



UE+MI

THE RECTOR

- HAVING REGARD TO** the ECHE 2021-27 attributed to the University by the European Commission;
- HAVING REGARD TO** the invitation to submit proposals 2026 – EAC/A12/2025 in relation to the Erasmus + Programme;
- DEEMED** to start the selection procedure aimed at assigning the Erasmus+ 2026-27 scholarships for internship purposes;
- WHEREAS** the publication of this Selection Notice is subject to the pending approval of the application for funding and the subsequent signing of the Erasmus + 2026/2027 funding agreement between the Agenzia Nazionale Indire/Erasmus + and the University of Naples Federico II.
- CONSIDERING** that all the activities and related funding provided for in this Selection Notice are subject to change in compliance with the provisions of the Erasmus + 2026/2027 funding agreement.

DECREES

Notice of issuance - subject to the approval of the university's application - of the attached Call for Application of Erasmus+ Scholarship Selection for traineeship mobility program for the 2026/2027 academic year.

The Rector

Matteo Lorito

Research, Internationalization and Third Mission Area
Interim Manager: *Alessandro Buttà*
Organizational unit responsible for the procedure:
Erasmus+ and International Mobility Office
Responsible for the procedure:
The Head of the Office: *Marta Maciocia*



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UNIVERSITÀ DEGLI STUDI DI NAPOLI FEDERICO II
 UFFICIO SEGRETERIA DEL DIRETTORE GENERALE
 DR/2026/1484 del 17/04/2026
 Firmatari: LORITO Matteo





Art. 1 – SUBJECT

Definitions:

Student mobility for traineeship: mobility aimed at offering students the opportunity to enrich their educational and professional curriculum through work experience and/or preparation of the degree thesis abroad, also conceived as an initial step in entering the labor market. During the internship, students can work in public or private companies in one of the European countries participating in the Program.

Learning agreement for traineeship (LAT): a clearly defined work/internship plan approved by the Department's Erasmus Delegate or by another supervisor at the Department and the host institution.

Traineeship Certificate: certificate issued by the host institution, duly signed, indicating the results achieved during the internship period.

Delegato Erasmus di Dipartimento o da altro supervisore individuato dal Dipartimento: contact person for the internship period and for the signing of the LAT.

Long term mobilities: mobilities scheduled for periods between two months (60 consecutive days) and six months (180 consecutive days).

Short term mobilities: mobilities scheduled for short periods between 5 and 30 days.

* * *

The call for applications hereby published is to award **315 Erasmus+ mobility grants for traineeships** lasting from **two months (120 consecutive days) to six months (180 consecutive days)** and from 5 to 30 days for short mobilities to be completed **by 31st October 2027**. Activities must take place exclusively in the following countries: the others 26 Member States of the European Union, the 3 countries of the European Economic Area (Iceland, Liechtenstein, Norway), and the candidate countries Republic of North Macedonia, Serbia and Turkey. **NO UK, NO SWITZERLAND. For students enrolled in bachelor's, master's and single-cycle degree programmes, the short-term mobility period must be combined with a period of virtual activity.**

All the students on a Bachelor's, Single-Cycle Master's, Master's degree programs and PhD and Specialisation Schools at the University of Naples Federico II regularly enrolled at the University of Naples Federico II for the academic year 2025-26, are eligible for selection, with the aim of carrying out traineeship or thesis preparation activities within companies, training institutions, academic institutions and other organisations.

In accordance with Articles 6-7 of this call for applications, candidates must independently select the institution where they want to complete the traineeship period.



