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Erasmus+

**CALL FOR APPLICATIONS
ERASMUS+ TRAINEESHIP MOBILITY KA131
POST-GRADUATE MOBILITY RESERVED FOR RECENT
GRADUATES
KA131- Call 2025**

LANGUAGE: This English version is made only for publicity purposes. For resolving any dispute and for all legal purposes only the Italian version is valid.



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General information

The Erasmus+ Traineeship mobility is a training experience abroad aimed at supporting adaptation to the needs of the European and international labour market, promoting the acquisition of specific professional skills and a deeper understanding of the socio-economic context of the host country.

At the time of application to this Mobility Call, candidates must still be enrolled in their degree programme (i.e., they must not yet have graduated).

The mobility period may take place only after graduation and must be completed within 12 months from the date of graduation. The Erasmus+ Traineeship mobility for recent graduates is among the eligible activities for this category of participants and counts towards the total of 12 months of mobility allowed within the last study cycle.

The Programme allows traineeships to be carried out at a company or other organisation abroad in one of the participating countries, including both Programme Countries and Partner Countries listed in the Erasmus+ Programme Guide (Part A – Eligible Countries).

<https://erasmus-plus.ec.europa.eu/programme-guide/part-a/eligible-countries>

Mobility cannot be carried out in the participant's country of residence, as established by the Programme rules.

A financial contribution is also provided to cover part of the expenses incurred by participants during the traineeship period, subject to the availability of funds.

The mobility period abroad must be completed no later than **31 July 2027**.

Art. 1 Subject of the Call

A selection procedure is launched for the award of Erasmus+ Traineeship grants for the implementation of post-graduate training internships.

All students who expect to obtain their degree in the academic year 2025/2026 (by 15 April 2027) and who, at the time of submitting their application, have no more than 60 ECTS credits remaining to complete their degree are eligible to participate.

The post-graduate Erasmus+ Traineeship mobility is a long-term mobility period lasting between 2 and 12 months; it cannot have a duration of less than 60 days, otherwise the full grant must be returned.

In order to allow a greater number of recent graduates to participate, UNICAM offers Erasmus+ Traineeship grants for a maximum duration of three months, with the possibility of a funded extension only in the event of available financial resources.

Candidates who have already benefited from an Erasmus+ mobility grant, either for study or for placement/traineeship, may submit a new application, provided that they do not exceed the maximum mobility duration established by the Erasmus regulations¹.

¹ Participation in the Erasmus+ Programme is permitted multiple times during one's university career, with the possibility of alternating periods of study and/or placement (formerly known as LLP/Erasmus placement mobility) for a maximum of 12 months per study cycle. For a single-cycle degree, the maximum mobility period is extended to 24 months.



However, no temporal overlap, even partial, between the various periods of Erasmus grants is allowed. Furthermore, non-EU students who have been awarded an Erasmus+ traineeship grant are advised to contact the embassies or consulates of the countries to which they intend to go at least 3 months before their departure in order to obtain information on the documents required for their stay. It should be noted that those who have enrolled in a bachelor's, master's, specialisation or doctorate course after graduating are not eligible to participate.

Art. 2 Activities within the framework of Digital Opportunity Traineeships

The following activities fall within those permitted under the Digital Opportunity Traineeships: all internship experiences that include training and practical work in at least one of the following areas:

- digital marketing (e.g. social media management, web analytics);
- digital graphic, mechanical or architectural drawing;
- development of applications, software, scripts, or websites;
- installation, maintenance and management of IT systems and networks;
- IT security;
- data analytics, mining, visualization;
- programming and training of robots and artificial intelligence applications.
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General customer support, order processing, data entry or office tasks are not included in this type of internship. To search for suitable locations for carrying out internships aimed at developing digital skills, offers are available on the platform: <https://erasmusintern.org/digitalopportunities>

HOST ORGANIZATIONS/INSTITUTIONS WHERE YOU CAN CARRY OUT THE INTERNSHIP

The candidate will have to find, independently or through the intermediation of a teacher, an organization/body willing to host him as an intern/trainee.

