

# **Western Balkanship** CREATE YOUR FUTURE



## **Call for cross-border mobilities for young students from Universities associated with UniAdrion**

**24 July 2023 - 31 May 2024**

### **Art. 01 – INTRODUCTION AND GENERAL INFORMATION**

The “Western Balkanship” project is a pilot project funded by the Italian Ministry of Foreign Affairs and International Cooperation (MAECI)<sup>1</sup>: the aforementioned will therefore result as a **donor**, therefore not having responsibility for the implementation of the project.

The Permanent Secretariat of the Adriatic Ionian Initiative Foundation (PS AII), identified as **an intermediary partner**, entrusts the Forum of the Adriatic and Ionian Chambers of Commerce (FORUM AIC) with the implementation of the project, according to the Agreement signed between the two entities on 23 November 2022.

Following a subsequent partnership agreement signed by the Forum AIC and the Association of Universities of the Adriatic-Ionian Area (UniAdrion) on 13 December 2022, the two bodies take charge of the implementation of the project, being subsequently called the **implementing partners**.

Please note in art. 13 "CONTACTS" the references of the implementing partners and the intermediary partner.

The project aims to carry out about 50 cross-border mobilities of students from the Universities associated with UniAdrion at companies located in the countries of the Adriatic-Ionian Area. The proposal is therefore suitable for promoting a mutual exchange between the two sides of the Adriatic and Ionian seas (*art.4*).

The cross-border mobilities will have a total duration of 90 days (3 months) to be carried out by May 31, 2024, depending on the choice of the student and the availability of the host company. For each selected student, financial support will be provided to partially contribute to the student's livelihood during the mobility period (*art.5*).

The students will also be covered by insurance for civil liability, for accidents at work and medical health through the University of origin or through the implementing partners (*art. 11*). No costs will therefore be charged to companies that, in addition to participating free of charge, will have the opportunity to acquire new human resources and test their skills and efficiency for possible future employment.

The objectives of this project are many: strengthening international cooperation between countries, promoting mobility for structured cross-border mobilities, creating new employment opportunities for young graduates and recent graduates, providing companies with specialised personnel and increasing the economic development of the area.

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<sup>1</sup> The Ministry of Foreign Affairs (MAECI) is in no way responsible for the implementation of the project.

## Art. 02 – DURATION AND COUNTRIES IN WHICH TO CARRY OUT THE CROSS-BORDER MOBILITIES

The cross-border mobilities at the host institution will have a total duration of 3 months (90 days).

The cross-border mobilities must in any case be completed no later than 31 May 2024.

For the country of the mobility, it is envisaged that:

- Students from the Italian and San Marino Universities associated with UniAdrion (*see art. 4*) will have the opportunity to carry out a cross-border mobility within the framework of this call in a company located in the countries of the Eastern shore of the Adriatic-Ionian Area: Albania, Bosnia and Herzegovina, Croatia, Greece, Montenegro, North Macedonia, Serbia and Slovenia.
- Students from Universities associated with UniAdrion from countries on the Eastern shore of the Adriatic and Ionian seas - Albania, Bosnia and Herzegovina, Croatia, Greece, Montenegro, North Macedonia, Serbia and Slovenia - (*see art. 4*) will have the opportunity to carry out cross-border mobility at an Italian or San Marino company.

## Art. 03 – ELIGIBLE HOSTING INSTITUTIONS

Eligible entities are:

- private, small, medium or large enterprises;
- social enterprises, NGOs or other representatives of the business world, associations of craftsmen or professionals and trade unions;
- other organisations (to be assessed during the selection of the students)

## Art. 04 – ELIGIBLE CANDIDATES AND PARTICIPATION REQUIREMENTS

University students regularly enrolled in the first, second and third cycle courses (*according to the model provided by the [Bologna Process](#)*) of one of the Universities associated with UniAdrion may participate in this call. To take into account the geographical balance by country, approximately 1 (one) place/candidate will be made available for each sending University belonging to the UniAdrion Association, it being understood that the financial support will be assigned in order of time of arrival of the acceptance documentation by the host entity (*see art. 8*).

In addition to the requirement of enrolment at a University, university students must be between the ages of 18 and 35.

