CALL FOR FINANCIAL SUPPORT FOR STAYS IN FOREIGN INSTITUTIONS FOR PH.D. STUDENTS ENROLLED IN THE XXXIII AND XXXIV CYCLES AT UNIVERSITY OF FERRARA Academic Year 2019/20

Art. 1- Purpose
This call aims to award mobility financial support, in the form of fellowships, for mobility abroad of Ph.D. Students enrolled in Research Doctorate Courses at Ferrara University, Cycles XXXIII and XXXIV, according to the the Italian D.M. 45/2013.

The total amount for mobility is € 50,000,00. The mobility grants are funded with amounts assigned by art. 1 of Italian D.M. 29 December 2014, n. 976 (Fund for supporting young persons and promote students’ mobility).

The funded stays must end within and not after July 31st, 2020 and must be at least 3 months long, without any interruption.

Selected Students will be exempted from paying enrolment fees at the Host University but they must pay them at the University of Ferrara. Possibly the Host Institution may ask for the payment of insurance expenses or for other services they offer.

The financial support that derives from this call is compatible with the Research Doctorate fellowship, and with mission costs reimbursement, including those foreseen by the “Guidelines for Ph.D. Candidates’ Financial Support – International Mobility” (the so-called “long mobility”).

The financial support related to this call is awarded according to the modalities, criteria and terms as follows.

Art. 2 - Admission requirements
In order to participate to this Call, Candidates must be Ph.D. Students enrolled at the Cycles XXXIII and XXXIV in any of the Ph.D. Courses with Administrative Headquarters at the University of Ferrara.

In order to present the financial support request, Ph.D. Students must comply with the following requirements:

- To be regularly enrolled at a Ph.D. Course at the University of Ferrara – Cycles XXXIII and XXXIV for the Academic Year 2018/19;

- To be assigned at a Department of the University of Ferrara or to a Department of another University with which the University of Ferrara has an agreement stating that it is the Administrative Headquarter.

Requests coming from Ph.D. Students enrolled in other Universities where the Ph.D. Course has its Headquarters, and who attend Ferrara University thanks to specific agreements will not be taken into consideration.

Art. 3 Features of the mobility periods for the allocation of the scholarships and further approval
The mobility financial support is granted for scientific significant work relevant with the research that students undertook within the Ph.D. Course they are enrolled in. Such periods CANNOT BE SHORTER than 3 MONTHS without any interruption.
During the mobility stay, Ph.D. Students can take the following activities:

- a) Courses attendance and exams (if foreseen);
- b) Lab attendance, under authorisation of the Host Institution and the University of Ferrara;
- c) Research activity aimed to the doctoral thesis preparation.

The basic condition for Candidates in order to carry out this mobility is that the research programme to be carried out abroad must be stated in the Learning Agreement. This must be undersigned before departure by the Student, his/her Tutor and the Coordinator of the Ph.D. Course at the University of Ferrara and by a Scientific Tutor at the foreign Institution.

At the end of the study period abroad, the Ph.D. student will need to show a certificate issued by the foreign Institution declaring the activity she/he performed there, so that the Board will decide to recognise the activities carried out and bestow the relevant number of credits.

**Art. 4 – Financial support**

Eligible Ph.D. Students will be assigned a monthly grant, which is distributed for periods that last at least three months for a maximum of six monthly payments for each period abroad. We underline that the mobility grant is meant to be a financial integration in order to cover part of the foreign stay costs. It is not meant to cover all expenses Ph.D. Students will have to face during the mobility period. The grant is anyway compatible with the Ph.D. scholarship and with possible mission reimbursements, including those according to the “Guidelines for Ph.D. Candidates’ Financial Support – International Mobility” (the so-called “long mobility”).

Please be advised that not all eligible candidates will be able to receive this financial support due to the amount of the relevant fund. The total available amount is € 50.000,00.

The monthly grant is assigned according to the Candidate’s ISEE, independently from the destination or the duration of the stay. Candidates must show the necessary documents when applying for this contribution.

The presentation of the ISEE form is a mandatory requisite for the application, as well as evaluation criterion in order to bestow the grant. The lack of this document will result in the automatic discard of the request.

The monthly amount is determined as follows:

<table>
<thead>
<tr>
<th>ISEE</th>
<th>Monthly rate</th>
<th>Total no. of monthly contributions</th>
</tr>
</thead>
<tbody>
<tr>
<td>≤ 30.000 Euro</td>
<td>€ 700,00</td>
<td>Up to a maximum of 6 months</td>
</tr>
<tr>
<td>&gt; 30.001 Euro</td>
<td>€ 350,00</td>
<td>Up to a maximum of 6 months</td>
</tr>
</tbody>
</table>

In order to use this grant, the mobility period can start from December 2019 and must end by July 31st, 2020. Within the same deadline, Candidates must give to IUSS Office all documents assessing the period spent abroad, together with the training and research activities developed.
Art. 5 How to apply for the funding request

The English version of the Call is available at Doctorate web page (Contributi finanziari per soggiorni presso Istituzioni estere cicli 33 e 34 a.a. 2019/20)

Applications must be given at IUSS Office mandatorily within the deadline set on October 31st, 2019 at 23:59 (Italian time, CEST).

