



SCUOLA DI MEDICINA E CHIRURGIA

Il Presidente

**CALL FOR N. 4 PRIZES FOR INTERNATIONAL SUMMER SCHOOLS ABROAD FOR
STUDENTS OF THE SCHOOL OF MEDICINE – YEAR 2018**

Rep. n. 25/2018 – Prot. n. 281 del 16/04/2018 – III/12.1

Art. 1 – Prizes

This document represents the unofficial English translation of the Call for n. 4 Prizes for international summer schools abroad for students of the School of Medicine – Year 2018. The Call is open to **all students enrolled in degree programmes delivered by the School of Medicine with Bologna as their official place of teaching (sede didattica).**

The total gross amount (before School tax obligations) allocated by the School for this call for applications is € 2.000,00; the amount of each study prize is € 500,00 (before School tax obligations).

Please note that the official call for applications is written in Italian, and is published on <http://www.medicina.unibo.it/it/motore-bandi#!>.

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.

Art. 2 – Beneficiaries, eligible activities, and duration of mobility

Study prizes are awarded to students who, at the time of application, are enrolled for A.Y. 2017/18 on first cycle, second cycle, or single cycle degree programmes delivered by the School of Medicine as stated in art. 1.

Students may apply to this call for international mobility periods abroad to participate in summer schools related to the learning objectives of the degree programme on which they are enrolled. Any mobility period must end by 30 September 2018 or before graduation of the applicant.

Students may apply under the following conditions:

- a) **if they are already enrolled** on a summer school by the deadline of this call for applications. In this case, a written acceptance/enrolment confirmation issued by the host University organising the summer school must be submitted with the application;
- b) **if they are not yet enrolled** on a summer school by the deadline of this call for applications. In case they are awarded one of the prizes, students applying under this condition must submit to the General Administration Office – School of Medicine a written acceptance/enrolment confirmation issued by the host University organising the summer school upon formally accepting the study prize.

In order to be eligible for this call for applications, the events for which students can apply must bear the words “Summer School” in their title; these words must be stated in the official course contents page or booklet published by the host University organising the event.

Due to insurance cover activation procedures, it is not possible to apply for a mobility period abroad which, by the application deadline, is either already finished, still ongoing, or scheduled to begin within 15 days of the application deadline.

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ALMA MATER STUDIORUM • UNIVERSITÀ DI BOLOGNA

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The duration of the mobility period abroad cannot exceed two weeks; any mobility period must end by 30 September 2018 or before graduation of the applicant.

Art. 3 – Required documentation and Application deadline

Applications must be submitted **by 15 May 2018**; late applications will not be accepted.

Applications must be submitted by the deadline stated above only via Studenti Online.

In order to submit applications, students must:

1. Access studenti.unibo.it with their institutional credentials (username and password);
2. Select “CALLS”;
3. Select “*BANDO PER L’EROGAZIONE DI 4 PREMI DI STUDIO PER LA PARTECIPAZIONE DEGLI STUDENTI DELLA SCUOLA DI MEDICINA E CHIRURGIA A SUMMER SCHOOL INTERNAZIONALI - ANNO 2018*”;

Only students who are eligible according to the admission requirements stated in art. 2 of this call for applications will be able to submit their application.

4. Check personal information and contact details.

Students may refer to the Studenti Online Help Desk for any enquiry or to ask for assistance in submitting their application (phone: +390512099882 Mon-Fri 9:00-13:00 and 14:00-17:00; email help.studentionline@unibo.it).

Any notification or message related to this call for application will be addressed to institutional mailboxes @studio.unibo.it.

IMPORTANT NOTES

- a. Only applications submitted according to the procedure outlined above will be considered;
- b. Paper-based applications, or applications submitted by email, will not be considered.

The following documents must be attached to the application:

1. Signed self-certification stating the list of learning activities passed and recorded as part of the current degree programme, and the corresponding amount of credits (*students may use the “Certificates and Self-Certifications” link provided on Studenti Online*).
2. Detailed programme of the summer school in which they wish to participate, the name of the host University organising the event, and the planned duration of the mobility period abroad.
3. Cover letter stating the student’s motivations to apply, duly signed and stamped by a Professor of the Degree Programme on which the applicant is currently enrolled. On the cover letter, students must specify on which disciplinary areas they wish to focus by participating in the summer school, and how this experience matches the learning outcomes of their Degree Programme (*see cover letter form attached to the call for applications on the website of the School of Medicine*).