Number of available grants by department:

Department	Bachelor's, single's cycle Master and Master degree	PhD and specialisation courses	TOTAL
Agriculture	10	2	12
Architecture	12	2	14
Biology	16	4	20
Economics, Management, Institutions	8	1	9
Pharmacy	15	2	17
Physics "Ettore Pancini"	20	2	22
Law	10	2	12
Chemical, Materials and Production Engineering	14	3	17
Civil, Building and Environmental Engineering - Structures for Engineering and Architecture	18	6	24
Electrical Engineering and ICT	15	2	17
Industrial Engineering	25	5	30
Mathematics "Renato Caccioppoli"	5	1	6
Molecular Medicine and Medical Biotechnologies	10	3	13
Advanced Biomedical Sciences	1	1	2
Translational Medicine	3	1	4
Neuroscience, Reproductive Sciences and Dentistry	2	2	4
Public Health	2	1	3
Clinical Medicine and Surgery	5	2	7
Veterinary Medicine and Animal Production	10	2	12
Chemistry	12	2	14
Economics and Statistics	4	1	5
Political Sciences	18	2	20
Social Sciences	10	1	11
Earth, Environment and Resources Sciences	3	1	4
Humanities	13	3	16
Total	261	54	315

Doctoral and specialization courses scholarships that will not be awarded can be used by three-year, master's and single-cycle degree courses.

Art. 2 – ELIGIBILITY REQUIREMENTS

All students regularly enrolled in the Degree Programmes of the University of Naples Federico II for the academic year 2025–26, as specified in Article 1, are eligible to apply.

Students enrolled in the third year of a first-cycle (bachelor's) degree programme are eligible to apply to take part during the first year of the corresponding second-cycle (master's) degree programme, provided it is within the same department.

Students who are simultaneously enrolled in two degree programmes may submit an application for both; however, in the event of a double assignment, the student must accept only ONE scholarship.

Under the Erasmus+ Programme, students may benefit from multiple Erasmus grants for a maximum of 12 months per cycle of study, regardless of the number and type of mobility periods (for study and/or traineeships). For students enrolled in single-cycle degree programmes, the maximum number of months is 24.



Students may carry out the traineeship—which must be completed by 31st October 2027—even after obtaining their final degree, provided that:

1. at the time of submitting the application for selection, the candidate is still regularly enrolled in a degree programme at the University;
2. the final degree (Bachelor's, Master's, PhD, Specialisation School) is obtained before departure abroad (during the mobility period, students may not in any way change their status, i.e., they may not graduate, obtain a PhD, or earn a specialisation degree);
3. the activities are strictly completed within one year from the award of the final degree, and in any case no later than 31st October 2027, and the student is not enrolled in a degree programme at another university during this period.

Art. 3 - SUBMISSION OF APPLICATION

The application must be submitted starting from the date of publication of the call and **no later than 12.00 a.m. on May 19th 2026** according to the following procedures:

STUDENTS ENROLLED IN A BACHELOR'S, MASTER'S, OR SINGLE-CYCLE DEGREE PROGRAMME MUST CAREFULLY FOLLOW THE INSTRUCTIONS PROVIDED IN ANNEX 1. THE APPLICATION MAY BE MODIFIED UNTIL IT IS DEFINITELY CONFIRMED AND SUBMITTED. ONCE CONFIRMED, THE APPLICATION CAN NO LONGER BE MODIFIED.

STUDENTS ENROLLED IN PHD PROGRAMMES OR SPECIALISATION SCHOOLS MUST APPLY BY COMPLETING THE FORM AVAILABLE AT THE FOLLOWING LINK: <https://forms.office.com/e/D8aAxx1pTW> uploading the following documents in a single PDF file:

1. duly signed application form /Annex 2);
2. identity document;
3. European-format curriculum vitae;
4. training project to be carried out (free text, max 1000 characters);
5. the most recent valid ISEE (optional). Late submission of the ISEE will NOT be accepted. Therefore, if the ISEE is not uploaded, the Erasmus+ and International Mobility Office will automatically assign the highest income bracket for the calculation of MUR and University supplementary contributions, with the sole exception of non-EU applicants.

Submitting the application after the deadline or in ways other than those indicated in this article will result in exclusion from the selection.

Art. 4 – LANGUAGE REQUIREMENTS

Knowledge of English or another working language at a minimum level of B1 must be demonstrated at the time of signing the Erasmus financial agreement, through one of the following documents:

1. language certification issued by international bodies and/or institutions (e.g., IELTS, TRINITY, TOEFL, DELF, DELE, ZD, ZDfB);
2. level certificate issued by the University Language Centre (CLA) following a placement test (which students may take free of charge);
3. level certificate issued by the CLA upon completion of the French, German, or Spanish courses offered free of charge to Erasmus scholarship recipients in June/July;
4. certificate of language proficiency issued by foreign universities where the student has completed an Erasmus study period.



