

ERASMUS STUDY CALL A.Y. 2025/26

APPLICATION INSTRUCTIONS Step 1

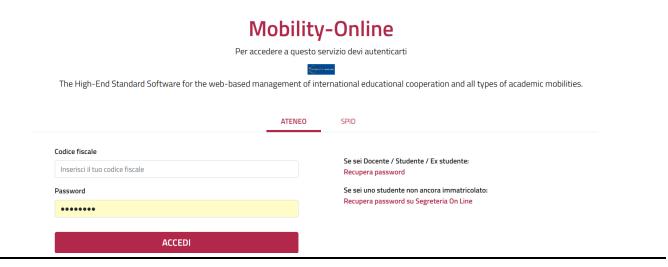
<u>All candidates</u> must fill in the **online application, with possible upload of language certificates,** through the Mobility-Online platform, scrupulously following the instructions below.

The online application will be divided into two parts:

- the first part involves the submission of one's candidacy only. Only those enrolled in PhD courses, first and second level university masters, and specialization schools must also integrate the application with the letter of their supervising professor (the appropriate form can be downloaded directly from the University's Erasmus website)
- the **second part** involves the confirmation of personal data and the possible upload of language certificates, if the candidate is already in possession of them.

The online compilation will be active from Tuesday 24 June 2025 until 13.00 on Thursday 10 July 2025.

1) Access the <u>online form</u> with your University credentials (tax code and password): https://www.service4mobility.com/europe/BewerbungServlet?identifier=PAVIA01&kz_bew_pers=S&kz_bew_arte=OUT&aust_prog=SMS&sprache=en



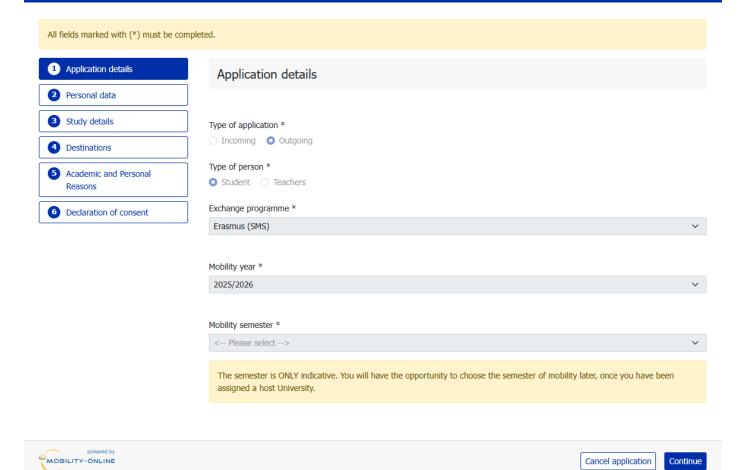
2) In the "Application details" section, the mobility period is indicative and can be chosen later, once you have been assigned a location.

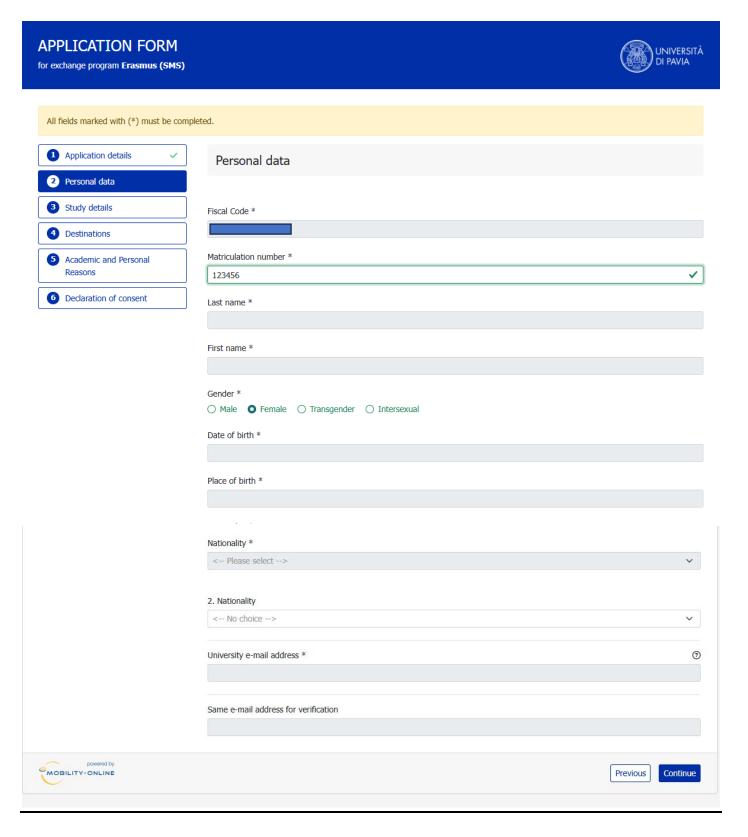
Some information in the "Personal data" section is already present and cannot be modified. Complete the section with your matriculation number and gender (and any second citizenship, if applicable).

