



UNIVERSITÀ  
DEGLI STUDI  
FIRENZE

**DINFO**  
DIPARTIMENTO DI  
INGEGNERIA  
DELL'INFORMAZIONE

Decreto n. 2867/2025  
Prot. n. 49311  
del 03/03/2025

**SCHOOL OF ENGINEERING  
CALL FOR INTERNATIONAL MOBILITY AT THE SS. CYRIL AND METHODIUS OF  
SKOPJE (North Macedonia) and UNIVERSITY OF NOVI SAD (Serbia) WHERE THERE  
ARE AGREEMENTS FINALIZED TO THE RECOGNITION OF THE DOUBLE TITLE  
YEAR 2025/2026**

**DIRECTOR**

GIVEN the Statute of the University of Florence and, in particular, article 9;

GIVEN the Academic Regulations of the University and, in particular, articles 11 and 12;

GIVEN the agreement between the SS CYRIL AND METHODIUS UNIVERSITY OF SKOPJE (North Macedonia) and the UNIVERSITY OF FLORENCE aimed at recognizing double degrees of Master Degree program in Environmental Engineering and/or Master Degree program in Geoengineering (LM-35) renewed on 13 December 2021;

GIVEN the agreement between the UNIVERSITY OF NOVI SAD (Serbia) and the UNIVERSITY OF FLORENCE aimed at recognizing double degrees of the Masters in Environmental Engineering and/or Masters in Geoengineering (LM-35) renewed on 13 December 2021;

REGARDING the "guidelines to be adopted by the educational structures for the recognition of the didactic activities carried out by students in the frame of the Erasmus+ mobility program" approved by the Academic Senate in the session of 3 December 2003 and, in particular, article 10 which provides that these provisions may also apply in the event that student mobility takes place within the framework of any other EU interuniversity mobility program or any international cooperation agreement;

WHEREAS the University has as attribution (article 21F of Law 390/91) for the promotion of student exchanges;

GIVEN the EU Regulation no. 1288/2013 of the European Parliament establishing "ERASMUS+" as the European Union program for education, training, youth and sport, and repealing decisions no. 1719/2006 / EC, n. 1720/2006 / EC and no. 1298/2008 / EC;

TAKING INTO ACCOUNT that the University of Florence has obtained from the European Union the approval of the Erasmus Charter for Higher Education (ECHE), the declaration of political strategy which indicates the fundamental principles and minimum requirements that constitute the reference in the management of ERASMUS+ activity for the period 2021-2027;

NOTING that the ERASMUS+ program allows university students to spend a period of study in another member state and to obtain full recognition of the activity carried out, by virtue of interinstitutional agreements stipulated between the home institution and the host institution



NOTING that the Erasmus INDIRE National Agency coordinates the management of the program at the national level, also in terms of budget management, and therefore annually assigns grants for students in mobility, to universities that submit their application;

GIVEN the agreement that the University of Florence has signed with the SS CYRIL AND METHODIUS UNIVERSITY OF SKOPJE (North Macedonia) and the UNIVERSITY OF NOVI SAD (Serbia) as part of the Erasmus+ program;

GIVEN the Resolution of the Council of the School of Engineering of 22/10/2024, in which a mandate is given to the Director of the Department of Information Engineering to issue a call for the selection of 4 (four) students enrolled in the Master Degree program in Environmental Engineering and / or the Master Degree program in Geoengineering (LM-35) eligible for a mobility period at the SS CYRIL AND METHODIUS UNIVERSITY OF SKOPJE (Macedonia del Nord) and the UNIVERSITY OF NOVI SAD (Serbia) aimed at the recognition of the double degree;

WHEREAS the Department of Information Engineering is the oversight department for the School of Engineering;

GIVEN the Decree of urgency of the Department of Information Engineering nr. 2753 (Prot. 47505) of 28/02/2025 related to the issuance of a call for selection of 4 (four) students enrolled in the Master Degree in Environmental Engineering and/or the Master Degree in Geoengineering (LM-35) eligible for a mobility period at the SS CYRIL AND METHODIUS UNIVERSITY OF SKOPJE (Macedonia del Nord) and the UNIVERSITY OF NOVI SAD (Serbia);

CONSIDERING IT APPROPRIATE, in order to allow the carrying out of the activities in preparation for the students' departure within the timeframe, to issue a call for the selection of a list of eligible candidates, pending the communication of the Indire Agency of the number of scholarships assigned to the University, except then to allocate the mobility grants on the basis of the funding received;

