



# INTERNATIONAL TELEMATIC UNIVERSITY UNINETTUNO

## ERASMUS+ Program

### Key Action 1 – International Credit Mobility

#### CALL FOR THE ASSIGNMENT OF STAFF MOBILITY GRANTS FROM EGYPT TO ITALY A.A. 2015/2016

#### ART. 1 OBJECTIVES OF THE ERASMUS+ PROGRAMME

With the EC Regulation 1288/2013, after the conclusion of the “Lifelong Learning Programme” (2007-2013), the European Parliament established the Erasmus+ program (2014-2020), to support education, training, youth and sport.

Mobility actions included in the Erasmus+ Programme allow cultural experiences abroad, to get knowledge of new higher education didactic systems, to improve the linguistic knowledge and to meet young people from other countries; thereby actively participating in the construction of an even more integrated Europe.

In particular, the new “Key Action 1 – Learning Mobility of Individuals” includes the instrument called “International Credit Mobility”, which allows the mobility actions from and towards the Partner Countries, with Higher Education Institutions, which has signed an Erasmus+ Inter-institutional Agreement with UNINETTUNO. In particular, for the academic year 2015/16, the program allows the staff mobility for teaching and for training, which is the subject of this call.

INFORMATION REGARDING THE PROGRAM ERASMUS + BE FOUND ON THE SITE  
[http://www.uninettunouniversity.net/en/erasmus\\_icm\\_staff\\_incoming.aspx](http://www.uninettunouniversity.net/en/erasmus_icm_staff_incoming.aspx).

#### ART. 2 – PURPOSE OF THE CALL

This call is intended for staff members from Egyptian Universities who have signed Erasmus+ Inter-institutional the International Telematic University UNINETTUNO. In addition, mobility can be achieved limited to the subject area of study in those agreements.

For the academic year 2015/16, the mobility eligible are:

N.	University	Subject area
1	Helwan University	<ul style="list-style-type: none"><li>• Information and Communication Technologies</li><li>• Manufacturing and processing</li><li>• Building and civil engineering</li><li>• Economics</li></ul>

### **ART. 3 – DURATION OF MOBILITY**

For the academic year 2015/16, the mobility for study will last **at least 6 days** and a **maximum of 3 months**.

The mobility activities will still have to be completed by **September 30, 2016**.

### **ART. 4 – AMOUNT OF THE STOCK EXCHANGE OF MOBILITY**

The amount of the mobility grant, in accordance with Erasmus +, is a maximum rate of **€ 360,00 for travel expenses** and **€ 140,00/day for subsistence**. Uninettuno University may decide to reimburse the costs on the basis of the real expenses, within the maximal rates.

Subsistence grant is calculated according to the days of stay in Italy, according to the calculator provided by the Erasmus+ National Agency and implemented in the management service “Mobility Tool”.

For the academic year 2015/16, the budget allocated by the National Erasmus + covers 4 travels and 28 days overall. In compliance with the financial rules of the program, in case of exhaustion of the available budget, it will be possible to realize zero-grant mobility.

The Erasmus+ grant is **incompatible** with other grants arising from other programs / actions financed by the European Union.

The International Telematic University UNINETTUNO provides to the incoming staff an insurance covering accidents, civil liability and other guarantees provided for by European legislation for staff in Erasmus mobility.

### **ART. 5 – ADMISSION REQUIREMENTS**

Staff members may apply to this call, regardless of their country of citizenship, if they are part of one of the Universities listed in Article 2 of this announcement, for the academic year 2015/16.

### **ART. 6 – MODALITY AND DEADLINE FOR THE APPLICATION**

The application must be prepared using the form available at the website <http://www.uninettunouniversity.net/en/erasmus-modulistica.aspx> and attached to this announcement.

A copy of the passport with at least 6 months of validity and photography must be attached to the application.

The application form and all its annexes must be delivered by electronic mail to [erasmus@uninettunouniversity.net](mailto:erasmus@uninettunouniversity.net) by the **07 January 2016**. The same documents must be delivered **in original to the International Affairs Office** of the home University.

Applications **received after this deadline** or in ways different from that outlined by this call will be rejected.

The University doesn't take any responsibility for the non-receipt of the application according to the established procedure and on time, nor for negligence of third parties, accidental occurrences or force majeure.

The submitted application cannot be changed any more.

## ART. 7 – EVALUATION COMMITTEES AND COORDINATION COMMITTEE

Each University indicated in Article. 2 of this call will appoint an **Evaluation Committee**, comprising by its own Professors, responsible for checking the validity of the documents presented by the staff members and for assessing the applications.

