

Dear Partner,

Our online nomination system for incoming exchange students to the University of Padua (I-Padova01) for the second semester 2024/25 (spring 2025) **will open on 2nd September.**

In order to submit your Nominations **for your outgoing students**, please use the following login and password for your Institution:

Login: ROIASI02

Pwd: MobilityPD004080

Please access the **online platform "Mobility Online"** at the link below.

WARNING!!!! If you use Mobility Online at your Institution or for other partners, please make sure that you are logging into the UNIPD M.O. portal! Do not click on the link, but copy it and paste it in a new incognito window on your browser.

<https://www.service4mobility.com/europe/LoginServlet?identifier=PADOVA01>

DEADLINE: 15th October

PLEASE READ BELOW BEFORE SENDING THE NOMINATION:

- Please do not send more Nominations than the number of students planned in the Bilateral Agreement. If you have any special requests, please contact us in advance:
erasmus.incoming@unipd.it

- **Nominations sent via email or other means will not be accepted.** Contact us immediately if you can't access the Mobility online platform

- If your Institution is organised in Faculties/Departments, please forward this email to all relevant people in charge of outgoing Nominations.

- For **Erasmus+ TRAINEESHIP: you don't have to use this online form.** Please refer to this webpage: <https://www.unipd.it/en/incoming-traineeship-unipd> and this email address: incoming.traineeship@unipd.it

- If you had already sent a nomination for the first semester and your student **postponed** the mobility to the second semester:

1. If you were told to re-nominate your student please do so.
2. In case you were told not to re-nominate your student it is not necessary to send a new nomination.

If you are not sure whether a new nomination is needed or not, you can send an email to erasmus.incoming@unipd.it

INSTRUCTIONS:

- 1) For each nomination, select the relevant programme from the menu, thus only the relevant agreements will be shown
- 2) Use the section comments to inform us about any special request (for example if the student is interested in a study area not included in our agreement - in such a case, the approval of the nomination is not certain as it depends on the total number of requests)
- 3) Write in the relevant section the date by which you need to receive back the Learning Agreement signed by Unipd. In this way, we can prioritize the LA approval according to your deadline.
- 4) Partners and students will receive an automated email after the nomination is received and another email containing student application instructions after the nomination is accepted.

Please note: *we will not check the nominations until the beginning of October*, so you and the student will receive the email confirming the ACCEPTANCE of the nomination as of October.

In the attachment, you can find our **Fact Sheet for the Academic Year 2024/25**.

For further info:

- Erasmus+ KA131, SEMP, UK, SEN Coimbra, ARQUS:

erasmus.incoming@unipd.it

<https://www.unipd.it/en/erasmus-studies-semp>