Applications must be sent via e-mail to phdmobility.int@unife.it. Late requests will not be taken into consideration.

Fellowship Applications must include a valid ID document, have to be presented by filling-in the relevant enclosed forms, as they are an integral and substantial part of this Call, and must report:

a. Applicant’s personal data;
b. Ph.D. Course and relevant Department;
c. Description of the activity Applicants intend to carry out during the mobility period, and the expected results. Applicants have to write the reasons of the work they will carry out, as it has to be coherent with their Doctoral project and thesis;
d. The reasons of the Applicants choice of the foreign Institution and the duration of the mobility;
e. Main information and characteristics of the hosting institution where Applicants will spend their abroad period;
f. Responsibility declaration by the Hosting Institution Chief declaring the willingness to cooperate in the research project and in all other activities specified in the mobility request and host the Applicant;
g. The Applicant Scientific Tutor’s signature approving the mobility period.

Art. 6 – Candidates’ selection

At the end of the Call, the Director of the Istituto Universitario di Studi Superiori – IUSS Ferrara 1391 will appoint a Committee with at least one Member for each Scientific Area. The Committee will issue a ranking list with all applications received, according to the following criteria and that refers to the candidate’s income, as well as the scientific contents.

The ranking list will be expressed in hundredths, according to the following criteria:

Criterion A – income

<table>
<thead>
<tr>
<th>ISEE range</th>
<th>Points</th>
</tr>
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<tbody>
<tr>
<td>$0 &lt; ISEE \leq 13.000$</td>
<td>55 points</td>
</tr>
<tr>
<td>$13.000 &lt; ISEE \leq 21.000$</td>
<td>50 points</td>
</tr>
<tr>
<td>$21.000 &lt; ISEE \leq 26.000$</td>
<td>45 points</td>
</tr>
<tr>
<td>$26.000 &lt; ISEE \leq 30.000$</td>
<td>40 points</td>
</tr>
<tr>
<td>$30.000 &lt; ISEE \leq 40.000$</td>
<td>35 points</td>
</tr>
<tr>
<td>$40.000 &lt; ISEE \leq 50.000$</td>
<td>30 points</td>
</tr>
<tr>
<td>$ISEE &gt; 50.000$</td>
<td>25 points</td>
</tr>
</tbody>
</table>

Criterion B – fellowship or other equal financial support

Lack of fellowship or other equal financial support for attending the Ph.D. Course  5 points
**Criterion C** – scientific characteristics and relevance of the mobility period, according to the Ph.D. Course and doctoral thesis research project  
up to 40 points

**Art. 6 – Selection results**
At the end of the selection procedure, the ranking list will be published at the Doctorate web page.

Fellowship will be granted according to the rank that Candidates have obtained in the above-mentioned list. There will be no further communication about the selection results.

**Within 7 days after the selection results publication**, Ph.D. Students that have been assigned the fellowship must **ACCEPT** the grant by using the relevant form that is available at the Doctorate web page.

In the event of a Candidate’s **WITHDRAWAL** to the fellowship, he/she has to ask IUSS Office the relevant form to fill in, that you can request by sending a message to **phmobility.int@unife.it**.

**Art. 7 – Health and Insurance coverage**
If the mobility period will be carried out in any of the European Union Countries, it is sufficient to carry the “Tessera Europea di Assistenza Malattia (TEAM)” (European Card for Health Assistance) that is released by the Health Ministry.

All students enrolled at the University of Ferrara hold Accident Insurance and Civil Responsibility coverage, which is included in the enrolment fees, already. These Insurance Policies are valid both in Italy and abroad. Please find more info about the abroad insurance cover at the link: [http://ateneo.unife.it/ufficio-sicurezza-ambiente/infortuni/infortuni-studenti](http://ateneo.unife.it/ufficio-sicurezza-ambiente/infortuni/infortuni-studenti)

**Art. 8 – Documents to show at the end of the mobility period**
Once back from their mobility period, Ph.D. Students must present to IUSS Office the following documents: attendance certificate, original Learning Agreement signed in all its parts, a certification of possible exams and/or research and training activities developed during the mobility.

Ph.D. Students must present all documents **within 15 days** of return. Candidates failing to comply with such proceeding will have to reimburse the whole bestowed amount.

**Art. 9 – Personal data**
Personal data given in the application forms will be treated in order to grant the protection of such data and the rights to personal identity privacy, according to the Italian Law June 30, 2003, no. 196.

All data will be treated exclusively for this call procedure.

**Art. 10 – Info and contact persons**
For further information, please contact IUSS Office by sending an e-mail to: **dottorato@unife.it**.

The administrative proceedings Person in charge is the Head of IUSS Office, Mr. Maurizio Pirani, according to the Italian Law 241/90.