The following students are exempt from submitting the above-mentioned documents:

- students enrolled in degree programmes belonging to class LM-37 or those already holding a first-cycle degree L-11;
- students attending degree programmes at the University of Naples Federico II delivered in English;
- native speakers;
- PhD candidates and students enrolled in Specialisation Schools.

Furthermore, as support for outgoing students, the European Commission provides online language courses through the [EU Academy](#) platform.

Art. 5 – SELECTION

The selection of winners is the sole responsibility of the departments/schools, and is based on the following formulas:

BACHELOR'S DEGREE (LT) AND SINGLE-CYCLE DEGREE (Combined Bachelor's and Master's -LMCU)

$$Score = Average Marks * \frac{Actual CFUs}{Expected CFUs} 100\alpha$$

MASTER'S DEGREE (LM)

$$Score = \frac{\left(\frac{VLT}{110} 30\right) * 180 + Average Mark * Actual CFUs}{180 + Expected CFUs} 100\alpha$$

Where VLT is the final grade of the Bachelor's degree.

For the DOCTORAL and SPECIALIZATION SCHOOLS degree courses, the evaluation will be carried out by the Departments and will focus on the basis of merit, motivation and linguistic knowledge.

The credits acquired are those recorded as of **March 31st, 2026**, and will be automatically registered through the computerized procedure on **May 21st, 2026**. Students are encouraged to verify the correct registration of exams taken by the specified date. The Erasmus+ and International Mobility Office is in no way responsible for any missing or late registrations of activities/exams that could be useful for the score calculation.

Expected CFUs are, by convention, the maximum number of credits that students can have in the year of enrolment according to the following example scheme:

EXPECTED CREDITS							
Year of Enrolment							
	1	2	3	4	5	6	Off-track students
LT	30	90	150	-	-	-	180
LMCU	30	90	150	210	270	330	300 o 360
LM	30	90	-	-	-	-	120

In the event that enrolment is not regularised through the payment of university fees for the 2025–26 academic year, an additional 60 ECTS credits will be included in the calculation of the credits required.



The total number of credits indicated in the table above is given conventionally. The algorithms may be standardised based on the number of credits required per year and per semester through the factor “ α ”. Each Department shall ensure public disclosure of the specific criteria used in the algorithm no later than the deadline for submitting the application (see Art. 3). Likewise, the factor “ α ” and/or any additional evaluation elements may be defined by each Department and communicated on the respective departmental websites.

Candidates who have obtained their degree from a foreign university must verify that their final grade has been recorded in their academic transcript and converted into the Italian grading system, expressed on a scale of 66 to 110. If such information is not present, it is the candidate’s responsibility to contact the Student Administration Office to request its registration in their academic record.

Art. 6 – HOST INSTITUTIONS

The host institution may be, by way of example:

- a public or private organisation operating in the labour market or in the fields of education, training and youth;
- a local, regional or national public body;
- a social part or other labour representative, including chambers of commerce, associations of craftsmen or professionals and trade unions;
- a research institute;
- a foundation;
- a non-profit organisation, an association or an NGO;
- a body providing vocational guidance, career counselling and information services;
- a Higher Education Institute or University.
- The following types of organisation are **NOT** eligible as host institutions for student traineeships:
- EU institutions and other EU bodies, including specialised agencies (the full list can be consulted at https://european-union.europa.eu/institutions-law-budget/institutions-and-bodies/search-all-eu-institutions-and-bodies_en);
- organisations in charge of EU programmes, such as ERASMUS+ National Agencies.

Art. 7 – SEARCH FOR HOST INSTITUTIONS

Candidates must select the host institution autonomously. By way of example, they may use the following tools:

- Universities with which the Federico II has entered into Erasmus agreements for study purposes.
- Departments' Erasmus webpages;
- Creation of an account on the following website: www.erasmusintern.org. By clicking on "sign up" and ticking the option "I'm looking for an internship", candidates can create their own profile and find the company/organisation that is best tailored to their study course goals and future career opportunities.
- Other databases belonging to the University;
- Any source and/or search tool (social media, personal contacts, intermediary agencies, etc.);
- On the website at the following link: <http://www.eaecnet.com>, accessing the International Internships section, where vacancies for internships abroad are posted on a regular basis.

