

PNRR M4 C1 INV.3.4 SUB-INV.T4 INIZIATIVE EDUCATIVE TRANSANZIONALI – TNE
TNE23-00049 MARE Mediterranean Alliance for Research and Education - CUP B71I24000240006



Guidelines - Applications of Incoming Students /Incomingacademic staff

TNE STUDENT mobilities

Objective

Within the PNRR TNE Project **XXXXXXXX**, The University of Messina (UniME) offers the possibility to spend a granted mobility period for stud, to students enrolled at the University of **Monastir**, according to the *Addendum to the framework agreement* signed between UniME and the partner University (attached). These guideline should be considered as a general rule. Specific conditions set in the Addendum apply for call for applications related to the mobility programme.

Students will be selected by the sending institution. Selected students will attend courses, carry out research, use all UniME facilities on an equal basis as UniME enrolled students. A fee waiver policy will be adopted (except the fees due by all enrolled students – urban mobility, labs etc).

The sending University commits to recognize the approved credits obtained/research period carried out by students during the mobility period spent at UniME as encoded in the approved individual learning agreement.

The sending University commits to carry out a public, fair and transparent selection procedure respecting the gender balance criteria.

Scholarship

The mobility scholarships are intended to be contributions to living costs at the hosting Country. Scholarships are quantified as follows:

- **Stay allowance: €1.000,00 per month (30 days) gross amount including taxes**
- **Travel costs: the flight return ticket will reimbursed by the University of Messina for each incoming beneficiary student according to the Erasmus+ distance calculator <https://erasmus-plus.ec.europa.eu/resources-and-tools/distance-calculator>.**

Conditions and Application procedures

General conditions for admittance

The candidate must be enrolled, **for the whole duration of the mobility**, at the sending partner University.

Applications must be submitted by the candidate to the sending University, that will **be in charge of pre-selecting students and officially communicate the list of selected students to UniME**. The sending institution **must communicate to UniME, along with the nominations of the selected candidates, the link to the public call for applications, the composition of the selecting commission, the minutes of the selection duly signed.**

Recommended application procedures

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At the moment of participation in the call for application, candidates should submit the following documents:

- Application form duly filled in.
- Learning Agreement **signed by the academic tutors at Home and Host Institutions** (along with a short description of the research thesis/ proposal).
- Copy of the Passport.
- Italian B1 Certificate or English B1 Certificate if available, or assessment of language level issued by the sending University or self assessment by the candidate.
- Transcript of Records (Master Students) enrolment at the PhD and Master degree final mark (PhD students)
- Short CV
- passport photo (jpeg file)

Application Form and Learning Agreement must be filled in, signed and submitted, along with the other requested documents. Documents should be enclosed and sent by the sending University to UnIME at the moment of official communication of the list of selected students.

The sending University will be responsible of selection procedures on the basis of **transparent and fair criteria**. The duration of mobilities must be from 2 months (60 days) to six months (180 days) excluding travel days and must in any case be concluded no later than 15 february 2026. **Arrivals after 15 December 2025 will not be accepted for students.**

Selection criteria

The selection process is under the responsibility of the sending University that will make every reasonable effort to conduct it in a fair, clear, transparent and equal base. No discriminations based on gender, religion, and social bias will be made. At equal conditions, priority will be given to younger candidates. The Home Institution will submit a list of selected candidates to the University of Messina. Selections will respect the following criteria (recommended):

Master Students (research thesis only)

- Average mark
- Relevance of proposed activities in the Learning Agreement according to the University studies
- Language skills (Italian or English B1)
- Other relevant experiences included in the CV/motivation letter

PhD Students

- Degree final mark
- Learning Agreement along with an outline of the research proposal **signed by Home and Host Institutions**
- Language skills (Italian or English B1)
- Other relevant experiences included in the CV

Duties of the University of Messina

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After receiving the nominations and relevant dossiers of each student by the sending University, UniME will send a letter of acceptance. UniME International Education and Cooperation Unit will provide support for arrival and stay in Messina. A communication will be sent to all accepted students with all relevant information about university life in Messina and the necessary procedures.

After the arrival, UniME will organize a welcome meeting to provide all relevant information to incoming students.

Each student will have an academic tutor.

UniME will support students with all the procedures linked to the issue of the residence permit once in Italy, the opening of the bank account and all university administrative procedures.

At the end of the mobility, UniME will issue a Transcript of Records of all the activities carried out according to the signed learning agreement.

Duties of the Student

After the arrival, the selected student will sign the financial agreement that will be provided by UniME (an email containing instructions to this effect will be sent to students).

The student must apply for the visa at the Italian Embassy in his/her Country of origin; UniME will send the letter of acceptance in due time for this purpose.

The participant shall have adequate insurance coverage. The **participant must have an Health Insurance before leaving his/her Country**. A private liability insurance is highly recommended, a health insurance policy against the risk of illness and injury and repatriation procedures, valid throughout Italy and for the entire period of validity of the visa/residence permit, is mandatory. Once in Messina, the student must attend classes or carry out his/her research, as stated in the Learning Agreement/Research proposal.

The student must inform the Home and Host Institutions about potential anticipated departure.