

**PNRR-TNE International Mobility Programme - Green & Pink for Sustainable Education
(GPS-Education)**

Project Proposal TNE23-00012– CUP D91I23001030006

**Call for Student Mobility
APPLICATION FORM**

Art. 1 - Object

1. A selection process is launched for the allocation of mobility grants for **studying and training** at partner universities of the PNRR/TNE GPS Education Project (CUP D91I23001030006), Project Leader Università di Foggia (<https://gpsedu.org/>), listed in Annex A. The mobility period must be completed by February 28, 2026.
2. The mobility opportunities must adhere to the following criterion: students from the Università degli Studi della Basilicata (hereafter University of Basilicata) can only carry out mobility at a foreign university, while students from foreign partners must carry out mobility at the University of Basilicata.

Art. 2 – Eligible Candidates

1. Students enrolled in first, second, or third-cycle degree programs at one of the partner universities listed in the Annex A are eligible to participate in this selection notice.
2. Each partner university limits access to a particular level of study (first, second, or third cycle); therefore, only applications that align with the level of study required by the host university will be considered.
3. Candidates must meet each partner university's academic and language requirements, as outlined in Article 5 of this selection notice.
4. Applicants studying in Foreign associate members Universities must choose University of Basilicata as destination.

Art. 3 – Duration of Mobility and allowed activities

1. The mobility period will have a duration at least of 1 months (excluding travel time) and a maximum of 3 months and must be completed by **28/02/2026**, as outlined in Article 1 - paragraph 1 of this selection notice.
2. The duration of mobility for the study will depend on the academic calendars of the partner universities.
3. Permitted activities during the mobility abroad include:
 - a. Attending courses, workshops and/or academic activities;
 - b. Research aimed at thesis preparation;
 - c. Traineeship/Internships.
4. Students must attend at least one of the didactical activities foreseen in the Learning Agreement (LA). If a student fails to participate at 90 % of all the courses listed in the LA, they will be required to return the financial contribution received.
5. Applicants must provide proof of attendance: classes, the laboratory or internship and a report of the research activity. If the certificate of attendance and the report is not provided, the participant will be required to return the financial contribution received.
6. Applicants studying at the University of Basilicata may choose up to two destinations from the partner universities listed in Annex A.
7. It is specified that the destination chosen from the table present in the Annex A is subject to the existence of an agreement between the University of Basilicata (or Project Partner University) and the Foreign associate members (non-beneficiaries) of the Partnership.
8. The mobility period may only begin after the selection process has been completed and the student has signed the Learning Agreement, which must be approved by the relevant academic structures.

Art. 4 - Application Submission

1. **For outgoing students:** Students regularly enrolled in first, second, or third-cycle degree programs at the University of Basilicata who wish to apply must submit their application exclusively through the ESSE3 online platform <https://unibas.esse3.cineca.it/Home.do>, by logging in with personal credentials (before applying read carefully the “Guida per l’iscrizione ai bandi TNE attraverso l’applicativo ESSE”, drafted by the University of Basilicata’s Internationalization Service. Applicants must:
 - a. Fill out the online application by selecting the menu option “MOBILITÀ INTERNAZIONALE OUTGOING” > “BANDI DI MOBILITÀ”, and then choosing the application form titled “TNE_GPSEUCATION”;
 - b. Upload all the required documents listed in Section 3 below.
 For any technical issues, please contact outgoing@unibas.it.
2. **For incoming students** (students from partner universities): Students regularly enrolled in first, second, or third-cycle degree programs at one of the partner universities listed in Annex A must submit their application using the specific Google Form, available at the following link [Application Form](#)). All required documents listed in Section 3 below must be attached to the application.
3. **Required Documents** (for both outgoing and incoming students). All applicants must upload the following documents:
 - a. Self-certification or documentation confirming enrolment and exams completed.
 - b. Self-certification of your bachelor's or master's degree, including the final grade achieved (for candidates enrolled in the first year of the Master's program or a doctoral program).
 - c. Curriculum vitae.
 - d. Letter of motivation.
 - e. Certificate of proficiency in the language of the host country or English.
 - f. If preparing a thesis, please attach the acceptance letter from your supervisor at the host university.
 - g. If undertaking an internship, please attach the acceptance letter from your internship tutor at the host university.
 - h. Copy of a valid ID.
4. Applications may be submitted starting from the publication date of this call and no later than 23:59 on 15/09/2025.
5. For any information regarding this call, please get in touch with gpseducationunibas@gmail.com.

