



AREA DI CAMPUS RAVENNA E RIMINI

Abstract of the Call for Application for study grants for final dissertation and research abroad addressed to students enrolled in the second year of Business Administration and Management – curriculum in Service Management (SEM)

(this abstract is translated into English 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).

Art. 1 Subject

The Head of the Ravenna and Rimini Campus, Alma Mater Studiorum – University of Bologna offers **2 grants of € 2.500 each** (before tax) 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 enrolled in the second year of the Second Cycle Degree in Business Administration and Management – curriculum in Service Management (SEM).

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.

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

Applicants shall submit the Application form as **Annex 1** addressed to:

Ufficio Scienze Economiche, Aziendali e Sociali
ACRR - Settore Servizi didattici "Campus di Rimini"
Alma Mater Studiorum – Università di Bologna
Via Angherà, 22 – Rimini

deadline: 27th March, 2020 – 12.00 am

either

- handing in the original copy to the above mentioned office (office hours: Monday to Friday, 8.30 am - 2.30 pm)

or

- by email as an attachment to campusrimini.didatticaseas@unibo.it with the object: "Application for the preparation of the final examination abroad – SEM students" (it is suggested to request the acknowledgement receipt).



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All candidates have to verify the correct receipt of the email. The office disclaims any responsibility in case of misplaced delivery or misunderstanding.

Applications handed in or sent by email after the deadline will not be accepted.

Documents required for the application **Annex 1** (or the application will be invalid):

1. curriculum vitae duly dated and signed;
2. self-certificate with the transcript of records (studentonline);
3. draft of the 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 staying;
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.

Art. 5 Evaluation Committee

The evaluation committee has been proposed by the degree programme faculty on the 11th October 2019 and has been appointed by the Head of the Ravenna and Rimini Campus (prot. ...) as follows: professors Marco Visentin, Selena Aureli, Giulia Baschieri (substitute Lorenzo Zirulia).

Art. 6 Acceptance procedure

Results will be available on the web site <http://bandi.unibo.it>

Selected candidates need to confirm acceptance of the grant 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.

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.

After the stay abroad and within one month from return (anyway within the deadline for the fulfillment of the graduation requirements) the recipient shall submit the following documents or will have to return the full amount of the study grant:

- detailed report of the research activity;
- declaration from the thesis supervisor confirming the execution of the research activity abroad for which the grant has been assigned;
- final report from the host institution certifying the period and the research activity undertaken.

Art. 8 Withdrawal or suspension

The beneficiaries who, for any reason, waive the contribution shall give written notification in due time, in order to allow the replacement of candidates. Case be of maternity or serious illness certified the beneficiaries will



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have to delay the departure. The beneficiaries who will not fulfill their stay abroad will have to return the full amount.

Art. 9 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.

Art. 10 Publication

This call is published on the University and the degree programme websites:

<http://www.bandi.unibo.it>

<https://corsi.unibo.it/2cycle/ServiceManagement/study-grant-for-dissertations-abroad>

For any further information:

SEM Programme Coordinator

cdl.sem@unibo.it

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