It is also the candidate's responsibility to verify, with the supervisor of the host organization/institution, the existence of any requirements, to carry out the traineeship (such as, for example, linguistic requirements or particular knowledge/competence)

The host organization/body receiving can be any public or private organization active in the labor market or in the education, training, and youth sector. For example, such organizations can be:

- small, medium, and large public or private enterprises (including social enterprises);
- public bodies at local, regional, and national level;
- social partners or other representatives of the world of work, including chambers of commerce, professional associations, and trade unions;
- higher education institutions, research institutes;
- foundations;
- schools, institutes or training centers, non-profit organizations, associations, NOG;
- bodies providing career guidance, professional consultancy and information services.

In the case of traineeship at higher education institutions (e.g. university laboratories, university libraries, etc.) the activity carried out must be professional training and not study and this training activity must be clearly expressed in the work plan (Learning Agreement).

The following are considered ineligible:



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- Offices and bodies that manage community programs (e.g. National Agencies);
- Community Institutions and Agencies.

Art. 3 Submitting the Application

Applicants wishing to participate in the selection must complete the application form exclusively online by accessing the website <https://didattica.unicam.it> and logging into their reserved area – International Mobility → Outgoing Mobility Calls.

This call provides **two deadlines for the submission of applications:**

- **20 May 2026, 12:00 (noon) local time** for graduation sessions from June to October 2026
- **30 September 2026, 12:00 (noon) local time** for graduation sessions from November to April 2027

The application must be submitted no later than the time indicated for each of the two deadlines.

The duly **signed application form** must be uploaded and accompanied by the following documents:

Mandatory documents:

- **Motivation Letter** in English – Attachment No. 1 (mandatory)
- **Curriculum Vitae** in English – Attachment No. 2 (mandatory)

Optional documents:

- Declaration of Fewer Opportunities – Attachment No. 3 (optional)
- Copy of language certificates proving a minimum B1 level (see section Language Requirements) – optional attachment
- Acceptance Letter from the host organisation – optional attachment

Art.4 Foreign language knowledge

In order to satisfy the necessary requirements for participation, it is essential that candidates are proficient in English at a minimum of the B1 level, as certified by one of the following:

- 1) an international language certificate (TOEFL; CAMBRIDGE; DELF; CERVANTES; etc.) of at least B1 level according to the Common European Framework of Reference for Languages;
- 2) a certificate of a study period abroad of at least 60 days. It should be noted that the official language spoken in the country in which the period abroad was spent must correspond to the language of the traineeship (certification proving the duration and nature of the stay is required);
- 3) enrollment in a degree programme taught entirely in English; these students may use this linguistic requirement only if they apply to companies or host institutions that list English as the working language for the traineeship;
- 4) successful completion of the English language exam taken at UNICAM.

Art.5 Selection criteria and evaluation

The ranking will be drawn up on the basis of the following criteria:



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- academic record: ratio between ECTS credits earned (exams passed) and the ECTS credits expected from the date of first enrolment at the time of application, up to **4 points**;
- weighted grade average; for students enrolled in a Master's degree programme, the Bachelor's degree grade will also be considered: up to **5 points**;
- language certification for the traineeship language above level B1: up to **3 points**;
- possession of a host organisation acceptance letter: **3 points**;
- assessment of the motivation letter: up to **15 points**.

The evaluation will be carried out by a committee appointed after the closure of this Call.

Only candidates who obtain a minimum score of 7 points in the assessment of the motivation letter will be included in the final ranking.

The rankings will be published on the UNICAM website, under the "Calls" section dedicated to this Call.

It is specified that, for the purpose of awarding the grant, candidates must still be enrolled in their degree programme and must not have graduated; otherwise, they cannot be included in the ranking.

Art.6 Before the Mobility

In order to be awarded a scholarship, successful students are requested to send the following to the International Relations Office:

- **Within 15 days of the publication of the ranking, the declaration of acceptance (Annex 3).**
- Furthermore, students awarded grants must produce the following documentation within 30 days before departure:
 - Work Program (Learning Agreement), signed by both the student and by the host institution;
 - Agreement Form for Traineeship mobility, signed by the host institution;
 - Financial Agreement for Traineeship mobility, signed by the student.

Art.7 During the Mobility

Within seven days of the beginning of the mobility period, the student must contact the relevant office of the host organisation/institution to obtain the **Certificate of Arrival, using the form provided by the International Relations Office.**

It is important to note that any interruption of the placement before the minimum 60 days required by the Erasmus Regulation will result in the full reimbursement of the grant received.

In the event of interruption of training activities due to force majeure, it is essential to provide documentary evidence. The National Agency will evaluate the documentation in order to determine the assignment or revocation of the contribution.



