



AREA DI CAMPUS CESENA E FORLÌ

**CALL FOR APPLICATIONS: SCHOLARSHIPS FOR RESEARCH PERIODS ABROAD FOR THE
PREPARATION OR IN-DEPTH STUDIES OF THE FINAL EXAMINATION
ACADEMIC YEAR 2021/2022
(Executive Provision rep. n. 3794/2021 - prot. n. 140008 del 09/06/2021)**

1. SUBJECT, AIM AND REQUIREMENTS.

A Call for applications is announced for the award of scholarships to carry out research periods abroad, aimed at preparing the final examination or writing an article, to be submitted for publication, concerning the topic of the final examination itself. Projects on issues of international content or setting will be taken into consideration and, in any case, only those in which the search for material and information abroad proves to be of particular importance and usefulness.

The Call for applications is open to:

- **Graduating students**, enrolled in the academic year 2021-2022, for the following Master's Degrees:
 - Master's Degree Program in Biomedical Engineering (International Degree);
 - Master's Degree Programme in Biomedical Engineering;
 - Master's Degree Programme in Electronic and Telecommunication Engineering for Energy;
 - Masters' Degrees of previous systems.
- **Graduated students** who have obtained their title maximum six months before the deadline of the current call, and only for in-depth studies aimed at publishing an article on the topic of the final examination of the aforementioned Master's Degree Courses. The assignee of the grant is required to submit proof of publication to the administration. The publication can be both in paper journals and on-line magazines.

The grant awarded as a student cannot be used as a graduate, or if the status of the assignee changes.

Scholarships are intended as **partial financial aid** to expenses related to the study stay abroad.

The number of grants awarded will vary in relation to the number of applications received, to the amounts of each grant awarded and the budget available, as established by the Evaluation Commission, following the procedures indicated in point 5 of this Call.

For graduating students, the activity carried out abroad may be recognized in their career as "preparation of the final examination abroad" in type E, and for the number of corresponding credits established by the regulations of the Study Course.

The period of stay abroad cannot last more than 6 months.

Mobility is not possible in the student's country of residence.

Departure for the period abroad must take place within 6 months of the expiry of Call, except for any exceptions arranged by the competent bodies in relation to the persistence of the health emergency.

2. DOCUMENTS TO BE ATTACHED TO THE APPLICATION.

To participate in the Call, candidates must submit the following documentation:

- a) **application form** drawn up on the appropriate form, signed;
- b) **curriculum vitae**, signed;
- c) **detailed description of the research project** aimed at preparing the final examination;
- d) **declaration by the supervisor of the thesis** containing the **written approval of the thesis project** or of the study period following the Master's Degree, with certification of the usefulness of the activity at the proposed host institution;
- e) **declaration by the same supervisor containing the institutional connections or contacts undertaken abroad** in relation to the thesis project or the period of study following the Master's Degree, stating that the foreign institution is willing to host the candidate. The supervisor will also need to state their commitment to follow the student in their research.



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- f) **The confirmation of the foreign Institution/University** to accept the incoming student, and its availability to support their research project. If this is not possible, the supervisor will have to specify the reason;
- g) **self-certification of the exams taken** with indication of the passed exams, their grade and relative credits;
- h) **Self-declaration of the language requirement** (either the local language of the country of destination, or the English language);
- i) **Self-declaration of not being an assignee to another type of scholarship, issued for the same period abroad** (even with different goals);
- j) copy of a valid **identity document**.

The above statements are made pursuant to art. 46 DPR 445/2000 and must be resubmitted if the declared conditions change during the course of the scholarship.

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

3. APPLICATION MODALITIES AND DEADLINES.

Under penalty of exclusion, applications must be sent via email from the institutional email (name.surname@studio.unibo.it) with the subject line as "Scholarship for dissertation abroad – Engineering DEI", to the Management Office for Engineering, Science and Architecture courses at the email address campuscesena.internazionalizzazioneingegneria@unibo.it.