Art. 5 – Evaluation of Applications and Participant Selection

1. All applications will be evaluated by a selection committee composed by three professors from the University of Basilicata. The committee will be officially appointed by a specific decree issued by the Director of the Department of Engineering.
2. The Committee will check the eligibility of applications and rank the candidates based on the following criteria (Maximum Score: 100 points):
 - a. Up to 30 points – Academic performance/merit
 - b. Up to 30 points – Relevance of proposed activities abroad
 - c. Up to 40 points – Additional evaluation at the discretion of the Committee, including:
 - Curriculum Vitae
 - Previous study/research experience abroad
 - Motivation letter
 - Knowledge of the host country’s language and/or another working language
 The points for each of the four subcategories in the 40-point section will be assigned based on qualitative assessment by the Committee.
3. At the end of the evaluation process, a merit ranking will be drawn up based on the total scores obtained by each candidate. The available PNRR/TNE mobility grants will be assigned, in order of ranking, to the candidates deemed eligible by the Selection Committee, giving priority to those belonging to linguistic, religious, or cultural minorities. Efforts will also be made to ensure gender balance, admitting – where possible – an equal number of male and female candidates. Any remaining positions will be reassigned following the order of the general ranking. In the event of a tie in scores, priority will be given to the younger candidate.
4. Candidates deemed eligible but not awarded a PNRR/TNE mobility grant will be placed on a reserve list. In the event of a withdrawal by a grant winner, these candidates may participate in the mobility program.

5. The list of selected candidates for each destination will be published on the dedicated TNE projects page of the Internationalization Service (<https://internazionale.unibas.it/site/home/bandi-e-iniziative-pnrrtne.html>), as well as on the website of the Department of Engineering (DiING) (<https://diing.unibas.it/site/home.html>).

Art. 6 – Notification of Selection Results and Acceptance Procedures

1. Once the evaluation process is completed:
 - a. **Outgoing students** (from the University of Basilicata) will receive an automatic notification through the ESSE3 system, inviting them to either accept or decline the assigned position.
 - b. **Incoming students** (from partner universities) will be contacted by email at the address provided in their application and will be asked to confirm or decline the assigned position.
2. Acceptance must be confirmed within 2 days of receiving the notification. If no confirmation is received within the deadline and according to the required procedures, the candidate will be considered as having formally withdrawn, with no further communication. The assigned position will then be offered to the next eligible candidate on the ranking list.
3. This candidate will be contacted via:
 - a. their institutional email address (name.surname@unibas.it) for outgoing students, or
 - b. the email address provided in the application for incoming students.
4. Due to time constraints, replacements will be made promptly. Substitute candidates must confirm acceptance within 1 working day of receiving the notification email.
5. It is the student's responsibility to ensure that the planned mobility period is compatible with the application and evaluation calendar defined in this call. Mobility may not begin until the Grant Agreement has been signed.
6. The final ranking list will be published on the website of the Department of Engineering (DiING) (<https://diing.unibas.it/site/home.html>).

Art. 7 – Obligations of grantees

After completing the online application, exchange students will receive an invitation letter from the host university, essential for the visa application.

1. **Before Departure** - grantee must prepare and complete the following steps:
 - a. Learning Agreement: PNRR/TNE mobility grantee must prepare a Learning Agreement outlining the educational activities to be completed abroad, which must be approved by the relevant parties;
 - b. Study Visa Application: Non-EU students are required to apply for a Study Visa. Partner universities will provide information to incoming grantees regarding the visa application process. It is reminded that, for the purpose of obtaining the visa, it is necessary to obtain private health insurance coverage. The University of Basilicata, as the Implementing Entity of the PNRR/TNE GPS Education project, will issue a declaration specifying the amount of the PNRR/TNE grant, while host universities will provide an official Invitation and Acceptance Letter.
 - c. Grant Agreement: grantees must sign a Grant Agreement with the University of Basilicata, which is responsible for disbursing the financial support;
2. **Upon Return** - at the end of the mobility period at the host university, grantees must send the following documents to gpseducationunibas@gmail.com :
 - a. Transcript of Records (or an equivalent document/certification for research activities), issued by the host university, detailing the results achieved, in accordance with the Learning Agreement, provided by the host University;
 - b. Certificate of Stay, duly signed and issued by the host university, confirming the fulfilment of the planned activities and specifying the exact dates of stay (dd/mm/yyyy - dd/mm/yyyy);
 - c. Copy of travel documents and boarding passes;
 - d. Final version of the Learning Agreement, updated and signed, reflecting the actual activities carried out;
 - e. Post-Mobility Evaluation Questionnaire.

