



**Politecnico
di Bari**



**Call for Applications for International Study Mobility
from Asian Partner Institutions
NRRP Project TNE23-00019 – LEGO CUP H71I24000300002
Academic Year 2025/2026**

Exchange Agreements with the People's Republic of China and Vietnam

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1. PROJECT OBJECTIVES

This initiative is promoted and executed by the Italian Ministry of Universities and Research through the National Recovery and Resilience Plan (NRRP) to develop Transnational Education (TNE) and formally funded by the European Union – NextGenerationEU within the framework of the NRRP – Mission 4 “Education and Research” – Component 1 “Enhancement of Education Services: from Nursery Schools to Universities, from

Research to Business” – Investment 3.4 “University Teaching and Advanced Skills” T4 “Transnational Initiatives in Education” – CUP H71I24000300002.

The general objective is to strengthen and engage international academic cooperation and mobility between Italian universities and partner institutions in East Asia sharing best practices and aligning systems with the European Higher Education Area (EHEA) while integrating and enhancing global cooperation, inclusion of local community and sustainability. Specifically, the project **TNE23-00019 “Italy-East Asia Cooperation: from Local Expertise to a Global Outlook (LEGO)”** aims to:

- **Internationalization** – expand and renew partnerships with East Asian universities through joint teaching and joint double degree programs
- **Innovative Learning** – develop and test hybrid and collaborative teaching methods across cultures
- **Research and Advanced Skills** – promote joint doctoral and scientific training focusing on digital and green transitions
- **Social Inclusion and Equity** – ensure access to mobility for under-represented groups and promote gender equality

The Polytechnic University of Bari – Italy, implements this by announcing mobility programs and grants for study periods, specifically during the first semester of the 2025–2026 academic year. The mobility period must take place **exclusively during the first semester of the 2025–2026 academic year** and must be **completed by March 31, 2026**.

2. MOBILITY OPPORTUNITIES and DURATION

SENDING INSTITUTION	HOSTING INSTITUTION	ELIGIBLE CANDIDATES	RECOMMENDED LANGUAGE PROFICIENCY	MOBILITY QUOTAS	MOBILITY PERIOD
South China University of Technology (SCUT)	Polytechnic University of Bari - Italy	Undergraduate, Master’s, Graduate and PhD students regularly enrolled at <i>South China University of Technology (SCUT)</i>	English language certificate at B2 level (CEFR)	4	3 months
Beijing Normal University (BNU)	Polytechnic University of Bari - Italy	Undergraduate, Master’s, Graduate, and PhD students regularly enrolled at <i>Beijing Normal University (BNU)</i>	English language certificate at B2 level (CEFR)	2	3 months
VinUniversity (VINUNI)	Polytechnic University of Bari - Italy	Undergraduate, Master’s, Graduate, and PhD students regularly enrolled at <i>VinUniversity (VINUNI)</i>	English language certificate at B2 level (CEFR)	3	3 months

Pursuant to the exchange agreements, students from partner universities (e.g., VINUNI, BNU, SCUT) attending the Polytechnic University of Bari – Italy, for a portion of their studies are guaranteed full academic recognition of all successfully completed work by their home institutions.

The release of the financial grant is strictly dependent upon providing proof of ONE of the following requirements:

- **Credit Recognition:** the student must successfully acquire curricular credits (ECTS or equivalent) at the Polytechnic University of Bari – Italy, that are officially recognized by their Home Institution OR
- **Activity Certification:** the student must submit a certificate from their Home Institution confirming that the completed study activities **align with the TNE program**

3. GRANTS BY DESTINATION

PARTNER UNIVERSITY	AVAILABLE PLACEMENTS	GENERAL ALLOWANCE PER STUDENT (MONTHLY LUMP SUM)	TRAVEL CONTRIBUTION (MAXIMUM REIMBURSABLE AMOUNT) PER STUDENT
South China University of Technology (SCUT)	4	1.000,00 €/month	1.200,00 €
Beijing Normal University (BNU)	2	1.000,00 €/month	1.200,00 €
VinUniversity (VINUNI)	3	1.000,00 €/month	1.200,00 €

3.1 Disbursement Rules

The grant for general expenses will be paid as a **lump sum upon the signing of the contract**, up to a maximum amount of **€3,000.00**. Any monthly allowance exceeding this maximum amount shall be borne entirely by the student.

3.2 Account Holder Requirement

Reimbursements will only be made to bank accounts held **in the name of the mobility contract holder**. No payments will be processed to accounts registered to any third-party including relatives or delegates.

3.3 Travel Reimbursement Procedure

The contribution for airfare will be reimbursed up to the maximum amount as detailed in the table above (€1,200.00). Any costs exceeding this limit will remain at the student's expense.

The reimbursement will be processed upon submission of proof of purchase at the signing of the contract. To this end, selected students must send the following documents to: tne-arcod@poliba.it

- Payment Receipt
- Copy of the Purchased Airline Ticket

3.4 Penalties and Grant Recalculation

In case of **withdrawal, termination, or revocation** of the mobility, or if the period of stay in Italy is **shorter than one full month**, the student will be required to **return the full amount** of the grants already received.