Applications must be sent by:

Friday November 5th 2021, at 12:00

Applications must be sent with one email, with all the documents merged into a single PDF document. Copy of a valid ID will also need to be attached.

4. GRANTS AMOUNT.

Scholarships amount will be set considering both the cost of living in the country of destination and the length of stay (which, however, cannot exceed six months).

In any case, each grant will vary from a minimum of **€ 1,000.00** up to a maximum of **€ 3,100.00**, net of charges to be paid by the Institution (IRAP, etc.). The obligation to respect the minimum and maximum thresholds cannot be waived.

In case of assignment to students of foreign nationality, destinations in their country of residence will not be considered valid.

The scholarship will be paid before the assignee's departure. In the event that the required documentation is received by the offices later than the deadline set by this call, the scholarship will be paid later.

If the scholarship winner is a graduate, the sum of € 1.64 for insurance coverage will be deducted directly from the amount of the scholarship. The insurance covers the cases provided for by the Unibo Policy: it is NOT intended as a substitute for additional insurance provided by the host country.

5. EVALUATION COMMISSION AND AWARDING CRITERIA.

The evaluation of the projects will be carried out by a specific Evaluation Commission, appointed for this purpose, composed as follows: Claudio Fiegna, Alberto Bellini, Mauro Ursino.

The amount of the scholarships will be determined by the Commission, which will assess the projects and curricula and the related awarding according to the requirements, possibly considering other contributions already received for the same activity.

In the awarding, the Commission will evaluate:

- the training programme considering both the proposed research activities and the adequacy of the host structure;



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- the curriculum of studies, evaluating both the compatibility of the progress of the study path with respect to the development of the thesis (for non-graduated candidates), and the average of the marks of the exams taken, or the degree mark, as reported in the application.

The Call will be aimed primarily at the provision of scholarships for the preparation of the final examination abroad and, alternatively, for the in-depth study of the final examination abroad.

Further criteria may be established by the Evaluation Commission.

The projects must be accompanied by the written approval of a reference professor, which highlights the usefulness of the stay at the university and/or other proposed foreign institution/body. The professor must also certify the institutional connections or contacts made abroad in relation to the training experience.

As part of the merit assessment, the project must be evaluated as a priority with respect to the curriculum of studies.

On the basis of the ranking formulated by the Commission, the scholarships will be awarded.

6. RISK FACTORS.

In addition to the aforementioned criteria, the Commission avails itself of the possibility of considering the risk status of the country and/or area where the mobility is planned at the time of the 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.

7. SUSPENSION CLAUSE AND REVOCATION CLAUSE.

After the assignment of the scholarship and before departure, the Commission, after consultation with the supervisor of the graduating student, may suspend or revoke the scholarship and deny the authorization to depart, in the event that new safety updates published in the “country sheets” by the Italian Ministry of Foreign Affairs and International Cooperation on the website www.viaggiare Sicuri.it reveal an aggravation of the risk status of the country and/or area where mobility is planned compared to the situation at the time of the assessment of the application.

Students are advised to activate valid insurance in the event of travel cancellation.

If, after the submission of the application, there are impediments to the regular use of the scholarship by the winner (for example: maternity; serious and documented illness), the assignee will keep the right to the scholarship.

In this case, the assignee must communicate the cause of the impediment to the Management Office for Engineering, Science and Architecture courses (campuscesena.internazionalizzazioneingegneria@unibo.it) providing adequate documentation.

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

8. INCOMPATIBILITY.

In accordance with the resolution of the Academic Senate of 26.07.2016, on the subject of incompatibility in the field of international mobility:

- it is not possible to finance the same mobility period with two or more scholarships issued by the University of Bologna or EU funds (prohibition of double funding, eg: Erasmus + and scholarships for thesis abroad);
- it is not possible to benefit, during the same academic year, from two or more scholarships for mobility periods with the same purpose, if such periods coincide. If, during the same academic year, the two mobility periods are not overlapping, the incompatibility does not exist.



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9. METHOD OF ALLOCATION OF SCHOLARSHIPS AND BEGINNING OF THE PERIOD ABROAD.

