

SEMP call - Switzerland a.y 2023/2024

Calendar Call 2023/2024	WHAT	WHERE
Wednesday 23rd NOVEMBER	First Call	https://www.unipd.it/en/sempr
Thursday 1th DECEMBER	First Call application opening on Uniweb	On Uniweb ONLY
Tuesday 17th JANUARY at 13:00	First Call application deadline on UNIWEB	On Uniweb ONLY
From Thursday 16th FEBRUARY	PUBLICATION OF LISTS OF SUCCESSFUL APPLICANTS	Website (and personal page on Uniweb)
From Thursday 16th to Tuesday 21st FEBRUARY at 13:00	Window to accept the place online	On Uniweb ONLY
From Thursday 23th to Friday 24th FEBRUARY at 13:00	Publication of reserve places and accept the place online	On Uniweb ONLY
	Informative meetings for successful applicants	
	application form, learning agreement and accommodation form	Available on the Receiving Institution website

LEARNING AGREEMENT PREPARED on UNIWEB BEFORE THE GRANT AGREEMENT SIGNATURE

15th JUNE 2023 Departures during the first semester	Deadline to prepare the <i>learning agreement</i>	Uniweb only
15th OCTOBER 2023 Departures during the second semester	Deadline to prepare the <i>learning agreement</i>	Uniweb only
BEFORE the mobility	Book an appointment to sign the SEMP Grant Agreement	ONLINE ONLY www.unipd.it/reliint
	Sign the SEMP Grant Agreement	According to the modalities set out by the Projects and Mobility Office –Mobility Unit
Within 7 days from the start of the mobility	Upload the start of mobility documents: <ul style="list-style-type: none"> - Attendance certificate (Date of Arrival) - Learning Agreement before the mobility approved by the Academic Coordinator in Padova and countersigned by the Receiving Institution 	Upload of the start of mobility documents ONLINE ONLY www.unipd.it/reliint

At the end of the mobility, in one of the 7 days before the departure	Get the Attendance Certificate (<i>Date of departure</i>) signed by the Receiving Institution	International Office of the Receiving Institution
Within 10 days from the end of the mobility	Upload your Attendance Certificate and your last Learning Agreement countersigned by the Receiving Institution	Upload your Attendance Certificate (<i>Date of departure</i>) and your last LA ONLINE ONLY www.unipd.it/reint
At the end of the mobility and before the recognition of the activities carried out abroad	Send (directly by the Receiving Institution) your Transcript of Records and/or letter on thesis/internship work	PDF version to erasmus@unipd.it and hard copy to Projects and Mobility Office - Mobility Unit – Via VIII Febbraio, 2 35122 PADOVA (if possible)
Within 45 days from the submission of all documents	Recognition of the activities carried out abroad (exams, thesis, internship)	According to the <i>Mobility Unit Desks within Schools/Departments</i> instructions www.unipd.it/en/erasmus-studies-out