



Recognition of study periods abroad

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Italian University system

The Italian University QF is structured in 3 cycles: the 1st cycle academic degree, that is the "Laurea" (Bachelor degree), grants access to the 2nd cycle, the "Laurea Magistrale" (Masters degree), corresponding to the 2nd cycle and giving access to the 3rd cycle (doctoral/PhD programmes resulting in the degree called "Dottorato di Ricerca"; Specialty Schools for Medicine, Psychology, Law, Cultural heritage, etc. are not included in mobility programmes).

The European Credit Transfer System (ECTS) is used by Italian universities to evaluate and measure the workload of single courses, as well as entire qualifications. ECTS credits represent the total student workload (class time, individual study, exam preparation, practical work etc) needed to complete a course/module/degree. According to Italian legislation, one ECTS/ CFU credit is equivalent to **25 hours**.

Exams are graded using a grading scale of 30, where 18 is the minimum passing grade and 30 cum laude the highest grade.

Admissions are based on the degree and on national tests.

For further information on the Italian Higher Education System, please visit: http://www.miur.it/guida/guide.htm .



Ministry of University and Research (MUR) Fundings

<u>State Funding Rules</u>: Italian Higher Education Institutions receive from the State (MUR) yearly funding called *Fondo di Finanziamento Ordinario* (FFO). A small part of the FFO assigned to the universities is dedicated to the support of students' outgoing mobility. This part of the FFO is called **Fondo Giovani** (*Youth Fund*) and it is aimed at integrating the EU Erasmus+ mobility grants (at least 70% of resources available) and at enhancing international mobility to non-EU countries (no more than 30% of resources).

The Youth Fund is calculated on the basis of how many credits the Italian Higher Education Institutions do recognize to the outgoing students once they come back from their mobility period. In order to be eligible each student has to **earn at least 12 credits per mobility period**.

Indicators related to Internationalization contribute to the calculation of the main quotas of the FFO based on the standardized cost of regular students and .

The International Area goals and offices

Research Office

Units:

- Bilateral Agreements
- Researchers Mobility and European socio-cultural Programmes
- Development Cooperation, Networks and Financial Planning Support

Education Office

Units

- Erasmus+ EU Mobility
- International Marketing
- Non-EU Mobility and International Education Agreements Unit

Recognition of foreign qualifications

Equivalence of foreign academic qualifications

Italian universities, in their autonomy, evaluate foreign academic qualifications, according to Art. 2 and 3 of Law 148/02, in order to issue similar Italian degrees/titles.

The application for equivalence must be addressed to a University whose Statute includes a study programme that is comparable to that completed abroad.

Among the requested documents we remember:
-the "Diploma" or official document attesting the
achievement of a foreign degree of university level
-a "certificate" or official document with a list of
subjects included in the curriculum or study plan
-the Diploma Supplement or the so-called
"Declaration of Value" (DV), issued by the
competent Italian authorities abroad.

Equivalence of PhD

To request the equivalence of doctorates awarded by foreign universities (PhD) it is possible to apply to the office VI of the Directorate General for Student, Development and Internationalization of Higher Education (Via M. Carcani, 61 - 00153 ROME) contacts: dgsinfs.ufficio6@miur.it - tel. +39 06.5849.7061

For all the information related to the application and the documents to be attached <u>click here</u>.



Management and Accountability of students mobility

Given the number of programmes and students it has been a priority for Sapienza Relint to organize informatically the collection of data on students mobility.

The students careers are handled through 2 main **informatic systems** that interchange information flows.

INFOSTUD: is the informatic system that registers all the data of enrolled students.

ORGANIZER: is the informatic system that registers all outgoing students for exchange periods abroad.

Data from both systems are fed into the ANS - Anagrafe Nazionale degli Studenti.

INFOSTUD and ORGANIZER exchange information flows to manage the mobility according to dedicated scholarships and collecting all necessary data on credit recognition.

