
**DIPARTIMENTO TERRITORIO
E SISTEMI AGRO-FORESTALI**

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Prot. no. 287 del 02/03/2017

Anno 2017 Tit. III Cl. 12

Announcement for the selection of contributions to travel expenses incurred by students for training or thesis research abroad – Year 2017

The Department of Land, Environment, Agriculture and Forestry (TESAF) launches a selection for contributions to travel expenses incurred by students for training or thesis research in Developing Countries or at foreign Universities which have signed a Cooperation Agreement with the University of Padua or the Department TESAF¹.

Application for the selection is reserved to students who – by the date of the contribution request and for the entire mobility period abroad² – are enrolled in one of the following University of Padua Courses:

Laurea Triennale:

- Riassetto del Territorio e Tutela del Paesaggio (RTTP)
- Tecnologie Forestali e Ambientali (TFA)

Laurea Magistrale:

- Scienze Forestali e Ambientali (SFA)
- Forest Science (FS)
- Viticoltura, Enologia e Mercati Vitivinicoli (VEMV)

Selected candidates will receive a contribution to travel expenses incurred for training or thesis, granted by dedicated Department funds for internationalization activities.

Students mobility must last for a period of at least 4 weeks. Outgoing activities are to be started no later than 31 December 2017.

Applications of students who, at the date of this announcement, have begun or carried out the mobility abroad are also eligible.

¹ The Selection Committee will check the existence of a Cooperation Agreement between the University of Padua and the proposed foreign University .

² Selected candidates must hold the status of students during the entire mobility period; failure to comply with this requirement will result in exclusion from the selection procedure.

TERMS

Laurea Triennale: application is reserved to students who have obtained at least 15 ECTS by the date of application. However, by the date of departure, students must have obtained at least 40 ECTS.

Laurea Magistrale: application is open to all students, regardless the number of ECTS obtained.

CONTRIBUTION

The contribution will be granted by the Department TESAF at the end of the mobility abroad, as a reimbursement, on presentation of original expenses documentation (flight tickets; **boarding cards must be attached**), till a maximum amount of € 700,00 per applicant, for a maximum of 4 students.

Students who are awarded similar fundings granted for the same purpose in the same academic year by the Department TESAF, will be excluded.

Any procedure or expenses related to VISA are under the full responsibility of the selected students.

With regards to the health care, selected students are individually responsible for their insurance coverage.

APPLICATION AND DEADLINE

Along with the signed application form, students are required to enclose:

- a list of exams by the date of application (through self-certification in UNIWEB; students enrolled in *Laurea Magistrale* Courses need also to include a self-certification of the *Laurea Triennale* degree, final grade included);
- a declaration of their mobility tutor (President of the Degree Course or his/her delegate) or their supervisor, stating the kind of activity to be carried out abroad and the mobility period;
- a declaration from a tutor/professor of the Hosting Institution confirming the supervision (for instance Acceptance Letter, e-mails, etc.);
- a motivation letter written in English;
- a copy of the identity document.

The signed application form and enclosures have to be delivered in person at the Department of Land, Environment, Agriculture and Forestry – 2nd floor, 1st stecca (Room 90) – no later than 31 March 1:00 p.m.

Applicants whose applications are received, for any reasons, after the above-mentioned deadline, will not be admitted to the selection procedure.

SELECTION AND ACCEPTANCE

If the number of eligible applications overtakes the number of positions available, assignment will be awarded on merit ranking criteria by a Committee appointed by the Director of Department TESAF.

Such ranking will result from the sum of the scores obtained on the basis of the following criteria:

- the **weighted average grades**; for students enrolled in *Laurea Magistrale* Courses, the *Laurea Triennale* **final grade** will be also taken into account;
- the **number of ECTS acquired** by the student in relation to the total of ECTS that the student could acquire by the time of the application; for students enrolled in *Laurea Magistrale* Courses, ECTS acquired during the *Laurea Triennale* Course will also be taken into account;
- **English proficiency certificates**, where applicable;
- the **motivation letter**.

If needed, the Selection Committee reserves the right to contact the candidates for an interview, in order to verify the information provided within the application and the English proficiency declared.

The results of the selection will be published at the following link (<http://www.tesaf.unipd.it>). Selected students will have to communicate their formal acceptance to gianluca.marchiori@unipd.it, no later than 5 days from the date of publication of the ranking. If such deadline is not met, they will be excluded by the selection procedure.

In case of renouncement of one or more selected students, suitable candidates will be selected according to ranking.

The applications of the selected students will be submitted to the Hosting Institution for the final evaluation.

OTHER PROVISIONS

Before departure, selected students must submit a *Learning Agreement* to the President of the Degree Course or his/her delegate for approval.

Upon arrival at the Hosting Institution, students must ask to the International Office the issue of an arrival certificate. At the end of the mobility period, students must ask for a departure certificate (stating the duration of the mobility), a document duly signed by the supervisor at the Hosting Institution and any other relevant documentation to present once back to the University of Padova.

Once back to Padova, the selected students must submit to the Department the following documents:

- the above mentioned original certificates issued by Hosting Institution, stating the dates of beginning and end of the mobility period;
- original hard copies of flight tickets (and boarding passes) related to the mobility;
- bank account information (of which the student is holder or co-holder) for the reimbursement;
- a document duly signed by the supervisor at the Hosting Institution, stating the abroad activity.

For further information, please contact: gianluca.marchiori@unipd.it

Legnaro (PD), 2 March 2017

Head of Department
Prof. Raffaele Cavalli

**ANNOUNCEMENT FOR THE SELECTION OF CONTRIBUTIONS TO TRAVEL EXPENSES
INCURRED BY STUDENTS FOR TRAINING OR THESIS RESEARCH ABROAD
YEAR 2017**

APPLICATION FORM

Deadline: 31 March 2017, 1:00 p.m.

SURNAME AND NAME

PLACE AND DATE OF BIRTH

MAIN ADDRESS

E-MAIL ADDRESS PHONE NR.

ENROLMENT NR. YEAR OF COURSE (1st, 2nd, 3rd)

DEGREE COURSE

NR. OF ECTS ACHIEVED (by the application date)

ACTIVITY: training thesis research

TUTOR/PROFESSOR or THESIS SUPERVISOR

HOSTING INSTITUTION and COUNTRY

Application for the selection of a contribution to travel expenses for training or thesis research abroad, in the period from 201.... to 201....

Enclosures, as required by the selection announcement:

- a list of exams by the date of application (through self-certification in UNIWEB; students enrolled in *Laurea Magistrale* Courses need also to include a self-certification of the *Laurea Triennale* degree, final grade included);
- a declaration of their mobility tutor (President of the Degree Course or his/her delegate) or their supervisor, stating the kind of activity to be carried out abroad and the mobility period;
- a declaration from a tutor/professor of the Hosting Institution confirming the supervision (for instance Acceptance Letter, e-mails, etc.);
- a motivation letter written in English;
- a copy of the identity document.

STUDENT'S SIGNATURE

DATE