Frequently Asked Questions: questions and answers for
Erasmus outgoing students 2022-23
(by the UOC International Student Mobility)

Q: I received the link to fill in the destination acceptance form, but I still can't speak with my Erasmus coordinator. How do I answer the form?
A: In this first phase you only need to verify a broad relevance of the academic offer of assigned receiving university with your own course of study. Following your acceptance and after receiving more detailed information from the host institution, you will be able to verify the actual study plan (Learning Agreement). In case of incompatibility, it will be possible to request a reassignment in one of the vacant destinations, subject to confirmation by the Unibs academic coordinator.

Q: I have accepted the destination that was assigned to me, I would like to have an interview to find out how to proceed.
A: On May 2nd we will hold an online meeting to illustrate the next steps. In the meantime the Erasmus outgoing Desk is open every day in person without an appointment (via San Faustino 74B), on Fridays only online.

Q: I have accepted the destination I was assigned to by filling in the form you sent me. What should I do next?
A: For the moment you don’t have to do anything. Once you accept the destination, the office proceeds to the Nominations, i.e. give your personal data to the host universities. Following that, the host university will contact you with the instructions about application, terms, deadlines, required documents and other useful information to organize your mobility. The only reference for these instructions is the receiving university (and not the Unibs).

Q: The destination I was assigned is not among my preferences and is not compatible with my plan of studies. How do I proceed?
A: On the destination acceptance form you will have to write "NO" and you will need to have the academic coordinator send us an e-mail confirming the incompatibility. We will proceed to propose a new assignment, based on the places left available after withdrawals.

Q: I have been given my 3rd preference. If I accept it and then a spot becomes available at my 1st preference, can I change my destination?
A: Reassignment to another destination can only be allowed for academic reasons, so only if you cannot find courses compatible with your study plan in the assigned destination. Even in this very case, however, we cannot guarantee that the new reassignment destination is one of your preferences. In general, the ranking is not scrolling.

Q: The destination that I have been assigned to is among my preferences, but they require a B2 level of language and my test is only B1. What can I do?
A: At the time of application, if a certificate is requested, you can send the B1 and state your commitment to obtain the B2 before departure, and ask if this is acceptable.

Q: I have been assigned to one of my preferences, will the language of the courses be English or the local language?
A: You have to look for the information on the host university’s website. You may receive more detailed information about the courses from the host university when the application is due or before the Learning Agreement is required.
Q: The deadline for the application at my destination is in a few days, and they ask me which courses I will attend, how can I answer?
A: A formally defined Learning Agreement is rarely required at the time of the Application, but only the general indications of the courses to be followed abroad. The real detailed Learning Agreement will be asked at a later stage and can show a different choice of courses.

Q: If I accept the destination now and then decide not to leave, what happens?
Acceptance of the destination does not force you to leave. Mobility can be given up at further stages, just promptly notify the office (by writing to erasmus.outgoing@unibs.it).

Q: Am I still in time to change semester?
A: Yes, the period must be indicated on the destination acceptance form. If you want to change from the first semester to the second there are no problems, even later if the circumstance arises. If, on the contrary, you want to change from the 2nd to 1st, it will be possible only before the nomination deadline. It is also possible to reduce the mobility duration from one academic year to one semester at the acceptance stage or even later.

Q: The assigned host University is asking for my Transcript of Records. What is it and how can I get it?
A: The transcript of records is a certificate with the list of exams that you have passed at Unibs. You can get it by opening a ticket on Infostudente and attaching:
- The form “Richiesta certificato per mobilità internazionale”
- Your ID or passport
- Proof that the certificate has been requested by the assigned host university (i.e. screenshot of the email or webpage of the application process)
The ticket category is: “Certificati e autocertificazioni”.