Credit recognition for the following activities

University Regulation was adopted in 2015 for credit recognition https://www.uniroma1.it/sites/default/files/field_file_allegati/prot34128_regolamento_mobilita_stude ntesca riconoscimento periodi studio formazione estero.pdf

Study periods – course's attendance and exams

Thesis research – research made abroad under a double supervision by home professor and hosting institution supervisor

Traineeship/Internship according to the available credits per study programme

No mobility windows for bilateral agreements exchange

Mobility windows within double, multiple and joint degrees (structured exchange)

Civis experience - our European University Alliance



International Office informatic tool for OUTGOING students' mobility management

https://relint.uniroma1.it/so2013_sapienza/login.aspx?ReturnUrl=%2fso2013_sapienza%2fICS_documen ti.aspx%3fid_straniero%3d22822&id_straniero=22822

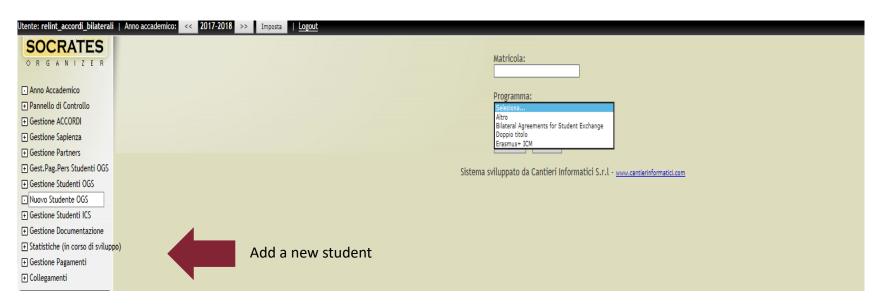
SOCRATES		
ORGANIZER	Accedi E-mail: Password: Accedi	
	Sistema sviluppato da Cantieri Informatici S.r.l - <u>www.cantierinformatici.</u>	<u>.com</u>

After you logged in, you can choose the type of mobility (different programmes available).

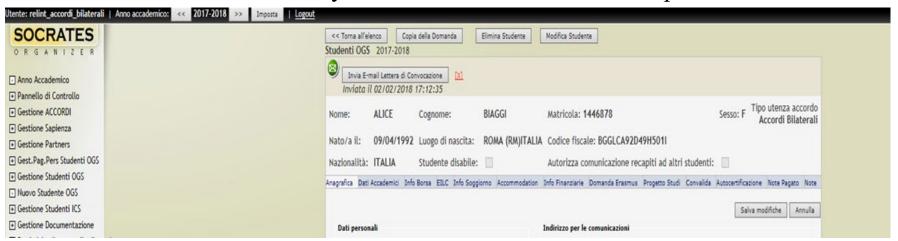
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	ntieri Informatici S.r.l - <u>www.c</u>	antierinformatici.com



The International Office adds a new outgoing student through the matricola/identification number and selecting the type of mobility.

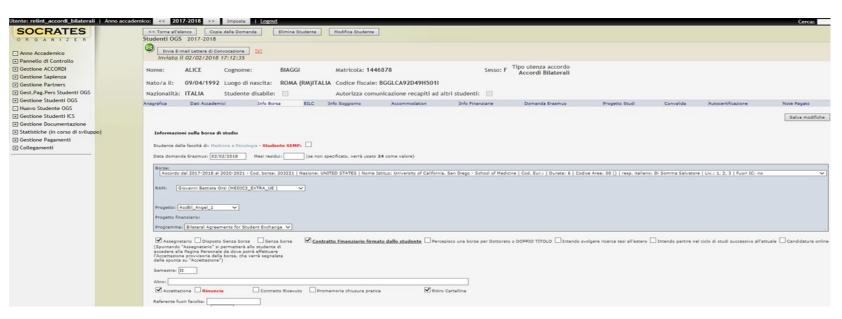


The International Office sends an email from the database providing the student with the necessary information on the scholarship.

