



**DISCLAIMER**

**INTERNATIONAL MOBILITY STUDENTS IN THE  
FRAMEWORK OF ERASMUS TRAINEESHIP PROGRAMME CALL 2022**

The undersigned .....

Tax code .....

Enrolled in the Department/Centre .....

in reference to his/her application to the international Mobility programme under the Erasmus Traineeship CALL 2022 for which he/she has been selected, provided that the University delivers insurance covering accidents and civil liability, declares under his/her own responsibility:

- a. to have read the document ["Information for UniTO outgoing students a.y. 2022-2023"](#) published on the University portal [www.unito.it](http://www.unito.it), in section Home - International - Studying and working abroad - Erasmus+ - Erasmus Traineeship;
- b. to have received information from UniTO concerning the risks associated with international Mobility and to accept the responsibility of completing the informative course before starting Mobility abroad available on the link ["Vademecum COVID19 for outgoing students"](#) in the University portal [www.unito.it](http://www.unito.it), in section Home - International - Studying and working abroad - Erasmus+ - Erasmus Traineeship
- c. to be aware that Mobility is subject to being accepted by the Partner Institute, which can also be subject to change due to developing emergency situation;
- d. to keep up-to-date and respect the rules for preventing and managing Covid-19 emergency situation and, in particular, to have read and accepted the conditions in the destination country for those coming from Italy (or their current country of residence) and for those returning to Italy from the host country (i.e. possible quarantine, restrictions, etc);
- e. to diligently respect Partner Institute measures, including Covid measures, to have read and accepted the conditions for the destination university/institution services, including on-line activities, possible reduced access to basic services like university accommodation and canteens, possible obligation to take out supplementary insurance cover, etc;



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- f. to be aware of inconveniences and risks, including medical ones, that might arise due to Covid emergency, for example: quarantine, transport, accommodation, reduced access to host University/Institution facilities, new visa requirements to enter destination country;
- g. to check any policy conditions, included those concerning Covid, in case of purchasing a private insurance;
- h. to release the Università degli Studi di Torino from any responsibility for any costs incurred due to the circumstances listed above or any unforeseen events caused by the interruption/cancellation of Mobility due to Covid-19 emergency and to be aware that no reimbursement will be made for any additional costs incurred as a result of preventive health measures, even without prior notice, by Italian Ministries or destination countries and/or transport carriers (airlines, railways, urban and suburban public transport). The Università degli Studi di Torino still recommends the Participant keep all receipts (including for Covid tests) and any costs incurred related to Mobility due to Covid or preventive health measures adopted by the University, the Italian Government and destination countries.

DATE AND PLACE..... SIGNATURE.....



## ERASMUS TRAINEESHIP MOBILITY AGREEMENT

### CALL 2022 within the Erasmus+ Programme

*Version 01 dated 19/12/2022*

The University of Turin, in Via Verdi, 8 - 10124 Turin, Tel. +39.011.6704425 - Email: [internationalexchange@unito.it](mailto:internationalexchange@unito.it), hereinafter referred to as the "**University**", represented for the purposes of this Agreement by the Director of the Innovation and Internationalisation Directorate.

The Erasmus Traineeship CALL 2022 grant "**Participant**":

Surname ..... First name .....

Place of birth ..... Prov..... Date of birth .....

Nationality ..... Tax code .....

Resident address: .....

..... Prov. .... Postcode .....

Tel. .... Enrolment No ("Matricola"). .....

University e-mail .....

#### TYPE OF INTERNSHIP:

☐

#### CURRICULAR TRAINEESHIP (TYPE A):

- curricular traineeship awarding university credits (ECTS);
- traineeship as part of PhD course or specialisation school.

☐

#### EXTRA-CURRICULAR TRAINEESHIP (TYPE B):

- voluntary traineeship (supernumerary or unrecognised credits);
- postgraduate or PhD (within 12 months after graduating).



