

CALL FOR INTERNSHIP GRANTS for IM “Intenship and Thesis Project

Academic Year 2018/2019

ART. 1 GENERAL INFORMATION

The University of Modena and Reggio Emilia has activated a Master Degree Course in International Management at Marco Biagi Department of Economics. This course is entirely taught in English

The main aim of the Master Degree Program is to provide graduates with the necessary skills to support companies in their internationalization processes as well as in their activities in foreign markets.

The Course Syllabus comprises a period of internship in the second and final year with the aim of providing materials for the students' thesis.

- The Italian seniors will be sent abroad to work in international companies or subsidiaries of Italian companies.
- Posts in local or Italian businesses will be offered to International students.

An internship should

- Last at least 3- 4 months in order to play an effective educational role with the trainees
- Offer students opportunities of real involvement in businesses processes
- Envisage the presence of a Company tutor and of a tutor from the Department
- End up with a written report about the company project which will become part of the student's thesis
- Be governed by a specific “Internship Agreement” between the company and the Department of Economics Marco Biagi – Unimore

This Call is addressed to candidates who can be awarded the aforementioned grants for internships (**until funds are exhausted**).

The internship length must be agreed in advance by the host companies. Candidates may carry out their 4- month internship entirely abroad or partially in Italy, in that case a part of the scholarship will be cut.

ART.2 REQUIREMENTS

Candidates must

1. Be Enrolled in the second year of the Master in International Management (Academic Year 2017/2018)
2. Have passed exams and obtained 78 credits (ECTS) as per the course syllabus

N.B. The aforementioned requirements must be possessed when submitting the application. In case of non-compliance applications will be discarded.

ART.3 SUBMITTING THE APPLICATION

Candidates must submit their applications at the following link: [thesis supervisor allocation form](#) and follow the instructions provided at <http://www.economia.unimore.it/site/home/didattica/corsi-di-laurea-magistrale/international-management/articolo890035706.html> and meet the following deadlines:

- at the end of the Winter term – deadline: 2nd March 2018
- during the Summer term – deadline: 15th June 2018
- at the end of the Summer term- deadline: 2nd October 2018

Delay in submitting the application will preclude candidates from the procedure.

Being aware that false declarations could be punished according to the Italian law (art.76 of DPR 445, December 28th 2000), candidates will provide:

1. Name, Surname, place and date of birth, citizenship, residence
2. An Email address for communications with the Office in charge of the procedure (any change must be promptly communicated)
3. A claim that s/he has no prior convictions nor pending charges against him/her which can prevent him/her from being employed by Italian public administration pursuant to and in accordance with Article 15, par. 1, points a), b),c), d), e), f), Law 55/1990 amended and integrated by article 1, par.1 Law 16/1992 and in accordance with articles 4 and 5 Law 97/2001, otherwise s/he will provide evidence of his/her prior convictions.

An up-to-date and detailed CV in English must be uploaded.

The aforementioned requirements must be possessed by this Call deadlines.

ART.4 SELECTION

The examining Board members are : Prof. Elisa Martinelli, Prof. Tiziano Bursi and Dr Ylenia Curzi. The Board will take into consideration the number of recorded credits and the average exam grades. The Board and company evaluation decisions are unquestionable.

ART.5 ASSIGNMENT OF GRANTS

Grants will be assigned on the basis of the ranking list drawn up by the Board. Results will be sent to the winner's @studenti.unimore.it account.

ART.6 BENEFICIARY'S OBLIGATIONS

In the case of rejection by the beneficiary, the grant will be assigned to the next ranking candidate. The beneficiary's assignment will be considered invalid and null if s/he does not explicitly accepts it or if s/he does not demonstrate that the research project has started by the date specified in the assignment letter. Delays may be justified in the case of serious health problems or because of reasons of force majeure which have to be proven. However in that case, the grant will be paid from the date of the beginning of the

research project. If the beneficiary does not pursue his project regularly and without interruption or if s/he is responsible for a serious failure to fulfil his/her obligations, s/he will lose their grant.

ART.7 PAYMENT

The amount of the grant for the four month period, all inclusive, is :

- 3.000,00 euros for outgoing mobility to Group 1 European Countries (Austria, Denmark, Finland, France, Ireland, Lichtenstein, Norway, Sweden and United Kingdom) (with a supplement of 300,00 euros per month from the fifth month and for a maximum of two months).
- 2.000,00 euros for outgoing mobility to Group 2 and 3 European Countries (Belgium, Croatia, Czech Republic, Cyprus, Germany, Greece, Iceland, Luxemburg, the Netherlands, Portugal, Slovenia, former Yugoslav Republic of Macedonia, Serbia, Montenegro, Albania) (with a supplement of 250,00 euros per month from the fifth month and for a maximum of two months).
- 4.000,00 euros for outgoing mobility to non- EU countries (with a supplement of 250,00 euros per month from the fifth month and for a maximum of two months).
- 200 euros per month for an internship in Italy far from the provinces of Modena, Reggio Emilia and Bologna.

The internship has to be full time. In the case of an internship partly in Italy and partly abroad the amount of the grant will be proportionally reduced.

The grant is subject to taxation. The grant will be paid in one lump sum at the beginning of the internship.

Insurance coverage (Civil liability, Accident and Health) will be borne by the student.

ART.8 SELECTION RESULTS

The ranking list (thesis allocation) will be available on Marco Biagi Department Website, on the International Management page, there will be three deadlines:

- **June, 15th 2018 (March step)**
- **July, 31st 2018 (June step)**
- **November, 15th 2018 (October step)**

An email about the ranking list publication will be sent to the students' @studenti.unimore.it accounts. The Department does not assume responsibility for non-receipt of this email – for instance email wrongly marked as Spam. Students are therefore supposed to regularly check the aforementioned website.

ART.9 ACCEPTANCE

The beneficiary has to send an acceptance email from his/her @studenti.unimore.it account within the set deadlines, following instructions published with the ranking list

ART.10 GRANT ALLOCATION

Grant allocation is subject to :

- Student's acceptance, as outlined above.
- Signing of the Learning Agreement for Traineeship

NB. The Learning Agreement for Traineeship must be filled and duly signed before leaving. Each student will be given a personalized work program.

ART.11 RENUNCIATION

In case of renunciation, the beneficiary has to give notice in writing to the person in charge of the procedure and refund the amount s/he has already received.

ART.12 RANKING LIST UPDATE

The ranking list will be constantly updated until **December, 21st 2018**. Vacancies resulting from renunciation will be filled by next ranking candidates. In that case the new beneficiary will be contacted via email by the person in charge of the procedure.

ART.13 CONTROLS

Pursuant to art.4 of Presidential Decree 445 of December 28th, 2000, controls on declarations , even random inspections, will be carried out.

ART.14 PERSON IN CHARGE OF THE PROCEDURE

In accordance with art. 4 Law No.241 , August, 7th 1990 , the person in charge of the procedure is Dr Lara Liverani, Academic Office, Marco Biagi Department of Economics (office 33, west Wing) – office hours Tuesday and Thursday 9,30 – 12,30. Tel 059 205 6913

PERSONAL DATA PROCESSING

Personal data will be processed for the project phases and candidate selection and for the purposes of public administration (EU regulation 2016/679).