



ALMA MATER STUDIORUM
UNIVERSITÀ DI BOLOGNA
AREA DI CAMPUS DI RIMINI

(This abstract is translated into English version just for publicity purposes. For any application and/or dispute resolution and/or for any legal purpose only the Italian version must be taken into consideration)

Abstract of the Call for Applications for study grants for research abroad for final dissertation (maximum duration 6 months) addressed to students enrolled in the second year of the Second Cycle Degree in Business administration and management– curriculum Service Management (SEM) a. y 2022/23

Art. 1 - Subject

The Head of the Ravenna and Rimini Campus, Alma Mater Studiorum – University of Bologna offers **1 grant of € 1.500** (gross taxes) to support a period of study and research abroad for the preparation for the final examination.

The contribution aims at promoting research for the preparation of the final dissertation or the writing and preparation of a research paper related to the topic of the dissertation.

Beneficiaries are students regularly enrolled in the second year of the Second Cycle Degree in Business administration and management– curriculum Service Management (SEM) in the academic year 2022/2023.

The study grant is incompatible with other scholarships, grants and benefits for the same aims during the same period.

The grant will partly cover expenses for a period abroad within universities and foreign institutions for a maximum of 6 months.

According to the study plan, the research abroad for final examination will be recognized as “Preparation for the Final Examination Abroad” for 12 credits and the study plan will be updated with 12 credits for the preparation for the final examination abroad + 3 credits for final dissertation (15 credits for the final dissertation of the degree programme) upon completion of procedures indicated at point 8.

Art. 2 - Admission requirements

Applicants providing with a research theme of international relevance, motivated by their supervisor, and those whose visiting period abroad is particularly relevant for gathering information necessary for the preparation of the final dissertation or for the research paper will be taken into consideration.

Aims of the projects:

1. collection of information available exclusively in a foreign country;
2. research in a foreign archive;
3. research in cooperation with researchers or professors in foreign universities or research institutes.

Art. 3 - Evaluation

The Committee will give priority to the scientific strength and feasibility of the project.

In case of a tie between two or more candidates in the ranking list, priority will be given to candidates with a lower family income, according to the Authority for the Right to Higher Education.

Art. 4 - Application procedure

The online application shall be submitted within **28th April 2023 – 12 pm (CET)** on “StudentiOnline”.

In order to apply, the candidate shall:

1. log in www.studenti.unibo.it with the Unibo account username and password;
2. select the button “bandi” (call for applications);
3. select the call for applications “ricerca all'estero per tesi (SEM)”.



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In order to receive assistance all candidate can contact the Help Desk Studenti Online at: +39 0512080301 Monday through Friday, from 09:00am to 1:00pm and from 2:00pm to 5:00pm or via e-mail at: help.studentionline@unibo.it

The application will be valid exclusively in case the applicant has completed the above mentioned procedure and has attached all the required documents.

No documents will be accepted when either sent via email, via regular mail, handed in or sent after the deadline.

Documents required for the application (or the application will be invalid):

1. curriculum vitae duly dated and signed;
2. self-certificate with the transcript of records (studentionline);
3. project in English stating in details the kind of research that will be carried out abroad, accompanied by the thesis supervisor approval, the supervisor's presentation of the candidate together with a statement indicating the reason and the necessity of a study period abroad at the suggested foreign university or other institution, the methodological approach and type of information to be found;
4. thesis supervisor confirmation of the contacts with the foreign university or institution;
5. acceptance letter from the foreign university or institution, stating their consent to host the candidate during his/her stay;
6. copy of the identity card or the passport.

Controls will be done according to the Italian law DPR 445/2000 art. 76 and in case of false declarations the candidates will have to renounce and return the grant.

Any information will be sent to name.surname@studio.unibo.it

Art. 5 - Evaluation Committee

The evaluation committee as appointed by the Head of the Ravenna and Rimini Campus (DD Rep N. 1543/2023 Prot. N. 0064534 tit. III cl. 12 del 09/03/202) is as follows: Professors Marco Visentin, Selena Aureli, Elias Carroni. The ranking list will be published <http://bandi.unibo.it> and on www.servicemanagement.unibo.it.

Art. 6 - Acceptance procedure

Selected candidates need to confirm acceptance of the grant to campusrimini.didatticaseas@unibo.it within 10 days from official notification, indicating starting and ending dates of the period abroad (for insurance purposes) or the assignment shall be invalid. They will receive instructions on how to fill in the formal acceptance declaration and the fiscal form.

The beneficiaries will have to start their research period abroad within 6 months from notification of the grant.

Please note that grants are also subject to IRPEF for income tax purposes.

Art. 7 - Payment of the contribution

The contribution will be paid before departure and shall be used during the period abroad.

The beneficiary who will not fulfill his/her stay abroad during the declared time will have to return the full amount of the grant.



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Art. 8 - Documents to be produced during and at the end of the period abroad

The mobility period abroad will be managed through the AlmaRM application.

Beneficiaries will receive instructions by email.

At the end of the period abroad and in any case within 30 days of the end of the mobility period and within 10 days of the deadline for possession of the degree requirements (in order to carry out the procedures for the recognition of the educational activity of thesis preparation abroad, where applicable), the winners must upload, in pdf format in the AlmaRM application, the following documents:

- a declaration dated and signed by the person in charge of the host institution attesting to the actual carrying out of the activity abroad for which the grant was awarded (Certificate of period);
- a declaration made by the supervisor Unibo attesting to the actual carrying out of the training experience (Final Report).

Art. 9 - Withdrawal or suspension

The beneficiaries who, for any reason, waive the contribution shall give written notification in due time to campusrimini.didatticaseas@unibo.it in order to allow the replacement of candidates. Case be of maternity or serious illness certified the beneficiaries will have to delay the departure. The beneficiaries who will not fulfill their stay abroad in the indicated period will have to return the full amount.

Art. 10 Privacy

The personal data provided shall be processed by the Alma Mater Studiorum – Università di Bologna Via Zamboni n. 33, 40126 Bologna in compliance with the principles and provisions of Italian Legislative Decree n. 196/2003 (Data Protection Act) and the European Law GDPR UE n. 2016/679 and in any case exclusively for the purposes of this call for applications. The data will be processed using electronic and manual (paper) methods. The Data Controller is the University of Bologna – Rimini Campus. The Data Processor for the purpose of exercising your rights is the Head of the Ravenna and Rimini Campuses and according to the Italian Law 241/1990 the procedure in charge of Dr. Filippo Pigliacelli for Rimini Campus.

For any further information:
SEM Programme Coordinator
cdl.sem@unibo.it
+39 0541 434119

The Head of the Rimini Campus