## **DECREES**

**The issuance of the following call:**

### **CALL FOR THE SELECTION OF:**

**-2 (TWO) STUDENTS ENROLLED IN THE MASTER DEGREE PROGRAM IN ENVIRONMENTAL ENGINEERING AND/OR THE MASTER DEGREE PROGRAM IN GEOENGINEERING (L-35) ELIGIBLE FOR A MOBILITY PERIOD IN THE 2025/2026 ACADEMIC YEAR (SEPTEMBER 2025 - SEPTEMBER 2026) AT THE SS. CYRIL AND METHODIUS UNIVERSITY OF SKOPJE (North Macedonia)**

**-2 (TWO) STUDENTS ENROLLED IN THE MASTER DEGREE PROGRAM IN ENVIRONMENTAL ENGINEERING AND/OR THE MASTER DEGREE PROGRAM IN GEOENGINEERING (L-35) ELIBILE FOR A MOBILITY PERIOD IN THE 2025/2026 ACADEMIC YEAR (SEPTEMBER 2025 - SEPTEMBER 2026) AT THE UNIVERSITY OF**



## **NOVI SAD (Serbia) WHERE THERE ARE AGREEMENTS FINALIZED TO THE RECOGNITION OF THE DOUBLE TITLE**

### **Art.1 Indiction**

In order to promote international mobility at Institutions where there is an agreement finalized to a double Degree program, the School of Engineering announces a selection for the formation of a list of eligible students for mobility for study and/or internship for 2 (two) students enrolled in the Master Degree program in Environmental Engineering and/or the Master Degree program in Geoengineering (LM-35) at the SS CYRIL AND METHODIUS UNIVERSITY OF SKOPJE (North Macedonia) and for 2 (two) students enrolled in the Master Degree program in Environmental Engineering and/or the Master Degree program in Geoengineering (LM-35) at the UNIVERSITY OF NOVI SAD (Serbia) during the period September 2025 - September 2026.

### **Art. 2 Purpose of the mobility**

The mobility period is aimed at:

- 1) carrying out a period of study and taking the exam at the end of the didactic units attended (the study period can also be integrated with an internship period, where provided by the didactic regulations);
- 2) Acquiring a minimum of 30 ECTS for the recognition of the double Degree as required by the agreements renewed on 13/12/2021 with the UNIVERSITY OF NOVI SAD (SERBIA) and the SS. CYRIL AND METHODIUS UNIVERSITY OF SKOPJE (NORTH MACEDONIA).

### **Art.3 Admission requirements**

Students who are regularly enrolled (including part-time), at the expiration date of this call, in the Master Degree program in Environmental Engineering and the Master Degree program in Geoengineering (LM-35) can apply for mobility, and are in compliance with university fees according to the procedures established by the University.

### **Art.4 Procedures and limitation period for applications**

In the application, addressed to the President of the School of Engineering, the candidate must declare, under his/her personal responsibility, in accordance with the decree of the President of the Republic n. 445/2000, the following:

- Surname and name
- Date and place of birth
- The possession of the requirements set out in Art. 3
- Indication of contact details and e-mail address
- Self-certification of knowledge of the language
- The location where the mobility is to be carried out
- The semester in which the mobility is to be carried out

The application must be accompanied by the following documents:

- Learning Agreement
- Equivalence forms received from the reference teachers relating to the exams selected at the host institution (if applicable)
- Self-certification of the list of exams with grades, that the candidate has taken



both in Bachelor and Master Degree study courses

- A motivational letter to the mobility
- Copy of a valid Identity Card/Passport
- Other documents deemed useful by the applicant for the purposes of the selection (for example, certificate of knowledge of the English language).

2. Applications must be completed according to the appropriate form available on the website of the Florence School of Engineering and sent by post to the President of the School itself - Via di Santa Marta, 3 - 50139 Florence.

The envelope containing the application must bear the words "Application for the selection of 2 places for international mobility at the University of Novi Sad" or "Application for the selection of 2 places at the SS Cyril and Methodius University of Skopje. Applications must be received **no later than 04/04/2025 at 1.00pm**.

The following submission method is also allowed:

Electronically to the following e-mail address: [international@ingegneria.unifi.it](mailto:international@ingegneria.unifi.it)

The application must be signed and sent scanned together with a photocopy of an identity document of the applicant; in order to submit the application, candidates must be in possession of a personal mail address. All documents attached to the e-mail must be in PDF format. The message must include in the subject the words: Application for the selection of 2 places for international mobility at the University of Novi Sad "or" Application for the selection of 2 places at the SS Cyril and Methodius University of Skopje ".

Applications received after the deadline indicated above will not be considered admissible and candidates will not be admitted to the selection.