Art. 8 - PUBLICATION OF THE RANKINGS

The rankings will be posted on the websites of each Department by **May, 27th 2026**. Students will be considered scholarship awarded, without further administrative steps, except as provided for in the following article.



Art. 9 – FURTHER OBLIGATIONS AND FILLING OF VACANCIES

Having identified the host organization, the students selected must draw up a carefully designed work/traineeship plan (**learning agreement for traineeship - LAT**) before their departure. Once approved by the Erasmus Delegate within the Department or by any other person in charge appointed by the Department and by the host institution, the LAT must be received by the Erasmus+ and International Mobility Office within 20 days prior to the scheduled date of departure and in any case, **by February, 1st 2027**, according to the instructions that will be published on www.unina.it.

Students who have not presented the complete LAT by this date will be considered as withdrawn and it will be possible to proceed, in agreement with the department, to scroll through the rankings, with a dedicated notice published on the Erasmus page of the unina website by **February 18th, 2027**.

Once the LAT has been presented at the Erasmus+ and International Mobility Office, the place/company where the traineeship is held may not be modified in any way.

Art. 10 - ERASMUS AGREEMENT

Selected students, before leaving, will have to sign the Erasmus financial agreement following instructions which will be provided by the Erasmus+ and International Mobility Office.

Erasmus+ scholarships are compatible with any other form of funding, except of European funds covering the same costs.

Art. 11 - DURATION OF THE ERASMUS MOBILITY PERIOD AND FINANCIAL SUPPORT

The departure date and the period to be spent abroad must be agreed upon with the host institution and approved by the Departmental Erasmus Delegate or another supervisor designated by the Department.

All mobility periods—both those lasting between two months (60 consecutive days) and six months (180 consecutive days), as well as short-term mobility periods lasting between 5 and 30 days—must in any case be completed no later than 31st October 2027. It should be noted that for students enrolled in Bachelor's, Master's, or Single-Cycle Degree Programmes, short-term mobility must be combined with a compulsory virtual activity component.

Without prejudice to the maximum duration limit of six months, students may formally request an extension of the traineeship period, provided that this extension is agreed in advance with both the host institution and the traineeship supervisor. The request must be submitted using the forms provided by the Erasmus+ and International Mobility Office and must be sent at least one month before the originally scheduled end date of the mobility. The additional period shall be considered without grant support, unless otherwise specified.

For long-term mobility, the scholarship consists of:

1. a monthly contribution funded by the EU, the amount of which is indicated in the table below and varies according to the destination country;

Group 1 High cost of living	Austria, Belgium, Denmark, Finland, France, Germany, Iceland, Ireland, Luxembourg, Lichtenstein, Netherlands, Norway, Sweden	€ 550
Group 2 Average cost of living	Cyprus, Greece, Estonia, Latvia, Malta, Portugal, Czech Republic, Slovakia, Slovenia, Spain	€ 500
Group 3 Low cost of living	Bulgaria, Croatia, Lithuania, Hungary, Poland, Romania, Northern Macedonia, Serbia, Turkey	€ 500



An additional €250 monthly contribution is also available for students in disadvantaged socio-economic conditions, with ISEE \leq €10,000 used for university purposes as submitted by the Erasmus grant winners for their enrolling to the a.y. 2025-26.