Based on the evaluation carried out by the Commission, the scholarships will be awarded. Successful candidates will be notified by e-mail.

The winners of the scholarship must, however, start their stay **by 05.05.2022**.

Given the impossibility of predicting the evolution of the epidemiological emergency from COVID-19, it is also possible to change the departure date with a formal request, even after the publication of the ranking, exclusively for reasons attributable to the adoption or the continuation of emergency health measures that may be adopted at international level and the necessary reorganization of the activities in the foreign structures of destination. The minimum and maximum duration of the mobility as well as the method of use and the relative amount of the scholarship declared in the acceptance phase remain understood.

If it is necessary to change the start/end period, it will be necessary to notify the Management Office Engineering, Sciences and Architecture courses (campuscesena.internazionalizzazioneingegneria@unibo.it), promptly and in time to allow the authorization of the change.

10. ALMARM REGISTRATION.

Winning students must comply with the instructions given in the "Guide for winning students", relating to the administrative formalities to be carried out through the AlmaRM platform (<https://almarm.unibo.it>), which are mandatory in order to recognize the activity of preparation of the final examination.

The Guide will be sent by e-mail to all winning students following the publication of the rankings.

11. FURTHER DUTIES AFTER THE ASSIGNMENT.

The winners must return the forms relating to the personal data, the methods of payment and fiscal deductions and the one relating to the declaration of acceptance of the scholarship, duly completed and signed, with the exact indication of the start of the period abroad, at least 30 days before the departure. In case of emergency situations, once the period abroad has started, the assignee must register in the "Where we are in the world" - "Dove siamo nel mondo" <https://www.dovesiamonelmondo.it/home.html> website and communicate his/her address and any change to it during the period of stay abroad to the Management Office Engineering, Sciences and Architecture courses (campuscesena.internazionalizzazioneingegneria@unibo.it).

At the end of the research period abroad, within 30 days of returning to Italy, the assignee must submit to the Management Office Engineering, Sciences and Architecture courses, at the e-mail address campuscesena.internazionalizzazioneingegneria@unibo.it, the following documentation as proof of the regular execution of the activity:

- 1) declaration certifying the real progress of the activity covered by the scholarship abroad and for which the scholarship was disbursed;
- 2) declaration, signed by the foreign contact person, certifying the stay and the period spent abroad as well as the activity carried out under the supervision of the contact person;
- 3) information sheet on the foreign institution in which the period of stay was carried out.

In the event that the beneficiary of the scholarship does not stay abroad within the foreseen period or does not produce the documentation requested above, he/she will have to return the sums received.

For the **newly graduated student**, the actual completion of the activity carried out abroad will be confirmed only when **an article published in a magazine/newspaper/online** will be submitted, since the scholarship aim for newly graduated students is strictly linked to the publication of an article. Therefore, it is necessary to produce proof of publication as a regular execution of the activity. Conversely, the refund of the sum received in advance will be requested.



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12. PERSONAL DATA PROCESSING.

Information on the processing of personal data provided with the applications for the call is published on the Unibo Portal <https://www.unibo.it/en/university/privacy-policy-and-legal-notes/privacy-policy/personal-data-processing>.

The Data Controller is identified in the Alma Mater Studiorum University of Bologna, based in Bologna, Via Zamboni n. 33.

The Data Processor for the exercise of the aforementioned rights is the Manager of the Cesena and Forlì Campus Area.

Pursuant to Law 241/90, the person in charge of the procedure relating to the investigation for the granting of the benefit, which is the responsibility of the University, is Dr. Stefania Spada.

13. PUBLICATION.

This announcement is published on the website <https://bandi.unibo.it/> as well as on the websites of the Master's Degree courses of the Department of Electrical and Information Engineering «G. Marconi» - Cesena unit.

For information: campuscesena.internazionalizzazioneingegneria@unibo.it. The subject of the message must be "Scholarship for final examination abroad ENGINEERING-DEI".

Cesena, 12 October 2021

The Manager
Dr. Leonardo Piano
(digitally signed)