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4. Written acceptance/enrolment confirmation issued by the host University organising the summer school, only for students applying under the condition outlined in art. 2 letter a) of this call for applications;
5. Self-declarations about tax and social security conditions of the applicant, and about methods of payment (*see candidate personal and fiscal conditions form attached to the call for applications on the website of the School of Medicine*).
6. 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 missing attachments n. 2 – 3 – 4 (only if the application is submitted under the condition outlined in art. 2 letter a) of this call for applications) – 5 will not be considered.

Art. 4 - Ineligibility

The study prizes are not compatible with other financial provisions issued by either the University or other organisations aimed at funding international mobility during the same mobility period (no double funding).

Art. 5 – Examination Board and Approval of the final ranking list

The Examination Board nominated by the Board of the School of Medicine on 10 April 2018 will assess applications according to the following criteria:

- 1) **Mobility project:** from 1 to 10 points, based on: relevance of the proposed mobility project to the learning outcomes of the candidate's Degree Programme; quality of the mobility project; and accuracy of the project presentation in the application.
- 2) **Academic curriculum:** from 1 to 10 points, based on the weighted average grade calculated on learning activities which have been passed and recorded on the student record by the application deadline, as follows:

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Weighted average grade	Points
30,00	10
29,70 - 29,99	9
29,30 - 29,69	8
28,80 - 29,29	7
28,20 - 28,79	6
27,50 - 28,19	5
26,70 - 27,49	4
25,80 - 26,69	3
24,80 - 25,79	2
less than 24,79 (included)	1

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

The final ranking list and the official nomination of study prize beneficiaries will be approved with a Decree by the Dean of the School of Medicine.

All candidates will be notified by email about checking their ranking list position when the ranking list is published on Studenti Online.

Study prize beneficiaries who fail to complete their mobility project abroad during the period stated in their application must return the study prize money.

Art. 6 – Withdrawal notices

Withdrawal from the mobility project or from this call for applications must be notified as soon as possible to the General Administration Office – School of Medicine.

Should any beneficiary notify their withdrawal by 15 June 2018, their study prize will be allocated to the candidate who is next in line in the ranking list. The successor candidate will be notified about their new position by email and/or by phone, and must send an acceptance confirmation in writing by 5 working days; failure to comply with this deadline will result in losing the study prize.

Study prizes which should become available due to any beneficiaries notifying their withdrawal after 15 June 2018 will be allocated only to candidates who are on the ranking list and who had applied under the condition set in art. 2 letter a) of this call for applications.

Art. 7 – Insurance cover

Students enrolled on one of the Degree Programmes specified in art. 1 of this call for applications are automatically covered by student insurance

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Art. 8 – Final certificate

At the end of the international mobility period abroad, beneficiaries must submit a declaration issued by the host University certifying actual participation in the summer school.

Beneficiaries who fail to submit this declaration must return the study prize money.

Art. 9 – Publication, privacy, and Official in charge of the procedure

This call for applications is published on the website of the School of Medicine at the following link:

<http://www.medicina.unibo.it/it/motore-bandi#!>

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Pursuant to art. 13 of Italian D.Lgs. 30 June 2003, n. 196 (Italian Data Protection Act), the University of Bologna – Via Zamboni 33, 40126 Bologna, as Data Controller of all information related to this call for applications, hereby informs that:

- Information provided on applications will be used only for the purpose of managing this procedure; such information will be handled and stored in electronic and paper-based records;
- Submitting the required information is mandatory; candidates who refuse to submit the required information will not be considered for this procedure.

Pursuant to art. 7 of Italian D.Lgs. 30 June 2003, n. 196 (Italian Data Protection Act), candidates are entitled to access their personal data, to require that such data be updated, corrected, integrated, or cancelled in the event of them being wrong, incomplete, or gathered illegally. Candidates have also the right to object, on legitimate grounds, to the use of their personal data.

The Official in charge of the procedure is Dr. Silvia Samoggia.

For further information about this call for applications, please write to: erasmus.medicine@unibo.it

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