



ALMA MATER STUDIORUM | AREA
UNIVERSITÀ DI BOLOGNA | FORMAZIONE E DOTTORATO

**CALL FOR APPLICATIONS FOR THE AWARD OF SCHOLARSHIP GRANTS FOR RESEARCH PERIODS ABROAD
FOR MASTER'S DEGREE THESIS PREPARATION - DEGREE PROGRAMMES OF THE DEPARTMENTS OF
POLITICAL AND SOCIAL SCIENCES AND SOCIOLOGY AND BUSINESS LAW – BOLOGNA CAMPUS**

CALENDAR YEAR 2026

APPLICATION DEADLINE: 8 MAY 2026 AT 1:00 PM

ARTICLE 1 - PURPOSE

The Departments of Political and Social Sciences (SPS) and Sociology and Business Law (SDE) issue this Call for Applications for the allocation of Scholarship Grants to carry out Research Periods Abroad to prepare the Master's Degree Thesis in a different country. Only projects of International content and approach will be taken into consideration. In any case, eligibility will be limited to those thesis projects in which the collection of materials and information abroad proves to be of particular importance, usefulness and feasibility.

ARTICLE 2 – PRE-REQUISITES

Eligible applicants are **graduate students** in the Master's Degree Programs offered by the SPS and SDE Departments based in Bologna, specified as follows:

- **Media, Public and Corporate Communication (COMPASS) - SPS**
- **Digital Innovation Policies and Governance (GEPID) - SPS**
- **International Relations (IR) - SPS**
- **Politics Administration and Organization (PAO) - SPS**
- **Sociology and Social Work (SOSS) - SDE**
- **Local and Global Development (SLEG) – SPS**

The scholarship grants are a **partial financial aid** towards expenses incurred during the mobility period abroad, not a complete coverage of your expenses during thesis preparation. The number of scholarship grants awarded will vary in relation to the number of applications received, the amount of each individual scholarship grant awarded and the available budget, according to what will be decided by the Evaluation Commission following the procedures indicated in point 5 of this call.

The activity carried out abroad may be recognized in the academic career as "thesis preparation activity abroad" in category E, and for the corresponding number of CFU credits established by the degree program study plan.

Responsabile del procedimento: Simone Chiappa | simone.chiappa@unibo.it

SETTORE SERVIZI DIDATTICI AMBITO SOCIALE - HERCOLANI

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The period of stay abroad must be no less than 5 weeks and no more than 17 weeks.

The research period abroad must begin no earlier than 60 days and no later than eight months from the application deadline (Departures will not be possible before July 4th 2026 and after January 4th 2027). It is not possible to carry out the mobility in the student's country of residence.

ARTICLE 3 - PROCEDURES AND DEADLINES FOR SUBMISSION OF APPLICATIONS

The application for participation in the Call for Application must be submitted between **1:00 PM on April 1st 2026** and **1:00 PM on May 8th 2026**, exclusively through the **StudentiOnLine (SOL)** online system.

To use the webpage, it is necessary to:

1. access www.studenti.unibo.it using your Unibo ID and password;
2. click on the "Calls" button;
3. select the Call for Application of interest.

The system will automatically verify the participation requirement (art. 1) and, if positive, it will allow the student to continue filling out the online application.

For assistance or guidance in completing the online application, candidates may call the Studenti Online Help Desk by telephone at: +39 0512080301 from Monday to Friday from 9:00 AM to 1:00 PM and from 2:00 PM to 5:00 PM, e-mail: help.studentionline@unibo.it

To request information regarding the activities announced in the Call for Applications, candidates may contact didatticahercolani.mobility@unibo.it

All official communications regarding the Call for Applications will be sent to your Unibo email account @studio.unibo.it.

The application will be valid only if the student completes the above-mentioned procedure, complete with all the required documents. It is not possible to submit the application in paper format or by e-mail to the offices.