**Erasmus Traineeship** Mobility grant winner for a total of ..... months.

Planned placement abroad: from ..... (dd/mm/yyyy)

to ..... (dd/mm/yyyy)

Foreign host company/institution .....

Address ....

City..... Country .....

Working language for the purposes of the OLS course (see Art. 7) .....

**HAVE AGREED,**

the following conditions and annexes are integral parts of this Agreement:

Annex 1 - Learning Agreement for Traineeships

Annex 2 - General Terms and Conditions

All. 3 - [Erasmus Student Charter](#) (can be downloaded from the University website: [www.unito.it](http://www.unito.it) - International - Studying and working abroad - Erasmus+ - Erasmus Traineeship)

**SPECIAL CONDITIONS**

**ARTICLE 1 - PURPOSE OF FUNDING**

1.1 The Institute will provide the Participant with funds for Mobility abroad which have been allocated by the Erasmus Plus National Agency INDIRE, the MUR-Ministry of University and Research and/or the University of Turin for Erasmus Traineeship Mobility purposes within the Erasmus+ Programme.

1.2 The Participant accepts the funding amount specified in Article 3.2 and undertakes to complete the placement as per Appendix 1.

1.3 The Participant hereby declares that he/she has read and accepted the terms and conditions of this Agreement. Any amendments or supplements to the Agreement must be made in writing, with the Participant being formally notified by post or e-mail.



1.4 The Participant declares that the entire length of Mobility as set out in this Agreement will not exceed 12 months for Bachelor/Master courses or 24 months for single-cycle courses. This includes any other Mobility already spent abroad for study or Traineeship/Placement under the Erasmus+/LP Erasmus programme during the same study cycle. Any Mobility online, including as part of a blended programme, is not included in the calculation of the maximum number of months per study cycle.

1.5 The Participant declares that they will not graduate or take exams at their Institute during their Mobility, otherwise the Mobility will be cancelled.

1.6 The minimum duration of Mobility is 60 days. Students can combine Mobility abroad with online coursework, provided it meets the Traineeship objectives agreed in the Learning Agreement for Traineeships. Mobility abroad must however respect the minimum duration outlined in the programme (60 days) unless the Erasmus Plus National Agency INDIRE applies the *force majeure* clause.

When Mobility takes place partly abroad and partly online, it is called "*blended*". If necessary, a break between the online Mobility and Mobility abroad can be included, provided the minimum duration of Mobility abroad is respected and completed by 31/07/2024.

It should be noted that, a grant will only be awarded for *blended* Mobility when the student is already abroad and not if it is only online. European Commission and Erasmus Plus National Agency INDIRE consider Mobility abroad when the Participant does coursework online but in the host country, and the Participant will therefore be entitled to receive the grant.

1.7 Should Covid restrictions prevent the Participant from starting their Mobility abroad, online Mobility will be considered for recognition of coursework and credits, if it falls under type A - obligatory traineeship or type B - voluntary traineeship with supernumerary credits. As per Article 3 of this Agreement, the Participant will not receive any funding for online Mobility.

## ARTICLE 2 - DURATION OF MOBILITY

2.1 The Agreement will come into force once both parties have signed and terminate upon completion of all administrative formalities related to the Mobility period.

2.2 The Participant can start eligible activities after he/she has accepted Mobility and must complete them no later than 31/07/2024.

2.3 Mobility must be continuous and cannot last less than two months (60 days). Students doing **blended** Mobility abroad must respect the Erasmus+ programme counting methods (Erasmus+ National Agency Calculator see [Erasmus Traineeship](#) - Documents Section). The Erasmus Plus National Agency INDIRE will only consider any Mobility shorter than the minimum admissible if they allow the University to apply the *force majeure* clause.



2.4 Mobility start and end dates must coincide, respectively, with the first and last day of Mobility certified by the Host Institution, whether online or in person. Any extension of the placement abroad must be agreed upon and authorised in writing by both the Host Company/Host Institution and the University to which it belongs. UNITA and the International Mobility Section must receive authorisations for the extension at least two weeks before Mobility end date outlined in this Agreement.

