



UNIVERSITÀ
DEGLI STUDI
DI PADOVA



Dipartimento di
Tecnica e Gestione
dei sistemi industriali
Università di Padova

***International Mobility ERASMUS+ for Studies
and SEMP***



What is ERASMUS+ FOR STUDIES?

The Erasmus+ for studies programme allows university students to spend a period of study at an institution of higher education in one of the European countries participating in the Erasmus+ Programme (so-called Erasmus+ KA131 Programme) or an institution of higher education in a partner country beyond Europe (i.e. Erasmus+ KA171 Programme).

More info at: <https://www.unipd.it/en/erasmus-studies-out>



Within a mobility for study you can:

- Spend a period of study (between 2 and 12 months), during every study cycle, at a higher education institution in one of the Erasmus+ programme countries
- Attend courses and take exams
- Carry out research for your thesis/dissertation (when available)
- Do an internship, only if combined with exams and/or thesis research



At the end of the mobility, full recognition of passed exams is granted if previously agreed in the Learning Agreement (with a minimum of 12 credits)



The exchange of students between two or more partner universities (“*Flusso Erasmus*”) is enabled through an inter-institutional agreement between the two bodies, coordinated from an educational point of view by an Academic Coordinator from our University and one abroad.

The complete list of exchanges in which the University of Padua participates, and all the information, is available in the interactive portal of the **Mobility Unit**: www.unipd.it/mobility-agreements.

Destinations should be filtered by degree course (study field).



Please remember to refer back to the portal of the Mobility Unit to find all the updated information in real time.

Active Erasmus exchanges (*flussi*) for the DTG degree programmes are available on the Department website: https://www.google.com/maps/d/viewer?mid=1X_8ON_vwMmM-RC0SWQvxOa6Zx2TFygc&ll=53.80170973529547%2C8.302814250000019&z=4



Erasmus Exchange – School of Engineering and DTG

If you want to apply:

- Choose your destinations depending on your Degree Course (*course ID*). You will be able to apply only for destinations available for the cycle of study in which you will be enrolled in the academic year in which the mobility takes place.
- Check the cycle of Study for which the agreement has been signed
- Read the notes and check priorities given to internships, exams, thesis work or PhD research

Take note of:

- ✓ **Erasmus code**(e.g.: *E VALENCI02 - UNIVERSITAT POLITECNICA DE VALENCIA*)
- ✓ **Name of Academic Coordinator:** e.g.: *Prof. Roberto Oboe*
- ✓ **Area of study:** (e.g.: *laurea magistrale in ingegneria meccatronica*)
- ✓ **Duration:** *12 months*



Please always remember to read the full call for applications



Erasmus Exchange – School of Engineering and DTG

If you want to apply:

- on the website of the foreign institution:
 - *Check the language requirements the foreign institution might ask for*
 - *Look at the courses offered on the website of the foreign institution to see if they correspond to what it is requested by your Degree Course*
 - *Check the deadlines for submitting the application form*
 - *Check any necessary entry and residence requirements in the foreign country*
- **For more information on the specific *flow* (*flusso Erasmus*), please refer to the Academic Coordinator.**
- **For any further queries, please contact the Mobility desk at the School of Engineering**
E-mail: erasmus.ingegneria@unipd.it



If you want to apply:

Linguistic pre-requisites

A specific level of linguistic knowledge is not strictly required at the time of the application for Erasmus or SEMP.

However...

For many destinations it is now a specific requirement to have a good (certified) knowledge of the language; in many cases this is requested at the time of submission of the application form, well in advance of the departure date.

Carefully check the website of the partner institutions where language requirements are specified.





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Erasmus +

Before the application

dtg Dipartimento di
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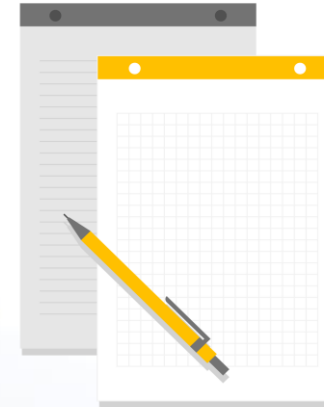
If you want to apply:

Check you transcript of records

Students enrolled in their first year of Bachelor's degrees:

First call: all first year-students can apply, also with 0 credits

Second call: it is necessary to have achieved at least 15 credits (registered on Uniweb)



Students enrolled in Bachelor's degrees at 2nd or 3rd year:

Students are required to have at least 40 credits registered on Uniweb

Master's degree students and PhD candidates:

They automatically satisfy this condition, given that they have already completed 180 credits.



