



ALMA MATER STUDIORUM
UNIVERSITÀ DI BOLOGNA
AREA FORMAZIONE E DOTTORATO

CALL FOR APPLICATIONS FOR DISSERTATION ABROAD – MASTER'S DEGREE PROGRAMME IN LAW, ECONOMICS AND GOVERNANCE

This version of the call is unofficial. In case of inconsistencies with the Italian official call, the latter shall prevail.

1. SELECTION, PURPOSE AND GENERAL ADMISSION REQUIREMENTS

A call for applications is announced awarding grants for dissertations to be carried out abroad reserved for students enrolled in the Master's degree programme in Law, Economics and Governance (code 5811).

Students who have achieved at least 36 CFUs (or at least 18 CFUs for part-time students) in the compulsory exams of the first year are eligible to participate.

The research period abroad must begin no earlier than 60 days and no later than eight months after the call deadline. It is possible, upon justified request to be submitted at the application stage, to leave after 30 days from the selection deadline date, with no guarantee that the grant will be disbursed before departure.

Dissertation preparation cannot be carried out in Italy or in the student's state of citizenship or residence, if different from the state of citizenship.

The dissertation preparation project must be carried out abroad at an accredited university. "Accredited universities" are defined as recognised institutions that officially belong to the higher education system of the destination country and are authorised to award academic degrees with legal value.

The purpose of the grants is the preparation of the dissertation abroad, corresponding to the teaching activity 84548 Preparation for the Final Examination Abroad. Dissertation projects on topics of international content and scope will be considered, and, in any case, only those projects in which the search for material and information and/or the attendance of research laboratories abroad proves to be of particular relevance and usefulness for the occupational outlets and professional profiles of the Degree Programme.

Mobility must be carried out exclusively in presence. Full integration and recognition in the career of the activity of preparation of the final examination abroad is provided for, according to the regulations of the Degree Programme and the administrative procedures referred to in point 14.

2. COMMISSION

The evaluation of the applications will be carried out by a Commission, appointed for this purpose, composed as follows: Prof. Maria Rita Tagliaventi (President), Prof. Massimiliano Musi (secretary) and Prof. Marianita Gioia (component) and all the professors of the Degree Programme (alternate members).

3. GRANT AMOUNTS

Four grants are provided for a total amount of €10,000 (ten thousand/00), gross of charges to be borne by the student and the granting institution.

Financial aid will not be granted for research periods of less than 3 months or more than 6 months. Payment of the grant will be made in one lump sum.

The amount of each grant will be €2,500. This amount is understood as gross of charges to be borne by the student and the granting institution (IRAP, etc.).

Please note that the grants are subject to IRPEF also and for tax return purposes.



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4. EVALUATION CRITERIA AND SPECIFIC ADMISSION REQUIREMENTS

The committee will evaluate:

- the dissertation project submitted, considering both the proposed research activities and the suitability of the host institution;
- the student's career with reference to the first year of the Degree Programme. Specifically:
 - a. credits accrued and recorded as of the deadline date of the call and related grades;
 - b. only exams related to mandatory teaching activities will be considered.

To be eligible, the dissertation project must include:

- a letter of acceptance of the dissertation project from the advisor at the host foreign university, who constitutes the contact person at the latter;
- a letter of acceptance of the dissertation project by a supervisor from among the faculty of the "Law, Economics and Governance" Degree Programme, who constitutes the contact person at UNIBO.

It should be noted that:

- The dissertation may not be carried out at the same institution where the student has previously carried out a mobility for study or internship abroad in the Bachelor's or Master's Degree;
- In the case of course transitions/transfers, "accrued and recorded" credits are those credits deemed useful by the destination Degree Programme;
- In case of equal merit, the younger age prevails.

The overall evaluation will be formulated in hundredths with eligibility threshold set at 60/100.

5. RISK FACTORS

In addition to the above-mentioned criteria, the Commission will consider the risk status of the country and/or area where the mobility is planned as a prior criterion for admission to the evaluation. For this purpose, the Commission refers to the security updates published in the "Country Sheets" by the Italian Ministry of Foreign Affairs and International Cooperation at www.viaggiasesicuri.it.

6. SUSPENSION CLAUSE AND REVOCATION CLAUSE

Subsequent to the awarding of the grant and before departure, the Commission, in consultation with the student's supervisor and/or advisor, may make use of the possibility of suspending or revoking the grant and denying permission for departure if new security updates published in the "Country Sheets" by the Italian Ministry of Foreign Affairs and International Cooperation on the website www.viaggiasesicuri.it detect a worsening of the risk status of the country and/or area where the mobility is planned compared to the situation detected at the time of the evaluation of the application.

