INSTRUCTIONS FOR FILLING IN THE APPLICATION FORM

(Students enrolled in Bachelor's, Specialist/Master's degree courses)

1) Enter the page *mobility.unina.it*

2) From the menu on the right (icon made up of three horizontal lines) click on Login

3) Enter using you UNINA credentials (use your email credentials **name.surname** and then enter your **password**. EXAMPLE: if your e-mail is mario.rossi@studenti.unina.it, **WRITE ONLY** mario.rossi then your password in use)

4) Wait for your data to be charged

5) In case you have more than one career (i.e. Bachelor and master), select the active one

6) In the menu on you right select "Mobilità internazionale" and then "Bandi di mobilità"

7) Select your Department from the list clicking on the icon on your right

Following steps

a) Fill in the form

i) Fill in the fields related to ID (document and number), and IBAN CODE NUMBER of your BANK ACCOUNT;
flag the checkbox on your left and then fill in the boxes on your right;

ii) Select the destination/s you intend to compete f or in order of preference from one to three (you must choose at least one);

ATTENTION: verify on the table of your department (where all destinations are listed) that the one/s you intend to include in your application is/are available for your course or for the Master course you intend to enrol for next academic year 2022-23. CHECK THE COLUMN "CODICI CORSI DI STUDIO"

iii)   Confirm your application

b)   Upload the documents (where and if possible)

        Only students attending the Department of Political Sciences and Humanities can upload their language proficiency certificates

c)   Print the application

        Print the application and keep the pdf
        ATTENTION: Print of the application is the official confirmation, after "print" the application can not be modified or deleted.

        The programme allows you to print a "*promemoria*", including all your data that still allows you to make changes.

WITH FURTHER NOTICES THE INTERNATIONAL OFFICE WILL PROVIDE INSTRUCTIONS CONCERNING THE ACCEPTANCE/REFUSAL OF THE DESTINATIONS ASSIGNED.