2.5 The Erasmus stay and any extension cannot exceed a total of 12 months per study cycle for bachelor's/master's degree courses or 24 months for single-cycle courses and must end by 31/07/2024.

2.6 The extension period can be financed while there still is budget available. Should there be a lack of funds, the extension could still be approved, but without additional funding ("Zero-grant" period).

2.7 If budget is available, UNITA and International Mobility Office will confirm funding of the extension after receiving the extension authorisations. Notification of any extension funding shall be deemed to be a unilateral amendment to this Agreement.

2.8 The Host Institution will issue a Certificate at the end of Mobility which must certify the student's effective start and end dates, with indication of Mobility completed abroad and possible virtual mobility done in the country of origin (outgoing, virtual, or *blended* mobility).

2.9 Participants doing curricular traineeships must be regularly enrolled at the University of Turin throughout their entire Mobility. Should the Participant/Intern be a recent graduate, Mobility must take place within 12 months of graduating and must finish before 31/07/2024.

### ARTICLE 3 - FINANCING MOBILITY

3.1 The Participant declares that he/she accepts the grant funded by the Erasmus Plus National Agency INDIRE, the MUR-Ministry of University and Research and/or the University of Turin.

3.2 The funding is made up of:

**A. MONTHLY GRANT** (EU amounts), paid to all Participants selected for Erasmus Traineeships CALL 2022 Mobility, based on the **COUNTRY OF DESTINATION** and corresponding to the following amounts

TYPE A: Erasmus+ for Traineeship Community Monthly Grant Amounts	
Countries of destination: PROGRAMME COUNTRIES	Amount <u>TYPE A</u>



<b>GROUP 1 HIGH cost of living:</b> Denmark, Finland, Ireland, Iceland, Liechtenstein, Luxembourg, Norway, Sweden. <b>NOTE - These include the following Partner Countries:</b> United Kingdom, Switzerland, Faroe Islands	€500 per month
<b>GROUP 2 AVERAGE cost of living:</b> Austria, Belgium, Cyprus, France, Germany, Greece, Malta, the Netherlands, Portugal, Spain.	€450 per month
<b>GROUP 3 LOW cost of living:</b> Bulgaria, Croatia, Estonia, Hungary, Latvia, Lithuania, North Macedonia, Poland, Romania, Serbia, Slovakia, Slovenia, Czech Republic, Turkey.	€400 per month
<b>Countries of destination: PARTNER COUNTRIES</b>	<b>Amount TYPE A</b>
<b>All Partner Countries</b> (except UK, Switzerland, Faroe Islands which are in Group 1)	€700 per month

The Participant doing Mobility in Switzerland and receiving the Mobility grant directly from the Swiss Government will not receive the funding relating to Type A. The host universities/institutions will define how and when the Mobility grant will be paid. If the Swiss Government does not provide the funding to cover Mobility defined in this Agreement, the Institute will pay a monthly amount equal to that due for Group 1 countries.

#### B. MONTHLY SUPPLEMENTARY FUNDING FOR PARTICIPANTS IN ECONOMICALLY DISADVANTAGED SITUATIONS and/or WITH LESS OPPORTUNITIES

The amount of this funding is based on the Participant's economic situation or condition as specified below and will be paid to Participants who meet at least one of the following:

- ISEE-GDP value up to € 50,000, based on the following:

Amount TYPE B - Additional Erasmus+ for Traineeship funding	
ISEE VALUE	Monthly amount TYPE B
ISEE-GDP ≤ 13,000 or students with fewer opportunities	€ 450
13,000 < ISEE-GDP ≤ 21,000	€ 400
21,000 < ISEE- GDP ≤ 26,000	€ 350



26,000 < ISEE- GDP ≤ 30,000	€ 300
30,000 < ISEE- GDP ≤ 40,000	€ 200
40,000 < ISEE- GDP ≤ 50,000	€ 150
ISEE- GDP > 50,000	€ 0