The International Telematic University UNINETTUNO will appoint a **Coordination Committee**, responsible for examining the documentation received from the other partner universities and to draw up the final list of beneficiaries.

## ART. 8 – ALLOCATION AND UTILIZATION OF GRANTS MOBILITY

For each University in Article 2 of this call, the Evaluation Committee of Article 7 will assess the applications and draw up a list of beneficiaries.

Only those candidates whose applications have been properly submitted will be considered eligible for the assessment.

Candidates will get a score with a maximum of 100 point, composed by the sum of the following three terms:

- up to 60 points for the academic career, based on the didactic and scientific activity;
- up to 10 points for the level of proficiency in Italian and/or English language, possibly evidenced by documents and certificates attached to the application;
- up to 30 points for the letter of motivation;

The Evaluation Commission, at the end of the selection phase, will communicate to the International Mobility Office of the International Telematic University UNINETTUNO the ranking of the applicants.

The Coordination Commission of UNINETTUNO, once received the rankings drawn up by the all the local Evaluation Committees, will proceed to compose a single ranking list. The International Telematic University UNINETTUNO can adopt, even after the selection, exclusion measures against candidates who have applied without the eligibility requirements.

Within **10 days** from the deadline for submitting applications, the final ranking of the selected staff members will be published only on the UNINETTUNO University website. The publication will constitute official communication. The applicants will not receive any communication at home.

The International Telematic University UNINETTUNO will simultaneously send invitation letters to the staff members.

Within **three** calendar days from the publication of the rankings, beneficiaries of the grants must confirm acceptance of the scholarship by giving notice by email to the address [erasmus@uninettunouniversity.net](mailto:erasmus@uninettunouniversity.net). After that time, the beneficiaries who have not communicated their acceptance will be excluded and, therefore, the ranking will be scrolled.

It is essential, therefore, to pay attention to the deadlines and procedures laid down for acceptance of the grants.

## ART. 9 – ORGANIZATION SUPPORT

The staff members may contact the following organization supports in order to prepare the documentation to take part to this call:

University	Office	Contact	Opening
International Telematic University UNINETTUNO	International Mobility Office	Phone: +39 06 69207630 E-mail: <a href="mailto:erasmus@uninettunouniversity.net">erasmus@uninettunouniversity.net</a>	Mon-Fri 10:00-17:00

Helwan University	Department of Communication Engineering	Prof. Sameh A. Salem <a href="mailto:sameh.asalem@yahoo.com">sameh.asalem@yahoo.com</a>	Sun-Thu 10:00-17:00
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#### **ART. 10 – PRIVACY AND PERSONAL DATA**

The personal data sent by candidates within the application for participation in the call, in accordance with the Privacy Statement published on the University website in the section “University Regulations”, will be processed for the purposes of management of the selection procedure.

At any time, interested parties may exercise their rights under that Statement.

For more information, interested parties may contact the International Office Mobility, International Telematic University UNINETTUNO, Corso Vittorio Emanuele II n ° 39, 00139 - Rome - Email: [erasmus@uninettunouniversity.net](mailto:erasmus@uninettunouniversity.net), Tel. 06 69207664.

Roma, 30/12/2015

The Rector  
Prof.ssa Maria Amata Garito



**ERASMUS+ PROGRAMME**  
**CALL FOR THE ASSIGNMENT OF STAFF MOBILITY GRANTS**  
**FROM EGYPT TO ITALY**  
**A.A. 2015/2016**

**APPLICATION FORM**

**To the Rector of the  
 International Telematic  
 University UNINETTUNO**

I undersigned \_\_\_\_\_, born in \_\_\_\_\_ on the \_\_\_\_\_, citizenship \_\_\_\_\_, resident in \_\_\_\_\_, address \_\_\_\_\_, phone \_\_\_\_\_, mobile \_\_\_\_\_, e-mail \_\_\_\_\_, full professor/associate professor/assistant professor/ administrative at the \_\_\_\_\_,

**ASK**

to take part to the selection procedure for the attribution of the Erasmus+ mobility grants for staff members at the International Telematic University UNINETTUNO for a period of \_\_\_\_\_ days.

I declare that the following documents, annexed to this application, are identical to the originals

- Copy of the passport with at least 6 months of validity
- Personal photo
- Curriculum vitae
- Motivation letter, in English<sup>3</sup>
- English and/or Italian language proficiency certificates, if available;

Done at \_\_\_\_\_ on \_\_\_\_\_

Signature

<sup>3</sup> The Motivation Letter has to be prepared according to the Annex 2 of the present call.

