



(ex)change your life!

Erasmus outgoing students 2022-23

May 31st, 2022



AGENDA

- Learning Agreement
- Grant Agreement
- OLS- Online Language Support



Staff at UOC Mobilità Internazionale Studenti

Aiko Terao: Head of Office, Institutional Coordinator.

Silvia Rezzola: Destination assignment, re-assignment, drop out.

Marina Cardilli: Student nomination

Laura Benazzoli: documents before and after the mobility, scholarships, OLS etc.

Margherita Andreis: Erasmus incoming students

SOURCES OF INFORMATION

1. General Information about the Erasmus Programme

- Unibs' Erasmus+ Regulation
- Call for Erasmus+ scholarship

2. Insitutional/**administrative** information:

- Vademecum
- Communication from the staff at UOC Mobilità Internazionale
- Online and live desk
- E-mail erasmus.outgoing@unibs.it

3. **Academic**/study plan information

- Erasmus+ Departmental Coordinator
- Segreteria Didattica at the Department
- Departmental Coordinatore of the host institution

II Learning Agreement (L.A.)

II L.A. is your study plan during your mobility.

It states which courses you are going to attend abroad and which will be validated when you are back.

N.B. courses NOT in the L.A. cannot be attended and in any way will not be validated.

This document is composed of 3 sections:

- Before the mobility
- During the mobility
- After the mobility (optional)

Learning Agreement online- esse3

Since 2019/20 we have implemented the Online Learning Agreement in esse3.

It aims to facilitate the preparatory phase of the LA between the student and the Erasmus coordinator.

At the end of the online compilation the student **MUST print out** the LA (European format) and have it signed by all the 3 parties.

Anyone who has already signed it in paper version will keep that as the final version but will still have to report it in esse3 and have it approved on line.

WE WILL INFORM YOU WHEN THE L.A. IN ESSE3 WILL BE AVAILABLE.

L.A. Before the mobility

1. Personal data

GDPA-II-C-Annex IV-Erasmus+ HE Learning Agreement for students-2017



Higher Education Learning Agreement for Studies

Student's name
Academic Year 2017/2018

Intestazione	Last name(s)	First name(s)	Date of birth	Nationality ¹	Sex [M/F]	Study cycle ²	Field of education ³
Student							
Sending Institution	Name	Faculty/Department	Erasmus code ⁴ (if applicable)	Address	Country	Contact person name ⁵ ; email; phone	
	UNIVERSITA' DI BRESCIA		I BRESCIA01	PIAZZA DEL MERCATO, 15 25121 BRESCIA	I BRESCIA01	laura.benazzoli@unibs.it , +39 030 298 87 78 aiko.terao@unibs.it , Head of IRO	
Receiving Institution	Name	Faculty/ Department	Erasmus code (if applicable)	Address	Country	Contact person name; email; phone	

N.B.

Please also double click the heading and enter your name, so that it will appear on all following pages.



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Attention!

The Erasmus coordinator can approve the correspondence between tables A and B even if there is a discrepancy in the number of exams or ECTS/CFU credits, as long as he has assessed the equivalence of the programs, the duration of the courses and the number of teaching hours.

The rules with which the teachers approve the matching of the courses vary according to the course of study, so follow the instructions of the academic coordinator.

4. Committment (signatures)

Commitment					
By signing this document, the student, the Sending Institution and the Receiving Institution confirm that they approve the Learning Agreement and that they will comply with all the arrangements agreed by all parties. Sending and Receiving Institutions undertake to apply all the principles of the Erasmus Charter for Higher Education relating to mobility for studies (or the principles agreed in the Inter-Institutional Agreement for institutions located in Partner Countries). The Sending Institution and the student should also commit to what is set out in the Erasmus+ grant agreement. The Receiving Institution confirms that the educational components listed in Table A are in line with its course catalogue and should be available to the student. The Sending Institution commits to recognise all the credits gained at the Receiving Institution for the successfully completed educational components and to count them towards the student's degree as described in Table B. Any exceptions to this rule are documented in an annex of this Learning Agreement and agreed by all parties. The student and the Receiving Institution will communicate to the Sending Institution any problems or changes regarding the study programme, responsible persons and/or study period.					
Commitment	Name	Email	Position	Date	Signature
Student			Student		
Responsible person ¹⁰ at the Sending Institution					
Responsible person at the Receiving Institution ¹¹					

The «Responsible person at the sending institution» who signs LA is the Erasmus **departmental** Erasmus+ Coordinator.

