with the immigration offices of the host country, mobility grant recipients must be able to prove that they have health insurance. To learn about the characteristics of health insurance valid for applying for a visa, follow the instructions of the Consulate or competent Authorities in the host country.

### **ART. 13 FULFILMENTS AFTER BEING AWARDED A MOBILITY GRANT**

After accepting the TNE mobility grant, recipients must fulfil certain administrative procedures. The most important ones are listed below:

- a) Sign the mobility agreement;
- b) Fill out the “Personal details and method of payment” form;
- c) Certify the mobility start and end dates, and have the host university sign the certificate;
- d) Deliver the final report signed by the host university tutor.

All fulfilments to be complied with during mobility are presented in the “Guide for TNE mobility grant recipients”, which will be sent via email to all successful candidates.

Finally, in order to deal with any emergencies, students on mobility are recommended to register with the “Dove siamo nel mondo” website, <https://www.dovesiamonelmondo.it/home.html>.

PLEASE NOTE – It is the successful candidate’s responsibility to inquire about administrative fulfilments and applicable deadlines at the host university, as well as about the necessary procedures to enter the country of destination (visa, vaccinations, health insurance, declaration of presence); otherwise, they may be denied entry.

### **ART. 14 PROCESSING OF PERSONAL DATA**

Information on the processing of the personal data disclosed through the applications to participate in this call is published on the University website, “Information for students on personal data processing”.

The Data Controller is Alma Mater Studiorum – Università di Bologna, with registered office at Via Zamboni 33 – 40126 Bologna.

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