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Erasmus+ Programme  
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585832-EPP-1-2017-1-IT-EPPKA2-CBHE-JP  
Master in SMARt transport and  
LOGistics for cities



**Dear Applicant,**

we are grateful for your interest to the  
**SmaLog** project.

This Call for students will be opened

**From the 11<sup>nd</sup> of December of 2019 to 25<sup>th</sup> of December of 2019.**

Please note that you are submitting Application for the 2020 academic year with the mobility starts from the March and ends in August of 2020.

### **1-Target Group**

SmaLog project is opened for:

- ✓ students, who study in the master's program Smart Logistics (SmaLog) at Department of Logistics at Georgian Technical University.

Candidates must have obtained a Bachelor diploma and should be enrolled in SmaLog degree.

*All the details on the Target groups are also available on the **SmaLog** website <http://smalog-2017.uniroma2.it>, section "Application Info" and on the website of UA and GE Universities.*

### **2 - Eligibility Criteria**

- ✓ academic merit;
- ✓ previous mobility experience;
- ✓ motivation;
- ✓ previous experience in the receiving country (i.e. return to country of origin);
- ✓ English language skills;
- ✓ willingness and appropriate attitude to studying and researching.

With other things being equal Preference will be assigned to students with **fewer opportunities**:

- ✓ *economically disadvantage groups*, which belong to the Low-income families in accordance with Georgian legislation:
  - children from families of military servicemen by groups;
  - children one of whose parents died as a result of a disease obtained in period of participation in the antiterrorist operation and etc.;



- orphans, children deprived of parental care, persons of their number;
- ✓ physically disabled participants:
  - persons with disability I and II groups in accordance with Georgian legislation and etc.
  - ✓ citizens belonging to preferential population groups in accordance with Georgian legislation.

### **3 - Types of mobility**

Studying mobility with including traineeship period.

### **4 – Duration of mobility**

European University	Period of travel
University of Rome Tor Vergata, Italy	March 2020 – August 2020
Sapienza University of Rome, Italy	March 2020 – August 2020
Hochschule Wismar, University of applied Science: Technology, Business and Design, Germany	March 2020 – August 2020

### **5 – Financial conditions**

According to the **Guidelines for the Special Mobility Strand** for grants awarded in 2017 under Call EAC/A03/2016:

#### ✓ **SUBSISTENCE COSTS: STUDENTS**

RECEIVING COUNTRIES	Students from Partner Countries Amount (per month)	Students from Programme Countries Amount (per month)
Denmark, Ireland, France, Italy, Austria, Finland, Sweden, United Kingdom, Liechtenstein, Norway	850€	Not eligible
Belgium, Czech Republic, Germany, Greece, Spain, Croatia, Cyprus, Luxembourg, Netherlands, Portugal, Slovenia, Iceland, Turkey	800€	Not eligible
Bulgaria, Estonia, Latvia, Lithuania, Hungary, Malta, Poland, Romania, Slovakia, former Yugoslav Republic of Macedonia	750€	Not eligible
Albania, Bosnia and Herzegovina, Montenegro, Serbia and Kosovo <sup>7</sup> , Armenia, Azerbaijan, Belarus, Georgia, Moldova, Territory of Ukraine as recognised by international law, Algeria, Egypt, Israel, Jordan, Lebanon, Libya, Morocco, Palestine <sup>8</sup> , Syria, Tunisia	750€	650€
All other Partner Countries	Not eligible	Not eligible

#### **Italy 1 student:**

Travel cost = 360 EURO

#### **Germany 1 student:**

Travel cost = 275 EURO

*Financial support is granted to contribute to cover costs incurred during the mobility such as subsistence costs, accommodation, use of public transport and personal optional health insurance (see the Student/Staff Grant Agreement) for the individual participating in the mobility scheme. As reported in the E+ Programme Guide and here below, the amount provided varies depending, on the*





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*one hand on the destination and on the other, on the origin of the mobility whether it is from a Partner or a Programme country.*

## **6 – Study fields**

Please contact the Local Coordinator at the Home University in order to develop your plan of study/research/teaching/training.