In all cases, failure to sign the application form will result in exclusion from the evaluation

#### **Art. 5 Examining Commission**

The Evaluation Commission will be appointed by the Director of the Information Engineering Department per the recommendation of the President of the School of Engineering and will be announced at the deadline of this call on the School of Engineering's website

<https://www.ingegneria.unifi.it/vp-520-double-degree.html>

#### **Art.6 Formation and approval of eligible students**

The selection for the formation of eligible students will be carried out on the basis of the following criteria:

- a) Level of knowledge of the English language or of the language spoken in the country where the mobility takes place - up to a maximum of **20 points**;
  - 10 points for a certificate level C2 or mother tongue
  - 9 points for a certificate level C1
  - 7 points for a certificate level B2
  - 5 points for a certificate level B1
  - 2 points for a certificate level A2
  - 1 point for a certificate level A1

In case of presentation of more certificates of knowledge of the language, the certificate with the highest level will be taken into consideration.

- b) Number of credits acquired at the expiry date of the call (regularity in studies is



- calculated on the basis of the number of credits relating to exams passed and recorded in the career by the deadline of the call, in relation to the year of enrolment) - up to a maximum of **20 points**;
- c) Weighted average - up to a maximum of **30 points**;
  - d) Study program to be carried out abroad (teaching and exams, courses, internship activities and possible connection with the preparation of a thesis), motivation for mobility and congruence with the contents of the study program - up to a maximum of **30 points**.

In case of equal scores, priority will be given to the candidate with a minor age.

The Administration reserves the right to carry out appropriate checks and verifications on the veracity of the self-declarations contained in the application and in the curriculum.

The list of eligible students will be published on the School of Engineering website <https://www.ingegneria.unifi.it/vp-520-double-degree.html>

#### **Art. 7 Acceptance of mobility**

Eligible students must formalize their acceptance to carry out the mobility before departure and in any case by signing a specific form that will be made available by the offices of the School of Engineering at the following link: <https://www.ingegneria.unifi.it/vp-520-double-degree.html>

#### **Art. 8 Financial support for mobility**

1. For the mobility financial support, we refer to the "Call for selection of eligible students for Erasmus+ international mobility for study 2025-2026, available on the website of the University of Florence at the page <https://www.unifi.it/vp-10034-erasmus-plus.html#studio>

2. Student mobility contributions are related to studies and/or activities carried out abroad. Those who:

- a) renounce the mobility period
- b) stay shorter than the mandatory minimum period of 60 days
- c) do not complete any study activities and do not earn at least 2 credits for each month of mobility (the number of credits registered in the career will be taken into account).

3. Compatibly with established financial resources, the financial support for mobility, which does not cover all expenses but is considered as a contribution to the expenses related to the stay abroad, is detailed in the Call for selection of eligible students for Erasmus+ international mobility for study year 2025-2026 available at the following link: <https://www.unifi.it/vp-10034-erasmus-plus.html#studio>

4. Students who have been awarded a mobility grant by the Azienda Regionale per il Diritto allo Studio can receive an additional contribution consisting of an all-inclusive sum of money related to the months spent abroad. For further information please contact the Azienda Regionale per il Diritto allo Studio <https://www.dsu.toscana.it/sedi-e-contatti>.



#### **Art.9 Treatment of personal data**

In compliance with the principles of lawfulness, correctness, transparency, adequacy, relevance and necessity pursuant to art. 5, paragraph 1 of the GDPR (EU Regulation 2016/679 of the European Parliament and of the Council of 27 April 2016 concerning the protection of individuals with regard to the processing of Personal Data, which provides for the protection of individuals with regard to the processing of personal character as a fundamental right) the University of Florence, as Data Controller, will process the personal data provided by the candidates at the time of enrolment in the selection procedure, exclusively to allow it to be carried out in compliance with the law in force on the matter. The information on the processing of personal data is published on the University website at Home page> University> Data protection, at the following link: <https://www.unifi.it/vp-11360-protezione-dati.html>

#### **Art.10 Head of the Procedure**

Pursuant to law 241/90, subsequent amendments and integrations, and the University regulation on administrative procedures, the person in charge of these procedures is the Responsible of International Relations Office of the School of Engineering - Laura Galli, [laura.galli@unifi.it](mailto:laura.galli@unifi.it) - Via di Santa Marta, 3 50139 Florence. For information, please refer to the International Relations Service of the School of Engineering - tel. 055 2758987 - e-mail: [international@ingegneria.unifi.it](mailto:international@ingegneria.unifi.it)

#### **Art. 11 Final Rule**

1. The call will be published at the University Registrar and posted on the website of the School of Engineering at the page <https://www.ingegneria.unifi.it/vp-443-bandi-calls.html>

*F.to* Giorgio Battistelli

*F.to* Andrea Arnone

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Direttore Dipartimento Ingegneria  
dell'Informazione - DINFO

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Presidente Scuola Ingegneria