If the period of stay is shorter than the duration specified in the contract, but still **exceeds one full month**, the total contribution will be **recalculated based on the actual duration of the mobility**. Any excess amount previously received will have to be refunded by the student.

Definition of Duration: for calculation purposes, each month is considered equal to **30 days**, regardless of the specific calendar month.

4. GRANTS DISBURSEMENT

Incoming students selected for mobility at the Polytechnic University of Bari – Italy, will receive a **mobility grant** financed under the **NRRP TNE23-00019 “Italy-East Asia Cooperation: from Local Expertise to a Global Outlook (LEGO)” –Project CUP H71124000300002**.

The financial contribution is intended to **partially cover** the travel and living expenses incurred during the study period in Italy.

4.1 Conditions

The disbursement of the financial contribution is strictly subject to the fulfillment of the following three conditions:

- The **signing of the Learning Agreement** prior to the student’s arrival in Bari
- The **actual arrival and registration** at the Polytechnic University of Bari - Italy, confirmed by the official Arrival Certificate
- The **completion of all planned academic activities**

Important Note → Failure to complete the required activities or the early interruption of the mobility period may result in the **partial or total withdrawal** of the financial contribution.

4.2 Student Financial Responsibility

Each student selected to participate in the Extra-EU TNE exchange program is solely responsible for covering all personal expenses, including:

- **Board and lodging**
- **Purchasing travel and health insurance** valid for the entire mobility period
- **Any additional costs** that may apply to international students, such as fees related to sports activities or other optional services offered by the Polytechnic University of Bari - Italy

5. WITHDRAWAL FROM THE MOBILITY PROGRAMME

Should a selected student wish to withdraw from the assigned mobility for any reason, they **must promptly communicate** this decision via email to tne-arcod@poliba.it

In the event of a withdrawal, the administrative offices will proceed immediately to contact the next eligible candidate on the relevant ranking list.

6. ELIGIBILITY REQUIREMENTS

6.1 Selection Process and Ranking

The selection process will be carried out by a Selection Committee formally appointed by the Rector's Decree. The Committee's decisions are **final and not subject to appeal**. A specific **Ranking List** will be drawn up for each mobility destination. Candidates will be awarded a mobility grant based on their position in this merit list.

Important Note → For the purpose of academic assessment, only examinations and learning activities **completed and officially registered** by the Home University by this deadline will be considered valid. It is the applicant's **sole responsibility** to ensure all valid exams and grades are correctly registered by their institution by this date; under no circumstances will unrecorded exams be taken into consideration.

6.2 Academic Evaluation Deadline

The definitive reference date for the evaluation of academic achievements is 28th November 2025.

Important Note → For the purpose of academic assessment, only examinations and learning activities **completed and officially registered** by the Home University by this deadline will be considered valid. It is the applicant's **sole responsibility** to ensure all valid exams and grades are correctly registered by their institution by this date; under no circumstances will unrecorded exams be taken into consideration.

7. ELIGIBLE MOBILITY ACTIVITIES

During the mobility period at the Polytechnic University of Bari - Italy, selected students may carry out the following academic and professional activities:

- **Thesis Preparation:** subject to the approval of the Supervisor at the Home Institution and the availability of an Academic Tutor at the Polytechnic University of Bari - Italy
- **Internship or Traineeship:** subject to the availability of placements and the approval of both the Home Institution and the Polytechnic University of Bari - Italy
- **Tutoring Activities:** to be carried out under the direct supervision of an Academic Tutor at the Polytechnic University of Bari - Italy
- **Research Activities:** to be carried out under the direct supervision of an Academic Tutor at the Polytechnic University of Bari - Italy

Final Deadline

All approved mobility activities **must be completed no later than 31 March 2026**.

8. APPLICATION PROCEDURES AND DEADLINES

For students enrolled in master's, graduate or undergraduate degree programmes, at the partner universities, the following documents must be submitted:

- Motivation letter in English**
- Proposed study plan in English**,
describing the academic activities to be carried out at the Polytechnic University of Bari
- Optional, but preferable: **an international English-language certificate**
- Official transcript or certificate issued by the home university**, indicating the average grade, in order to allow for grade conversion by the Polytechnic University of Bari

For PhD students, who are eligible, the following documents must be submitted:

- Academic curriculum vitae (CV) in English**
- Motivation letter in English**
- Proposed study or research plan in English**,
describing the activities to be carried out at the Polytechnic University of Bari
- Optional, but preferable: **an international English-language certificate**

Applications must be completed using the specific application form (Annex A), duly signed and sent, together with all required attachments, by email to rosanna.devito@poliba.it no later than **December 5th 2025 at 12:00 p.m. CEST/UTC+1**.

For the purposes of eligibility and academic evaluation, only the exams and academic activities completed and officially recorded by the home university by **28th November 2025** shall be considered valid. It is the applicant's responsibility to ensure that all relevant exams are duly registered and certified by their institution by that date.