Other pre-requisites

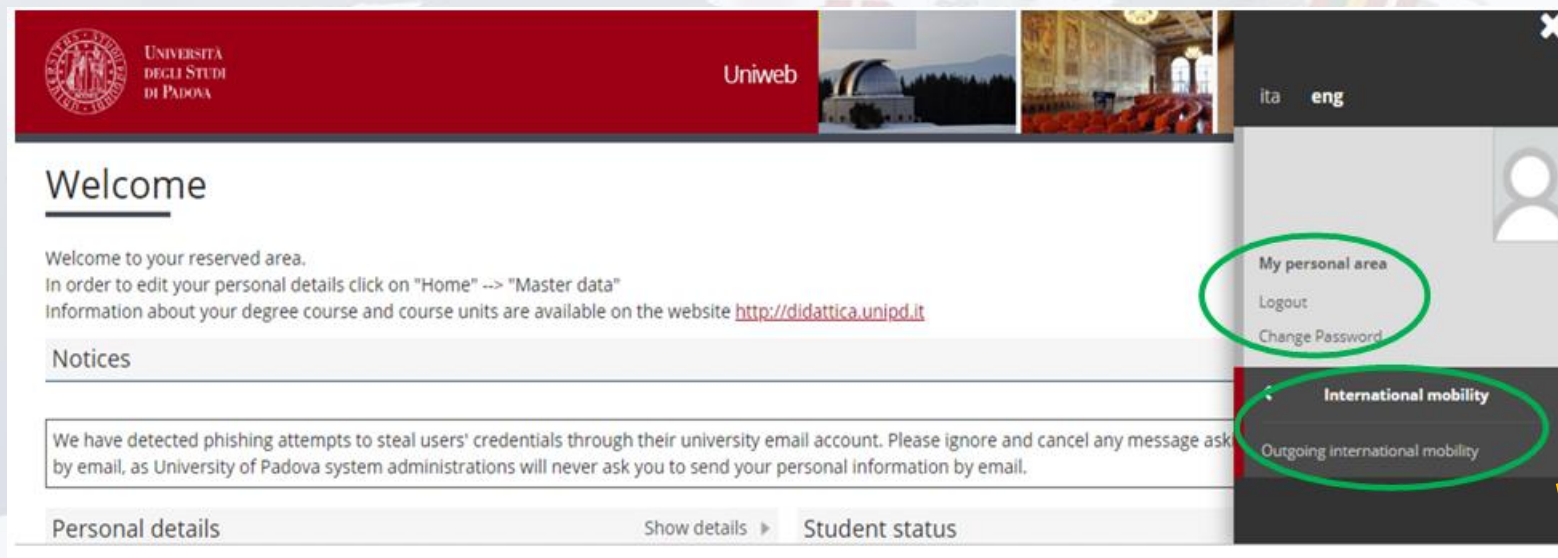
- Students must be enrolled at the University of Padua
- Students must not take advantage of other financial grants from the European Union at the same time as the study abroad period.

You can find all the information in the call for applications at the following link: <https://www.unipd.it/en/erasmus-studies-out>



Fill out the application Erasmus+ and SEMP on UNIWEB

- Choose a maximum of 2 destinations (1 for SEMP) in order of preference
- Fill out the on-line application on Uniweb



Video tutorial on how to apply via Uniweb:

https://mediaspace.unipd.it/media/Tutorial+fare+domanda+Erasmus%2B+Studio+SEMP/1_ktcbpaka





Along with the application on Uniweb, the following documents need to be attached, in PDF format only:



- Proposal of activities to carry out abroad (**mandatory**) and/or letter by the supervisor/tutor/ for degrees/Phd dissertations or for traineeship
- Language certificates: please check the CLA *Table of Language Certifications* (link: <https://cla.unipd.it/en/language-certifications-recognition/>) or a self-certification stating the language exam taken and the mark achieved in an institution other than the University of Padua
- Self-certification attesting the mark and name of any exam taken or qualification/degree obtained in a foreign institution.

If you need help with the online application, the helpdesk service is available at: domanda.erasmus@unipd.it



Check submission deadlines for the application!

