

**INTERNATIONAL TELEMATIC UNIVERSITY  
UNINETTUNO  
ERASMUS+ Program  
Key Action 1 – International Credit Mobility**

**CALL FOR THE ASSIGNMENT OF STUDENTS' MOBILITY GRANTS FOR  
STUDY FROM EGYPT TO ITALY  
A.A. 2015/2016**

**ART. 1 OBJECTIVES OF THE ERASMUS+ PROGRAMME**

With the EC Regulation 1288/2013, after the conclusion of the “Lifelong Learning Programme” (2007-2013), the European Parliament established the Erasmus+ program (2014-2020), to support education, training, youth and sport.

Mobility actions included in the Erasmus+ Programme allow cultural experiences abroad, to get knowledge of new higher education didactic systems, to improve the linguistic knowledge and to meet young people from other countries; thereby actively participating in the construction of an even more integrated Europe.

In particular, the new “Key Action 1 – Learning Mobility of Individuals” includes the instrument called “International Credit Mobility”, which allows the mobility actions from and towards the Partner Countries, with Higher Education Institutions, which has signed an Erasmus+ Inter-institutional Agreement with UNINETTUNO. In particular, for the academic year 2015/16, the program allows the student mobility for study, which is the subject of this call.

INFORMATION REGARDING THE PROGRAM ERASMUS + BE FOUND ON THE SITE [http://www.uninettunouniversity.net/it/erasmus\\_icm\\_studenti\\_incoming.aspx](http://www.uninettunouniversity.net/it/erasmus_icm_studenti_incoming.aspx).

**ART. 2 – PURPOSE OF THE CALL**

This call is intended for students enrolled at the Egyptian University who have signed Erasmus+ Inter-institutional the International Telematic University UNINETTUNO. In addition, mobility can be achieved limited for courses of study in those agreements.

For the academic year 2015/16, the mobility eligible are:

<b>N.</b>	<b>University</b>	<b>Degree Course</b>
1	Helwan University	Bachelor Degree in ICT Engineering <a href="http://www.uninettunouniversity.net/en/piano-studio-informatica-con-helwan-university.aspx?faculty=3&amp;degree=164&amp;idIndirizzo=12&amp;mode=cs">http://www.uninettunouniversity.net/en/piano-studio-informatica-con-helwan-university.aspx?faculty=3&amp;degree=164&amp;idIndirizzo=12&amp;mode=cs</a>

### **ART. 3 – DURATION OF MOBILITY**

For the academic year 2015/16, the mobility for study will last **at least 3 months** and a **maximum of 6 months**.

The mobility activities will still have to be completed by **September 30, 2016**.

Students will spend a total period of 12 months of mobility for each study cycle, including mobility for study and for traineeship.

### **ART. 4 – AMOUNT OF THE STOCK EXCHANGE OF MOBILITY**

The amount of the mobility grant, in accordance with Erasmus +, is a flat rate of **€ 360,00 for travel expenses** and **€ 850,00/month for subsistence**

Subsistence grant is calculated according to the days of stay in Italy, according to the calculator provided the Erasmus+ National Agency and implemented in the management service “Mobility Tool”.

For the academic year. 2015/16, the budget allocated by the National Erasmus + covers 5 travels and 6 months overall. In compliance with the financial rules of the program, in case of exhaustion of the available budget, it will be possible to realize zero-grant mobility.

The Erasmus+ grant is **incompatible** with other grants arising from other programs / actions financed by the European Union.

The International Telematic University UNINETTUNO provides to the incoming students an insurance covering accidents, civil liability and other guarantees provided for by European legislation for students in Erasmus mobility.

### **ART. 5 – ADMISSION REQUIREMENTS**

Students may apply to this call, regardless of their country of citizenship, if they **are regularly enrolled** for the academic year 2015/16 at least at the second year of study in a University listed in Article 2 of this announcement.

Students who have participated in mobility programs within the Lifelong Learning Programme or Erasmus + Programme, may participate in this call, provided that the total period of mobility already spent is less than 9 months.

