



ALMA MATER STUDIORUM  
UNIVERSITÀ DI BOLOGNA  
AREA SERVICE AREA MEDICA

## AREA SERVICE AREA MEDICA – STUDY GRANTS FOR INTERNATIONAL LEARNING EXPERIENCES ABROAD – 2022 CALL FOR APPLICATIONS

*This English version is provided for publicity purposes only. Please note that the official call for applications is written in Italian, and is published on <https://bandi.unibo.it/>. To the extent any translated part or element of this document conflicts with the Italian version, the Italian version controls and will prevail in case of legal controversies.*

### APPLICATION DEADLINE:

**First intake: 8 April 2022 – 13:00h (Italian time)**

**Second Intake: 7 October 2022– 13:00h (Italian time)**

### ART. 1 – STUDY GRANTS

This document regulates the 2022 application procedures for **study grants** for international learning experiences abroad aimed at supporting **students from Degree Programmes whose teaching activities are based in Bologna and Imola, and which refer to the School of Medicine.**

The total amount of funding available for this call for applications is **EUR 93.647,27** (before School tax obligations).

Since the study grants will be awarded in two separate intakes, one in spring and one in autumn, the total amount of funding available (before School tax obligations) will be split as follows:

- EUR 70.000,00 for the first intake
- EUR 23.647,27 for the second intake, plus any residual amount from the first intake.

The amount of each study grant will be established by the Examination Board based on the number of the learning experience days, and on the difference between European and non-European countries. Grants may range from a minimum of EUR 1.000,00 and a maximum of EUR 3.100,00 (after School tax obligations). The amount may increase in a linear fashion within this range on the basis of the number of the learning experience days, and on the difference between European and non-European countries, see the Annex "Tabella Importi".

### ART. 2 – SELECTION, PURPOSE, AND GENERAL ELIGIBILITY REQUIREMENTS

The study grants are aimed at **students** who, upon submitting their application, are **currently enrolled** and up to date with the fees in one of the First-, Single-, or Second Degree Programmes which refer to the School of Medicine as per art. 1 above.

**Students** may apply to go abroad for the purpose of performing learning experiences which are relevant to their Degree Programme (e.g. thesis preparation, clerkships, etc.) and **the learning experience must end before graduation.**

Due insurance coverage regulations, it is not possible to submit applications about international learning experiences abroad which, **within 15 (fifteen) days** from the application deadline, is either already started, ongoing, or concluded.

The **maximum duration** of the proposed international learning experiences abroad must not exceed six months (including possible extension).

The **start date** must be within six months from the deadline of this call for applications.

After submitting the application and once the procedure is closed, students cannot change the host institution for which they submitted their application. The host institution must be only **one**.



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Since they will be the object of specific calls, applications referred to the following projects **will not be considered** if submitted within this call for applications:

- Human Gross Anatomy learning activities held at the New York University Gross Anatomy Course, NYU-School of Medicine-Department of Cell Biology, New York (NY, USA) and for the course named after Professor Giovanni Mazzotti Italian-American Conference, (New York State, USA) (Prof. Billi project);
- clerkships held at Warren Alpert Medical School of Brown University Providence, Rhode Island, USA (specific agreement).

#### IMPORTANT NOTICE

The international learning experience abroad is to be carried out according to the availability of the chosen host institution and to specific requirements set out by the host institution and/or rules and regulations of the country where the host institution is located.

Candidates must, in due time, gather all the necessary information about:

- any specific requirement and/or administrative procedure required by the host institution (e.g. application, documents to be submitted, etc.);
- any rules and regulations about entering and staying in the host country, including health-related ones; candidates may enquire about this at the relevant Embassies or Consulates of the host country in Italy;
- healthcare access in the host country; candidates may enquire about this at their local Italian National Health Service offices (ASL) or to the relevant Embassies or Consulates of the host country in Italy.

#### ART. 3 – APPLICATION DEADLINES AND REQUIRED DOCUMENTS

Applications must be submitted only via the 'Studenti Online' portal by:

- **First intake: 8 April 2022 – 13:00h (Italian time)**
- **Second Intake: 7 October 2022 – 13:00h (Italian time)**

In order to apply, applicants must:

1. Log on [www.studenti.unibo.it](http://www.studenti.unibo.it) with their institutional username and password;
2. click on "Calls"
3. select the following call: '**Area Service Area Medica – Bando per borse di studio per esperienze formative all'estero anno 2022 – Scuola di Medicina e Chirurgia, Sedi didattiche di Bologna e Imola**'

Only applicants who hold the requirements outlined in art. 2 will be able to submit their application.

