



UNIVERSITÀ  
DEGLI STUDI  
FIRENZE



Erasmus+

## ERASMUS+ KA131

### Announcement for Erasmus study mobility a.y. 2024/2025

### FAQ

**1. I have just graduated from a Bachelor's degree programme and am not yet enrolled in a Master's degree programme. Can I apply?**

Yes, but you must first proceed to enrol in the Master's degree course. In order to authenticate yourself in the TURUL application you must be enrolled at the university.

**2. I am enrolled in the first year. Can I submit the application?**

Yes. However, you must register for the second year (a.y. 2024/2025) before your departure or in any case by the deadlines set out in the a.y. 2024/2025 Study Manifesto. CFUs acquired by 19 February 2024 and registered in your career by 19 February 2024 will be considered when calculating the merit coefficient

**3. Do I have to be in possession of a language proficiency certificate in order to apply?**

As indicated in Art. 5.1, knowledge of at least one foreign language certified by a certification (except for the cases of exemption from certification indicated in Annex 2) is a mandatory condition for applying to this Call. Applicants may indicate all the languages they know and have certified, but they may only select destinations whose linguistic requirements include the certified language(s), regardless of the CEFR (Common European Framework of Reference for Languages) level possessed. The language level required by the venues may be acquired at a later date, within the deadlines set by the destination itself for sending the required documentation to the successful students (see art. 6.2). The languages required by each University abroad can be viewed at <https://ammissioni.unifi.it/DESTINATION/>. Moreover, for the purposes of the online application to the UNIFI call for applications, if more than one language is indicated for a destination, knowledge of one of the indicated languages is sufficient.

The knowledge of the foreign language(s) self-declared by the candidate in TURUL must be possessed at the time of completing the online application in TURUL. The self-declaration of language and level presupposes that

- ✓ The candidate is in possession, at the time of participation in this call for applications, of a language certificate issued by an appropriate external certifying body, certifying that he has passed a language proficiency test (please note, mere certificates of attendance are not



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considered valid!). Recognised language certificates are listed in Attachment 1; certifications other than those listed in Attachment 1 may possibly be evaluated for ranking purposes

or

- ✓ The candidate falls in one of the certification exemption cases, listed in Appendix 2 to this Call
- ✓

For the purposes of this notice, it is emphasised that certifications from certifying bodies and the CLA are taken into consideration regardless of the date on which they were obtained.

N.B. In the TURUL application, you are not required to enclose your certificate of language knowledge and declared level. However, you must be in possession, at the time of your application, of the certificate corresponding to the declared language and level, as required by the self-certification institution, and present it to the Offices if requested. If you have passed language tests at the CLA, you do not need to be in possession of the certificate: the Office will carry out the necessary checks directly with the CLA.

**4. I am in possession of a certificate of knowledge of a foreign language required by the foreign Institution but not yet of the specific certification and/or level of language proficiency required by the university where I would like to spend the mobility. Can I submit the application?**

Yes. The level or type of certificate required by the partner universities does not have to be possessed at the time of application to UNIFI, but must be acquired before departure or within the deadlines and according to the procedures set by the partner itself (see Announcement Art. 6).

**5. I hold several certifications relating to the same language. Can I apply declaring all of them?**

No. Only one certificate, the one with the highest level, will be assessed per language.

**6. I am not in possession of any language certificate. Can I submit my application?**

If you are not in one of the exemption cases provided for in Annex 2 to the call for applications, you must be in possession of an attestation of knowledge of the language required by the destination(s) indicated among the preferences.

To book a test, you can contact the University Language Centre CLA, and take the test within the deadline of the call for applications.

**7. I need advice on filling in the Learning Agreement. Whom to contact?**

At each School there is an International Relations Service at your disposal for questions relating to educational aspects (Learning Agreement, recognition of credits, etc.).

Look for the International Relations Service of your School on the UNIFI website at Home/Academy/International Relations/Erasmus+ and International Mobility/International Relations Services and School Delegates .

Some degree courses also have a specific Delegate.



It is strongly recommended that you consult the Delegates and/or contact your School's International Relations Service before completing the Learning Agreement.

**8. How can I identify the destination to be indicated in the preferences?**

By connecting to <https://ammissioni.unifi.it/DESTINATION/> you can check all the in-force agreements between UNIFI and the European partner universities. Using the appropriate filters, you can select the in-force agreements by country and/or School. It is important, for each destination, to check the ISCED code that identifies the study area covered by the agreement. Attached to the Announcement you will find the description of the ISCED codes.

**9. What is the difference between a WINNING student and an ELIGIBLE student in the ranking?**

For the purposes of the ranking, a 'winning' student is the student who has been allocated a destination; an 'eligible' student is the student who has not been assigned with a destination.

**10. During my stay at the partner university, can I return to Florence to take an exam?**

Yes. It is possible to return to Florence temporarily to sit an examination provided that this does not compromise the successful completion of the study programme agreed in the Learning Agreement and that this does not represent a cost for the University.

**11. I have already closed the application but I would like to make some changes. How can I do?**

Within the deadline of the call for applications, send a request to the Help desk of the Turul application <https://ammissioni.unifi.it> via the "Request assistance" command, asking for your application to be reopened. After making any additions you deem appropriate, you must proceed again to close and submit your application and fill in the learning agreement and close it.

Please note: Help Desk assistance service will be active until February 11, 2025, 1.00 pm

**12. I am a student enrolled in a third-cycle course, which degree should I declare?**

You must self-declare your Master's degree. For those enrolled in a Post-graduate first level Master's degree, you must self-declare your three-year degree.