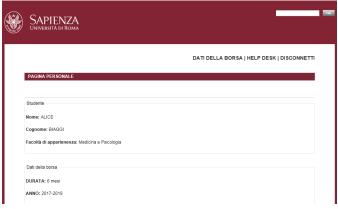


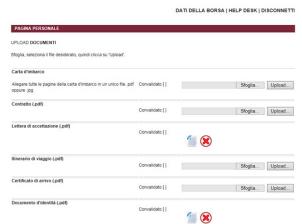


The International Office assigns the scholarship; the student accepts the scholarship assignment and so her/his personal page is activated.



After accepting the scholarship, the student can access her/his personal page and upload or download relevant documents before, during and after mobility.







Before her/his departure, the student needs to complete her/his learning agreement filling out the relevant page of the informatic system through her/his personal page. The personal page is linked to his academic career available on INFOSTUD. This is important, because he will be allowed to put ONLY her/his missing EXAMS according to his academic career. He can fill out the form also in case of RESEARCH FOR THESIS.

Exams in the host Institution

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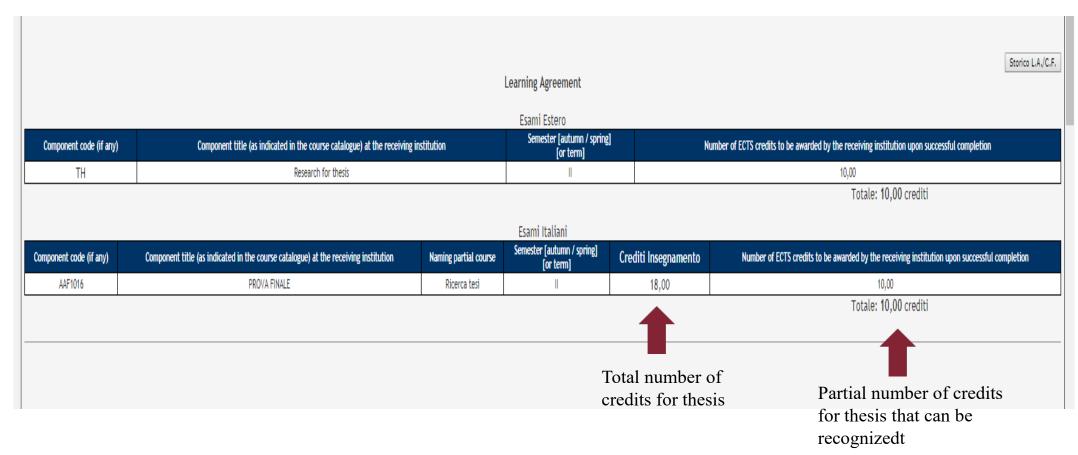


Exams to be recognized at Sapienza and to be chosen from her/his own academic carrier



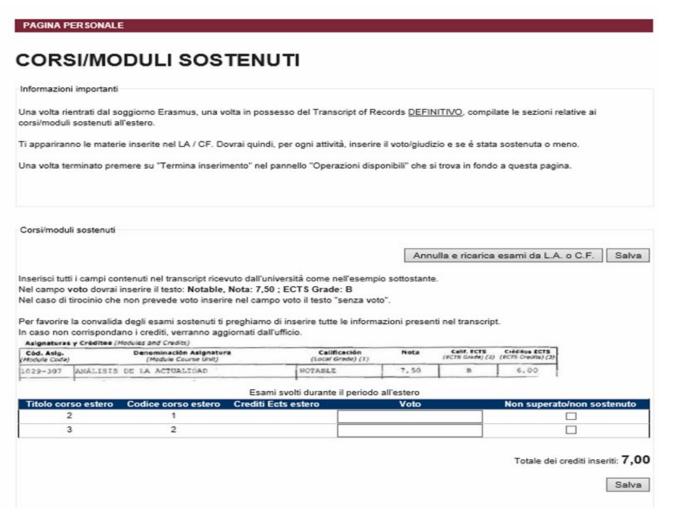


Students can fill out the form also in case of RESEARCH FOR THESIS: only part of the credits normally assigned for the thesis can be recognized.





