



## ERASMUS+ MOBILITY FOR STUDY A.Y. 2024/2025 STEP BY STEP

Call for Application			
When	What	Who does and where	Further information
<b>10 January 2024</b>	Publication Announcement	UNIFI International Mobility Office	<a href="https://www.unifi.it/p10034.html#studio">https://www.unifi.it/p10034.html#studio</a>
<b>11 January 2024 10:00 a.m.</b>	Opening online applications	The student applies on <a href="#">TURUL</a>	<a href="https://www.unifi.it/p10034.html#studio">https://www.unifi.it/p10034.html#studio</a>
<b>13 February 2024 1:00 pm</b>	Call for Application deadline and closing date on TURUL	<a href="#">TURUL</a>	<a href="https://www.unifi.it/p10034.html#studio">https://www.unifi.it/p10034.html#studio</a>
<b>19 February 2024</b>	Deadline for the registration in the Students Career of the taken exams		Art. 8 of the Announcement
<b>Starting from March 7, 2024</b>	Publication of the first School ranking and online acceptance (time for the student to accept the destination online: 3 working days). Any sliding of rankings will follow.	Publication in <a href="#">TURUL</a> of the ranking list by the UNIFI International Mobility office and Online acceptance on <a href="#">TURUL</a> by the student	Art.9 of the Announcement



	Nomination phase of the winning students to the receiving Institutions	International Relations Services of UNIFI Schools	
Before the departure			
When	What	Who does and where	Further information
<b>Before the departure</b>	Informative sessions for winning students	International Relations Services of UNIFI Schools	UNIFI School website <a href="https://www.unifi.it/cmp-ro-v-p-5218.html">https://www.unifi.it/cmp-ro-v-p-5218.html</a>
	Submission of the Application form and the accommodation form, if any, to the receiving Institution	The student, in accordance with the deadlines set by the receiving Institution	Receiving Institution website
	Online Learning Agreement Drafting	By the student on <a href="#">GCS</a> Student Career Management	<a href="#">Vademecum Online Learning agreement outgoing students</a>
	Financial Contract signature	Prepared by the UNIFI International Mobility Office and signed by the student and UNIFI	In the modalities that will be indicated on the webpage <a href="https://www.unifi.it/p10034.html">https://www.unifi.it/p10034.html</a>
	OLS language test and language course (optional but strongly recommended)	By the student on the Online Language Support platform	<a href="https://www.erasmusplus.it/istruzione_superiore/mobilita/online-language-support/">https://www.erasmusplus.it/istruzione_superiore/mobilita/online-language-support/</a>



During the mobility			
When	What	Who does and where	Further information
<b>Within 7 days</b> from the start of the mobility	Attendance Certificate (certificate of arrival/departure) stating the beginning of the mobility period	Completed, signed and stamped by the International Relations Office of the receiving Institution and sent by the student to <a href="mailto:outgoing.erasmus@unifi.it">outgoing.erasmus@unifi.it</a>	
<b>Within 30 days</b> from the start of the mobility	Possible Changes to the original Learning Agreement	By the student on <a href="#">GCS</a> Student Career Management	<a href="#">Vademecum Online</a> <a href="#">Learning agreement</a> <a href="#">outgoing students</a>
By the end of the mobility period	Possible request for extension of the study period, subject to the approval of the International Relations Office of the host Institution and of the International Relations Service of the UNIFI School	By the student	UNIFI School website <a href="https://www.unifi.it/cmp-ro-v-p-5218.html">https://www.unifi.it/cmp-ro-v-p-5218.html</a>
At the end of the Erasmus period and before the return	Request to the host Institution to complete and sign the Attendance certificate (certificate of arrival/departure) with the mobility end date	By the student at the International Relations Office of the host Institution	



Upon return from the mobility			
When	What	Who does and where	Further information
<b>Within 15 days</b> after the end of the Erasmus mobility period	Submission of the Attendance certificate	Completed, signed and stamped by the International Relations Office of the receiving Institution and sent by the student to <a href="mailto:outgoing.erasmus@unifi.it">outgoing.erasmus@unifi.it</a>	
At the end of the Erasmus mobility period and before applying for the recognition of the activities carried out	Upload of the Transcript of Records and/or Confirmation of degree- related research mobility/traineeship	By the student on <a href="#">GCS</a> Student Career Management	
	Completion of the EU Survey	By the student, who will receive an automatic email from the Erasmus+ and European Solidarity Corps platform inviting him/her to fill in the Survey	
<b>Within 45 days</b> after the delivery of all documents	Request for recognition of the activities taken abroad	By the student at the UNIFI School's International Relations Service	UNIFI School website <a href="https://www.unifi.it/cmp-ro-v-p-5218.html">https://www.unifi.it/cmp-ro-v-p-5218.html</a>