9. SELECTION CRITERIA

The ranking will be based on the following criteria, adding up to a maximum of 100 points **for PhD students only** & 50 points **for all other students**:

Criteria	Maximum Points	Notes
Study / Research Program	20 points	relevance of the proposed plan for activities at the Polytechnic University of Bari - Italy
Motivation Letter	20 points	quality and persuasiveness of the letter
Language Proficiency	10 points	based on certified language proficiency
Academic Merit	CV / weighted grade point average (GPA)	For PhD students only : academic Curriculum (up to 50 points) For all other students : weighted grade point average (GPA) officially recorded by the home University at the deadline

Important Note → **For all other students** in the event of equal overall scores, the tie-breaking criterion will be the weighted academic grade point average (GPA). Preference will be given to the candidate with the higher weighted average. **For PhD students only**: in the event of equal overall scores, the tie-breaking criterion will be an evaluation of the curriculum vitae (CV) including publications and any other relevant qualifications.

10. MANDATORY REQUIREMENTS

10.1 Before arrival:

- Promptly complete all documentation required for the disbursement of financial contributions
- Sign the **Learning Agreement** with the **Polytechnic University of Bari – Italy**
- Sign the contract

10.2 Upon arrival at the Polytechnic University of Bari - Italy:

Upon arrival, the hosting Department ARCOD will issue an arrival certificate.

- **Non-EU students must apply for a Residence Permit (Permesso di Soggiorno) within 8 working days of their arrival in Italy.** This is done by completing and submitting a specific application kit (Kit Postale) at an authorised post office

10.3 At the end of the mobility and before departure:

At the end of the mobility, the hosting Department ARCOD will issue a **Certificate of attendance** and activities carried out at the Polytechnic University of Bari - Italy, indicating the actual dates of stay (for credit recognition by the home university and for grant settlement)

11. MEDICAL, LIABILITY and TRAVEL INSURANCE

All students participating in the Extra-EU exchange program are automatically covered by the Polytechnic University of Bari - Italy's insurance policy for **accidents** and **third-party liability** while engaging in official academic activities on university premises.

However, **each participant is required** to purchase, at **their own expense**, comprehensive **travel and health insurance** valid for the entire duration of the mobility period.

This mandatory policy must specifically include coverage for:

- Temporary or permanent disability
- Serious illness
- Repatriation of remains in case of death

Such insurance may be obtained through private schemes or policies, in compliance with the specific requirements of the student's home country or the regulations applicable to foreign students in Italy.

12. ADMINISTRATIVE PROCEDURE MANAGER

Pursuant to Law 241/1990, Rosanna Devito is the **administrative manager** of the ArCoD Department.

administrative manager	contact email
Rosanna Devito	rosanna.devito@poliba.it

For **logistical information** please contact:

project coordinators	contact email
Viviana Colombini	tne-arcod@poliba.it
Gabriele Ciavarella	tne-arcod@poliba.it

13. PUBLICATION AND OFFICIAL NOTIFICATION

This Call for Applications and its **Annex A** are published on the following platforms of the Polytechnic University of Bari - Italy:

- University Website INTERNATIONAL – CALLS section: <https://www.poliba.it/it/internazionale/bandi>
- Official Online Notice Board -Albo Online- <https://www.poliba.it/it/internazionale/bandi>,

The final ranking lists will be published using the same channels. **Such publication constitutes the official notification** to all applicants, and no further individual communications will be sent.

14. ACADEMIC TUTORS

For **academic, educational or mobility-related questions and clarifications**, students may directly contact their designated **academic tutors**, as indicated in the table below:

Partner University	Academic tutor
Beijing Normal University (BNU)	antonio.messenipetruzzelli@poliba.it
South China University of Technology (SCUT)	valentina.vacca@poliba.it
VinUniversity (VINUNI)	francesco.dellolio@poliba.it

15. WHISTLEBLOWING POLICY and DATA PROTECTION

In compliance with Italian Legislative Decree No. 24/2023 which protects persons reporting breaches of law, candidates participating in this selection procedure have the right to report any conduct that may harm the public interest or the integrity of the University Administration.

To submit a report, candidates must use the University's dedicated and official online platform: <https://politecnicoibari.whistleblowing.it/#/> whistleblowers are granted **strict confidentiality** regarding

their personal identity, and the University guarantees the **protective measures** provided for under Chapter III of Legislative Decree No. 24/2023. Additional information regarding the policy can be found on the University's official website, in the section "Transparent Administration – Prevention of Corruption": <https://www.poliba.it/it/amministrazione-trasparente/prevenzione-della-corruzione>.

16. PRIVACY POLICY

16.1 Data Processing and Controller

In accordance with the provisions of the General Data Protection Regulation EU 2016/679, known as GDPR and related national legislation, all data provided by applicants will be processed solely for the purposes of managing the application, selection and mobility procedures. The Personal Data Controller is the Politecnico di Bari, Via Amendola 126/b – 70126 Bari (BA), Italy.

Applicants maintain all rights granted under Articles 12–22 of the GDPR, including the right to:

- Access their data
- Request rectification or erasure
- Object to or request restriction of processing

Detailed information on how personal data is processed, including the contact details of the Data Protection Officer (DPO), is available on the University's official website poliba.it in the relevant "**Protezione dei dati personali**" Personal Data Protection section.