At the end of her/his mobility, the student has to start the recognition process through her/his personal page. The Transcript of Records (ToR) received by her/his host Institution has to be equal to her/his learning agreement and uploaded on the system!



The student has to fill out the blank fields with the grades attained for each exams or indicate «Passed» in case of research for thesis.

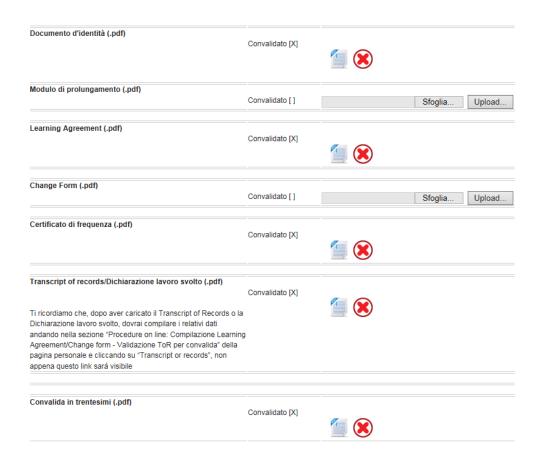
In this table there

In this table there will appear the same exams indicated in the learning agreement/change form.



The professor in charge of the recognition process will send, through the system, a grade conversion proposal to the student (based on policies and guidelines established by the Council of the study program or by the Department).

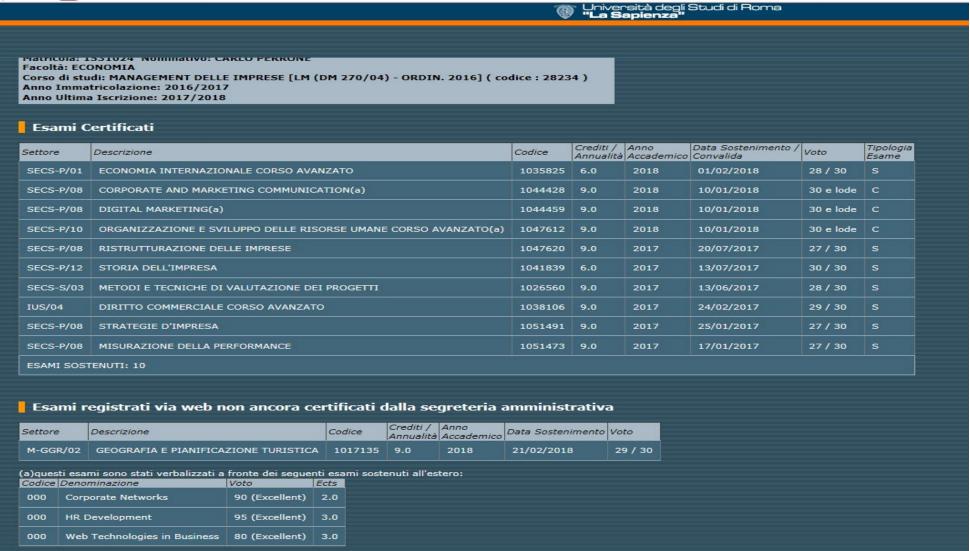
If the student accepts, the certificate of conversion will be transmitted to INFOSTUD and the credits will be transferred directly to his academic career (also in case of research for thesis).



The student can refuse the grades proposed by the professor. And the flows starts again.



At the end of the recognition process all exams done abroad are registered in the student's academic career, including credits and grades.



This is what appears to the student in Infostud.

The same date are transcripted in the Diploma Supplement.



