



Erasmus+ Traineeship - Call 2024 School of Medicine

1. How can I apply?

Fill in and submit the application form, available on the webpage “Erasmus+ Traineeship” on the School of Medicine website.

Candidates must enclose to the application form:

- an acceptance letter signed by the host institution (using the *Acceptance Letter* template made available on the website or similar);
- document stating language competence;
- valid identity document;
- only for 1-year Master Degree students and PhD students: self-certification of degree with exams of the previous academic career (available for download on MyuniTo, Career → Career certifications) and signed; in case you have a foreign title enclose the official transcript of records/degree.

2. Can I apply for this Call even if I am a part-time student?

Yes, part-time students can apply for this Call, provided that they are regularly enrolled in a degree programme related to the School of Medicine (see Art. 1 of the Call).

3. Can I apply for this Call if I am enrolled outside the prescribed time for my degree programme (*fuori corso*)?

No, you have to be regularly enrolled for this academic year (2024/2025); if you are enrolled outside the prescribed time for your degree programme, you will be automatically excluded from the ranking.

N.B.

You are enrolled outside the prescribed time when you have completed a number of enrolments higher than the number of years of the regular duration of the programme. For example, enrolled full-time for the 4th time to a 3-year degree programme; enrolled full-time for the 3rd time to a 2-year degree programme; enrolled for the 7th time to a 6-year degree programme.

4. Can I apply for this Call if I am enrolled in the first year of an undergraduate degree or the second year of a 6-year postgraduate degree?

No, you have to be enrolled in at least the second year of an undergraduate degree or the third year of a 6-year postgraduate at the time of application.

5. I am planning to attend my traineeship after graduation: what is the deadline to complete the mobility?

Within 12 months from the graduation date; we remind you that you will need to submit the application before the end of your university career.

6. Can I apply for this Call as a PhD student?

Yes, if you are regularly enrolled in a PhD course, provided that your supervisor is a member of one of the Departments of the School of Medicine.

7. Can I apply for this Call if I am enrolled in a specialization school?

No, the Call is not open to students of specialization school.

8. When does the Call expire?

The deadline to submit your application is set on **12.00 pm CET on 19th November 2024**.

9. How can I find out who is my International Mobility Degree Programme Coordinator?

You can find the list [here](#).

10. Can I take exams at UniTO and graduate during the mobility?

No, you cannot take exams and graduate from UniTo during the Erasmus + Traineeship mobility period.

11. During an Erasmus+ Traineeship for a curricular internship, is it possible to anticipate some credits from the internship of the coming years?

You can ask for the recognition of the internships planned as per your plan of studies of the year you are enrolled to during your mobility or the following one. In no case internship activities scheduled in past academic years will be considered valid for credit recognition, unless differently stated by the International Mobility Degree Programme Coordinator.

12. Can I attend more than one clinical ward?

Yes, but all the wards must be part of the same Host Institution.

13. Where can I carry out my Erasmus+ Traineeship Mobility?

Anywhere in the whole world. However if your destination should be considered unsafe, your Mobility could be suspended, modified, interrupted or canceled.

14. What is the difference between curricular (type A) and extracurricular (type B) traineeship?

A curricular traineeship (type A) involves the recognition of credits (CFU) in the study plan, necessary to obtain the degree title. Curricular traineeships can also be carried out during the PhD programme.

An extracurricular traineeship (type B), on the other hand, is carried out: (i) voluntarily without any recognition of credits; (ii) with supernumerary credits; (iii) by recent graduates or PhD graduates, within 12 months from the graduation date.

15. Can I decide to undertake either a curricular traineeship or an extracurricular traineeship?

Yes, you are allowed to choose which kind of traineeship is more suitable to you.

16. Can I change the type of traineeship (curricular or extracurricular) in progress or at the end of the period?

No, the choice of the type of traineeship, confirmed during the application, is binding and must correspond to the mobility carried out and resulting at the end of the traineeship.

17. What happens if I withdraw from the mobility?

In case of withdrawal you will have to return the mobility grant. However, you can apply again in the following years.