- b. a disability of 50% or more;
- c. refugee status;
- d. subsidiary protection status;
- e. displaced person status;
- f. care leavers' status (Article 1, paragraph 250, Law No. 205 of 2017);
- g. children of disabled claimants, war orphans, the civilian blind, amputees and invalids of war, work and service, and their children;

For the purposes of calculating the supplementary funding, the ISEE and/or ISEE Equivalent or GDP per capita PPP value is based on data the University holds for the academic year 2022/2023 and on the Fees and Contributions Regulations for the academic year 2022/2023. See the [Fees and Contributions Regulations for the academic year 2022-23 - Annex A](#) for GDP per capita PPP value.

Participants meeting conditions in Points b. and g. are considered to have fewer opportunities and are treated like students with an ISEE value of less than or equal to €13,000. Consequently they will receive a grant of €450 per month and are eligible for any further grants due to those with an ISEE value of less than or equal to €13,000.

**Students who are exempt from or not required to pay the student contribution in accordance with Article 3.3 or Article 15 of the Academic Year Fees and Contributions Regulations, 2022/2023** and who are not an above-mentioned case for fewer opportunities, must request the ISEE/ISEE Equivalent valid for subsidised benefits for the right to university study for the year 2022 in order to access the additional funding B. Alternatively, they can request the use of the GDP per capita PPP value, in accordance with the deadlines and methods set out in the Fees and Contributions Regulations 2022-23.

**C. FUNDING FOR "SPECIAL NEEDS".** There is an additional EU contribution based on **real costs** for Mobility students with **disabilities** and **special needs**. Candidates can access this contribution by making a specific request based on methods and timing defined by Erasmus+ National Agency INDIRE. Students with a disability certificate should consult the University website here: [www.unito.it](http://www.unito.it) - International - Studying and working abroad - Erasmus+ - [Erasmus+ for people with disabilities/special needs](#) and contact the UNITA and International Mobility Office ([internationalexchange@unito.it](mailto:internationalexchange@unito.it)) for more details.





- D. TRAVEL CONTRIBUTIONS.** The Institute provides travel funding to encourage students to use **green** transport with low Co<sup>2</sup> emission (i.e. car sharing, by train or bus). Participants are eligible for travel grants when they comply with certain conditions and/or type of journey (*standard/green*), based on the following. The following types of travel grants **cannot be combined with each other**:

**1) TYPE 1: TRAVEL GRANT** is available to participants doing their Mobility in **PARTNER COUNTRIES** (excluding the United Kingdom, Switzerland and the Faroe Islands) and who

- have an ISEE value between **0 and €24,335.11** based on Ministerial Provisions defined values for the year 2022.  
and/or
- meet at least one of the conditions required to be Participants with **fewer opportunities** under points b., c., d., e., f., g. of Art. 3 - ITEM B.

Students should use the [Erasmus kilometre calculator](#) to calculate the distance in kilometres and the consequential amount due for the Travel Grant. The University of Turin will always be considered as the point of departure when calculating the kilometric distance for the Travel Grant.

The value of the Travel Grant varies depending on the type of travel ("*standard*" or "*green*") used to reach the Participant's Erasmus destination, outlined here:

**1.1 - 'Standard' Travel Grant**

Requirements and amounts 'STANDARD' TRAVEL GRANT		
Beneficiary Requirements	Mileage band	Standard Travel Grant Amount
<ul style="list-style-type: none"> <li>○ Erasmus Traineeship CALL 2022 Mobility to Partner Countries (not UK, Switzerland or Faroe Islands)</li> <li>○ 0=&lt;ISEE&lt;=€24,335.11* and/or be a Participant with fewer opportunities under points b., c., d., e., f., g. of Art. 2 - PART B</li> </ul>	Between 10 and 99 KM	€23
	Between 100 and 499 KM	€180
	Between 500 and 1,999 KM	€275
	Between 2,000 and 2,999 KM	€360
	Between 3,000 and 3,999 KM	€530