APPLICATION FORM

for exchange program Erasmus (SMS)



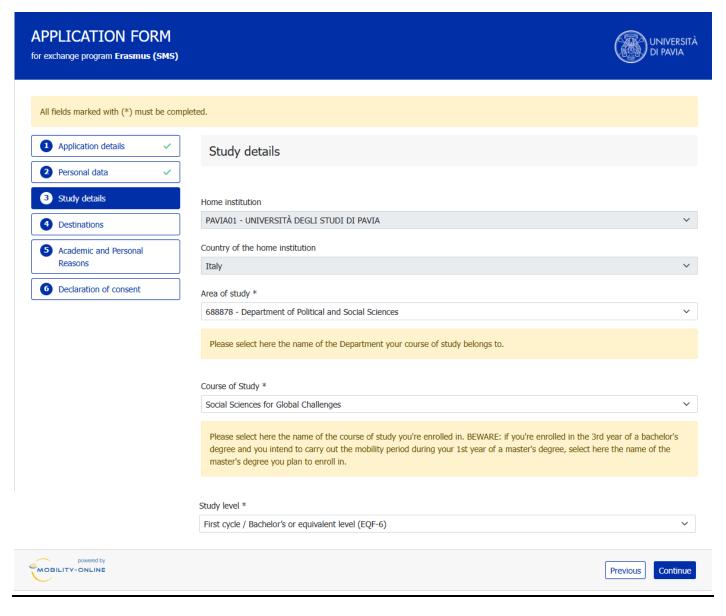




3) In the "Study details" section, you will find the Department to which your degree programme belongs, the course of study in which you are enrolled and the level (I: three-year degree, II: master's degree/single-cycle master's degree). You can also consult the areas of affiliation on the Erasmus website.

PLEASE NOTE – If you are enrolled in the 3rd year of a Bachelor's degree and intend to carry out the mobility period during the 1st year of a Master's degree, change the previous fields and indicate the name of the Master's degree in which you intend to enrol.

We invite you to pay particular attention in choosing the correct course of study, otherwise you will not be able to view the destination locations available for your degree course.