### **ART. 6 – MODALITY AND DEADLINE FOR THE APPLICATION**

The application must be prepared using the form available at the website [http://www.uninettunouniversity.net/it/erasmus\\_icm\\_modulistica.aspx](http://www.uninettunouniversity.net/it/erasmus_icm_modulistica.aspx) and attached to this announcement.

A copy of the passport with at least 6 months of validity and photography must be attached to the application.

A certificate of enrolment for the academic year 2015/16 and a transcript of records, both issued in English by the home University, must be attached to the application.

The Learning Agreement, containing a list of the courses that the student intend to carry out during his/her mobility at the International Telematic University UNINETTUNO, must be attached to the application. The courses must be identified among those included in the degree programs eligible for this announcement, as listed in the article 2.

If the student has achieved any certificates of English or Italian language proficiency, copies of these documents must be attached to the application.

If the student supposes to belong to socially disadvantaged group, he/she has to submit a declaration in English, to be attached to the application, explaining his/her condition.

The application form and all its annexes must be delivered by electronic mail to [erasmus@uninettunouniversity.net](mailto:erasmus@uninettunouniversity.net) by **03 January 2016**. The same documents should be delivered **in original to the International Affairs Office** of the home University.

Applications **received after this deadline** or in ways different from that outlined by this call will be rejected.

The University doesn't take any responsibility for the non-receipt of the application according to the established procedure and on time, nor for negligence of third parties, accidental occurrences or force majeure.

The submitted application cannot be changed any more.

## **ART. 7 – EVALUATION COMMITTEES AND COORDINATION COMMITTEE**

Each University indicated in Article. 2 of this call will appoint an **Evaluation Committee**, comprising by its own Professors, responsible for checking the validity of the documents presented by the students and for assessing the applications.

The International Telematic University UNINETTUNO will appoint a **Coordination Committee**, responsible for examining the documentation received from the other partner universities and to draw up the final list of beneficiaries.

## **ART. 8 – ALLOCATION AND UTILIZATION OF GRANTS MOBILITY**

For each University in Article 2 of this call, the Evaluation Committee of Article 7 will assess the applications and draw up a list of beneficiaries.

In case the Evaluation Commission needs to perform an addition interview to better assess the candidates regarding their motivation and language proficiency, it may use tools for distance communication (Skype or video conferencing) for students unable to be present.

Only those candidates whose applications have been properly submitted will be considered eligible for the assesment.

Candidates will get a score with a maximum of 100 point, composed by the sum of the following three terms:

- up to 60 points for the academic career, based on the number of passed exams and the grade obtained;
- up to 10 points for the level of proficiency in Italian and/or English language, possibly evidenced by documents and certificates attached to the application;
- up to 30 points for the letter of motivation;

The Evaluation Commission, at the end of the selection phase, will communicate to the International Mobility Office of the International Telematic University UNINETTUNO the ranking of the applicants.

The Coordination Commission of UNINETTUNO will evaluate in advance the Learning Agreement presented by the students. Later, once received the rankings drawn up by the all the local Evaluation Committees, it will proceed to compose a single ranking list. The Coordination Commission will operate ensuring gender balancing and reserve 20% of mobility to students with socio-economic disadvantage, if any.

The International Telematic University UNINETTUNO can adopt, even after the selection, exclusion measures against students who have applied without the eligibility requirements.

Within **10 days** from the deadline for submitting applications, the final ranking of the selected students will be published only on the UNINETTUNO University website. The publication will constitute official communication. The applicants will not receive any communication at home.

The International Telematic University UNINETTUNO will simultaneously send invitation letters to the students and the countersigned Learning Agreement.

Within **three** calendar days from the publication of the rankings, students beneficiaries of the grants must confirm acceptance of the scholarship by giving notice by email to the address [erasmus@uninettunouniversity.net](mailto:erasmus@uninettunouniversity.net). After that time, the students who have not communicated their acceptance will be excluded and, therefore, we will proceed to the Office of scrolling of the rankings.