Art. 8 – Financial Contributions and Payment Procedures

1. The University of Basilicata, within the funding limits established by the TNE project and as specified by the project's guidelines (Art. 7 paragraph 2c of the Director's Decree of the Ministry of University and Research (MUR) No. 167 dated 03/10/2023), offers a financial contribution intended to cover all mobility-related expenses, including travel, accommodation, and local transportation.
2. The allocated amount, hereinafter referred to as a “scholarship”, is composed as follows:
 - **Travel support:** a fixed amount of **€ 1,500.00** per person, to be transferred to the student upon confirmed arrival at the host university and after providing valid proof of round-trip flight ticket purchase.
 - **Individual support:** a lump sum of **€ 1,500.00** per month to cover board and lodging, local transportation, and daily expenses during the stay abroad.
3. PNRR/TNE mobility costs cannot be reimbursed twice using the same public financial sources, even if the nature of the expenses appears to differ. If the selected candidate receives additional funding from other sources, the compatibility of such sources will be evaluated by the Scientific Coordinator of the PNRR/TNE GPS Educationproject, **prof. Valerio Tramutoli**.
4. The above amount is to be considered gross of deductions according to law.
5. The mobility grant will be disbursed in accordance with the terms specified in the individual Grant Agreement.
6. The allowed financial support is calculated based on the days of mobility indicated by the students in the Learning Agreement. The calculation is done by the Responsible Person for TNE, **prof. Valerio Tramutoli** and the system used for this purpose considers the time-frame of 30 days (commercial year of 360 days) regardless of the effective duration of the month. In cases of partial months, the scholarship amount will be calculated based on the actual number of days spent abroad, as certified by the host University. In case of abandonment, withdrawal, or revocation, the student must return the entire amount granted.

At least 3 to 5 working days before the planned departure, the student must send an email with the documents listed in the Art. 7 “Upon Return” to gpseducationunibas@gmail.com.

PLEASE NOTE: In order to calculate the effective duration of the mobility period, only the Transcript of Records or equivalent document and the Certificate of stay will be considered valid. If these documents show a different date than the one in the Grant Agreement, the scholarship will be recalculated as to assess a different contribution or the partial restitution of the scholarship from the student to the University of Basilicata. If the effective period appears to exceed the agreed period, there will be no additional financial contribution allowed to the student.

Art. 9 – Insurance

1. The partner universities of the PNRR/TNE GPS Educationproject offer insurance coverage for accidents and third- party liability at the study/work site for all participants.
2. Participants are responsible for ensuring adequate health insurance coverage during their stay abroad, under the regulations of the host country. It is essential for all participants, whether from EU or non-EU countries, to verify the specific health insurance requirements for entry and stay in the host country. Students should contact the relevant Embassy or Consulate of the host country in their home country to obtain accurate information regarding visa and insurance obligations. Depending on the duration and type of the mobility period, students may be required to obtain additional private health insurance coverage or register with the national public health system upon arrival.

Art. 10 – Reimbursement of the Financial Contribution

1. The student must return the full amount of the awarded grant in the following cases:
 - a. Withdrawal from the mobility program;
 - b. Stay at the host institution for less than the mandatory minimum period of 60 days (full reimbursement required). Exceptions may be granted for early returns due to serious reasons, subject to evaluation;
 - c. Failure to complete any educational and/or research activities abroad, as outlined in the Learning Agreement.

