The Student Mobility Agreements Portal

STEP 1 - Link to access the portal

To view the agreements available for the 2023/2024 mobility calls, you need to log on to the portal at the link: www.unipd.it/mobility-agreements (Figure 1).

Figure 1 - The Student Mobility Agreements Portal

STEP 2 - Setting the criteria for selecting agreements

It is then mandatory to select the degree course\(^1\) from the 'Study field' drop-down menu. All other filters (Programme, Faculty and Country) are optional (Figure 2). The portal provides the agreements of all mobility programmes for the academic year 2023/24: Ulisse, SEMP, Erasmus beyond Europe (KA171), Erasmus in Europe and Arqus.

\(^1\) If you are enrolled in the third year of a Bachelor's degree course and wish to spend your mobility in a Master's degree course, you need to filter the agreements with the code of the Master's degree course you intend to enrol in.
Figure 2 – Preselection criteria

Degree course code: where to find it?

To avoid selection errors, it is recommended that you check the code of your degree course, available on Uniweb, in your personal profile (Home > Registrations, under “Corso di studio”) (Figures 3 and 4).

Figure 3 – Uniweb, Home>Registrations

Figure 4 - Dettaglio Iscrizione, Corso di studio and code
If you are enrolled in the third year of a Bachelor’s degree course and wish to spend your mobility in a Master’s degree course, you need to filter the agreements with the code of the Master’s degree course you intend to enrol in, available at the link: https://en.didattica.unipd.it/ and select the current academic year (Figure 5).

Figure 5 – Educational offer

Next, go to the section Second cycle degree Courses, the relevant School, and search for the desired master’s degree course code (in the example for Human Rights and multi-level Governance the code is EP1980) (Figure 6).

Figure 6 – Second cycle degree courses code
After selecting the degree course:

- the **Statistics** section will show the number of partner institutions and the number of agreements available for the degree course set in the filter (Figure 7).

**Figure 7 - Statistics**

![Statistics Diagram]

- the **Result** section (at the bottom) will display the list of all available agreements (Figure 8).

**Figure 8 – List of selected agreements**

![Result Table]

Next to the name of the institution, by clicking on the + or – icon you can display or hide the main information of the partner institution, namely: name of the institution, Erasmus code and country.
STEP3 - Accessing data and information of each agreement

To access the specific information for each agreement, please click:

1) on the 'Show details' icon on the right, under the column 'Agreements'.

![Show details icon]

2) then on the 'i' icon. In some cases, several agreements may be available for one institution. Please read the information sheets carefully in order to understand the differences (e.g. for the Ulisse programme, some agreements provide funding, others are zero grant, for the Erasmus programme some agreements may differ even only in terms of the Departmental Coordinator, etc.) (Figure 9).

![Figure 9 – Agreements per partner Institution]

This will open the tab with all the information about the agreement. By clicking on 'Print' (bottom left) you can download the PDF with all the information about the agreement (Figure 10).
In the Bilateral Agreement data section (left-hand side) you will find all the main information (e.g. Erasmus code, teacher responsible for the flow, isced/area of study) to be noted down in order to correctly select the destination in Uniweb (Figure 11):

- The total number of months indicated in the portal (Number) for each agreement must be divided by the number of available places (Total number). The number of months thus calculated for each student corresponds to the maximum duration that can be financed (in the example 15 months are to be divided by 3 places, so each student will have 5 months of mobility).

- To find out which study cycle the agreement is available for, it is necessary to check the corresponding number of places available. If 0 places are available for a study cycle, this means that the agreement does not foresee mobility for this level. The number of places reported for each level of study refers to the total number of places available (in the example, the agreement with D MUNCHEN01 allows mobility, for a maximum of 3 places, for the first and second cycle, not for the third)

- the Erasmus code of the partner Institution (e.g. D MUNCHEN01)

- The ISCED code of the agreement, i.e. the area of study of the agreement (e.g. 0421 – Law)

- The name of the Departmental Coordinator (e.g. Prof. Luigi Garofalo)

- If relevant, the Campus/Facolty at the partner institution

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2 The study cycles are as follows: first-cycle degree courses (First cycle/Bachelor/Undergraduate/Bachelor), second-cycle degree courses (Second cycle/Master/Postgraduate), and third-cycle PhD/Doctoral courses (Third cycle/Phd/Doctoral)
Figure 11 – Bilateral agreement data

The **Information of Agreement** section (right-hand side) displays all additional information related to the agreement (**Figures 12 and 13**), including:

- **Additional requirements**: if available, very important notes concerning the agreement are specified

- **Useful links**: if available, useful links to the partner institution's website (e.g. course catalogue, application form, language requirements...) are given.

Figure 12 - Example Erasmus Agreement Information
Figure 13 - Example Ulisse Agreement Information

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