It is essential, therefore, to pay attention to the deadlines and procedures laid down for acceptance of the grants.

Eligibility for the scholarship and the signing of the financial agreement will take place after the approval of the Learning Agreement.

Erasmus student status and ownership of the related Erasmus grant will be acquired only after the conclusion of the financial contract mentioned above.

### **ART. 9 – ORGANIZATION SUPPORT**

The students may contact the following organization supports in order to prepare the documentation to take part to this call:

<b>University</b>	<b>Office</b>	<b>Contact</b>	<b>Opening</b>
International Telematic University UNINETTUNO	International Mobility Office	Phone: +39 06 69207630 E-mail: <a href="mailto:erasmus@uninettunouniversity.net">erasmus@uninettunouniversity.net</a>	Mon-Fri 10:00-17:00
Helwan University	Department of Communication Engineering	Prof. Sameh A. Salem <a href="mailto:sameh.asalem@yahoo.com">sameh.asalem@yahoo.com</a>	Sun-Thu 10:00-17:00

### **ART. 10 – PRIVACY AND PERSONAL DATA**

The personal data sent by candidates within the application for participation in the call, in accordance with the Privacy Statement published on the University website in the section “University Regulations”, will be processed for the purposes of management of the selection procedure.

At any time, interested parties may exercise their rights under that Statement.

For more information, interested parties may contact the International Office Mobility, International Telematic University UNINETTUNO, Corso Vittorio Emanuele II n ° 39, 00139 - Rome - Email: [erasmus@uninettunouniversity.net](mailto:erasmus@uninettunouniversity.net), Tel. 06 69207664.

Roma, 27/12/2015

The Rector  
Prof.ssa Maria Amata Garito



**ERASMUS+ PROGRAMME**  
**CALL FOR THE ASSIGNMENT OF STUDENTS' MOBILITY GRANTS FOR STUDY**  
**FROM EGYPT TO ITALY**  
**A.A. 2015/2016**

**APPLICATION FORM**

**To the Rector of the  
 International Telematic  
 University UNINETTUNO**

I undersigned \_\_\_\_\_, born in \_\_\_\_\_ on the \_\_\_\_\_, citizenship \_\_\_\_\_, resident in \_\_\_\_\_, address \_\_\_\_\_, phone \_\_\_\_\_, mobile \_\_\_\_\_, e-mail \_\_\_\_\_, enrolled in the Degree program in \_\_\_\_\_ at the \_\_\_\_\_,

**ASK**

to take part to the selection procedure for the attribution of the Erasmus+ mobility grants for study at the International Telematic University UNINETTUNO for a period of \_\_\_\_\_ months.

I declare that the following documents, annexed to this application, are identical to the originals

- Copy of the passport with at least 6 months of validity
- Personal photo
- Certificate of enrolment at the academic year 2015/16, issued in English by the home University
- Transcript of records, issued in English by the home University

- Learning Agreement<sup>3</sup>
- Motivation letter, in English<sup>4</sup>
- English and/or Italian language proficiency certificates, if available;
- Declaration of belonging to socio-economical disadvantaged groups, if available.

Done at \_\_\_\_\_ on \_\_\_\_\_

Signature

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<sup>3</sup> The Learning Agreement has to be prepared according to the Annex 2 of the present call.

<sup>4</sup> The Motivation Letter has to be prepared according to the Annex 3 of the present call.



