

## FREE MOVER Programme

### CALL FOR APPLICATION 2024-2025

Period for presenting application form:

**At least 1 month before the deadline set by the chosen University**

#### PROGRAMME DEFINITION

Students enrolled at IULM University may attend a period of study abroad from 3 to 12 months (1 or 2 academic semesters), during a academic lecture period only and at legally recognised foreign Universities only.

This stay takes place outside the Erasmus +, Exchange and Semester Abroad programmes and therefore **does not benefit from any kind of subsidy.**

Interested students should independently look for a foreign university not included in the list of IULM partner universities for the above mentioned mobility programmes and, once verified that the academic offer can match with their study plan, suggest the university to do a mobility period for study.

#### ELEGIBILITY REQUIREMENTS

- Applicants must be regularly enrolled – as non-final year student – both in the academic year during which they apply and during which the mobility takes place. **Students enrolled as “fuori corso” or not in compliance with enrolment requirements for the academic year 2023-2024 are not eligible to apply.** Students attending their 3rd year in the academic year in which they submit the application must enroll to the 1st year as “fuori corso” during the academic year 2024/2025.
- **It is not possible to apply in the 3<sup>rd</sup> year of Bachelor’s degree and carry out a mobility period in the 1<sup>st</sup> year of Master’s degree.**
- **Students who have already carried out two semesters abroad in the same course of studies, cannot apply for any other mobility programs during the same course of studies.**
- Candidates will have to verify the **linguistic requirements** together with the chosen University, proving to have a good knowledge of the language in which courses are held. The student will have to prove that he/she has a adequate knowledge of the required foreign language. Language proficiency tests will be carried out only if coinciding with those carried out for Erasmus+ and Exchange programmes. No *ad hoc* language proficiency test will be carried out.
- Assignees of other mobility programmes (Erasmus+, Exchange, Semester Abroad) **cannot** apply for the Free Mover Programme.

#### TIMELINE

- The Free Mover Programme allows students to spend from 3 to 12 months abroad (one semester or term or the entire academic year);
- This call for applications is open for mobility in the academic year 2024/2025, deadlines are set by the University chosen by the student. However, students must consider the technical time needed in order to have the courses approved in IULM. Therefore, no application will be accepted if the host university’s call deadline is in less than a month from the applying date at the Study Abroad Office.



## DESTINATIONS

The application will be referred to one destination University only. The proposed destination cannot be a partner IULM University.

## APPLICATION PROCEDURE

Applications must be submitted to the Study Abroad Office using the form (available on the IULM website or in the IULM Community section) and attaching the information material concerning the chosen University, in particular the study plans of the courses that students wish to attend. Students are requested to search the material by themselves.

## COMMUNICATIONS

For the entire duration of the mobility programme, e-mail communications between students and the office must be made exclusively through the following e-mail addresses:

For the Study Abroad Office: [studyabroad@iulm.it](mailto:studyabroad@iulm.it)

For the student: IULM institutional address ([nome.cognome@studenti.iulm.it](mailto:nome.cognome@studenti.iulm.it))

**The use of personal e-mail addresses is not permitted.** All students are required to activate their e-mail address @studenti.iulm.it prior to completing their online application and to ensure that mail to this address is checked.

**The Office shall not be held responsible for any inconveniences or delays in communications arising from students not consulting or using the official e-mail and IULM Community.**

## VISAS AND OTHER REQUIREMENTS

Students are required to inquire in advance and independently on legal formalities to be completed in order to stay in the chosen country (entry visa, any required vaccinations and medical examinations). Moreover, many countries require precise guarantees from students regarding their economic condition, which must be such as to ensure livelihood during their stay, in compliance with the standards settled by the local government. **The office is in no way responsible for any withdrawals during the stay due to unfulfilled requirements or missing legal documentation needed to remain in the chosen country.**

## DATA PROTECTION

All personal data presented by candidates applying for the Exchange programme are treated according to the EU Regulation 2016/679.

Applications' submission entails the acceptance of the privacy notice; the complete privacy statement for international mobility is available on IULM website: [https://bit.ly/IULM\\_mobintprivacy](https://bit.ly/IULM_mobintprivacy).

## COSTS FOR STUDENTS

Students will be required to pay for travel expenses, board and lodging during their stay abroad. The Study Abroad office will not provide indications in this matter: the logistic organization is entirely managed by students themselves. It is at the complete discretion of the host university to offer support for finding accommodation.

Students must regularly pay tuition fees at IULM University during the mobility period.

## INSURANCE COVER

The student has insurance coverage also for civil liability and injury during his/her stay abroad, limited to the period of academic activities and in compliance with legal and administrative provisions of both the home and the host country.



The Institute signed the Civil Liability insurance with the company QBE EUROPE SA/NV: insurance number 074 0000026 and the injury insurance with the company GENERALI Italia (former INA Assitalia) – insurance number 360029587 – Master Policy 350036808.

The departing student is advised to provide health insurance coverage for the period he/she will spend abroad.

## **BEFORE LEAVING**

Before leaving, the candidate eligible for the programme must:

- 1) contact the foreign University and obtain a letter of acceptance from the host University, which must be presented to the Study Abroad Office within a month before the departure
- 2) check with the host University the terms and conditions of application and complete the relevant formalities
- 3) formalize the *Learning Agreement*: a study contract agreed upon in advance between student, home University and destination University that regulates the criteria for the recognition of activities carried out abroad. The full recognition of all activities carried out abroad is guaranteed, provided that they are previously agreed and included in the Learning Agreement. The student cannot anticipate exams included in subsequent years. E.g. students enrolled in the second year cannot take third-year exams abroad. It will be the student's responsibility to verify his/her study plan. The Study Abroad Office cannot - under any circumstances - intervene to make changes to the student individual study plan
- 4) Post-graduate students are allowed to attend only master or post-graduate courses, unless otherwise approved by the academic commission.
- 5) IC students must follow the rule of propaedeutic exams for mediation laboratories: e.g. a student can't take linguistic mediation laboratory III abroad if he/she has not passed linguistic mediation laboratory II yet.

## **ONCE BACK**

At the end of the study abroad period, students will be required to present the documentation needed for the recognition (Certificate of Arrival/Departure, Learning Agreement and original documents concerning subsequent changes signed by the partner University, Transcript of Records or other official certificates of exams taken abroad). The Study Abroad Office, after a proper examination with the partners of the documentation presented, establishes the recognition procedure which, upon acceptance by the student, will be subsequently ratified by the Faculty Council. The marks of exams taken abroad are converted through an evaluation scale out of thirty, according to the tables ratified by the Academic Senate. It will be up to the student to refuse the recognition of an exam taken abroad; the waiver of an activity recognition that has been carried out abroad has a definitive and permanent value. Each student will benefit from a single session of the recognition procedure; partial or incomplete recognition procedures will not be carried out under no circumstances.

Students willing to graduate at the end of the mobility period should return a month in advance in relation to the expected degree session.

Students are invited to check the [Linee Guida d'Ateneo per la mobilità](#) (Institute Guide Lines for mobility), published on IULM website > International > Study abroad > Erasmus programme

**Further information at the Study Abroad Office**

e-mail: [studyabroad@iulm.it](mailto:studyabroad@iulm.it)

phone: 02/891412383

**APPROVED WITH RECTORAL DECREE**