



CALL FOR APPLICATIONS ERASMUS TRAINEESHIP 2025/26

HOW TO APPLY

Step 2

The **second part of the application** involves the confirmation of personal data, the possible upload of the letter of acceptance from the host institution, if the candidate already has it, and the letter from his/her supervising professor (only for those enrolled in Ph.D. courses, first and second level university masters, and specialization schools).

The **confirmation of personal data** and the possible **upload of the letter from your supervising professor** must take place **by 13.00 on Friday 28 November 2025**. Instead, it will be possible **to attach the acceptance letter until 15 December 2025** (the last day scheduled for area selection interviews).

ATTENTION: the International Mobility Unit will not carry out any formal check on the uploaded acceptance letters. Therefore, it will be the responsibility of the candidate to verify to have attached a correct and compliant document.

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. We therefore invite you to pay particular attention to the data entered and any attached documents
- Only the letter of acceptance can be attached to the application, as required by the announcement. Any other attached documents will not be taken into consideration

TECHNICAL NOTES ON MOBILITY-ONLINE

- To edit a section click on "Forward to update"
- To confirm a change, click on "Update"
- To return to the main screen click on "Back/Back to the general overview"
- The step is complete when the checkbox turns green



UNIVERSITÀ
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CALL FOR APPLICATIONS ERASMUS TRAINEESHIP 2025/26

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Step 2

1) At the end of the first part of the application, you have received an e-mail from noreply@unipv.it with the subject "COMPULSORY registration for Erasmus Traineeship 2025/26" (also check your junk/spam folder) to complete your application in Mobility-Online. We encourage you to follow the instructions below carefully.

By clicking on the link received by e-mail, you can access your personal page in Mobility-Online with your University credentials.

COMPULSORY registration for Erasmus Traineeship 2025/26

Esterni

Posta in arrivo



noreply@unipv.it noreply@unipv.it [tramite service4mobility.com](mailto:noreply@unipv.it)

a [redacted]

Gentile [redacted]

In seguito alla tua registrazione al bando Erasmus Traineeship 2025/26 (fase 1), ti invitiamo a completare la tua candidatura in Mobility-Online (fase 2).

In questa seconda fase ti verrà chiesto di confermare i tuoi dati personali, di allegare l'eventuale lettera di accettazione rilasciata dalla sede ospitante, qualora ne fossi già in possesso (come previsto dall'art. 6 del bando), e, solo per coloro iscritti ad un corso di dottorato, master di I o II livello o scuola di specializzazione, la lettera rilasciata dal docente supervisore UNIPV.

Avrai tempo per caricare la lettera di accettazione fino al giorno del colloquio (previsto tra il 30 giugno e il 4 luglio 2025).

Nel caso in cui non riuscissi ad allegare la lettera sulla pagina personale di Mobility-Online entro la scadenza, potrai consegnarla alla Commissione direttamente al colloquio.

Ti ricordiamo che, qualora non disponessi della lettera di accettazione di un'impresa entro la data del colloquio, non sarai ammesso alla selezione e non potrai concorrere all'assegnazione del tirocinio.

Ti invitiamo inoltre a leggere attentamente le istruzioni qui allegate.

Per accedere a Mobility-Online potrai utilizzare il link in fondo a questa email.

Potrai accedere utilizzando le credenziali di Ateneo (codice fiscale e password).

Un cordiale saluto,
U.O.C. Mobilità Internazionale

Dear [redacted]

Following your registration for the Erasmus Traineeship call for a.y. 2025/26 (step 1), we invite you to complete your registration in Mobility-Online (step 2).

At this second step you'll be required to confirm your personal data and to attach any acceptance letter issued by the host Institution, if you already have one (as indicated in art. 6 of the call), and, only for those enrolled in a Ph.D. course, I or II level master or postgraduate school, the letter issued by the UNIPV supervisor.

You will have time to upload your acceptance letter until the day of your interview (scheduled between 30 June and 4 July 2025).

Should you fail to upload the letter on your personal Mobility-Online page by the deadline, you can hand it over to the Commission directly at the interview.

Please note that if you do not have the acceptance letter by the interview date, you will not be admitted to the selection process and will not be eligible for the traineeship.

We invite you to read carefully the instructions attached here.

To access Mobility-Online you can use the link at the bottom of this email.

You will be able to log in with your UNIPV credentials (tax code and password).