If by 31 October 2023 no applications have been received from candidates from all universities, the remaining scholarships will be awarded to students enrolled at one of the UniAdrion Universities on the basis of the "Waiting List" (*see art. 9*), with the aforementioned objective to maintain the geographical balance.

Until 31 October 2023, the breakdown of candidates for each country and University associated with UniAdrion will be as follows:

ALBANIA (7)		
Agricultural University of Tirana	Catholic University of Tirana	University of Elbasan
Luarasi University	University of Medicine, Tirana	Shkodra University "Luigj Gurakuqi"
University of Tirana		
BOSNIA AND HERZEGOVINA (6)		



University of Banja Luka	Džemal Bijedić University	University of East Sarajevo
University of Mostar	University of Sarajevo	University of Zenica
<b>CROATIA (3)</b>		
University of Split	University of Zadar	University of Rijeka
<b>GREECE (4)</b>		
University of Ioannina	Agriculture University of Athens	Ionian University
University of Patras		
<b>ITALY (19)</b>		
Marche Polytechnic University	University of Bari	University of Basilicata
University of Chieti - Pescara	University of Urbino	University of Bologna
University of Camerino	University of Macerata	University of Messina
University of Molise	University of Perugia	University of Padua
University of Ferrara	University of Milan - Bicocca	University of Salento
University of Teramo	University of Trieste	University of Udine
University of Cà Foscari		
<b>MONTENEGRO (3)</b>		
University of Montenegro	Mediterranean University of Montenegro	University of Donja Gorica
<b>NORTH MACEDONIA (1)</b>		
University of St. Kliment Ohridski		
<b>SAN MARINO (1)</b>		
University of San Marino		
<b>SERBIA (4)</b>		
University of Belgrade	University of Niš	University of Novi Sad
University of Arts in Belgrade		
<b>SLOVENIA (3)</b>		
University of Ljubljana	University of Maribor	University of Primorska

**NOTE THAT:**

- Candidates must take into account, in the choice of destination, any language prerequisites required by the host bodies;

**Art. 05 – FINANCIAL SUPPORT**

Mobility is partly funded by the WesternBalkanship programme, through a lump-sum reimbursement.

The purpose of the financial support is to contribute to the expenses incurred by the student during the stay and will be provided in two tranches (*see art. 6*) on the basis of the Erasmus+ model.

Financial assistance depends on the country where the mobility takes place, detailed in the following table:



Countries where the mobility will take place	Monthly amounts
Albania	€ 350.00
Bosnia and Herzegovina	€ 350.00
Croatia	€ 400.00
Greece	€ 400.00
Italy and San Marino	€ 600.00
Montenegro	€ 350.00
North Macedonia	€ 350.00
Serbia	€ 350.00
Slovenia	€ 400.00

**NOTE THAT:**

- The amount is calculated proportionally on the basis of the mobility period established in the "Cross-border Mobility Training Project" signed by the student, the host entity and the implementing partners within the framework of the Western Balkanship project (see art. 8.3 and section "Annexes")
- The selected students will therefore be able to benefit, for the months of actual stay abroad, from a scholarship that does not intend to cover the entire cost of the stay, but that partially compensates the expenses incurred at the host country;
- The financial support will be awarded in Euro.
- The financial support for cross-border mobility granted to university students has the same tax treatment as Erasmus+ scholarships.

**Art. 06 – PROVISION OF THE FINANCIAL SUPPORT**

The delivery of the financial support can ONLY be made by crediting a bank/postal account or a prepaid card with the IBAN code of the student. Each participant must be the holder or co-holder of the account where he will receive the credit of the exchange and is required to verify the correctness of the bank details in the "Financial agreement" (see attachments "Form D") signed.

The payment of the amount - calculated proportionally on the basis of the mobility period established in the "Cross-border Mobility Training Project" and the "Financial Agreement" (see art. 8.3 and annexes), will be made in two instalments:

- The first tranche, equal to 70% of the total amount of the financial contribution due will be credited after receipt by the implementing partners of the "Arrival Form" (see annexes "Form E") duly completed and signed by the host entity;
- The final tranche, adjusted according to the actual days of stay abroad, will be credited upon return from the mobility program, upon presentation of the "Cross-Border Completion Statement" (see annexes "Form G") duly prepared by the host entity, and the "Evaluation Questionnaire" completed by the student (see annexes "Form H").