L.A. During the Mobility

During the Mobility

Table A2 During the mobility	Exceptional changes to Table A (to be approved by e-mail or signature by the student, the responsible person in the Sending Institution and the responsible person in the Receiving Institution)					
	Component code (if any)	Component title at the Receiving Institution (as indicated in the course catalogue)	Deleted component [tick if applicable]	Added component [tick if applicable]	Reason for change ¹²	Number of ECTS credits (or equivalent)
			<input checked="" type="checkbox"/>	<input type="checkbox"/>	Choose an item.	
			<input type="checkbox"/>	<input checked="" type="checkbox"/>	Choose an item.	

Table B2 During the mobility	Exceptional changes to Table B (if applicable) (to be approved by e-mail or signature by the student and the responsible person in the Sending Institution)				
	Component code (if any)	Component title at the Sending Institution (as indicated in the course catalogue)	Deleted component [tick if applicable]	Added component [tick if applicable]	Number of ECTS credits (or equivalent)
			<input type="checkbox"/>	<input type="checkbox"/>	
			<input type="checkbox"/>	<input type="checkbox"/>	

Enter in A2 the changes to table A (courses removed or added) and in B2 the changes to table B (which courses will be recognized following the changes in table A).

N.B. This is a WORD document, lines can be added if needed!

This section is to be signed by the student, the Erasmus Unibs coordinator and the host coordinator.

L.A. After the Mobility

This section is usually replaced by the Transcript of Records (ToR) that the host university releases at the end of the mobility.

The ToR must be sent directly by the host university to the email address:

ammcentr@cert.unibs.it

(see Vademecum)

Registration of Erasmus exams

Attention!

The Erasmus exam validation procedure involves several steps and can take up to a few months.

If you expect to need the validation of credits acquired abroad shortly after your return (eg for a degree, DSU scholarship, etc.), **please report it in advance** to the UOC International Student Mobility.

Grant Agreement (G.A.)

This is the financial contract between the student and Unibs (the Rector) and it is NOT to be sent to the host university.

Among other things it establishes::

- The **amount** of the scholarship and of the Unibs supplement;
- How the **scholarship** will be issues (down payment/balance);
- The expected **duration** of the mobility;
- **Insurance** coverage;

EU SCHOLARSHIP AMOUNT

The amount of the European scholarship varies according to the host country.

GROUP 1 (HIGH cost of living)	Denmark, Finland, Ireland, Iceland, Liechtenstein, Luxembourg, Norway, Sweden. Partner countries of Region 14: Faroe Islands, Switzerland, United Kingdom	€ 350,00
GROUP 2 (MEDIUM cost of living)	Austria, Belgium, Cyprus, France, Germany, Greece, Malta, Netherlands, Portugal, Spain	€ 300,00
GROUP 3 (LOW cost of living)	Bulgaria, Croatia, Estonia, Latvia, Lithuania, North Macedonia, Poland, Romania, Serbia, Slovakia, Slovenia, Czech Republic, Turkey, Hungary	€ 250,00

UNIBS ADDITION to the EU SCHOLARSHIP

The amount of the Unibs supplement varies according to the student's income (ISEE declaration).

Those who do not submit the ISEE declaration will have the MINIMUM supplement amount to the scholarship (EUR 180.00 / month).

For incomes of less than EUR 50,000, the ISEE 2022 declaration (related to 2020 income) can be submitted to have a greater supplement.

SUPPLEMENT AMOUNT

CLASSE	ISEE	MONTHLY SUPPLEMENT
1	ISEE < 13.000	€ 650,00
2	13.000<ISEE≤21.000	€ 550,00
3	21.000<ISEE≤26.000	€ 500,00
4	26.000<ISEE≤30.000	€ 450,00
5	30.000<ISEE≤40.000	€ 380,00
6	40.000<ISEE≤50.000	€ 330,00
7	ISEE>50000	€ 180,00

OLS- Online Language Support

The Erasmus program provides language learning support for participants.

The platform in use until 2021/22 will be renewed, at the moment we have no further indications.

We will talk about it at the July meeting.

Google Drive shared folder

All presentations, meeting recordings, forms and other useful material are uploaded to the shared Drive folder.

We will send you an email when we create the shared folder.

You will need to be logged in to Google with your Unibs account.

NEXT MEETING:

- Grant Agreement
- OLS- Online Language Support
- Fulfillments before departure



Contacts

Sede UOC Mobilità Internazionale Studenti

Via San Faustino 74/B

Email unica: erasmus.outgoing@unibs.it

(Please don't write the same email to different people in the office, just use this single email address)

Erasmus student desk

<https://www.unibs.it/it/internazionale/studiare-alleestero/sportello-studenti-outgoing>



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