



Alma Mater Studiorum Università di Bologna  
Scuola di Ingegneria e Architettura  
Il Presidente

**CALL FOR APPLICATIONS: SCHOLARSHIPS FOR RESEARCH ABROAD  
CONCERNING THE FINAL THESIS IN SECOND-CYCLE OR SINGLE-CYCLE DEGREES  
FOR STUDENTS AND POST-GRADUATES FROM BOLOGNA AND RAVENNA CAMPUSES**

**SECOND CALL — F. Y. 2015**

**Art. 1 Text and legal disclaimer**

This English translation has been created for information purposes: in the event of legal issues and possible claims the Italian version of this Call only will be taken into account.

**Art. 2 Evaluation and eligibility criteria**

The School of Engineering and Architecture offers scholarships to spend study and research periods abroad aimed at preparing the final dissertation.

Overall gross amount for this call (including taxes and other financial burdens) will be 50.000 euros. The "Call for applications" is open to:

- 1) Second-cycle and single-cycle degrees students who are about to graduate (so-called "laureandi") from the School of Engineering and Architecture (Bologna and Ravenna venues) as a grant to spend a period abroad within foreign Universities/Higher Education Institutions in order to draw up the final project (thesis).
- 2) Second-cycle and single-cycle post-graduate **within 6 months after graduation** (this condition should be hold when applying) from the School of Engineering and Architecture (Bologna and Ravenna campuses) as a grant to spend a period abroad within foreign Universities/Higher Education Institutions in order to draw up a research-paper developing thesis-related topics.

**Art. 3 Length**

The research-activity abroad must start compulsorily between the **1<sup>st</sup> January and the 30<sup>th</sup> June 2016 and must not last more than 6 months.**

**Art. 4 Scholarships amount and insurance**

Scholarships amount will be set by the Board according to self-determined criteria, taking into account research duration and the cost of living in the country of destination.

In any case, each grant will be varying from a minimum of 1,000.00 € up to a maximum of 3,100.00 € (net amounts). Under no circumstances assigned grants shall go beyond the given limits.

President's Decree constitutes a formal authorization in terms of insurance coverage for grantees during their journey and period abroad. Regularly registered students don't need to undertake any other actions in order to get insurance coverage as long as they are properly enrolled at the University of Bologna. Graduates who are no longer registered as students of the University of Bologna need to pay 1,64 euro as insurance premium: the amount will be withhold from the scholarship.

**Art. 5 Incompatibility**

General principles concerning incompatibility in international mobility, set by Academic Senate, will apply to this Call. In particular:

**(double-grant prohibition) applicants cannot be recipient of a thesis-abroad grant if getting already a different scholarship (such as Overseas, LLP/Erasmus mobility, LLP/Leonardo da Vinci) from any**



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**Public or Private Bodies and concerning the same mobility period as well as the same goal.**

**Art. 6 Application procedure and deadline**

Applications, free in form and properly filled out and undersigned, must be handed over with all the required attachments along with a copy of valid ID or Passport to the Department of the Supervisor and addressed to the Head of the Department, **compulsorily not later than:**

**November 11 2015 at 13.00 PM**

Application should be submitted:

- **Personally** to the Department's Office in charge;
- **By post**;
- **By e-mail** (check in due advance the correct e-mail address) enclosing a scanned copy of the application duly signed.

Receiving date and time will be marked according to this procedure:

- Personal handover: date/time written down in the receipt to be signed by the Receiving Officer;
- Sending: date/time written down by Receiving Officers (so-called "Protocollo") when taking the application.

**Art. 7 Applications**

Applicants, in order to have their submission evaluated, should be enclosing the following documents:

1. Application form duly filled out in the attached form, pointing out precisely personal conditions concerning "Incompatibility" (see art. 5);
2. CV/résumé.
3. Undersigned self-declaration (according to Italian law - art. 46 D.P.R. 445/2000) pointing out exams given, related marks and credits (CFU), and dates (to be downloaded from Studenti On Line). Nevertheless, Evaluation Board will be taking into account exclusively CFU from the current Degree Programme and none from previous Degrees or not related to the current one (e.g. additional courses required by Collegio Superiore).
4. Applicants enrolled in a Second-cycle degree (so-called Laurea Magistrale) should self-declare (according to Italian law - art. 46 D.P.R. 445/2000) his/her First-cycle Degree (so-called Laurea) and the final marks (to be downloaded from Studenti On Line). Applicants with a degree obtained abroad should either include Diploma Supplement (if EU) or Transcript of Bachelor's records (if non EU).
5. Detailed research project pointing out destination and period abroad. Project description should include the following pieces of information:
  - I. Project title;
  - II. Project expected length;
  - III. *Abstract*;
  - IV. Project goals description;
  - V. Motivation of the topics and venue choice;
  - VI. Hosting institution or research group description;
  - VII. Research methods and techniques.