*The amount set annually is based on Ministerial Provisions	Between 4,000 and 7,999 KM	€820
	8,000 KM or more	€1,500

### 1.2 - 'Green' Travel Grant

Beneficiary Requirements	Mileage band	Amount Green Travel Grant	Per diem amount
<ul style="list-style-type: none"> <li>Erasmus Mobility Traineeship CALL 2022 to Partner Countries (not UK, Switzerland or Faroe Islands)</li> <li>0=&lt;ISEE&lt;=€24,335.11* and/or be a Participant with fewer opportunities under points b., c., d., e., f., g. of Art. 2 - ITEM B</li> <li>undertake a <b>Green journey</b> to reach Erasmus destination;</li> <li>submit <b>proof of travel expenses incurred</b></li> </ul> <p>*The amount set annually is based on Ministerial Provisions</p>	Between 100 and 499 KM	€210	ITEM A/30GG + possible ITEM B/30GG = per diem amount due  recognised for each day of <b>green</b> travel (both outward and return) required to reach the destination for a maximum of 4 days in total.
	Between 500 and 1999 KM	€320	
	Between 2,000 and 2,999 KM	€410	
	Between 3,000 and 3,999 KM	€610	

Students must keep proof of their expenses as evidence of their green journey in order to access the "Green" Travel Grant. The UNITA and International Mobility Office will request supporting documents at the end of Mobility. The journey will only be considered '**green**' if most of it is done by environmentally friendly means.

### 2) TYPE 2: TOP UP TRAVEL GREEN



It is paid to Participants who make a **green journey** in order to reach their destination and who do NOT receive the "TRAVEL GRANT" contributions mentioned in Type 1.

The **TOP UP Travel Green** contribution is provided for distances up to 4,000 km and consists of the following:

- One-off travel contribution of €50.00;
- A value corresponding to the daily amount related to the monthly grant (i.e. TYPE A/30days + possible TYPE B/30days= per day amount due). This amount will be paid for each day of **green** travel (both outward and return) necessary to reach the destination and for a maximum of four days.

The **TOP-UP Travel Green**:

- is recognised when the student's Erasmus Mobility finishes, but only if most of the journey was environmentally friendly;
- is paid upon presentation of proof of expenses incurred during the actual green travel and time needed to reach the destination.

3.3 The value of the grant is determined by multiplying the number of months spent abroad under this Agreement by the monthly amount due (Type A + Type B if applicable). The value of the grant will be recalculated when Mobility abroad ends based on the actual start and end dates, by multiplying the daily amount by the time actually spent abroad on Mobility.

3.4 Based on Erasmus+ Programme provisions, months are considered to be 30 days regardless of their actual length when counting Mobility.

3.5 Participants must complete at least 60 days Mobility. Additionally, should they need to reduce a previously agreed number of days (maximum five days) as indicated in this Agreement, the outstanding amount will be rounded off and Mobility will be counted as complete.

3.6 No funding is available to Participants doing entirely online or *blended* Mobility (see Articles 1.6 and 1.7 of this Agreement) unless the Participant finishes their Mobility abroad in which case they will receive the corresponding funding due. A Participant who travels to the host country to do online coursework (either all or partially) could receive the full funding as set out in the Programme Guide and relevant National Provisions.

3.7 When the Participant finishes their Mobility abroad, whether *blended* or entirely online, they must provide proof of their actual start and end dates, certified by the Host Institution and specifying the Mobility period spent abroad including online Mobility completed in the country of origin, in order to calculate the amount actually due.

3.8 Reimbursing special needs costs, when applicable, is made upon the Participant submitting supporting documents to that effect.

3.9 Funding cannot be used to cover similar costs which have already been reimbursed with EU funds.



3.10 Funding received by the Participant is compatible (except as in Article 3.9) with any other form of funding including income/pay that the Participant could receive by working outside their placement provided the Participant carries out and completes the activities set out in the Learning Agreement for Traineeships.