**NOTE THAT:**

At the end of the mobility period, the final tranche of the financial support will be disbursed:

- If the actual number of days of the mobility correspond or it is higher to the days declared in the "Cross-border Mobility Project", the implementing partners will provide the remaining part of the financial support in its entirety. **It will not be possible to foresee in any case the provision of an amount that is higher than the amount of the maximum stay that is equal to 3 months.**

**Art. 07 – ACADEMIC RECOGNITION**

The cross-border mobility to be carried out abroad will be agreed before the departure between the student, the host institution, the sending University of origin and the implementing partners through the "Cross-border Mobility training project" (*see art. 8.3 and attachments*).

**NOTE THAT:**

- The training activity carried out can be recognized by the University of origin of the student through the signing of the official documents of the cross-border mobility (Annexes C and G). However, obtaining training credits is not automatic, being it dependent on the regulations in force at the individual universities.

**Art. 08 – METHOD OF SUBMISSION OF THE APPLICATION**

Selections for the Western Balkanship project will be open from 24 July 2023 until 30 October 2023, and the applications must be sent by e-mail to the following address: [western-balkanship@aii-ps.org](mailto:western-balkanship@aii-ps.org)

For greater usability and readability of the applications, it is mandatory that the application email has the following structure in the wording of the subject of the email: "*Application\_Name Surname\_University of provenance*".

**EX. of subject:** "Application\_Anna Rossi\_University of Molise"

Students wishing to apply must follow the procedure described below:

**1. SUBMITTING YOUR APPLICATION**

a. Independently identify the host institution

The institution must have its operational headquarters in one of the countries participating in the program (*see art.2*). Interested parties can consult the "**Receiving Organizations**" list in the annexes section (this list will be continuously updated, with any periodic entry of new entities) **or** independently search for an eligible entity according to art. 3.

b. Send Registration Form

Download the "**Registration Form**" (*form A*) in the attachments section and send it duly completed by entering up to 3 possible host entities (in order of preference) and send it together with the **Curriculum Vitae** and a copy of a **valid identification document** to the email address: [western-balkanship@aii-ps.org](mailto:western-balkanship@aii-ps.org)

Within 7 days from the date of receipt of the application, the implementing partners, together with sending University, will communicate the eligibility to participate in the program and, in the event of a positive outcome, provide the contacts of the host entities if selected from the "Receiving Organizations" list.

**2. OBTAINING ACCEPTANCE FROM THE HOST ENTITY**

a. Send Acceptance Letter

Once the contacts with the host institution have been made and the mobility period has been

officialized, the student must send the "**Acceptance Letter**" (*form B*) duly completed and signed by the legal representative and the tutor of the host institution to the email address [western-balkanship@aii-ps.org](mailto:western-balkanship@aii-ps.org) with the subject "*Acceptance letter\_Student surname\_Host institution name\_Host institution country*".

**NOTE THAT:**

- The student has 3 weeks to receive the Acceptance Letter from one of the host entities indicated (following the order of preference of the three host entities indicated in the Registration form), at the end of which the application expires;
- The implementing partners do not respond in case of failure to carry out the cross-border mobilities and/or reduction of the reception availability of the hosting entities;
- Any changes of destination, after acceptance by the host entity, will be allowed only in serious cases of objective impossibility. If the application is submitted at later stages of the program, the application of the student will automatically lapse.

**3. DRAFTING OF THE TRAINING PROJECT (CROSS-BORDER MOBILITY TRAINING PROJECT)**

a. Drafting of the training project

The student together with the host institution will draft the collaboration project, using the "**Cross-border Mobility training project**" model (*module C*) in which the following must be explained:

- the period of mobility;
- monthly activities;
- the objectives;
- expected results;
- tutor appointed by the host institution
- representative of sending University

The document must be signed by the student, the host institution and the University to which the student belongs.