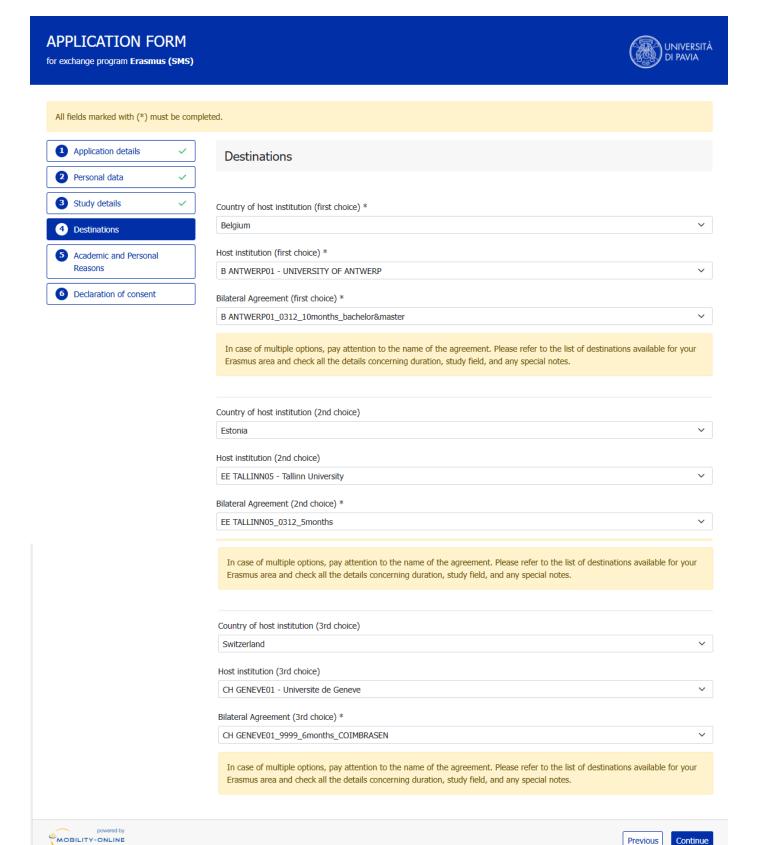
4) In the "<u>Destinations</u>" section you can choose up to three universities from those available, indicating the order of preference.

You will have to pay particular attention to the characteristics of each destination:

- subject area (ISCED/subject area)
- educational offer of the foreign university
- language requirements required by the universities you intend to apply for
- admitted levels of study
- indicative months of mobility envisaged
- existence of special requirements dictated by the host university

WARNING – The "bilateral agreement" field contains the names of each individual agreement. If you have multiple options, pay attention to the name listed and make sure you choose the correct agreement that interests you.

Carefully consult <u>the list of destinations available for your Erasmus area</u> and check all the details regarding the duration, the area of study and any special notes.



5) In the "Academic and personal reasons" section, you will have to indicate the purpose of your mobility.

Option 1 – exams: you will have to indicate the exams you intend to take abroad for each University you have chosen ("list of exams you intend to take at the host institution") and how they will be recognized once you return to Pavia ("list of exams to be recognized at UNIPV").

Option 2 – thesis: you will have to indicate the thesis research topic that you intend to carry out abroad.

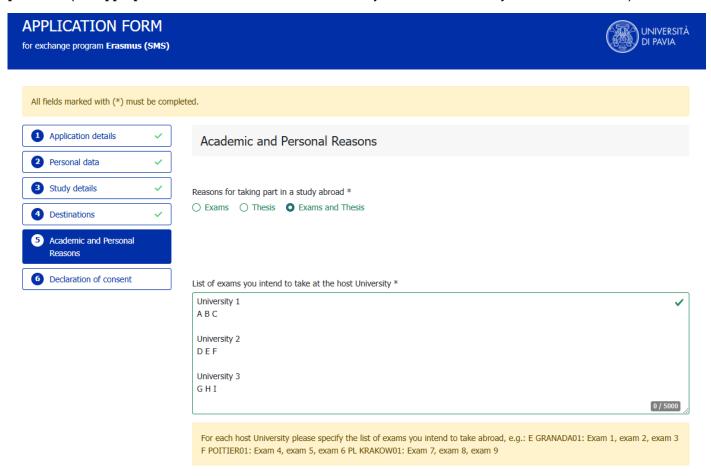
ATTENTION – Not all universities accept students who only intend to prepare their thesis, without taking courses.