Art.8 After the Mobility

On completion of the mobility period, the student must submit the following documents:

- **CERTIFICATE OF ATTENDANCE**, drawn up according to the form provided by the International Relations Office, signed by the Manager of the host organization/body with indication of the exact period of the mobility (start date and end date). It is specified that the aforementioned certificate must be requested by the student from the host organization/body;

- **TRAINEESHIP CERTIFICATE** by the Receiving Organization/Enterprise **provided by the International Relations Office and signed by the supervisor of the host organization/body** (section After the mobility of Learning Agreement).

- **BENEFICIARY REPORT online (a compulsory questionnaire online to be completed on the BM platform).**

Please send a Pdf copy of the questionnaire to the following email address: moira.aureli@unicam.it

The Certificate of Attendance, the Traineeship Certificate must be both sent by the host organization/body to the following email address: moira.aureli@unicam.it

Art.9 Duration of the Internship

The period of mobility must be continuous and must end, without exception, by 31 July 2027.

For those undertaking an internship or apprenticeship during the designated mobility period, a maximum of **three months** of the grant will be guaranteed; the extension beyond this period is not assured. The minimum duration for this type of mobility is set at two consecutive months and may begin after the publication of the ranking list and end by 31 July 2027. It is important to note that internships which extend beyond the specified date, or which have a duration of less than two months, are not eligible for funding. The request for extension must be submitted no later than one month after the conclusion of the mobility period and must be authorized by the Office. Extensions will be granted only until available funds are exhausted.

Art.10 Amount of the Grant

The European Commission has determined for the mobility grants to be modulated according to the destination country, on the basis of the groups shown in the table. The quota levels for traineeship scholarships have been defined at the national level as follows:

Group 1: Programme Countries with a higher cost of living	Austria, Belgium, Denmark, Finland, France, Germany, Ireland, Iceland, Liechtenstein, Luxembourg, The Netherlands, Norway, Sweden	€ 550,00/month
Group 2: Programme Countries with a medium cost of living	Cyprus, Czech Rep., Estonia, Greece, Latvia, Malta, Portugal, Slovakia, Slovenia, Spain	€ 450,00/month



Group 3: Programme Countries with a lower cost of living	Bulgaria, Croatia, Hungary, Lithuania, Poland, Romania, Serbia, Turkey	€ 450,00/month
PARTNER COUNTRIES	Mobility to Partner Countries: The EU financial contribution amounts to €700 per month (calculated on the actual days of mobility). The United Kingdom and Switzerland are eligible as Partner Countries; however, the monthly grant is aligned with Group 1 of the Programme Countries, therefore the grant will be €550 per month.	€700/month

ADDITIONAL FUNDING FOR PARTICIPANTS WITH FEWER OPPORTUNITIES (TOP UP):

Students who are in one of the following conditions will be eligible for an additional grant (top up):

- students with economic condition lower or up to €28.399,88 (MUR MUR Director's Decree No. 176 of 10 February 2026);
- students with minor sons;
- working students;
- students who are professional athletes;
- students orphaned of at least one parent;
- students' victims of terrorism or organized crime.

To receive the **additional funding** students must include in the application form a **specific declaration** in which they indicate their condition (Annex 3). The additional funding of €250/month, regardless of the country of destination, is calculated on the basis of the days of actual stay abroad.

TRAVEL SUPPORT

As provided for in the 2025 Programme Guide, a travel contribution is granted for all mobility activities, calculated on the basis of the distance bands between the place of origin and the destination. The amount covers the round trip and is determined according to the rates indicated in Table 1 below:

Table 1 – Travel Support

Distance bands	Green Travel	No- Green Travel -
between 10 and 99 KM	€56,00 per participant	€28,00 per participant
between 100 and 499 KM	€285,00 per participant	€211,00 per participant
between 500 and 1999 KM	€417,00 per participant	€309,00 per participant
Between 2000 and 2999 KM	€535,00 per participant	€395,00 per participant
between 3000 and 3999 KM	€785,00 per participant	€580,00 per participant



Between 4000 and 7999 KM	€1188,00 per participant	€1188,00 per participant
8000 KM or more	€1735,00 per participant	€1735,00 per participant

GREEN TRAVEL

In line with the 2025 Programme Guidelines, students who choose low-emission means of transport (such as train, car sharing, bus, or bicycle) may receive an additional contribution of 50.00 euros and, where applicable, up to 6 extra days of individual support to cover travel time.