## Higher Education Learning Agreement for Studies

*Student's name*  
*Academic Year 20.../20...*

Student	Last name(s)	First name(s)	Date of birth	Nationality <sup>1</sup>	Sex [M/F]	Study cycle <sup>2</sup>	Field of education <sup>3</sup>
Sending Institution	Name	Faculty/Department	Erasmus code <sup>4</sup> (if applicable)	Address	Country	Contact person name <sup>5</sup> ; email; phone	
Receiving Institution	Name	Faculty/ Department	Erasmus code (if applicable)	Address	Country	Contact person name; email; phone	

### Before the mobility

<i>Study Programme at the Receiving Institution</i>					
Planned period of the mobility: from [month/year] ..... to [month/year] .....					
Table A Before the mobility	Component <sup>6</sup> code (if any)	Component title at the Receiving Institution (as indicated in the course catalogue <sup>7</sup> )	Semester [e.g. autumn/spring; term]	Number of ECTS credits (or equivalent) <sup>8</sup> to be awarded by the Receiving Institution upon successful completion	
	<b>Total: ...</b>				
Web link to the course catalogue at the Receiving Institution describing the learning outcomes: <i>[web link to the relevant information]</i>					

The level of language competence<sup>9</sup> in \_\_\_\_\_ *[indicate here the main language of instruction]* that the student already has or agrees to acquire by the start of the study period is: A1  A2  B1  B2  C1  C2  Native speaker

<i>Recognition at the Sending Institution</i>					
Table B Before the mobility	Component code (if any)	Component title at the Sending Institution (as indicated in the course catalogue)	Semester [e.g. autumn/spring; term]	Number of ECTS credits (or equivalent) to be recognised by the Sending Institution	
	<b>Total: ...</b>				
Provisions applying if the student does not complete successfully some educational components: <i>[web link to the relevant information]</i>					

#### **Commitment**

By signing this document, the student, the Sending Institution and the Receiving Institution confirm that they approve the Learning Agreement and that they will comply with all the arrangements agreed by all parties. Sending and Receiving Institutions undertake to apply all the principles of the Erasmus Charter for Higher Education relating to mobility for studies (or the principles agreed in the Inter-Institutional Agreement for institutions located in Partner Countries). The Sending Institution and the student should also commit to what is set out in the Erasmus+ grant agreement. The Receiving Institution confirms that the educational components listed in Table A are in line with its course catalogue and should be available to the student. The Sending Institution commits to recognise all the credits gained at the Receiving Institution for the successfully completed educational components and to count them towards the student's degree as described in Table B. Any exceptions to this rule are documented in an annex of this Learning Agreement and agreed by all parties. The student and the Receiving Institution will communicate to the Sending Institution any problems or changes regarding the study programme, responsible persons and/or study period.

Commitment	Name	Email	Position	Date	Signature
Student			<i>Student</i>		
Responsible person <sup>10</sup> at the Sending Institution					
Responsible person at the Receiving Institution <sup>11</sup>					



## Higher Education Learning Agreement for Studies

*Student's name*  
*Academic Year 20.../20...*

### During the Mobility

<b>Exceptional changes to Table A</b>						
<small>(to be approved by e-mail or signature by the student, the responsible person in the Sending Institution and the responsible person in the Receiving Institution)</small>						
Table A2 During the mobility	Component code (if any)	Component title at the Receiving Institution (as indicated in the course catalogue)	Deleted component [tick if applicable]	Added component [tick if applicable]	Reason for change <sup>12</sup>	Number of ECTS credits (or equivalent)
			<input checked="" type="checkbox"/>	<input type="checkbox"/>	Choose an item.	
			<input type="checkbox"/>	<input checked="" type="checkbox"/>	Choose an item.	

<b>Exceptional changes to Table B (if applicable)</b>					
<small>(to be approved by e-mail or signature by the student and the responsible person in the Sending Institution)</small>					
Table B2 During the mobility	Component code (if any)	Component title at the Sending Institution (as indicated in the course catalogue)	Deleted component [tick if applicable]	Added component [tick if applicable]	Number of ECTS credits (or equivalent)
			<input type="checkbox"/>	<input type="checkbox"/>	
			<input type="checkbox"/>	<input type="checkbox"/>	

### After the Mobility

<b>Transcript of Records at the Receiving Institution</b>					
<small>Start and end dates of the study period: from [day/month/year] ..... to [day/month/year] .....</small>					
Table C After the mobility	Component code (if any)	Component title at the Receiving Institution (as indicated in the course catalogue)	Was the component successfully completed by the student? [Yes/No]	Number of ECTS credits (or equivalent)	Grades received at the Receiving Institution
				<b>Total: ...</b>	