Remember:



- There are two calls every year for Erasmus+ for studies - (only 1 for SEMP)
- Always check deadlines in the call for applications
- The call for applications is usually published in the month of November



Selection Criteria

The selection of students and the assigning of places is based on the criteria outlined by the regulations of the School of Engineering (Regolamento della Scuola di Ingegneria). The criteria include:

- merit
- productivity
- time spent at the University

Possible additional points are awarded by the Academic Coordinator for:

- knowledge of the hosting country's language
- other (thesis, experiences abroad...)

PRIORITY in the selection process is usually given to:

- Course of study for which the exchange has been activated
- Level of the course of study (master's degree or PhD)
- first Erasmus+ exchange in the same cycle of study

Link to the regulations of the School of Engineering (Regolamento della Scuola di Ingegneria) - ERASMUS+ STUDIO and SEMP: https://www.unipd.it/sites/unipd.it/files/2021/All.03_Regolamento_ingegneria_new_20190708.pdf



Learning Agreement

Before departing, all students with an Erasmus place must fill in a Learning Agreement on Uniweb, in which they will specify both the educational activities they will carry out abroad (thesis work, courses etc.) **(Table A - «Attività da sostenere all'estero»)**, and those in Padova that will be substituted by the ones abroad **(Table B- «Attività Unipd che verranno sostituite dalle attività estere»)**.

The document must be approved by both institutions (University of Padova and Hosting Institution).

Students that are going abroad to complete thesis activities or doctorate work must attach, to their Learning Agreement on Uniweb, a signed letter from their supervisor in Padova or from the tutor of their doctorate course.

The Learning Agreement is the essential tool for recognition of the activity carried out while abroad.

The deadlines for the submission of the Learning Agreement on Uniweb are the same every year, as follows:

by 15th June for students departing in the first semester

by 15th October for students departing in the second semester

All the information for submission are available at the following link:

<https://www.unipd.it/en/learning-agreement-erasmus-out>

Learning Agreement (LA)



IMPORTANT: ONLY for DTG students.
Before submitting your LA in Uniweb, follow these steps:

1

CHOOSE THE EXAMS YOU WANT TO DO ABROAD: the student independently finds the exams they want to do abroad

2

FIND THE DISCIPLINARY FIELD: the student is asked to examine the syllabuses and programs of the institution abroad and identify the professors at DTG (or in the University) who teach similar courses

3

ASK THE ITALIAN PROFESSOR, VIA EMAIL, TO SPECIFY IF:

- the foreign course belongs to the Italian scientific-disciplinary sector (also called SSD) for which the professor is responsible
- the Erasmus course *does not overlap significantly* or *overlaps significantly* with a course in the Italian master's degree or the Italian three-year degree

Learning Agreement (LA)



IMPORTANT: ONLY for DTG students.
Before submitting your LA in Uniweb, follow these steps:

4

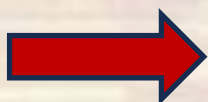
FILL IN THE DRAFT OF THE ERASMUS STUDY PLAN: the student fills in a draft study plan which they include the exams to be taken during the Erasmus exchange and the exams that will no longer be taken in Italy. The student will need to use the Excel templates for their degree course and year (cohort) that can be found on the [Erasmus Study Plans page](#)

5

SEND THE DRAFT OF THE ERASMUS STUDY PLAN TO THE ERASMUS CONTACT PROFESSOR OF YOUR DEGREE COURSE: the student sends, via email, the Excel draft of the study plan to the contact professor. Any approval of the courses previously obtained must **NECESSARILY** be attached to this draft

6

Once you have received the approval from the Erasmus contact professor, you can proceed with filling out the Learning Agreement on Uniweb!