18. What happens if I decrease the duration of the mobility originally established?

You will have to partially return the grant for an amount corresponding to the number of days of the mobility not carried out. In case of mobilities shorter than 60 days, you will have to return the whole grant received, except for serious and justified exceptions where the force majeure clause can be applied by the Erasmus Plus INDIRE National Agency.

19. When can I carry out the traineeship mobility?

You can carry out your mobility starting from the 1st January 2025 up to 31st July 2026. Recent graduates must complete the mobility within 12 months from the graduation date, and in any case by 31st July 2026.

20. I have already attended a 9-month mobility period within the framework of the Erasmus+ for study programme in a.y. 2023/2024, can I still apply for a 2-month traineeship under this Call?

Yes, you can carry out multiple mobilities in one academic year as long as they do not overlap - not even partially. Students can carry out up to a maximum of 12 months of funded mobility in each study cycle (24 months for 6-year postgraduate programmes).

For example:

Degree Programme in Nursing: maximum 12 months of Erasmus+ grant (for any type of mobility).

6-year postgraduate degree programme in Dentistry: maximum 24 months of Erasmus+ grant (for any type of mobility).

21. Do I need to declare beforehand the period in which I will be attending the traineeship?

No, you do not need to declare beforehand the period of the traineeship. However, the host institution must state in the acceptance letter the duration of the traineeship.

22. What does 60 days minimum of mobility mean?

The 60-day minimum term of mobility refers to the actual period spent abroad, as certified by the hosting institution. To calculate the mobility days you can use the Calculator offered by the National Agency Erasmus+ INDIRE (check it [here](#)).

23. In the acceptance letter, is it possible to put a period longer than 2 months, even if this means that it will not be covered by the financial grant?

The maximum period of traineeship covered by this Call corresponds to 2 months. If you wish to extend your mobility, during your traineeship, you will have to fill in an extension request of your period abroad.

24. Is it possible to do an extra mobility month by providing personally to the expenses?

Yes, only after your extension request has been registered and approved.

25. Is it necessary to define the mobility period with the exact dates within the Call deadline or is it possible to do this later?

It is not necessary to define the mobility period in the acceptance letter; however, the submission of a letter, which demonstrates the Hosting Institution willingness to confirm a mobility internship for a period of at least 2 months, is an eligibility requirement. You can arrange with the Hosting Institution the actual dates, even later, which must however abide by the terms included in the Call (31st July 2026, or in any way within 12 months from graduation).

26. I already have an acceptance letter signed by a host institution. Do I have to use the Acceptance Letter template published on the site?

No, you do not need to use the Acceptance Letter template published on the website. This template has been uploaded in order to help candidates in need of a model for their Acceptance Letter.

You can use the Acceptance Letter already in your possession, if complete with all required information.

27. Can I attach to my application an e-mail instead of a letter?

No, a formal letter is required (and NOT an exchange of e-mail). The letter has to confirm the availability of the host institution to accept you, specifying the number of months of internship (at least 2 months).

28. Is presenting a language certificate compulsory?

Yes, you need a language certificate coherent with the language of the host country or, possibly, a certificate of a different language if required by the host institution.

You can demonstrate your language competence by enclosing to your application one the following:

- international language certificates asserting a level at least equal to B1, according to the Common Framework of Reference for the Knowledge of Languages (CEFR), validated by AICLU (list available at <https://www.cla.unito.it/it/valutazione-linguistica-e-certificazioni/certificazioni-validate-dall-aiclu>);
- certificates issued by the University Linguistic Center – CLA UniTo of level at least equal to B1 according to CEFR;
- secondary school diplomas certifying a language of instruction (i.e., medium of instruction) different from Italian and coherent with the language of the host country or with the language required by the host institution;

- self-certification of enrolment to a Degree Course delivered entirely in English, if the latter is the required language;
- other certificates asserting a level at least equal to B1, according to the CEFR, but not present in the list by AICLU; these will be submitted to the unquestionable judgement of the Commission for the selection of applications.

29. My language certificate is not among those on the AICLU list. Can I submit it anyway?

Yes, you can. However, you have to be aware that certificates of linguistic competence (at least B1 - CEFR) not included in the AICLU list, will be submitted to the unquestionable judgement of the Commission for the selection of applications.