Students are advised to activate valid insurance in case of trip cancellation.

7. ELIGIBLE CANDIDATES

Candidates who, despite not being winners and therefore assignees of the grant, are eligible in the final ranking, will still be authorised to carry out the activity abroad in the location and for the period indicated in the application without, however, receiving any financial contribution. The authorisation will guarantee the insurance coverage referred to in section 12 below, and will allow to acquire by recognition the credits related to the preparation of the final examination abroad, provided that the administrative requirements referred to in section 14 are fulfilled.



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8. MODE OF PARTICIPATION AND APPLICATION SUBMISSION

The applications can be submitted starting:

from 10:00 a.m. on 31/08/2023

mandatorily by:

28 SEPTEMBER 2023 1:00 p.m.

exclusively by "Studenti Online".

Specifically, you need to:

1. Log on to <https://studenti.unibo.it/>, using your University credentials;
2. Click on the "Calls" button;
3. Select the call for applications " BANDO PER L'ATTRIBUZIONE DI CONTRIBUTI PER PERIODI DI RICERCA ALL'ESTERO ATTINENTI ALLA TESI DI LAUREA – CORSO DI LAUREA MAGISTRALE LAW, ECONOMICS AND GOVERNANCE"

For assistance or guidance in filling out the online application, students can contact the Students Online Help Desk by phone at: +39 (0)51 2099882 Monday through Friday, from 9 a.m. to 1 p.m. and 2 p.m. to 5 p.m. or they can send an e-mail to help.studentonline@unibo.it

Please note: communications will be sent only to the institutional address nome.cognome@studio.unibo.it

NOTES:

- a. The application is valid only if the student completes the procedure indicated in this call;
- b. You are advised to check the contact information given in Studenti Online;
- c. It is not possible to send the application in paper format or via e-mail to the offices.

9. DOCUMENTS TO BE ATTACHED TO THE APPLICATION

Applicants must submit, under penalty of exclusion, the following documents to the relevant fields on StudentiOnline:

- CURRICULUM VITAE dated and signed.

- ATTACHMENT A signed and duly filled out in its entirety - thus containing the following information: name of the Degree Programme to which they belong, total duration of the period abroad with an assumed indication of the start and end dates of the stay, country of destination and host institution, supervisor at UNIBO, declaration that they do not fall within the cases of incompatibility, i.e.:

- a. That the student does not benefit, in relation to the same period of mobility, from more than one grant;
- b. That the mobility period referred to in this notice is not carried out in the same university in which the student has previously carried out a mobility for study or internship abroad in the bachelor's or master's degree.

In the absence of this information, the application will not be accepted for evaluation.

- RESEARCH PROJECT in English signed by the applicant, of which a template in MS Word format is provided.



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- STATEMENTS:

- Written statement or e-mail from the UNIBO contact professor highlighting the usefulness of the stay at the foreign institution in reference to the dissertation project;
- Written statement or e-mail of acceptance/invitation from the foreign institution or the contact person at the host university showing a period of performance of the research project consistent with the requirements of Art. 1 and Art. 3 of this call. To be attached at the bottom of the referent's statement at UNIBO.

- Front-back copy of valid ID.

There are no standard templates for such statements.

10. RANKING LIST AND PUBLICATION

The merit ranking will be proposed by the Commission referred to in section 2 and approved by the Head of AFORM - Area Formazione e Dottorato. The same will be published on the University Calls Portal.

11. COMMUNICATION TO THE WINNERS AND HOW TO ACCEPT THE GRANT

Each winner will be notified of the amount awarded by e-mail to the institutional address (nome.cognome@studio.unibo.it), along with the necessary attachments for acceptance and payment of the grant. This will take place after the publication of the ranking list following the issuance of the Measure of the Director of AFORM - Area Formazione e Dottorato.

Winners must submit to AFORM - Educational Services Sector "Social Area" the required documentation for the accreditation of the grant, signed in original and complete with a double-sided copy of a valid identity document (didatticasociale.lego@unibo.it)

within the period of 10 working days

from the sending of the e-mail notifying the award, under penalty of forfeiting the same.

It should be noted that the grant will in no case be disbursed in less than 60 days following the date of publication of the Provision of the Head of AFORM - Area Formazione e Dottorato for the allocation of grants. Please note that under no circumstances will a nomination be sent by UNIBO to the destination locations of the research project, and that only a certification attesting to the status of winner/eligible for the procedure in question will be provided to the winning and eligible students.