Kind regards,
the International Mobility Unit

Login: [redacted]

[Login](#)

[https://www.service4mobility.com/europe/LoginServlet?ben_login=\[redacted\]&brache=en&is_sso=1&identifier=PAVIA01](https://www.service4mobility.com/europe/LoginServlet?ben_login=[redacted]&brache=en&is_sso=1&identifier=PAVIA01)



CALL FOR APPLICATIONS

ERASMUS TRAINEESHIP 2025/26

HOW TO APPLY

Step 2

UNIVERSITÀ DI PAVIA

MOBILITY-ONLINE

English Login

Back

Login

✓

Password

Password-Input at next page

Login

For SSO please use the following link for direct [login](#)





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Step 2


2) You will then find the next steps to take:

- by 1.00 p.m. on 28 November 2025:

- Confirmation of personal data
- upload of the letter from your supervising professor (only for those enrolled in PhD courses, first and second level university masters, and specialization schools)

- by 15 December 2025:

- possible upload of the letter of acceptance from the host institution

 **Università degli Studi di Pavia**

[My application data](#)

[My Settings](#)

Applicant details

Last name

Study field

Physics (DI) - 10727

First name

Date of birth

24/04/1992

Country of the home institution

Italy

Home institution

PAVIA01 - UNIVERSITÀ DEGLI STUDI DI PAVIA

Application workflow

Online application

27/05/2025,
Automatically generated

Confirmation e-mail online-application

☒

27/05/2025

Online registration

☒

27/05/2025

Personal details completed

☐

[Complete personal details](#)

Letter from UNIPV supervisor uploaded (ONLY relevant for those enrolled in a Ph.D. course, first/second level masters, postgraduate schools)

☐

Acceptance Letter uploaded

☐

23/05/2025 (stable v2.1650)

CALL FOR APPLICATIONS

ERASMUS TRAINEESHIP 2025/26

HOW TO APPLY

Step 2

UNIVERSITÀ DI PAVIA

Università degli Studi di Pavia

Filter menu entries

Reload Application Workflow

Help

MOBILITY-ONLINE

English

> My application data

> My Settings

Personal details

Update

Personal details

Last name *

First name *

07/05/2025 (stable v2.1234)

Back to the application workflow

Update personal details

UNIVERSITÀ DI PAVIA

Università degli Studi di Pavia

Filter menu entries

Reload Application Workflow

Help

MOBILITY-ONLINE

English

> My application data

> My Settings

Allocation of documents

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Create

Letter from UNIPV supervisor uploaded (ONLY relevant for those enrolled in a Ph.D. course, first/second level masters, postgraduate schools)

1

Per i soli iscritti a dottorati di ricerca, master universitari di I e II livello, e scuole di specializzazione. Scadenza presentazione documentazione: ore 13.00 del 12 giugno 2025. Allegare la lettera del proprio docente supervisore (è possibile scaricare il modello da compilare direttamente dalla [pagina internazionale di Ateneo](#)).

Upload name

Letter from UNIPV supervisor

Allowed Filetypes

All File Types allowed

File

Drag your files here

Or Search files

23/05/2025 (stable v2.1650)

Back

Create

CALL FOR APPLICATIONS

ERASMUS TRAINEESHIP 2025/26

HOW TO APPLY

Step 2

UNIVERSITÀ
DI PAVIA

Università degli Studi di Pavia

Filter menu entries

Reload Application Workflow

Help

MOBILITY-ONLINE

English

> My application data

> My Settings

Acceptance Letter uploaded

Carica qui la lettera di accettazione rilasciata dalla sede ospitante, se ne sei già in possesso. Avrai comunque tempo fino al 4 luglio 2025 per allegarla.
La lettera di accettazione potrà essere consegnata anche durante il colloquio di selezione (30 giugno - 4 luglio 2025).
Ti ricordiamo che è obbligatoria e che coloro che non saranno in possesso della lettera di accettazione di un'impresa entro la data del colloquio di selezione non potranno concorrere all'assegnazione di un tirocinio e del relativo contributo.

Please upload here the acceptance letter issued by your host Institution, if you already have it. You will have until 4 July 2025 to attach it.
Please note that the acceptance letter can also be handed in at the selection interview (30 June - 4 July 2025).
We remind you that it is compulsory and that those who does not have an acceptance letter from a host Institution by the date of the selection interview will not be able to compete for an internship and the corresponding grant.