<b>Transcript of Records and Recognition at the Sending Institution</b>				
<small>Start and end dates of the study period: from [day/month/year] ..... to [day/month/year] .....</small>				
Table D After the mobility	Component code (if any)	Title of recognised component at the Sending Institution (as indicated in the course catalogue)	Number of ECTS credits (or equivalent) recognised	Grades registered at the Sending Institution (if applicable)
			<b>Total: ...</b>	





## Higher Education Learning Agreement for Studies

*Student's name*  
*Academic Year 20.../20...*

- <sup>1</sup> **Nationality:** country to which the person belongs administratively and that issues the ID card and/or passport.
- <sup>2</sup> **Study cycle:** Short cycle (EQF level 5) / Bachelor or equivalent first cycle (EQF level 6) / Master or equivalent second cycle (EQF level 7) / Doctorate or equivalent third cycle (EQF level 8).
- <sup>3</sup> **Field of education:** The [ISCED-F 2013 search tool](http://ec.europa.eu/education/tools/isced-f_en.htm) available at [http://ec.europa.eu/education/tools/isced-f\\_en.htm](http://ec.europa.eu/education/tools/isced-f_en.htm) should be used to find the ISCED 2013 detailed field of education and training that is closest to the subject of the degree to be awarded to the student by the Sending Institution.
- <sup>4</sup> **Erasmus code:** a unique identifier that every higher education institution that has been awarded with the Erasmus Charter for Higher Education (ECHE) receives. It is only applicable to higher education institutions located in Programme Countries.
- <sup>5</sup> **Contact person:** person who provides a link for administrative information and who, depending on the structure of the higher education institution, may be the departmental coordinator or works at the international relations office or equivalent body within the institution.
- <sup>6</sup> An "**educational component**" is a self-contained and formal structured learning experience that features learning outcomes, credits and forms of assessment. Examples of educational components are: a course, module, seminar, laboratory work, practical work, preparation/research for a thesis, mobility window or free electives.
- <sup>7</sup> **Course catalogue:** detailed, user-friendly and up-to-date information on the institution's learning environment that should be available to students before the mobility period and throughout their studies to enable them to make the right choices and use their time most efficiently. The information concerns, for example, the qualifications offered, the learning, teaching and assessment procedures, the level of programmes, the individual educational components and the learning resources. The Course Catalogue should include the names of people to contact, with information about how, when and where to contact them.
- <sup>8</sup> **ECTS credits (or equivalent):** in countries where the "ECTS" system is not in place, in particular for institutions located in Partner Countries not participating in the Bologna process, "ECTS" needs to be replaced in the relevant tables by the name of the equivalent system that is used, and a web link to an explanation to the system should be added.
- <sup>9</sup> **Level of language competence:** a description of the European Language Levels (CEFR) is available at: <https://europass.cedefop.europa.eu/en/resources/european-language-levels-cefr>
- <sup>10</sup> **Responsible person at the Sending Institution:** an academic who has the authority to approve the Learning Agreement, to exceptionally amend it when it is needed, as well as to guarantee full recognition of such programme on behalf of the responsible academic body. The name and email of the Responsible person must be filled in only in case it differs from that of the Contact person mentioned at the top of the document.
- <sup>11</sup> **Responsible person at the Receiving Institution:** the name and email of the Responsible person must be filled in only in case it differs from that of the Contact person mentioned at the top of the document.
- <sup>12</sup> **Reasons for exceptional changes to study programme abroad (choose an item number from the table below):**

<b>Reasons for deleting a component</b>	<b>Reason for adding a component</b>
1. Previously selected educational component is not available at the Receiving Institution	5. Substituting a deleted component
2. Component is in a different language than previously specified in the course catalogue	6. Extending the mobility period
3. Timetable conflict	7. Other (please specify)
4. Other (please specify)	