#### **Please check your contact details**

For technical support about the online application, candidates may phone the Studenti Online Helpdesk at +39 051 2080301 (Mon-Fri 09:00-13:00/14:00-17:00) or email [help.studentionline@unibo.it](mailto:help.studentionline@unibo.it).

For administrative support and information about this call for application, candidates may email the Degree programmes administration office – Medical Service Area at [sam.corsidistudio@unibo.it](mailto:sam.corsidistudio@unibo.it).

**Any notice or update about this call for applications will be emailed only to @studio.unibo.it institutional mailboxes.**

**PLEASE NOTE that only applications submitted following the aforementioned procedure and with all the required documents will be considered; it is not possible to submit applications by email.**



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**The following documents must be uploaded when submitting applications:**

- Application form (Attachment A);
- Detailed project of the proposed international learning experience abroad stating information about the host institution, the planned duration of the mobility (start/end dates) and the written approval of the project by a Professor of the applicant's degree programme. Candidates must fill in the form 'Project Template', annex to this Call, which must be signed by the applicant and Professor of the applicant's degree programme. The host institution's representative's signature is not mandatory;
- Self-certification about personal, financial and social security information of the applicant, which must state also their chosen payment method (Attachment B);
- Copy of a valid ID.

a) Candidates with EU citizenship may produce self-declaration statements about academic and professional qualifications according to articles 46 and 47 of Italian D.P.R. 445/2000.

b) Candidates with non-EU citizenship who are compliant with Italian immigration rules, or who are authorised to stay on Italian territory, must follow the provisions stated in commas 2 and 3 of art. 3 of Italian D.P.R. 445/2000.

In addition to conditions a) and b) outlined above, personal statuses, individual qualities, and facts can be documented with certificates or declarations issued by the competent authority of the relevant foreign country. These certificates or declarations must be presented together with a sworn translation certified by the Italian Embassy or Consulate to be conforming to the original; before certifying conformity, the Italian Embassy or Consulate must warn the applicant about the legal consequences of producing false documents.

The University may perform background checks on candidate statements and self-declarations. In case of false declarations, applicants will be considered ineligible for the study prize, in addition to facing legal penalties pursuant of art. 76 of Italian D.P.R. 445/2000.

**IMPORTANT NOTE: incomplete applications will not be considered.**

#### **ART. 4 – ASSESSMENT CRITERIA**

Applications will be assessed by the following Board:

- Prof. Gabriella Verucchi (Chair);
- Prof. Giovanna Cenacchi;
- Prof. Luca Scapoli;
- Ms. Eva Bruggnetini (Secretary);
- Mr. Luigi Roberto Cesi (Substitute Secretary).

Assessment criteria are as follows:

1. Learning experience type: 5 (five) point for thesis preparation; 4 (four) points for clerkship unrelated to thesis preparation which last more than 60 days; 2 (two) points for clerkship unrelated to thesis preparation which last less than 60 days;
2. Learning experience project: from 1 (one) to 5 (five) points based on the relevance of the project to the degree programme curriculum, on the quality of the project, and on its accuracy;
3. Academic curriculum: weighted average of exams (up to 25 = 0 points; up to 26 = 1 point; up to 27 = 2 points; up to 28 = 3 points; up to 29 = 4 points; up to 30 = 5 points).

In case of a tie in score, the youngest candidate will prevail.

The final ranking and the awardees list produced by the Board will be approved with an act issued by the Head of the Medical Service Area.



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## ART. 5 – INCOMPATIBILITY

Beneficiaries of the study grants for international learning experiences abroad of this call for application cannot hold:

- other study grants awarded by the University or other Institutions in charge of exchange programmes for the same learning experience mobility period (= no double grants);
- grants for 'Viaggi di Istruzione per Studenti'.

## ART. 6 – RANKING PUBLICATION AND GRANT ACCEPTANCE

The act by the Head of the Medical Service Area approving the final ranking and the awardees list will be published on Studenti Online; this will serve as official notice to all candidates.