^

Upload name

Lettera di accettazione

Allowed Filetypes

All File Types allowed

File

Drag your files here

Or Search files

23/05/2025 (stable v2.1650)

Back

Create



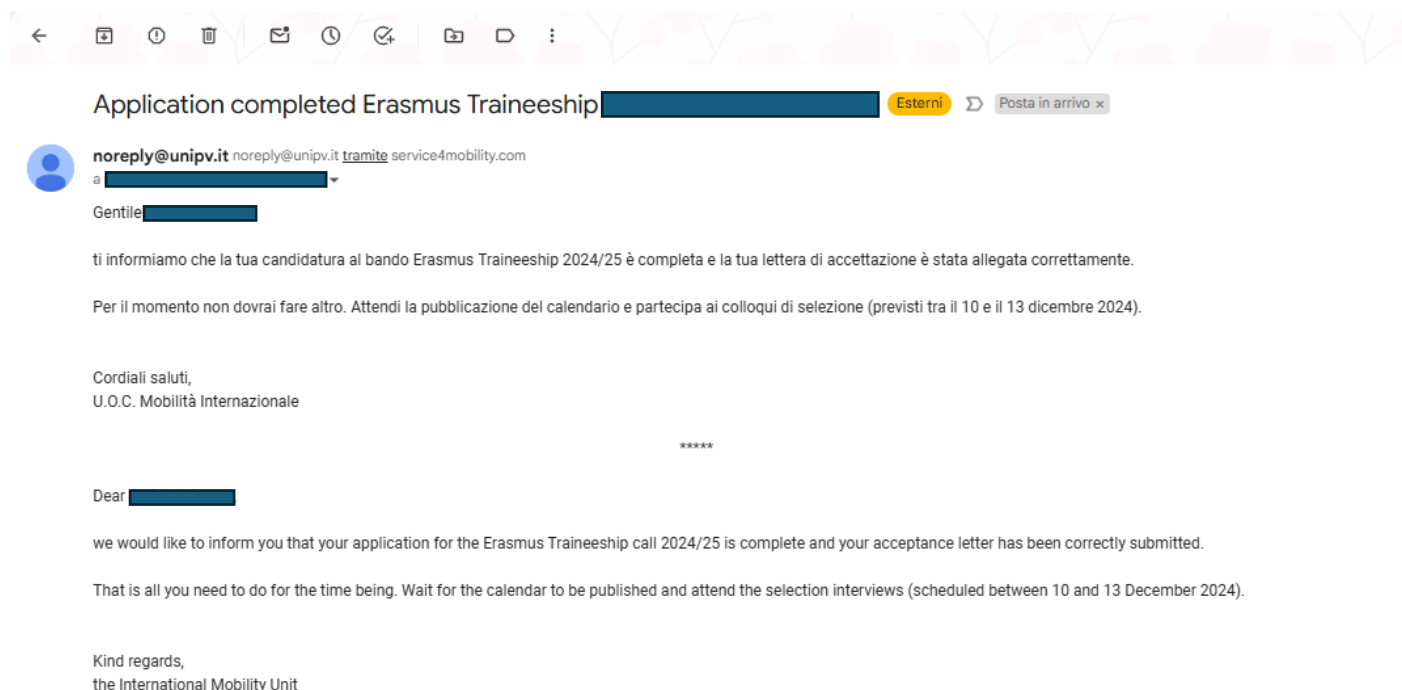
CALL FOR APPLICATIONS ERASMUS TRAINEESHIP 2025/26

HOW TO APPLY

Step 2

3) A few seconds later you will receive an e-mail from noreply@unipv.it and with the subject "Application completed Erasmus Traineeship 2025/26" (also check in your junk/spam box) informing you that the letter has been correctly attached.

You can also view the confirmation on your personal Mobility-Online page (green tick on "Acceptance letter uploaded").




CALL FOR APPLICATIONS


ERASMUS TRAINEESHIP 2025/26

HOW TO APPLY

Step 2



Università degli Studi di Pavia



✕
🔍
Reload Application Workflow
Help

English
👤
🔒

- > My application data
- > My Settings

Applicant details

Last name	Study field
	Physics (D1) - 10727
First name	
Date of birth	
24/04/1992	
Country of the home institution	
Italy	
Home institution	
PAVIA01 - UNIVERSITÀ DEGLI STUDI DI PAVIA	

Application workflow

Online application	27/05/2025,
✓ Confirmation e-mail online-application	Automatically generated
✓ Online registration	27/05/2025
✓ Personal details completed	
✓ Letter from UNIPV supervisor uploaded (ONLY relevant for those enrolled in a Ph.D. course, first/second level masters, postgraduate schools)	
✓ Acceptance Letter uploaded	Upload Acceptance Letter

23/05/2025 (stable v2.1650)

🔄 ⚙️

Uploading the acceptance letter to your personal Mobility-Online page is not mandatory, you can also hand it in during the selection interview (10 – 15 December 2025).

However, we remind you that those who are not in possession of a company's letter of acceptance by the date of the selection interview will not be able to compete for the assignment of an internship and the related contribution.