2. Lump-sum travel grant: This is an amount adjusted based on the kilometre distance, as per the following table:

Travel grant

	Travel distance	Green travel	Non-green travel
Please use the European Commission distance calculator to determine the distance between place of origin and venue of the activity (see https://erasmus-plus.ec.europa.eu/resources-and-tools/distance-calculator).	10 – 99 km	56 EUR	28 EUR
	100 – 499 km	285 EUR	211 EUR
	500 – 1,999 km	417 EUR	309 EUR
	2,000 – 2,999 km	535 EUR	395 EUR
	3,000 – 3,999 km	785 EUR	580 EUR
	4,000 – 7,999 km	1,188 EUR	1,188 EUR
	8,000 km and above	1,735 EUR	1,735 EUR
Individual support to cover accommodation costs is eligible for subsidy for the travel time before and after the activity, up to a maximum of six travel days in the case of support for green travel.	Additional grant	1/30 of the scholarship amount up to a maximum of 6 days	

3. Additional funding from the Ministry of University and Research will be granted to students enrolled within the first year beyond the allotted time to attain a degree (in the 2026-27 academic year), on the basis of the ISEE declarations valid for university services submitted by students at the time of enrollment in the 2025-26 academic year, according to the following scheme:

ISEE	Erasmus+ SCHOLARSHIP MONTHLY MINISTRY INTEGRATION
$\leq 24,000$	€ 500/€ 17 per day
$24,001 < \text{ISEE} \leq 40,000$	€ 350/€ 12 per day
$40,001 < \text{ISEE} \leq 65,000$	€ 150/€ 5 per day

For students applying as third-year Bachelor's students who will depart as first-year Master's students, the ISEE declaration submitted for enrolment in the Master's programme—visible in the database—will be taken into account. The ministerial contribution will not be granted to those carrying out traineeship mobility as recent graduates. Any additional instructions issued by the MUR during the implementation phase shall remain applicable.

4. Further funding will be granted by the University of Naples Federico II on the basis of the ISEE certification used for university purposes as submitted by the Erasmus grant winners for their enrolling to the a.y. 2025-26. This is illustrated in the following table:



ISEE	Erasmus+ SCHOLARSHIP MONTHLY UNIVERSITY INTEGRATION
≤ 24,000	€ 300/€ 10 per day
24,001 < ISEE ≤ 40,000	€ 240/€ 8 per day
40,001 < ISEE ≤ 65,000	€ 150/€ 5 per day
OVER 65,000	€ 90/€ 3 per day

Moreover, for short-term mobilities, the daily Erasmus grant for mobilities to EU Member States and third countries associated with the Programme is as follows:

For short-term mobility, the Erasmus daily grant for mobility to EU Member States and third countries associated with the programme is structured as follows:

Lenght	Daily funding	Integration of the individual funding (one-off)
Short term mobility from 5 to 14 days	<u>79 EURO</u>	<u>100 EURO*</u>
Short term mobility from 15 and 30 days	<u>56 EURO</u>	<u>150 EURO*</u>

**una tantum* contribution of € 100 for mobilities up to 14 days and € 150 for mobilities between 15 and 30 days is also available for students in disadvantaged socio-economic conditions, with ISEE ≤ €10,000 used for university purposes as submitted by the Erasmus grant winners for their enrolling to the a.y. 2025-26.

- **For the travel contribution, refer to the table indicated in point 2 above;**
- **for the MUR supplements, refer to the table indicated in point 3 above, the amounts of which shall be calculated on the basis of the days of mobility;**
- **for the University supplements, refer to the table indicated in point 4 above.**

INTERNATIONAL STUDENTS AND STUDENTS EXEMPT FROM TUITION FEES

International students (non-EU citizens pre-enrolled via University) and those exempt from paying tuition fees can qualify for higher grant amounts if, during the application process, they select (YES) in the relevant section of the questionnaire. Specifically:

1. Students with a disability of 35% or more;
2. Students who are children of beneficiaries of an invalidity pension;
3. Students recognised as “victims of duty” or their children;
4. Students with a refugee, asylum seeker, and/or stateless status;
5. Relatives of victims of terrorism, organised crime, or extortion.

In the questionnaire, the student must declare, under their own responsibility, that they meet one of the aforementioned requirements, appropriately documented according to the guidelines in the Student Handbook.