Each part from point III to VII shall not overcome 25 lines (font size 11; margins and font style can be chosen by the applicant) in terms of length: the exceeding part will not be taken into account during the evaluation.

6. Written approval of the research project given by the supervisor ("relatore") highlighting scientific advantages and reasons of the period abroad, including declaration about academic links or contacts with the Foreign Institution regarding the planned research projects, stating the Institution is willing to host the Applicant and that the School will only convey the information about whether the candidate has been awarded a grant.
7. Declarations (within the application form) stating:
  - I. Sufficient knowledge of the language spoken in the country of destination or English language;
  - II. Not meeting anyone of the incompatibility circumstances detailed in the Call.



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Only international-oriented projects will be taken into consideration, and in particular projects for which gathering research-data abroad is regarded as particularly useful and important.

**IMPORTANT: Applications will be rejected if implying research activity in private institutions (even for a limited period of time). Incomplete applications won't be evaluated.**

#### **Art. 8 Evaluation criteria and assessment**

The Evaluation Board will be assessing projects and applicants' curricula with a **stronger focus on projects**. The Board is made up of the following members:

Prof. Roberto Verdone (Chairman)

Prof. Marco Carricato (Member)

Prof. Federico Rupi (Member)

Irene Perilli as students representative (Component)

#### **Art. 9 Results and publicity**

The list of eligible candidates will be decided by the Evaluation Board and made available for 5 days on the notice-board of the School of Engineering and Architecture – Viale del Risorgimento, 2 40136 Bologna. It will also be published on the School website: <http://www.engineeringarchitecture.unibo.it/en> - **“Highlights” section**. On the website the list will only show students' registration number (so-called “matricola”). Applicants can deal with the Evaluation Board and send comments against the published ranking no later than 15 days after publication. Having overcome that deadline, the ranking list will become official by Decree from the President of the School, pointing out grantees' names, amount, destination and period of research.

#### **Art. 10 Winners notification and grant acceptance**

Successful candidates will be informed about the scholarship assignment, as well as the required forms concerning personal and financial data, exclusively through their official Unibo e-mail address ([@studio.unibo.it](mailto:@studio.unibo.it)) as indicated in their application form.

In order to accept the benefit, the winners will be required to provide the Vice-Presidency of the School of Engineering and Architecture (Viale del Risorgimento 2, 40136 Bologna) with such documents **not later than 10 working days** after receiving the e-mail informing they've been awarded the scholarship, otherwise the **grant will be lost**. Requested documents, along with a copy of an ID document, can be sent by e-mailing [pamela.gagliano@unibo.it](mailto:pamela.gagliano@unibo.it)

As soon as applicants accept the grant and convey necessary documents, Offices in charge will make the payment.

#### **Art. 11 Final report**

As soon as the period abroad has been completed, Students/Graduates should provide the School Vice-Presidency with:

- a declaration from their supervisor stating they have effectively done the research activity abroad and detailing as well research-period starting and ending dates.

Such report can be sent as well by e-mail to [pamela.gagliano@unibo.it](mailto:pamela.gagliano@unibo.it)

#### **Art. 12 Giving up and Impediments**

Grantees willing to give up their scholarship should communicate that to the School Vice-Presidency directly or by e-mail to [pamela.gagliano@unibo.it](mailto:pamela.gagliano@unibo.it) (a copy of valid ID or passport should be enclosed to the e-mail).

**Winners not spending the period abroad shall pay back sums already received: moreover, they won't be able to apply for the next call.**

#### **Art. 13 Postponing conditions**

Should any impediment occur after application preventing the Grantee from leaving within a set period of



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time (e.g. maternity, serious and certified illness), scholarship will be temporary put off as soon as that setback disappears.

**Art. 14 Coordinator**

The coordinator of this procedure for this call, to be contacted only for evaluation-related topics, is Prof. Roberto Verdone, who can be reached by e-mail ([roberto.verdone@unibo.it](mailto:roberto.verdone@unibo.it)).

**Art. 15 Privacy policy and legal disclaimer**


Applicants should be aware that, according to Italian law (D. Lgs. 196/2003), any information gathered with application forms are to be processed with fairness and legality, in order to reach scholarship-related goals as well as fulfilling law duties.

Bologna, 28/10/2015

Prot. n.

2224 del 29/10/2015

School of Engineering and Architecture – The President  
(Prof. Ing. Pier Paolo Diotallevi)

  
SCUOLA DI INGEGNERIA E ARCHITETTURA  
VICEPRESIDENZA DI BOLOGNA  
IL PRESIDENTE