3.11 If the Participant fails to comply with the terms in this Agreement, they will have to return all or part of the funding. If the Participant withdraws from the Agreement before the due date, they will reimburse the amount of funding already paid (except as in Article 3.5). However, should the Participant not be able to complete their Mobility due to *force majeure* as described in the Learning Agreement for Traineeships, they will be entitled to receive the amount corresponding to the actual duration of Mobility. Such cases must be reported to the Host Institution and accepted by the Erasmus Plus National Agency INDIRE which will assess the application of the *force majeure* clause.

#### ARTICLE 4 - PAYMENT TERMS

4.1 Payment of grants is subject to the Participant signing this Mobility Agreement and is regulated as follows: First payment consisting of:

- 100% of TYPE A - monthly grant per country of destination;
- 100% of TYPE B - monthly supplementary funding for participants in economically disadvantaged situations and/or with fewer opportunities, if applicable;
- 100% of TYPE D - Art. 3 - Type 1.1 "Standard Travel Grant", if applicable;

4.2 The first payment will be made to all Erasmus+ Traineeship grant winning Participants based on when the signed Agreement online was received, i.e. indicatively from the 25th day of the month if the UNITA and International Mobility Section received it by the 1st working day of the same month; payment will be made from the 25th day of the following month for agreements received from the 2nd working day onwards.

This does not apply to August, December or January, as payment is made the following month.

4.3 Once Mobility has finished and Erasmus Traineeship administrative procedures have closed, Participants must present their supporting documents certifying the "green trip" they actually made to reach their Erasmus destination. This will then be checked before the following payments can be made:

- the amount, if any, of the difference between the Standard Travel Grant already paid and the amount due for the Green Travel Grant
- or
- the 'Travel Green' TOP-UP.

4.4 Payments will be made via an Italian/European bank or Bancoposta current account, personally held in the Participant's name or co-owned using the IBAN Code below:



**IBAN code (16 characters)**

#### **ARTICLE 5 - GROUNDS FOR NON-PAYMENT AND RETURN OF GRANT**

5.1 The minimum duration of Mobility abroad is two months (60 days), in accordance with Erasmus+ programme terms, under which the Participant will be required to repay the full amount paid.

5.2 A Participant who, by his or her own will or due to necessity, is forced to return earlier than the period defined in the Agreement, will be required to repay the amount not due, calculated in accordance with Article 3 procedures.

5.3 The Participant agrees to make a full refund of the funding in the event of:

- Mobility lasting under two months (60 days), unless the Erasmus Plus National Agency INDIRE *force majeure* clause applies;
- Participant giving up Mobility;
- Participant not complying with the obligations in this Agreement;
- This Agreement being terminated;
- Participant failing to submit Mobility documents as per Article 8 of this Agreement;
- Mobility was done entirely online from country of origin.

5.4 The Participant agrees to make a partial reimbursement of the contribution in the event of a reduction of the period abroad compared to what is stipulated in the Agreement (reimbursement of an amount corresponding to the number of days not spent abroad, subject to compliance with the minimum duration of 60 days);

5.5 Should the Participant do part of the Mobility abroad and part in the country of origin (*blended* mode), they will have to return the funding for the days of Mobility carried out in the country of origin. Should the Participant, on the other hand, carry out activities online but in the host country, Mobility will be considered as Mobility abroad and the Participant will not have to return any amount;

5.6 Applicants in economically disadvantaged situations and/or with fewer opportunities (A) will have to repay the supplementary funding if they fail to have their career credits recognised within 90 days of the end of Mobility traineeships (Mobility Type B) for reasons attributable to them.

5.7 The University will determine the amounts to be returned as well as dates and methods for making the payment to the University.



5.8 The Participant will have the University career profile frozen if they fail to repay the amount requested within the timeframe communicated by the Institute, based on current Fees and Funding Regulations.

## ARTICLE 6 - INSURANCE

6.1 Individual arrangements are made with different countries taking part in transnational Traineeship Mobility regarding civil liability insurance (i.e., coverage of damages caused by the Participant at work) and insurance protection against accidents at work during traineeship outlined in this Agreement, and which the Participant is required to find out before starting Mobility.