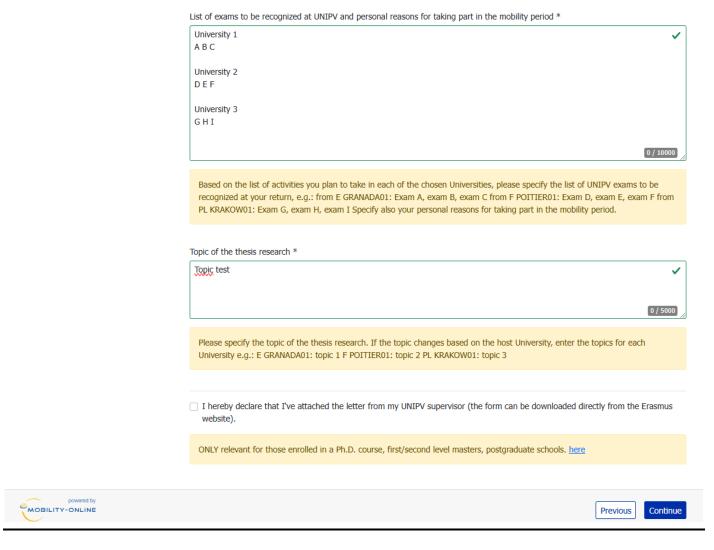
Option 3 – exams and thesis: you will have to indicate the exams you intend to take abroad for each University you have chosen ("<u>list of exams you intend to take at the host institution</u>") and how they will be recognized once you return to Pavia ("<u>list of exams to be recognized at UNIPV"</u>), and the thesis research topic you intend to take abroad.

In all three cases, it is also important to discuss with your Erasmus delegate.

The activities included here are indicative and can be modified once you are assigned the final location. They are for the sole purpose of verifying that you have consulted the educational offer at the host Universities of your interest and ascertaining its actual compatibility with your course of study in Pavia.

In this section, students enrolled in PhD courses, first and second level university masters, and specialization schools must also confirm that they have integrated their application with a letter from their supervising professor (the appropriate form can be downloaded directly from the University's <u>Erasmus website</u>).

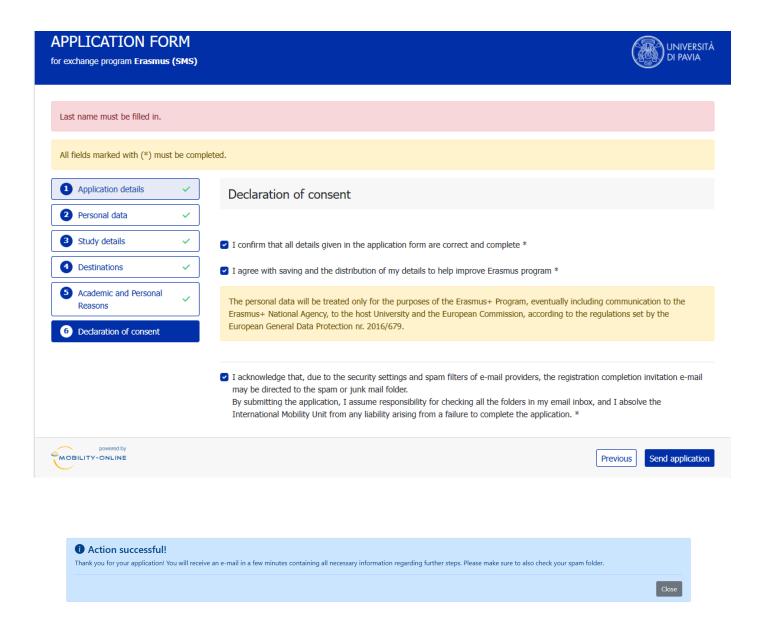




6) In the "<u>Declaration of consent</u>" section, you must declare that the information entered is complete and correct, that you authorize the processing of data and that you are aware that you may receive the registration confirmation email in your mailbox/junk/spam.

We invite you to carefully check the data entered. Once the application has been sent, it will no longer be possible to modify it in any way.

You can then conclude this first part of the application by clicking on "<u>Send application</u>". A confirmation message will appear immediately.



7) A few minutes after sending it, you will receive an e-mail to your University email address with the sender noreply@unipv.it and the subject "COMPULSORY registration for Erasmus for Study 2025/26" (also check your junk/spam inbox) to complete your application in Mobility-Online. We invite you to carefully follow the instructions in the email and also available on the Erasmus website.