30. I have a linguistic high school diploma obtained in Italy: can I use it as a certificate of knowledge of the foreign language?

No, a high school diploma can be valid as a certificate of linguistic competence only if the document certifies a language of instruction (i.e., medium of instruction) different from Italian; it is not valid in case a foreign language simply appears as one of the subjects of the study plan.

31. Can I attach a language certificate even if it has expired?

Yes, for the purpose of applying to this Call potential expiration dates of certificates will not be considered.

32. Can I obtain my language certificate before the departure?

No, you must attach your language certificate during the application process.

33. How can I determine of which language I need to prove my knowledge?

The language could be the one of the host country or the one used to undertake the traineeship, certified in the Acceptance Letter.

34. I am enrolled in a degree course delivered entirely in English; should I submit a language certificate?

No, it is not necessary: attach the self-certification of enrolment that you can download from MyUniTO. Otherwise if you attend a PhD delivered entirely in English, you can attach a self-certification.

35. How can I choose the host institution? Is there a list of partner institutions?

You can search for it independently, by contacting directly an organization, company or institution of interest (see Art. 1.3 of the Call). You can apply to this Call choosing only one institution. There is not a list of partner institutions.

36. In case I cannot find a host Institution within the deadline for the application, will I be excluded from the ranking?

Yes, only application forms with an acceptance letter will be considered valid.

37. In case the Hosting Institution is a University Hospital, is it necessary to specify the departments where our internship will take place?

It is not necessary to specify the departments name, however, it is necessary that the acceptance letter includes the description of the activities expected for the internship.

38. Is there a formula to determine our score?

Yes, the formula is in the article 5.1 of the Erasmus+ Traineeship Call.

39. If I successfully passed an exam or completed an internship in September, but one of these was recorded after 31/10/2024, will it be valid to make up my score?

To calculate the score, only CFUs relative to exams/internships recorded within 31/10/2024 will be taken into account.

40. I have attended an international mobility period in a.y.2023/2024 but I have not yet received credit recognition, will this be considered in the ranking?

Yes, 5 CFU will be considered for each month of mobility carried out in the academic year 2023/2024 (rounded up), together with the weighted average of the grades already registered in your career. In the application form you will find a specific question where you can notify this.

41. If the level of my language certificate is above B1, will my score be higher?

No, because the language certificate is not relevant to the purpose of the total score.

42. How are the rankings drawn up?

Rankings are determined by the Committee, following these selection criteria:

- number of credits expected and acquired in relation to the course year (60 credits per year);
- weighted average of the grade registered;
- Undergraduate degree grade for students enrolled to the 1st year of a Master's Degree;
- Master's degree grade for students enrolled to a PhD programme;
- year of enrolment (in case of equal score, priority will be given to those enrolled to the last years of the degree programme);
- candidates who have already completed or have been assigned an Erasmus+ Traineeship (without renouncing it) will be placed at the bottom of the ranking.

43. When will the ranking be announced? And how much time do I have to accept?

The ranking will be announced on the School of Medicine website starting from 2nd december 2024. Selected candidates must accept the scholarship or renounce it within a period of 5 calendar days starting from the day following the announcement of the ranking, by sending an e-mail to the International Office of the competent Hub: for the Hub of Medicine Torino, international.medtorino@unito.it; for the Hub of Medicine Orbassano and Candiolo, international.medsanluigi@unito.it.

44. Can I start the mobility before the announcement of the ranking?

No, the mobility cannot start before the announcement of the ranking, the acceptance by the beneficiary and the end of the necessary procedure to start the mobility, as per the instructions the International Mobility Office will provide in due time. In any case the mobility cannot start before 1st January 2025.

45. To which category do United Kingdom and Switzerland belong, considering the monthly grants?

From Call 2024 on, monthly grants for mobilities towards Partner Countries do not include mobilities towards the United Kingdom and Switzerland.

46. How many monthly grants will be assigned to each degree course?

Monthly grants will be assigned to each Department proportionally to the number of eligible applications received for each programme type, as stated in art.5.2.