12. INSURANCE AND START OF ACTIVITY

The Provision of the Head of AFORM - Area Formazione e Dottorato constitutes formal authorisation to ensure the insurance coverage of assignees and eligible in travel and stay. The insurance coverage will operate automatically as long as the winner is duly enrolled.

13. INCOMPATIBILITY

In accordance with the resolutions of the Academic Bodies (BoD of 26.07.2016, Academic Senate of 19.07.2016, and Student Council of 16.07.2016) on the subject of incompatibility in the field of international mobility:



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- double funding is prohibited, i.e., it is not possible to fund the same period of mobility by cumulating two grants financed with University of Bologna funds and/or EU funds (prohibition of double funding, e.g., Erasmus+ grant and dissertation grant abroad);
- it is not possible to benefit, in the same academic year, from two or more mobility grants with the same purpose if these periods coincide. If in the same A.Y. the mobility periods are not coincident, the incompatibility is overcome.

14. ADMINISTRATIVE REQUIREMENTS

The mobility abroad will be managed through the AlmaRM platform (<https://almarm.unibo.it>). Winners and eligible students who have accepted will receive via email the necessary instructions and documents by the AFORM International Mobility Service - Educational Services Sector "Social Area". These fulfillments are mandatory for the purpose of recognition of the dissertation preparation activity.

15. DOCUMENTS TO BE PRODUCED AT THE END OF THE PERIOD ABROAD

Within 30 days after the conclusion of the period abroad, and in any case within a maximum of 10 days from the deadline of the fulfillment of the graduation requirements, in order to carry out the procedures for the recognition of the dissertation preparation abroad, the students (both assignees and eligible who have carried out the period abroad), must produce to AFORM - Sector Educational Services "Social Area", uploading them in pdf format on the AlmaRM platform:

- A dated and signed statement made by the advisor at the host university attesting to the actual performance of the activity abroad for which the grant disbursement took place (Certificate of Period);
- A statement made by the referring lecturer at UNIBO (supervisor) - on the letterhead of the lecturer's department of affiliation - attesting to the actual performance of the experience (Final Report).

Assigned and eligible students will receive detailed instructions from AFORM - Educational Services Sector "Social Area" via e-mail.

16. WAIVERS AND IMPEDIMENTS

The successful or eligible candidate who wishes for any reason to renounce the grant must notify AFORM - Educational Services Sector "Social Area" by e-mail (sent from his/her institutional account nome.cognome@studio.unibo.it) addressed to didatticasociale.lego@unibo.it. If the grant recipient does not carry out the research project in the scheduled period, he/she must arrange for the return of the amounts already received.

Should impediments to the regular use of the grant (e.g. maternity, serious and documented illness) occur after the award, the person concerned will still retain the acquired right to the grant. In this case, the interested party must communicate the cause of the impediment to AFORM - Educational Services Sector "Social Area", providing adequate documentation. The right to the grant will be temporarily deferred and the person concerned will be able to benefit from it upon the conclusion of the specific impediment.

17. PUBLICITY AND PROCESSING OF PERSONAL DATA

With reference to the provisions of Legislative Decree 30/06/2003, no. 196, concerning the protection of persons and other subjects with regard to the processing of personal data and in particular the provisions of art. 16, the Alma Mater Studiorum - University of Bologna - via Zamboni 33, 40126 Bologna, as owner of the data relating to this call, informs that the processing of data contained in the applications is aimed solely at



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the management of the competition activity and that the same will be done with the use of computer procedures and paper filing of the relevant acts.

It is also specified, moreover, the mandatory nature of the provision of data and the consequence of non-admission to the competition in case of refusal to provide the same. Candidates enjoy the rights set forth in Article 7 of the aforementioned law, among which is the right of access to the data concerning them, as well as certain complementary rights including the right to have erroneous, incomplete or collected data that do not comply with the law corrected, updated, completed or deleted, as well as to oppose for legitimate reasons their processing.

This Call will be published on the University's Calls portal and notice will be given on the website of the Degree Programme involved.

For any communications or requests for clarification, it is possible to write to AFORM - Settore Servizi Didattici "Area Sociale", didatticasociale.lego@unibo.it

The person in charge of the procedure is the General Coordinator of AFORM - Settore Servizi Didattici "Area Sociale", Dr. Viviana Zanon.