



Erasmus+ Programme Key Action 1 - KA107

INFO SHEET – I BOLOGNA01 2015/2016 – 2016/2017

A. RECOMMENDED LANGUAGE SKILLS

The sending institution, following agreement with the receiving institution, is responsible for providing support to its nominated candidates so that they can have the recommended language skills at the start of the study or teaching period.

PhD students:

PhD students will be proficient in the working language of the receiving Department/School. Generally English is the working language, therefore a fair knowledge of this language will be required. Candidate's language competence will be assessed by the supervisor of the host institution who will write a Support Letter in favor of the candidate. The Support Letter is to be included by the candidate in her/his Application dossier. For further details about the Support Letter please see the "Vademecum for Promotion, Application, Evaluation and Selection process" (Annex III of the Inter-institutional agreement).

B. ANY ADDITIONAL REQUIREMENTS

PhD students' exchange period will be focused mainly on research activities related to students' final dissertation. Moreover PhD students will normally be permitted to enter all available seminars/workshops envisaged by the PhD programme hosting the nominee unless these seminars/workshops are subject to restricted enrolment. Undergraduate and Master courses and Professional masters are not open to PhD students.

Incoming PHD Students at I BOLOGNA01 will be selected by their Home University according to the flows established in Part B of the Inter-institutional agreement. The Partner will comply with the principles of a fair and effective selection process described in the "Vademecum for Promotion, Application, Evaluation and Selection process", Annex III of the Inter-institutional agreement. Selected students will be nominated by their Home University and I BOLOGNA01 will accept the nominations as long as these fully meet the requirements set by the present agreement. Selected students will not have to submit any further application.

I BOLOGNA01 provides a reception service to meet the needs of students with disabilities:
<http://www.unibo.it/en/services-and-opportunities/guidance-and-tutoring/disabled-and-dyslexic-students-service/disabled-and-dyslexic-students>

C. NOMINATION/ACCEPTANCE SCHEDULE AND ACADEMIC CALENDARS

PhD students Nomination/Acceptance Schedule:

1. PhD students can start their mobility at any time in accordance with the academic calendar and official breaks. Mobility period must be agreed with the Host Supervisor. In all cases the mobility must be completed by May 30st, 2017.
2. Nominations will be communicated by the Partner Contact Office via e-mail to diri.area2@unibo.it, at least 3 months prior to the beginning of the mobility so that



nominees will be able to reach Bologna in the scheduled time. For each nominee the Partner will provide the Support Letter issued by the Host Supervisor at I BOLOGNA01. The Support Letter is the same document the candidate has enclosed in her/his Application as described in the "Vademecum for Promotion, Application, Evaluation and Selection process".

3. I BOLOGNA01 will send its decision on admission within five weeks upon receipt of nominations and Support letters.
4. A Confirmation of Achievements/Confirmation of Participation will be issued by I BOLOGNA01 no later than 5 weeks after student departure.

PhD students Academic Calendar:

PhD students: the mobility period must be agreed with the prospective Host Supervisor in accordance with the plan of activities.

Unless there is a strong academic reason I BOLOGNA01 discourages any mobility during the Summer break (June, July and August).

Christmas break: December 24, 2016 – January 8, 2017

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D. INFORMATION

D.1. Multi-campus structure

I BOLOGNA01 has 5 Campuses located in 5 different towns of the Emilia-Romagna region: Bologna (headquarter), Forlì, Cesena, Rimini e Ravenna.

D.2. Credit and Grading systems of the institutions

Credits for Undergraduate and Master level:

1 CFU* = 1 ECTS = 25 hours of total workload (classes + individual work + assignments, etc)

1 academic year = 60 CFU; 1 term = 30 CFU

In order to get a Bachelor degree (1st cycle) a student must earn 180 CFU.

In order to get a Master degree (2nd cycle) a student must earn 120 CFU.

*CFU = credito formativo universitario = university course credit

Grades for Undergraduate and Master level:

0 – 17/30 = failed

First passing grade = 18/30

18/30 – 30/30 = passed

If you obtain full grade (30/30) the examination board may also decide to award you honours (lode): 30/30L

For some activities, particularly language exams (including those for the Italian language course) and for some internship activities, you will not be given a grade but merely a "Idoneo"/"Pass".

I BOLOGNA01 applies the ECTS grading tables and they are available at the following page: www.unibo.it/ECTSgradingscale



Credits and Grades for Doctoral students

Doctoral programmes at I BOLOGNA01 are not based on credits.
Doctoral programmes at I BOLOGNA01 are not based on courses.
Doctoral programmes at I BOLOGNA01 are based on a combination of seminars and research.
Incoming exchange scholars do not receive credits neither grades.

D.3. Visa

The sending and receiving institutions will provide assistance, when required, in securing visas for incoming and outbound mobile participants, according to the requirements of the Erasmus Charter for Higher Education.

Information and assistance can be provided by the following contact points and information sources:

Institution [Erasmus code or city]	Contact details (e-mail, phone)	Website for information
I BOLOGNA01	Eastern Neighbouring Countries, Russia, Asia, Oceania, North America Unit E-mail: diri.area2@unibo.it Phone: +39 051 2088480	www.unibo.it/exchangestudents

D.4. Insurance

I BOLOGNA01 will provide assistance in obtaining insurance for incoming and outbound mobile participants, according to the requirements of the Erasmus Charter for Higher Education.

Students from I BOLOGNA01 are covered by an accident and third party liability insurance.

I BOLOGNA01 will inform mobile participants about cases in which insurance cover is not automatically provided. Information and assistance can be provided by the following contact points and information sources:

Institution [Erasmus code or city]	Contact details (e-mail, phone)	Website for information
I BOLOGNA01	Eastern Neighbouring Countries, Russia, Asia, Oceania, North America Unit E-mail:	www.unibo.it/exchangestudents



	diri.area2@unibo.it Phone: +39 051 2088480	
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D.5. Housing

I BOLOGNA01 will guide incoming mobile participants in finding accommodation, according to the requirements of the Erasmus Charter for Higher Education.

Information and assistance can be provided by the following persons and information sources:

Institution [Erasmus code or city]	Contact details (e- mail, phone)	Website for information
I BOLOGNA01	Eastern Neighbouring Countries, Russia, Asia, Oceania, North America Unit E-mail: diri.area2@unibo.it Phone: +39 051 2088480	www.unibo.it/exchangestudents

More and detailed information for Undergraduate and Master students are available at the Exchange Students Guide available online:

<http://www.unibo.it/en/international/exchange-opportunities-at-Unibo/exchange-students-guide>

As you will see from the link the Exchange Students Guide is provided for each of the 4 Campuses where an Exchange student can carry out her/his mobility.