TERMS OF PAYMENT

The grant will be paid in two instalments: the first instalment (equal to 80% of the total amount) will be issued at the beginning of the traineeship period after the submission of the Certificate of Arrival (allowing approximately 20 days for the processing of the payment).

The remaining 20% will be paid upon the students' return, after the submission of all final traineeship documents.

The balance of the Erasmus+ Traineeship grant will be calculated on the basis of the actual number of days spent abroad, as certified in the final document issued by the host institution. If the actual duration is shorter than initially planned, a reduction of the grant amount may be applied, while allowing for a tolerance of up to 5 days (more or fewer).

STUDENTS WITH FEWER OPPORTUNITIES (SPECIAL NEEDS RELATED TO PHYSICAL, MENTAL, OR HEALTH CONDITIONS)

To allow wider participation in the Erasmus+ program, an additional financial contribution is provided at community level for these categories of students, subject to evaluation by the Erasmus+ National Agency. Interested parties can also request specific contributions to cover specific needs, which will be assessed from time to time by the Erasmus+ National Agency. For more detailed information, contact the international relations office.

REFUND/REDUCTION OF THE GRANT

The following conditions apply to the reimbursement of all, or part of the contributions received

- -waiver of the mobility period;
- -stay shorter than the mandatory minimum period of 60 days; failure to complete any of the curricular activities indicated in the Learning Agreement and missing recognition of training credits in the study plan;
- reduction of the period abroad compared to what is foreseen in the financial agreement (this entails a refund corresponding to the number of days not used abroad).

Art.11 Insurance coverage

The Participant must have adequate insurance coverage.

Basic health insurance is provided by the national health service through the European Health Insurance Card (EHIC), which is also valid during stays in another European Union country.



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Non-EU beneficiaries of a mobility grant in EU countries must personally arrange health and repatriation insurance for the entire duration of the mobility period.

The regulations governing these types of insurance vary from country to country, and standard insurance coverage may, in some cases, be insufficient. The student must therefore inquire with the host institution/organization about the specific health-care conditions applicable in the host country and, where necessary, take-out additional health insurance, including coverage for hospitalization or repatriation of remains. Host universities, institutions, and organizations may also require the purchase of additional types of insurance.

All costs and administrative procedures related to such insurance are entirely borne by the student and may vary depending on the length of stay.

The University of Camerino provides insurance coverage for Erasmus+ students undertaking mobility abroad through the following policies:

- Third-party liability insurance: Insurance against risks arising from civil liability (RCT), excluding damages falling under professional liability, through a policy contracted by the University with Axa Assicurazioni No. 410656394.
- Medical Expenses Reimbursement Policy for non-EU mobility only: General policy for reimbursement of medical expenses in the event of hospitalization or repatriation of remains, Inter Partner Assistance Policy No. 100832584.

Art.12 Contacts

Rector's Delegates

Prof. Renato De Leone

Prof. Luciano Barboni

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Office hours:

Mon/Wed/Fri 10:30-13:00 - Tue/Wed 15:00-17:00

In compliance with art. 4 of law no. 241/1990 and further amendments and integrations, the officials in charge of the administrative procedure of this Call for applications is Ms. Anna Pupilli, Erasmus Officer.

Information notices pursuant to art. 13 of Legislative Decree of June 30, 2003, no. 196 ("Personal data protection code").

1. Processing purposes.

The University of Camerino will exclusively process personal data for the performance of institutional purposes and in compliance with the regulations on personal data protection. In particular, the processing of the requested personal data is performed to create the list for the awarding of funding.

2. Processing methods and recipients of personal data processing.

The personal data processing is carried out by means of paper and/or IT procedures, in full observance of the regulations in force about personal data protection (Legislative Decree no. 196/03). Such data may be transmitted to any external subjects, both for the candidate assessment procedures and for funding reasons or for any further contributions in support of mobility.

The Data Processing Controller is the University of Camerino, legal seat address: Piazza Cavour 19/f-62032 Camerino (MC), operational seat address: Via Pieragostini n.18 62032 Camerino (MC). The Data Protection Officer can be contacted at the following emails:

rpd@unicam.it; rpd@pec.unicam.it .