6.2 The Participant will maintain the University of Turin's insurance cover for third party civil liability and accident cover even while abroad (including any authorised extension), while engaged in placement activities covered in this Agreement, based on University contracts with insurance companies. More information is available here: [www.unito.it](http://www.unito.it) "University and Work" Protection, safety and health " [Insurance](#)  
The Participant is obliged to make their own arrangements for any insurance cover in addition to the above.

6.3 Basic health insurance cover is usually provided by the National Health Service via the European Health Insurance Card (EHIC) should the Participant be in Mobility in an EU Member States, Iceland, Liechtenstein, Norway or Switzerland. However, European Health Insurance Card coverage may not be sufficient, especially in case of repatriation or specific medical care. Those travelling to these countries are advised to take out supplementary private insurance. The non-EU winner(s), including those with EHIC, do not enjoy similar health coverage outside Italy. Participants must therefore take out private health insurance.

6.4 Participants in Mobility outside the above-mentioned countries must find out about health insurance requirements in the host country and take out adequate private insurance for staying there, as required by local authorities, and that provides adequate insurance cover including specific medical care.

6.5 The winner also undertakes to check local Covid conditions.

## ARTICLE 7 - ONLINE LANGUAGE SUPPORT

7.1 This Article only applies to Participants who have received the Online Linguistic Support (OLS) website access link or similar language support from the European Commission, via the Institute or OLS website.

7.2 Before starting Mobility, the Participant is required to complete an online language test in one of the destination country's languages available on the OLS website. If the Participant cannot take the online test, they must inform the Institute without delay. Further indications will be provided as soon as the European Commission and Erasmus Plus National Agency INDIRE makes them available to the University.



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## ARTICLE 8 - FINAL DOCUMENTATION

8.1 The Participant must deliver the Learning Agreement for Traineeships - "After the Mobility" section to the UNITA and International Mobility Office within 30 days after the end of Mobility. The original documentation must be delivered to the UNITA and International Mobility Office according to the procedures indicated in the document Procedure published here [www.unito.it](http://www.unito.it): Home - International - Study and work abroad - Erasmus+ - [Erasmus Traineeship](#) - Mobility Instructions Call 2022.

8.2 Participants must complete the CFU Recognition Request Form in its relevant parts to receive university credit recognition and send it to the UNITA and International Mobility Office ([internationalexchange@unito.it](mailto:internationalexchange@unito.it)).

8.3 The Participant will submit the duly completed Mobility Narrative Report (EU SURVEY) online at the end of Mobility and no later than 30 days after receiving request for completion.

8.4 The Participant will receive a Supplementary Narrative Report so they can complete the information concerning the recognition of coursework completed.

## ARTICLE 9 - ACADEMIC RECOGNITION

9.1 The Institute and Participant agree a clearly defined traineeship programme before the Participant goes abroad (*Learning Agreement for Traineeships*). At the end of Mobility, the Host Company must issue and sign a document certifying the Mobility abroad dates and any online Mobility from the country of origin (Mobility abroad, online or *blended*), as well as a brief description of the tasks completed, using the "After the Mobility" section of the *Learning Agreement for Traineeships* ("Table D - Traineeship Certificate by the Receiving Organisation/Enterprise").

9.2 Once the University has received the documentation (see Article 8) and checked its accuracy as well as its compliance with the conditions in this Agreement and Mobility procedures, it will grant the Participant full academic recognition of any obligatory and/or supernumerary internship held at the Host Company. Recognition can only be denied if the Host Company was not satisfied with the Participant's performance or did not meet the conditions required by the parties involved for recognition.

9.3 If Covid does not allow the Participant to complete Mobility abroad, they can do coursework online which will also be considered eligible and recognised. Only online Mobility could therefore be recognised in terms of CFUs within a Participant's career plan if it is Type A – obligatory traineeship and Type B - voluntary traineeship with recognition of supernumerary credits.