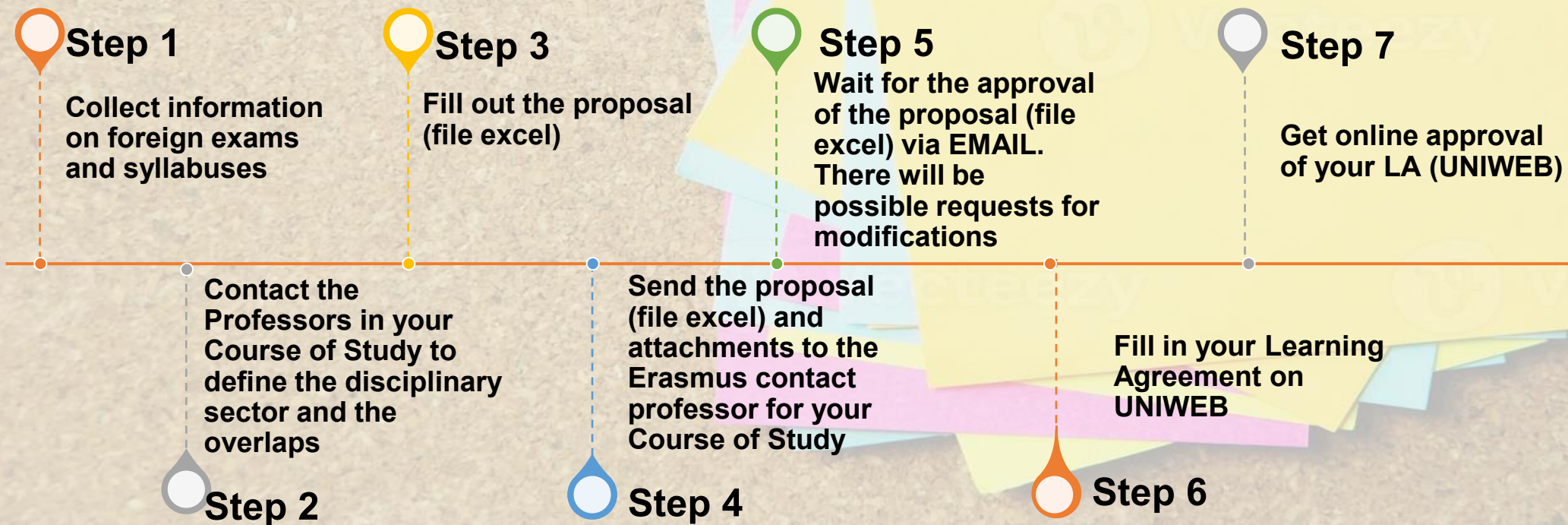


More details on the process are available at the following link:

<http://www.gest.unipd.it/it/erasmus/ig/prima-della-mobilita-lm>



Recap for DTG students:





To sum up:

- Choose two foreign universities for which an Erasmus flow (flusso) is active and check the characteristics of the flows on the University map
- Submit the Application on Uniweb
- Check the rankings at the link: <http://www.unipd.it/erasmus-studio>
- If you have won the *selection*, accept the place on Uniweb
- Prepare the pre-Learning Agreement excel file and get the approval from the Erasmus Contact Professor for your Course of Study
- Fill out the Learning Agreement on Uniweb
- Check the admission procedures of the chosen foreign University and the deadlines for the application form

 More info is available at the following link: <https://www.unipd.it/en/before-mobility-erasmus-out>



Useful links:

Erasmus+ Unipd: <https://www.unipd.it/en/erasmus-studies-out>

Duration of the mobility and contributions: <https://www.unipd.it/en/duration-contributions-erasmus-out>

Erasmus+ for Studies - outgoing: <https://www.unipd.it/en/erasmus-studies-out>

Accept or decline the Erasmus place: <https://www.unipd.it/en/accept-decline-place-erasmus-out>

Before the mobility: <https://www.unipd.it/en/before-mobility-erasmus-out>

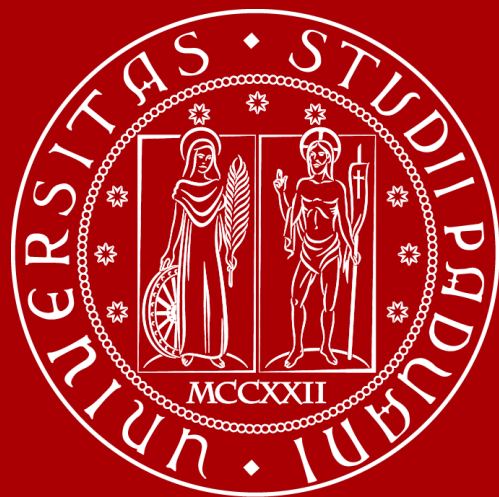
Learning Agreement: <https://www.unipd.it/en/learning-agreement-erasmus-out>

During the mobility: <https://www.unipd.it/en/during-mobility-erasmus-out>

After the mobility: <https://www.unipd.it/en/after-mobility-erasmus-out>

Erasmus+: School of Engineering: <https://www.unipd.it/en/erasmus-engineering>

Erasmus DTG: <http://www.gest.unipd.it/it/erasmus>



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