2. A partial reimbursement of the received funds is required if the mobility period is shortened compared to the duration stated in the individual Grant Agreement. The refund amount will be proportional to the number of uncompleted days, provided that the minimum 60-day period has been respected (see also Art. 8)

Art. 11 – Safety Conditions

All mobility is subject to an assessment of the security conditions in the destination countries, based on local and national provisions.

For students departing from the University of Basilicata, the guidelines of the Italian Ministry of Foreign Affairs and International Cooperation (MAECI) will be followed. For more information on this matter, it is recommended to consult your local Health Protection Agency (ASP) or visit the Ministry of Health website: <https://www.salute.gov.it/new/it/tema/assistenza-sanitaria-paesi-extra-ue/> and the interactive guide: <https://www.salute.gov.it/new/it/tema/assistenza-sanitaria-paesi-extra-ue/se-parto-perguida-interattiva/?tema=Assistenza+sanitaria+paesi+extra+UE>. Students are also advised to check the Viaggiare Sicuri portal (<https://www.viaggiariesicuri.it>) for any updates and/or safety information regarding the host country. Finally, it is recommended to download the “Viaggiare Sicuri” app and register your trip with geolocation enabled. Registration can also be done through the portal www.dovesiamonelmundo.it.

The PNRR/TNE GPS Education Commission reserves the right to exclude applications to countries or regions deemed unsafe due to political crises, armed conflicts, or humanitarian crises.

Art. 12 - Personal Data Processing and Confidentiality

Regarding the processing of personal data submitted by applicants in connection with the PNRR/TNE GPS Education project. The provision of personal data is mandatory in order to participate in the program, as it is essential for the management of the entire mobility procedure.

In accordance with Article 13 of EU Regulation 2016/679 (General Data Protection Regulation – GDPR) and Legislative Decree No. 196/2003, the personal data provided will be processed in compliance with applicable legislation and confidentiality obligations. Processing will be carried out in line with the principles of lawfulness, fairness, and transparency, using both paper and electronic tools.

The University of Basilicata ensures the confidentiality of all information and will use the data solely for purposes related to and necessary for participation in the program.

Further information regarding the processing of personal data in the context of international mobility is available on the University's official website under the “Protezione Dati Personali – Privacy” (<https://portale.unibas.it/site/home/ riferimenti/protezione-dati/articolo6554.html>).

Participants may exercise the rights set out in Articles 15–22 of the GDPR (including access, rectification, erasure, restriction of processing, and objection) by contacting the University of Basilicata.

Data Controller: University of Basilicata, Via Nazario Sauro 85, 85100 Potenza, Italy

Email: rpd@unibas.it

If the data subject's request is not satisfactorily addressed, they may assert their rights by filing a complaint either with the Italian Data Protection Authority (Garante per la Protezione dei Dati Personali) or through the competent Judicial Authority. Please note that initiating legal action excludes the possibility of filing a complaint with the Authority at a later stage.

Art. 13 – Person in charge of the procedure

In accordance with Law no. 241/90 and subsequent amendments and additions and the University Regulations on administrative procedures, the person in charge of the procedure is Dott. Mariano Lisi (mariano.lisi@unibas.it).

Students may submit an appeal regarding exclusion, evaluation of their application, or any other aspect of the selection process within 5 working days from the publication of the provisional ranking. Appeals must be submitted via email to the person in charge for the procedure, including a clear and well-founded explanation of the issue and, if applicable, any supporting documents. The student will receive the outcome within 5 working days.

Art. 14 – Publication

This call for applications will be published on dedicated TNE projects page of the Internationalization Service (<https://internazionale.unibas.it/site/home/bandi-e-iniziative-pnrrtne.html>), as well as on the website of the Department of Engineering (DiING) (<https://diing.unibas.it/site/home.html>), where the application form, the composition of the selection committee, the eligibility ranking, and the final ranking of students will also be published.

Art. 15 - Information and Communication

For further information and any communication, students must write to the email address gpseducationunibas@gmail.com. Requests sent to other email addresses will not be accepted or processed. Students are required to use exclusively the email address provided during the application process or their institutional email address. Consequently, any communication sent from email addresses other than those specified above will not be accepted.

Potenza, date

THE DIRECTOR

Prof. Benedetto Manganelli