The document must be sent for validation to the implementing partners via the email address [western-balkanship@aii-ps.org](mailto:western-balkanship@aii-ps.org) with the subject "*Cross-border Mobility Training project\_Name Surname student\_name host institution\_Country host institution*".

b. Validation Cross-border Mobility and Scholarship agreement

Once the "Cross-border Mobility Training project" has been approved and signed, the student will complete the "**Financial agreement**" (*form D*), signed by the implementing partner Forum AIC and the student. The document will present - on the basis of the country of reception and the months of stay - the amount due to the student as financial support (*art. 5*).

**4. PRE-DEPARTURE TRAINING**

Selected candidates will be required, prior to departure, to complete an online training session via video lessons. Topics will focus on:

- What is the Adriatic-Ionian Initiative and the EUSAIR (European Strategy for the Adriatic and Ionian Region), on the sense of belonging and international cooperation that distinguishes this area;

- Which are the main stakeholders in the area: Forum AIC (Forum of the Chambers of Commerce of the Adriatic and Ionian), UniAdrión (Association of the Universities of the Adriatic and Ionian) and FAIC (Forum of the Cities of the Adriatic and Ionian);
- Projects selected as good practices;
- European integration of the Western Balkans.

Duration of training about 10 hours total (e-learning)

Following the aforementioned training, students will be subjected to a learning test of the skills acquired and a certificate of attendance will be issued.

**NOTE THAT:**

- The certificate issued will not be valid for training credits, but it will aim to make the young generations aware of the opportunities existing in their territories also through the EUSAIR Strategy.

## 5. ARRIVAL AT THE HOST INSTITUTION AND START OF THE MOBILITY

### a. Arrival Form

On the starting day of the cross-border mobility, the student must have the "**Arrival Form**" completed and signed by his/her tutor at the host institution and send it to the address [western-balkanship@aii-ps.org](mailto:western-balkanship@aii-ps.org) subject "*Arrival Form\_Name Surname student\_Host institution\_host institution country*"

**NOTE THAT:**

- Without this document the mobility cannot be considered officially started: **in the absence of the aforementioned, the student will NOT be able to receive financial support.**
- b. The student and the host institution must duly complete and sign monthly the "**Monthly Attendance Register**" in which the working hours are indicated, photos at the workplace and a brief summary report of the related activities carried out according to the provisions of the Cross-border Mobility Training Project.  
The document must be sent monthly until the end of the mobility to the address [western-balkanship@aii-ps.org](mailto:western-balkanship@aii-ps.org) subject "*Monthly attendance register\_month\_Name Surname student\_Host institution\_host institution country*" and it will be shared with the sending University. The aforementioned document is essential both from a communicative point of view of the project and for the final report.

## 6. CONCLUSION OF THE CROSS-BORDER MOBILITY

- a. At the end of the cross-border mobility period, the host institution must complete the "**Cross-border mobility Completion Statement**" that will be sent by the intern, with the signature of the University of belonging, to the address [western-balkanship@aii-ps.org](mailto:western-balkanship@aii-ps.org) subject "*Cross-border Mobility Completion Statement\_Name Surname student\_Host institution\_host country*"
- b. In order to officially conclude the mobility, the student must answer the questions of the "**Evaluation questionnaire**" and send the "Monthly Attendance Register"(see art. 8.5.b.)

**NOTE THAT:**

- The "Monthly Attendance Register" is to be considered in all respects an integral part of the final documents for the mobility;
- Without the aforementioned documents, the mobility cannot be considered concluded and the student will NOT be able to receive the second tranche of financial support.

In all phases, from the start to the end of the project, the implementing partners remain available to students and host bodies, including through direct meetings through online platforms (Microsoft Teams, Google Meet and Zoom). For further information on the contact details, see art. 13 "CONTACTS" for the references of the implementing partners and the intermediary partner.

**ACCEPTANCE OF APPLICATIONS: 24 July 2023 until 28 February 2024**

**START and END OF MOBILITY: 24 July 2023 until 31 May 2024**

## **Art. 09 – SELECTION CRITERIA**

### **1. ELIGIBILITY OF THE APPLICATION**

The candidate will be considered eligible based on the following criteria:

- Be between the ages of 18 and 35;
- Enrolled at a UniAdrion partner university;

The implementing partners shall verify the applications sent in accordance with the terms of this call and, if necessary, verify the correctness of the data provided by the candidates with the University of origin (*see art. 8.1*).