PLEASE, NOTE THAT IN ORDER TO DETERMINE THE AMOUNTS DUE, THE ERASMUS+ AND INTERNATIONAL MOBILITY OFFICE WILL RELY ON THE INFORMATION AVAILABLE ON THE DEDICATED PLATFORM SEGREPASS. IT IS THEREFORE IN THE STUDENTS' INTEREST TO VERIFY THE CORRECT PRESENCE OF THE ISEE. IN NO CASE CAN THE UNAVAILABILITY OF THE ISEE BE CHARGED TO THE ERASMUS OFFICE, NOR CAN THE BELATED UPLOAD OF THE DOCUMENT BE USED AS A JUSTIFICATION FOR THE RECALCULATION OF THE AMOUNTS DUE.



GREEN TRAVEL

Furthermore, the Erasmus+ Programme 2021–27 provides a financial contribution for *Green Travel* for students who predominantly use, in terms of total travel distance, a low-environmental-impact means of transport (such as train, car sharing, or bus) to reach their mobility destination. For the calculation of travel distances, please refer to: <https://erasmus-plus.ec.europa.eu/resources-and-tools/distance-calculator>.

Where applicable, individual support to cover subsistence expenses may be granted for the travel period before and after the activity, for up to six additional days in the case of green travel support.

Students wishing to apply for this contribution must upload their travel documents and the relevant self-declaration to the platform *mobility.unina.it*.

PAYMENTS AND REIMBURSEMENTS

The timeline for the allocation of contributions is established and indicated in the financial agreement. The contribution is paid in a single instalment and credited exclusively to an IBAN associated with a bank account or prepaid card held or jointly held by the student. Students are required to reimburse any amounts corresponding to days not covered by the certificate of stay. It should be noted that, in the event of an incorrect IBAN or an IBAN associated with an account of which the student is not the holder or joint holder, the scholarship amount will be returned to the University. For the re-issuance of the payment, the University will be obliged to charge the related banking fees to the beneficiary of the contribution.

The scholarship is disbursed in a single payment for the number of months awarded. Should the student complete a number of days of stay lower than the period funded, they will be required to return the amount corresponding to the unused days, as indicated in the final Erasmus documentation (LAT – After the Mobility, and any relevant certificate of stay).

The University contribution due will be paid only after the student's return, provided that the final documentation is complete (cf. Art. 12) and that the student has returned any amounts due for the period not undertaken.

It is reiterated that payments will be made exclusively to bank accounts for which students are listed as holders or joint holders, and the corresponding IBAN codes must be entered in the application. It is not possible to credit funds to IBANs associated with: accounts or prepaid cards for which the beneficiary of the contribution is not the account holder; prepaid cards without an IBAN; prepaid cards with IBANs requiring an authorization code; or postal savings books. Students must also verify with their banking institution that any prepaid cards indicated for receiving the mobility contribution do not have credit limits that could prevent the payment.

Art. 12 - ACADEMIC RECOGNITION

At the end of the study period abroad, the host University must issue the student with a duly signed certificate detailing the results achieved (**Traineeship Certificate**):

1. Students have to upload the Traineeship Certificate on MOBILITY.UNINA.IT and send it also the Departmental Coordinator;
2. PhD students and/or Specialisation Schools must send the Traineeship certificate by email to: **emanuele.barletta@unina.it** and to the Erasmus contact person of their Departmental Coordinator.

The missing uploading or transmission of the Traineeship Certificate at the end of the traineeship period, will entail the return of the complete amount of the received scholarship.



The University of Naples Federico II will guarantee the student full academic recognition of the activities carried out at the host institution, as agreed in the learning agreement for traineeship and on the basis of the results of the Traineeship Certificate, as an integral part of their course.

Art. 13 - PUBLICITY OF ADMINISTRATIVE PROCEDURES

This call for applications and any updates related to the aforementioned procedure, as well as all useful information for students, are published on the Erasmus webpage of the University website www.unina.it.

Any specific evaluation requirements and merit rankings are published on the respective Departments' websites.

Any communication intended for students will also be published on the same Erasmus webpage of the website and will have full legal effect as notification to the parties concerned.

Art. 14 - ACCESS TO DOCUMENTS AND PROCEDURE SUPERVISOR

Candidates have the right to access the documents relating to the procedure pursuant to current regulations.

The Head of the Erasmus+ and International Mobility Office of the University of Naples Federico II is responsible for any fulfilment related to this call for applications.