ARTICLE 4 – COMPULSORY DOCUMENTS

To apply for this Call for Applications, candidates must submit the following documentation:

- a) Application form Attachment "A", completed and signed;
- b) Curriculum Vitae, dated and signed;
- c) Research project, accompanied by an in-depth bibliography. The project must indicate, in detail: contents and objectives of the research, methodology, type of sources and data to be collected, connection with the local contact person for the research to be carried out abroad, destination, period of stay. Only research projects for which the stay abroad is deemed necessary by the Awarding Committee will be taken into

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consideration. The length of the project must be between 7,000 and 8,000 characters (bibliography excluded);

d) Written approval of the thesis project issued by the thesis supervisor. The supervisor must specify:

- their commitment to follow the student during his/her thesis research period;
- reasons and usefulness of the stay at the chosen host institution;
- the existence of institutional contacts established in relation to the submitted project with the indication of the host institution contact person for the project, together with the willingness of the institution to host the candidate;

e) Application form Attachment "B" (fiscal and social security data), completed and signed;

The above declarations are made to comply to Article 46 of DPR 445/2000 and must be resubmitted if the declared conditions change during the use of the scholarship grant.

In case of submission of incomplete documentation, the application will not be taken into consideration.

ARTICLE 5 - AMOUNT AND DURATION

For the coverage of scholarship grants for research periods abroad related to the degree thesis, the Department of Political Sciences makes available a total of 5000 euros; the Department of Sociology and Business Law a total of 2000 euros.

Winning students are granted scholarships of different amount that constitute partial financial aid to the expenses related to the research period abroad.

The amount of each individual scholarship is determined by the Evaluation Commission (indicated in point 3) and ranges between the minimum threshold of 1,000 euros and the maximum threshold of 3,100 euros. The definition of the scholarship depends on the destination and duration of the stay abroad based on the following criteria:

- €150 as maximum weekly contribution for accommodation expenses;
- €250 as maximum contribution for travel expenses to a European country¹;
- €450 as maximum contribution for travel expenses to a non-European country.

ARTICLE 6 - COMMISSION

The evaluation of applications will be carried out by the Commission composed of the following professors: Vando Borghi (President), Stefania Profeti and Corrado Tornimbeni. Substitutes: all professors of the degree programs involved.

¹ By European country are meant all countries that are part of the European continent (for example, the United Kingdom and the Balkan countries not part of the EU are also included in the definition).



ARTICLE 7 – EVALUATION CRITERIA

The Evaluation Commission – taking into consideration the number and the quality of the projects received - reserves the right not to allocate or to partially allocate the resources made available for the scholarships. Any grants not awarded will be allocated to the same purpose in the next year call.

The Commission will carry out the evaluation and the selection of applicants based on the following criteria:

A maximum of **15 points** will be attributed to the **project**:

- maximum 8 points: content of the project, implementation and objectives;
- maximum 4 points: the necessity to go abroad (the duration of the stay abroad will be evaluated proportional to the time strictly necessary for carrying out the research);
- maximum 3 points: letter of presentation from the thesis supervisor in which it is specified the existence of a contact with the host Institution especially established for this research period;

A maximum of **13 points** will be attributed to the **academic career**:

- GPA (maximum 7 points);
- CFU earned related to your enrollment year (maximum 3 points);
- year of enrollment on time or behind schedule (maximum 3 points).

A maximum of **2 points** will be attributed to **language knowledge**.

The final score for each candidate will be expressed in thirtieths with a suitability threshold equal to **18**.

The Commission will formulate two rankings for the allocation of the scholarship grants, based on the department to which the courses attended by the candidates belong. The grants will be awarded to suitable candidates according to the order of merit (score achieved) and until the allocated budget is exhausted.

ARTICLE 8 - 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 at the time of evaluation of the application as a further evaluation criterion. 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 on the website www.viaggiare Sicuri.it.

ARTICLE 9 - RANKING PUBLICATION

The Judging Commissions will publish two rankings, one for each department, on the <https://bandi.unibo.it/>, website "Borse di studio e altri bandi per mobilità internazionale" section.

The approval of the rankings and the allocation of the scholarships will be published in a Disposizione della Dirigente AFORM document containing the Unibo student numbers (matricula), the scholarship amounts, the destinations and the research periods.

ARTICLE 10 - WINNERS NOTIFICATION AND SCHOLARSHIP ACCEPTANCE

Each Scholarship winner will receive an e-mail at their Unibo address (...@studio.unibo.it) notifying him/her

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scholarship amount.