International Office informatic tool for INCOMING students' mobility management

https://relint.uniroma1.it/so2013_sapienza/login.aspx?ReturnUrl=%2fso2013_sapienza%2fICS_documen ti.aspx%3fid_straniero%3d22822&id_straniero=22822

SOCRATES		
ORGANIZER	Accedi E-mail: Password: Accedi	
	Sistema sviluppato da Cantieri Informatici S.r.l - <u>www.cantierinformatici</u> .	<u>.com</u>

After you logged in, you can choose the type of mobility (different programmes available).

	Seleziona relint (contesto UE) relint_accordi_bilaterali (Accordi Bilaterali) relint_altro (Altre mobilità) relint_doppio_titolo (Doppio Titolo) relint_extra_ue (ErasmusWorld)	Accedi
Sistema svilu	ıppato da Cantieri Informatici S.r.l - www	.cantierinformatici.com



CIVIS is one of the first seventeen pilot European Universities selected by the European Commission



7 Languages



Universities



Nobel prizes



ERC grants



+ 25,000 PhD students in all research disciplines



Undergraduate

programmes including +25 taught in English





Research groups



+1,400

Postgraduate programmes including +400 taught in English





Staff members including 30,000 academics and researchers



384,000 students

















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A European Civic University

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..... With the support of the Erasmus+ Programme of the European Union

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CIVIS is a European Civic University formed by the alliance of eight leading higher education institutions across Europe. It brings together a community of more than 384,000 students and 55,000 staff members including 30,000 academics and researchers. CIVIS aims to create a truly unique European interuniversity campus where students, academics, researchers and staff will move and collaborate as freely as within their institution of origin.

Five hubs are at the core of our strategy: Health;
Cities, Territories and Mobility; Climate,
Environment and Energy; Digital and
Technological Transformations;
Societies, Culture and Heritage

CIVIS PARTNER UNIVERSITIES

- Aix-Marseille Université (France)
- National and Kapodistrian University of Athens (Greece)
- University of Bucharest (Romania)
- Université libre de Bruxelles (Belgium)
- Universidad Autónoma de Madrid (Spain)
- Sapienza Università di Roma (Italy)
- Stockholm University (Sweden)
- Eberhard Karls Universität Tübingen (Germany)

MISSIONS

- > Research: developing opportunities for extensive research collaborations with complementary approaches through open science, collaborative networks, shared research infrastructures, incentive funding for joint projects...
- **> Education**: creating an integrated university space for all through a research-based education, joint educational programmes, new learning pathways, MOOCs, Summer schools...
- **> Innovation**: building a new model for innovative and inclusive education through the development of a digital campus, learning tools with short-term, long-term and blended mobility programmes...
- > Civic Engagement: connecting CIVIS education, research and innovation to local needs and global challenges through participative council, the creation of interactive spaces called Open Labs to foster collaboration between citizens, local partners and universities...

A CIVIC IDENTITY AT THE FOREFRONT OF THE EUROPEAN VALUES

Rooted in their urban and regional landscape, **CIVIS** universities actively contribute to the social, cultural and economic dynamism at the local level, and promote European values such as **inclusiveness**, **gender equality**, **non-discrimination** and **social equity**.

CIVIS will forge richer interactions and co-creation of knowledge and skills with citizens, schools, enterprises, social and cultural associations.

A BRIDGE TOWARDS THE MEDITERRANEAN AND AFRICAN REGIONS

CIVIS aspires to become the European University Alliance of reference for connections with the Mediterranean and African regions. Our geographic locations, as well as the already established partnerships with Mediterranean and African institutions will be key assets in this respect.

- **>** Building new partnerships with Mediterranean and African academic institutions: university agreements, research projects, Summer schools...
- > Developing digital infrastructures to increase student mobility
- **>** Fostering research and educational collaborations to address joint challenges, interests and solutions

2022 • 10% of student mobility within the alliance

2021 • Digital platform implemented to facilitate collaborative projects and resources

2020 • Launch of 1# HUB on Climate
• 1# Open Lab • 1# CIVIS student mobility

2019 • Creation of CIVIS

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