Within **5 (five)** calendar days from the ranking publication, including the day of the ranking publication:

- a) **Applicants whose projects have been approved WITH a study grant ('VINCITRICE/ORE')** must email their official acceptance of the study grant to [sam.corsidistudio@unibo.it](mailto:sam.corsidistudio@unibo.it). Applicants who fail to notify their acceptance will lose their right to the grant;  
Study grant holders who do not carry out their international learning experience abroad as planned in their application must refund the grant.
- b) **Applicants whose projects have been approved WITHOUT a study grant ('IDONEA/O')** who wish to carry out their planned international learning experience at their own expenses must email their intention to do so to [sam.corsidistudio@unibo.it](mailto:sam.corsidistudio@unibo.it). This notice is required to apply for credit recognition as per art. 7.

## ART. 7 – CREDIT RECOGNITION

Students who carry out their proposed international learning experience abroad in conditions a) or b) of art. 6 of this call for applications may apply for credit recognition.

After their official acceptance, students will be registered on AlmaRM and will receive necessary information from the Student services office – International Mobility support ([erasmus.medicine@unibo.it](mailto:erasmus.medicine@unibo.it)) for what concerns: mobility period certificate; Learning Agreement; credit recognition.

Please note that credit recognition within this call for applications is subject to approval by the Board of the Degree Programme on which the student is enrolled. For further information, please email the Student services office – International Mobility support ([erasmus.medicine@unibo.it](mailto:erasmus.medicine@unibo.it))

## ART. 8 – INSURANCE

The act by the Head of the Medical Service Area approving the final ranking and the awardees list represents the formal authorisation act activating insurance coverage for students whose applications have been approved with or without study grants. Insurance covers students during travel and mobility periods.

Insurance cover operates automatically for students who carry out their learning experience abroad (with or without grant) on condition that they maintain their regular enrolment status to one of the Degree Programmes listed in art. 1 of this call for applications.

Please note that this insurance does not cover professional liability for medical or healthcare activities – if needed, additional cover must be purchased separately with no additional costs to be borne by the University. This insurance only covers institutional activities as related to this call for applications, it does not cover further voluntary activities.



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#### ART. 9 – SUSPENSION AND WITHDRAWAL

Should any condition arise after the application deadline that prevents grant holders from carrying out their planned international learning experience abroad (e.g. pregnancy, serious and documented illness), grant holders will maintain their right to the study grant until the condition is over.

In this case, grant holders must notify the Degree programmes administration office – Medical Service Area ([sam.corsidistudio@unibo.it](mailto:sam.corsidistudio@unibo.it)) about their condition.

Grant holders who decide to withdraw from the planned international learning experience abroad must notify the Degree programmes administration office – Medical Service Area ([sam.corsidistudio@unibo.it](mailto:sam.corsidistudio@unibo.it)) about their decision as soon as possible; withdrawal notices must carry a copy of a valid ID as attachment. Grant holders who withdraw may be required to refund the study grant.

Please note that if the mobility period lasts less than the 50% of the period as stated on AlmaRM, the study grant may be recalculated according to the grants chart (Annex "Tabella Importi") with subsequent refund of the study grant as related to the amount foreseen and not completed.

#### ART. 10 – LEARNING EXPERIENCE CONFIRMATION

At the end of the international learning experience abroad, beneficiaries **must** upload on AlmaRM the **declaration** of learning experience confirmation duly filled in and signed **no later than 30 (thirty) days from the end date of the mobility**.

Grant holders who fail to submit their learning experience declaration must refund the study grant and will not have any credits recognised.

#### ART.11 – PRIVACY STATEMENT AND PROCEDURE SUPERVISOR

Information about personal data processing for information submitted by applicants to this call for applications is published on <https://www.unibo.it/en/university/privacy-policy-and-legal-notes/privacy-policy/personal-data-processing>.

Pursuant to Italian Law 7 August 1990, n. 241, the procedure supervisor for this call for applications is the Head of the Medical teaching unit – Medical Area Service, Ms. Silvia Samoggia.

#### ART.12 – PUBLICITY

This call for applications is published on the 'Bandi, gare e concorsi' page of the University of Bologna website, at the following link:

<https://bandi.unibo.it/s/sam/area-service-area-medica-bando-per-borse-di-studio-per-esperienze-formative-all-estero-anno-2022-scuola-di-medicina-e-chirurgia-sedi-didattiche-di-bologna-e-imola/>

for the Head of the Medical Service Area  
Ms. Alice Trentini  
The Head of Medical Teaching Unit  
Ms. Silvia Samoggia  
(P.D. rep. 5533/2021)  
(digitally signed)