9.4 If the Participant is not a recent graduate, he/she will not be able to graduate before completing their study abroad and obtaining the relevant career recognition for the work carried out.





## ARTICLE 10 - AMENDMENTS TO THIS AGREEMENT

10.1 The Institute can make any amendments to this Agreement in accordance with Erasmus+ Programme regulation updates or indications relating to any emergency, including Covid.

10.2 Any changes will be communicated in writing as Parties are not bound by verbal agreements.

## ARTICLE 11 - APPLICABLE LAW AND RELEVANT COURT

11.1 This Agreement will be governed by Italian law.

11.2 Under applicable national law, the relevant court will have exclusive jurisdiction for any dispute arising between the Institution and the Participant concerning the interpretation, application or validity of the provisions of this Agreement, where an amicable settlement is not possible.

## ANNEX II - GENERAL CONDITIONS

### Article 1: Liability

Each contracting party will exempt the other from any liability for damages suffered by it or its staff as a result of implementing this Agreement, provided that such damages are not the result of gross and deliberate misconduct by the other contracting party or its staff.

The Italian National Agency, the European Commission or their staff are not liable for complaints about Agreement provisions concerning damage caused during Mobility. Consequently, the Italian National Agency or European Commission cannot satisfy any compensation or reimbursement claim for complaints.

### Article 2: Termination of Contract

Should the Participant be unable to fulfil his/her obligations under the Agreement (without taking into account the consequences provided for by applicable law), the Institution is legally authorised to terminate or cancel the Agreement without further legal formalities, should the Participant fail to take any action within one month of receiving the notification. If the Participant terminates the Agreement before the expiry of time limits or if he/she fails to fulfil his/her obligations under the Agreement, he/she will return the amount of the funding already paid as in Article 5.

Should the Participant terminate the Agreement due to *force majeure*, e.g. an unforeseeable cause or event beyond the Participant's control and not attributable to his/her fault or negligence, the Participant may





receive the funding amount corresponding to the actual length of Mobility. Any unused sums must be returned to the Institute to which they belong.

### Article 3: Data Protection

3.1 The University of Turin applies the relevant EU Regulation 2016/679 provisions. Providing participants' personal data is compulsory or candidates will be excluded in order to ensure the correct performance of the selection procedures. The University of Turin's Data Protection Officer (DPO) email address is [rpdp@unito.it](mailto:rpdp@unito.it). The University appoints third party suppliers known as External Managers for some of the above-mentioned institutional purposes, for example, Google for Education which is recognised as an appropriate guarantee measure whose services include transferring personal data to a non-European country via Google's "cloud" solutions. See the University website's Privacy Section on Google's Privacy and Security policies.

3.2 Participants can assert their data rights (right of access, rectification, cancellation, restriction of processing, objection to processing) as per EU Regulation 2016/679 Articles 15-23 mentioned above, against the University of Turin by sending a specific request entitled: "privacy rights" to: [internationalexchange@unito.it](mailto:internationalexchange@unito.it). Data subjects (the individuals to whom the data refers) who believe that processing their data was in violation of the European Privacy Regulation have the right to lodge a complaint with the Italian Data Protection Authority (see: [www.garanteprivacy.it](http://www.garanteprivacy.it)). Please note that, as per Transparency Consolidation Act (Legislative Decree 33/2013), the Participant's data (first and last name) may be published online on the University Portal and found on popular search engines. Participant data can be kept for administrative, historical and research documentation purposes for an unlimited period of time.

### Article 4: Controls and Audits

The Agreement parties undertake to provide any information requested by the European Commission, the Italian National Agency or any other body authorised by the European Commission or Italian National Agency to verify that Mobility and the Agreement conditions have been correctly implemented.

#### The Participant

Surname .....

Name .....

Signature .....

#### For the University

Dr. Elisa Rosso,  
Director of Innovation and  
Internationalisation

Document signed digitally as per Legislative Decree No. 82/2005