- To take into account the geographical balance by country, approximately 1 (one) place/candidate will be made available for each University belonging to the UniAdrion Association (*see art. 4*), it being understood that the scholarships will be assigned in order of time of arrival of the acceptance documentation by the host entity.

### **2. ACCEPTANCE OF THE APPLICATION**

The correctly submitted application will be considered formalised following the acquisition of the "Acceptance Letter" by the host entity (*see art. 8.2*) according to the geographical balance criteria referred to in Art. 4 and according to the order of arrival.

### **3. WAITING LIST**

Following the distribution of scholarships to eligible candidates, additional candidates will be included in a "Waiting List" and will be contacted in case of availability of positions, resulting from expired applications (*see art. 8.1*) and from the new geographical balance that will be implemented from November 1, 2023.

#### **NOTE THAT:**

- If no applications have been received by **31 October 2023** from candidates from all Universities associated with UniAdrion, **the remaining financial support will be awarded on the basis of the "Waiting List"**, taking into account the country of origin and the date of sending the registration, in order to maintain the geographical balance.

## **Art. 10 – FULFILMENTS BEFORE DEPARTURE**

The candidate must independently contact the relevant diplomatic representations of the host country, present on their own territory (Embassies and Consulates). Depending on their nationality, the candidates will refer to the official websites listed below:

- **for students with Italian nationality:** <https://www.viaggiasesicuri.it/home>





- **for students with San Marino nationality:**  
<https://www.esteri.sm/pub2/EsteriSM/Servizi-per-utenza/Informazioni-per-chi-viaggia.html>
- **in case of students who are interested in carrying out cross-border mobility in Italy:**  
<https://vistoperitalia.esteri.it/home/en>
- **in case of students who are interested in cross-border mobility in San Marino:**  
<https://www.esteri.sm/pub2/EsteriSM/Servizi-per-utenza/Informazioni-per-chi-visita-SMR.html>

General information on visas and residence permits for short and long-term stays can be found at [https://immigration-portal.ec.europa.eu/index\\_en](https://immigration-portal.ec.europa.eu/index_en).

**NOTE THAT:**

- The implementing partners remain available for support, but do not assume responsibility for the transit and stay of students from their country to the place of cross-border mobility.

**Art. 11 – INSURANCE COVERAGE**

Students will be covered by insurance for civil liability, for accidents at work and medical health through the University of origin or through the implementing partners.

**No costs will therefore be charged to companies** that, in addition to participating free of charge, will have the opportunity to acquire new human resources and test their skills and efficiency for possible future employment.

**Art. 12 – PROCESSING OF PERSONAL DATA**

The personal data provided by the candidates will be used only for the purposes inherent to the performance of the selection and processed in compliance with the provisions of the Italian Legislative Decree 30.6.2003 n. 196, as amended by the Italian Legislative Decree n. 101 of 10.8.2018, and by the European Regulation 679/2016 on the protection of personal data. The provision of such data is mandatory for the purposes of participation in the selection.

**Art. 13 – CONTACTS**

To receive more information about the project, please refer to the following contacts of the **implementing partners**:

Email: [western-balkanship@aii-ps.org](mailto:western-balkanship@aii-ps.org)

<b>UniAdrión (for students)</b>	<b>Forum AIC (for companies)</b>
monday to Friday from 09:30 to 13:30	monday to Thursday from 09:30 to 13:30
phone: +39 (0) 071 2203028/20 Address: Via Oberdan, 8 60121 Ancona (Italy)	phone +39 (0) 071 5898202/289 Address: Largo XXIV Maggio, 1 - 60123 Ancona (Italy)



Information about the intermediary partner of the project:

*The Permanent Secretariat of the Adriatic Ionian Initiative Foundation (PS AII)*

*Via della Cittadella, s.n.c - Ancona (IT)*

*Phone +39 (0) 071 2073715*

## ANNEXES

- **Database Receiving Organisations**
- **Form A: Registration Form**
- **Module B: Acceptance Letter**
- **Module C: Cross-border Mobility training project**
- **Module D: Financial agreement**
- **Module E :Arrival Form**
- **Module F: Monthly Attendance Register**
- **Module G: Cross-border Mobility Completion Statement**
- **Module H: Evaluation questionnaire**