The winners will have to send an e-mail confirming they accept the scholarship to the International Mobility Office (didatticahercolani.mobility@unibo.it) **before the deadline stated in the scholarship awarding e-mail from the International Mobility Office.**

Please note that the payment of the scholarships will be done after the winning student accepts the scholarship.

ARTICLE 11 - SUSPENSION CLAUSE AND REVOCATION CLAUSE

Following the approval of the ranking and before departure, the Commission, after consulting the student's thesis Supervisor, may avail itself of the possibility of suspending or revoking the scholarship grant and denying the authorization for the departure, in the event that new security updates published in the "country sheets" by the Italian Ministry of Foreign Affairs and International Cooperation on the website www.viaggiaresecuri.it reveal a worsening of the risk status of the country and/or area where the mobility is planned compared to the situation at the time of evaluation of the application.

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

Where impediments to the regular use of the scholarship by the winner occur after the submission of the application (for example: maternity; serious and documented illness), the student will retain the right to the scholarship in any case.

In such case, the student must communicate the cause of the impediment to the Mobility Office (e-mail: didatticahercolani.mobility@unibo.it providing adequate documentation).

The right to use the scholarship will be temporarily deferred and the student will be able to benefit from it at the conclusion of the specific impediment.

The winner who wishes to renounce the scholarship for any reason must send communication to the Mobility Office (didatticahercolani.mobility@unibo.it) via e-mail from the Unibo institutional account (name.surname@studio.unibo.it), and he/she must also proceed with cancellation on the AlmaRM webpage and, if he/she has already received the grant, must proceed to refund the sums of money already received according to the instructions that will be provided by the offices.

Any modifications to the duration of the stay with early return compared to what was planned will cause a reduction in the amount of the scholarship grant. A reduction in the duration of the stay abroad is allowed for a maximum of 15% of the planned duration without obligation to return part of the scholarship grant. If the duration of the stay is reduced by more than 15% compared to what was planned, a partial refund of the scholarship grant received will be requested.

If changes to the length of the stay are due to force majeure, they will be subject to a new assessment, at the end of which the refund of part of the scholarship grant may be requested.

ARTICLE 12 - INCOMPATIBILITY

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The scholarship grants awarded are subject to the general principles, defined by the Academic Senate, regarding incompatibility within the different international mobility projects, which state that students must not receive two International mobility scholarships at the same time (prohibition of double financing) and that it is possible to take advantage of consecutive mobility periods, in the same academic year, only if said mobility periods have different purposes.

Candidates may not participate in this Call for Applications if they have already done or expect to obtain through another mobility the Preparation of final exam for thesis abroad.

ARTICLE 13 - PROCEDURES FOR ALLOCATION OF SCHOLARSHIP GRANTS AND START OF PERIOD ABROAD

The period abroad in preparation of the thesis could not begin before the scholarship is accepted by the student.

It is possible to modify the departure date with an e-mail to the offices even after the publication of the ranking. The maximum duration of mobility (17 weeks) remains unchanged, as do the terms and conditions of use and the amount of the scholarship grant declared at the time of acceptance.

Should it be necessary to modify the start/end date, it will be mandatory to communicate this to the Mobility Office (e-mail: didatticahercolani.mobility@unibo.it) - motivating the request - promptly and in time to allow the authorization of the modification.

The suitable candidates, that is those who even if included in the ranking are not eligible for a scholarship, may in any case carry out the thesis preparation abroad at the location and for the period indicated in the application at their own expense subject to communication to the mobility office (didatticahercolani.mobility@unibo.it), at least one month before the beginning of the exchange, by e-mail from the Unibo institutional account (name.surname@studio.unibo.it). The authorization will guarantee the insurance coverage referred to in point 10 and it will allow to acquire the credits connected to the preparation of the final examination abroad through recognition, provided that the administrative requirements referred to in point 11 are fulfilled.

ARTICLE 14 - INSURANCE POLICY

The insurance coverage of the scholarship recipients and eligible students traveling and staying abroad operates automatically provided they are regularly enrolled at the University of Bologna in the academic year of reference of this Call for Applications. The insurance covers the risk of injuries, as well as civil liability towards third parties during the performance of institutional activities. The policy does not include a direct healthcare section.

