



CALL FOR APPLICATIONS ERASMUS TRAINEESHIP 2025/26

HOW TO APPLY

Step 1

All candidates must fill out the **online application**, with possible upload of the letter of acceptance issued by the host institution, through the Mobility-Online platform, scrupulously following the instructions.

The **first part of** the application involves the submission of the application only and will be **active until 13.00 on Friday 28 November 2025**. **Only those enrolled in Ph.D. courses, first and second level university masters, and specialization schools** must also integrate the application with the letter of their supervising professor (the appropriate form can be downloaded directly from [the section of the University website dedicated to international mobility](#)).

IMPORTANT NOTES

- We invite you not to start filling out the application close to the deadline. Any problems reported on the day of the deadline of the call may not be resolved in time for the submission of the application
- Once submitted, the application will no longer be editable

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1) Access the [online form](https://www.service4mobility.com/europe/BewerbungServlet?identifier=PAVIA01&kz_bew_pers=S&kz_bew_ar) with your University credentials (tax code and password):

https://www.service4mobility.com/europe/BewerbungServlet?identifier=PAVIA01&kz_bew_pers=S&kz_bew_ar
[t=OUT&aust_prog=SMP&sprache=en](https://www.service4mobility.com/europe/BewerbungServlet?identifier=PAVIA01&kz_bew_pers=S&kz_bew_ar)



UNIVERSITÀ DI PAVIA

Restricted area

To enter this site please proceed with login
Sign in to the service **Mobility-Online**



The High-End Standard Software for the web-based management of international educational cooperation
and all types of academic mobilities.

UNIVERSITY

SPID

CIE

Username

Enter your username

Password

Enter your password

Sign in

If you are a Teacher / Student / Ex Student:

[Forgot your password?](#)

If you are a student not enrolled yet:

[Forgot your password?](#)

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2) The "Application details", "Personal details" and "Study at home institution" sections will be pre-filled and cannot be modified.

The only editable fields are "Gender" and "Study field".

APPLICATION FORM

for exchange program **Erasmus (SMP)**



All fields marked with (*) must be completed.

1 Application details

2 Personal details

3 Study at home institution

4 Academic reasons and recognition

5 Declaration of consent

Application details

Type of application *

☐ Incomings ☒ Outgoings

Type of person *


☒ Student ☐ Teacher

Exchange Programme *

Erasmus (SMP) ▾

Academic year *

2025/2026 ▾

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Cancel application

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APPLICATION FORM

for exchange program Erasmus (SMP)



All fields marked with (*) must be completed.

1 Application details ✓

2 Personal details

3 Study at home
institution

4 Academic reasons and
recognition

5 Declaration of consent

Personal details

Fiscal Code *

Matriculation number / Student number *

Last name *

First name *

Date of birth *

Place of birth *

Country of birth *

Gender *

☐ Male ☒ Female ☐ I prefer not to say

Nationality *

E-mail address *


Same e-mail address for verification

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HOW TO APPLY

Step 1

APPLICATION FORM
for exchange program **Erasmus (SMP)**

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DI PAVIA

All fields marked with (*) must be completed.

1 Application details ✓

2 Personal details ✓

3 Study at home institution

4 Academic reasons and recognition

5 Declaration of consent

Study at home institution

Country of the home institution

Italy

Home institution *


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Study field *

Management

Study level *

First cycle / Bachelor's or equivalent level (EQF-6)

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3) In the "Academic reasons and recognition" section you will have to indicate:

- whether you intend to carry out the mobility before or after obtaining the degree. If you intend to carry out the internship before obtaining the degree, you must also indicate how you expect it to be recognized upon return;
- Expected topic of the internship and personal reasons for taking part in the mobility period.

APPLICATION FORM

for exchange program **Erasmus (SMP)**



All fields marked with (*) must be completed.

1 Application details ✓

2 Personal details ✓

3 Study at home institution ✓

4 Academic reasons and recognition

5 Declaration of consent

Academic reasons and recognition

Do you plan to do the traineeship after obtaining your degree? *

☐ Yes ☐ No

Topic of the planned internship and personal reasons for taking part in the mobility period *

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APPLICATION FORM
for exchange program **Erasmus (SMP)**

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All fields marked with (*) must be completed.

1 Application details ✓

2 Personal details

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Academic reasons and recognition

Do you plan to do the traineeship after obtaining your degree? *

☐ Yes ☒ No

How do you expect your traineeship period to be recognized upon your return? *

☐ Curricular internship included in the study plan
☐ Research for the thesis
☐ Another activity included in the study plan

Regardless of the option selected, it must be part of your study plan and enable you to earn credits contributing to the attainment of your degree.

Topic of the planned internship and personal reasons for taking part in the mobility period *

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4) After completing the first part of the application, you will have to confirm the data entered and that you have read the information on the processing of personal data, and you can send the form by clicking on "[Send application](#)".

Please check the information carefully. Once the application has been sent, it will no longer be possible to modify it in any way.

APPLICATION FORM

for exchange program **Erasmus (SMP)**

 UNIVERSITÀ
DI PAVIA


All fields marked with (*) must be completed.

1 Application details ✓

2 Personal details ✓

3 Study at home institution ✓

4 Academic reasons and recognition ✓

5 Declaration of consent 


Declaration of consent

☒ I confirm that all details given in the application form are correct and complete *

☒ I agree with saving and the distribution of my details to help improve Erasmus program *

The personal data will be treated only for the purposes of the Erasmus+ Program, eventually including communication to the Erasmus+ National Agency, to the host University and to the European Commission, according to the regulations set by the European General Data Protection nr. 2016/679.

☒ I acknowledge that, due to the security settings and spam filters of e-mail providers, the registration completion invitation e-mail may be directed to the spam or junk mail folder.
By submitting the application, I assume responsibility for checking all the folders in my email inbox, and I absolve the International Mobility Unit from any liability arising from a failure to complete the application. *

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Send application

Action successful!

Thank you for your application! You will receive an e-mail in a few minutes containing all necessary information regarding further steps. Please make sure to also check your spam folder.

Close

A few minutes after sending it, you will receive an e-mail from noreply@unipv.it and with the subject "[COMPULSORY registration for Erasmus Traineeship 2025/26](#)" (also check your junk/spam inbox) to complete your application in Mobility-Online.

We invite you to carefully follow the instructions contained in the e-mail and also available on the [section of the University website dedicated to international mobility](#).