ARTICLE 15 – DATA PROCESSING

Personal data, any special categories of personal data, and any personal data relating to criminal convictions and offenses of the data subjects that authorized personnel of this Administration come into possession of by virtue of this proceeding will be processed in accordance with the provisions of Regulation (EU) 2016/679, the Personal Data Protection Code, containing provisions for the adaptation of national legislation to Regulation (EU) 2016/679 (Legislative Decree 30.6.2003, no. 196, amended and supplemented by Legislative Decree 101/2018), as well as the Regulations of the University of Naples Federico II regarding the processing of Personal Data, issued by Rector's Decree no. 111 of 15/01/2026. The data collected will be processed for the purposes of this proceeding for which they are released and will be used exclusively for this purpose and, in any case, within the scope of the institutional activities of the University of Naples Federico II. The interested party is entitled to the rights set forth in Articles 15-22 and 77 of the EU Regulation. For information on the processing of personal data required for participation in this recruitment process, please refer to the document published on the University website at the following link: https://www.unina.it/documents/d/guest/informativa_mobilita_internazionale.

This translation has been generated with the assistance of Microsoft Copilot (GPT-5 model). The final content has been reviewed and validated by the author.





UNIVERSITÀ DEGLI STUDI DI NAPOLI FEDERICO II

INSTRUCTIONS FOR FILLING IN THE APPLICATION FORM

(STUDENTS ENROLLED IN BACHELOR,
MASTER DEGREE COURSES)

VISIT THE WEBPAGE MOBILITY.UNINA.IT

1 FROM THE **MENU** ON THE RIGHT, CLICK ON **LOGIN**

2 LOGIN USING **YOUR UNINA CREDENTIALS**
FILL THE **USERNAME** FIELD WITH **YOUR E-MAIL**
(E.G.: JOHN.DOE@STUDENTI.UNINA.IT)
THEN ENTER **YOUR ASSOCIATED PASSWORD** IN USE

3 **WAIT** FOR YOUR DATA TO BE PROCESSED

IF YOU HAVE **MULTIPLE CAREERS** (I.E. BACHELOR AND MASTER),
SELECT THE ACTIVE ONE BY CLICKING **ALTRE CARRIERE** IN THE
MENU

IN THE MENU ON YOU RIGHT SELECT **MOBILITÀ INTERNAZIONALE**
OUTGOING AND THEN **BANDI DI MOBILITÀ**

FROM THE LIST OF CALLS FOR APPLICATIONS SELECT YOUR **ERASMUS**
BANDO TRAINEESHIP BY CLICKING ON THE **AZIONI** ICON ON THE
RIGHT



UNIVERSITÀ DEGLI STUDI DI NAPOLI FEDERICO II

INSTRUCTIONS FOR FILLING IN THE APPLICATION FORM

(STUDENTS ENROLLED IN BACHELOR,
MASTER DEGREE COURSES)

THE NEXT STEPS ARE:

**FILL IN
THE FORM**

CLICK ON '**COMPILA IL QUESTIONARIO**' AND THEN ON '**COMPILA IL MODULO**'. TICK AND COMPLETE THE THREE MANDATORY FIELDS IN THE REQUIREMENTS SECTION (**TYPE AND NUMBER OF IDENTIFICATION DOCUMENT, IBAN CODE OF AN ACCOUNT IN YOUR NAME OR JOINTLY HELD, PRIVACY POLICY** → WRITE 'YES')."

FLAG THE CHECKBOX ON YOUR LEFT AND THEN **FILL IN THE BOXES** ON YOUR RIGHT

SELECT **NUMBER 1** FROM THE MENU **PREF 1**

CONFIRM YOUR APPLICATION BY CLICKING ON **ISCRIVI**

SELECT **CONFERMA ISCRIZIONE AL BANDO E STAMPA DEFINITIVA**, PRINT YOUR APPLICATION AND KEEP THE PDF.

ATTENTION: PRINT OF THE APPLICATION IS THE OFFICIAL CONFIRMATION. THE ERASMUS+ OFFICE WILL PROVIDE FURTHER INSTRUCTIONS CONCERNING THE FOLLOWING STEPS