As specified in the page dedicated to frequently asked questions on the University portal (link below), the extension of the University insurance is not valid in countries in a state of civil war, war, invasion, hostilities

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(even if there is no war actually in progress). Therefore, it is necessary that students get information before departure by consulting the website of the Ministry of Safe Travel <https://www.viaggiasesicuri.it/home>
For more information it is necessary to consult the dedicated page <https://www.unibo.it/en/study/life-at-university-and-in-the-city/health-and-assistance/insurance> and the FAQ section <https://www.unibo.it/it/servizi-e-opportunita/salute-e-assistenza/assicurazione-studenti/faq-assicurazione-per-gli-studenti>

It is specified that the insurance covers the cases provided for by the University Policy: it is NOT to be understood as a substitute for additional insurances required by the host country.

ARTICLE 15 - ALMARM REGISTRATION

Winning students and suitable students who intend to carry out the period abroad must comply with the indications reported in the "Guide for winning students", relating to the administrative obligations to be carried out through the AlmaRM platform (<https://almarm.unibo.it>), which are mandatory for the purpose of recognition of the thesis preparation activity. The Guide will be sent via e-mail to all winning and suitable students following the publication of the ranking.

The winners of the grants and the suitable candidates must release the declarations provided on the AlmaRM application and upload them in PDF format on their profile (<https://almarm.unibo.it/almarm/welcomeStudenti.htm>) the following documentation:

1. Learning agreement (to be submitted before departure).
2. Upon arrival at the host location, certificate of arrival downloadable from AlmaRM signed and dated by the host institution itself.
3. At the end of the mobility, certificate of end of period signed and dated by the host institution.
4. Detailed final report of the research carried out during the stay, accompanied by the declaration of the thesis supervisor at the University of Bologna and of the exchange contact person at the host institution, certifying the actual performance of the educational experience.

All documents must be uploaded by the following deadlines:

- September 14th 2026 for those who submit the graduation application in the 2nd graduation session (October 2026);
- October 28th 2026 for those who submit the graduation application in the 3rd graduation session (December 2026);
- February 5th 2027 for those who submit the graduation application in the 4th graduation session (March 2027);
- For all other candidates who intend to graduate in subsequent sessions, no later than May 28th 2027.

ARTICLE 16 - FURTHER OBLIGATIONS AFTER THE SCHOLARSHIP ALLOCATION

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To address any emergency situations, once the mobility period has begun, the student is invited to register on the website "Dove siamo nel mondo" <https://www.dovesiamonelmondo.it/home.html> and to communicate via e-mail to the Mobility Office (e-mail: didatticahercolani.mobility@unibo.it) the contact details abroad and any changes to these during the period of stay abroad.

Upon completion of the period abroad, winning students and suitable students who carry out thesis preparation abroad must produce a declaration made by the thesis Supervisor, certifying the actual performance abroad of the activity covered by this Call for Applications, in the manner that will be communicated simultaneously with the notification of the grant award.

In case the scholarship beneficiary does not carry out the stay abroad in the planned period (or for the total planned duration) or does not produce the documentation required above, they must return the sums of money (or part of them) received and it will not be possible to recognize the thesis preparation activity.

ARTICLE 17 - ACCESS TO DOCUMENTS AND PRIVACY POLICY

All information on the right of access to administrative documents is available at <https://www.unibo.it/en/university/transparent-administration/access-to-administrative-documents-documentary-access>.

Requests may be sent electronically to the certified e-mail address (PEC) of the University (scriviunibo@pec.unibo.it).

The information notice for the processing of personal data of the staff of Alma Mater Studiorum - University of Bologna is available at <https://www.unibo.it/en/university/privacy-policy-and-legal-notes/privacy-policy/personal-data-processing>.

This Call for Applications is published on the website "Bandi, gare e concorsi" of the University of Bologna (<https://bandi.unibo.it/>).

For any communications or requests for clarification, it is possible to write to AFORM - Educational Services Sector "Sociale Hercolani", didatticahercolani.mobility@unibo.it.

The person responsible for the procedure is Simone Chiappa, AFORM – Educational Services Sector “Sociale Hercolani”.

Il delegato della Dirigente Area Formazione e dottorato

Simone Chiappa
(f.to digitalmente)

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