## **7 - Required documents**

Candidates **must attach to their application** all necessary supporting documents according to their academic level and type of mobility (all the documents must be in **PDF format only**).

- 1 - Declaration of Honour (example is to be downloaded) – **mandatory document**.
- 2 - Passport copy – **mandatory document**.
- 3 - Motivational Letter – **mandatory document**.
- 4 - Curriculum Vitae – **mandatory document**.
- 5 - Language Certificate(s) (candidate must provide certificate of the minimum B1 level in English from the TOEFL/IELTC or GTU language center exam result.) – **mandatory document**.
- 6 - Recommendation letter from Host Department – **mandatory document**.
- 7 - Bachelor Diploma – **mandatory document**.
- 8 - Master Transcript of Records (only if applicable) – **facultative document**.
- 9 - Grant\_agreement (example is to be downloaded) – **mandatory document**.
- 10 - Learning\_agreement for studies (example is to be downloaded) – **mandatory document**.
- 11 - Mobility Info (example is to be downloaded) – **mandatory document**.
- 12 - Additional information (proof of socially disadvantaged situation, other certificates, portfolio, conferences' diplomas) – **mandatory document**.

*Please contact the Local Coordinator at the Home University in order for getting examples of the required documents or click on the link below.*

## **IMPORTANT NOTE:**

**Complete application:** You are requested to submit your application according to the rules of this Guideline for every type of mobility (see section 7 “Required documents”). Please be aware that without providing all mandatory documents your application **will be considered ineligible**.

The mobility assignments must be based on partnership agreements between the members of the partnership. The Home and Host universities must agree the individual grand, learning agreements.



Also, to verify your eligibility on the **SmaLog** website.

When you receive an Award letter from the Coordination Office, you will have 5 days to confirm your acceptance to be part of the **SmaLog** project.

## **8 – Documents upload procedure**

### **For NUUE students:**

- send all documents in the PDF format on the email [t.ugulava@gtu.ge](mailto:t.ugulava@gtu.ge) with file name “SMS\_SmaLog\_student\_ *student last name*”;
- bring all printed documents to the the Local Coordinator at the Home University

## **9 – Submission of the Application**

Spring term [month]
March

## **10 – Deadline**

**25<sup>th</sup> of December of 2019**

## **11 - Evaluation procedure**

The evaluation of each Application Form will be implemented according to the  
**Selection criteria**

<b>Selection criteria for STUDENTS</b>	
1. Curriculum Vitae (Summary)	0 points - insufficient; 1 point - sufficient; 2 points - good; 3 points - very good.
2. Language level	0 points - insufficient; 1 point - sufficient; 2 points - good; 3 points - very good.
3. Academic records and awarded degrees	0-4 points (according to the table below)
4. Interview	0 points - insufficient; 1 point - sufficient; 2 points - good; 3 points - very good.
5. Recommendation letter from Host Department	0 points - insufficient; 1 point – sufficient.
<b>Total possible score – 14 points</b>	



**Curriculum Vitae** - *an assessment of the reasons and motivational aspects of mobility participation identified in the summary.*

**Recommendation letter from Host Department** – *an assessment of the willingness and appropriate attitude to studying and researching, identified in the recommendation letter.*

**Interview** - *for avoiding the risk of insufficient language skills Host HEI has the authority to conduct an on-line interview of candidates by Skype or interview with the Head of the Department of Foreign Languages, representatives of International Center activities and Education, professors from Home Department.*

Evaluation of Academic records according to the candidates Grade Point Average (GPA)

Mark (points)	Ranking	% of mark	GPA max 4	GPA max 5
4	best 5% of the group	90/100	3.6/4.0	4.5/5.0
3	best 10% of the group	80	3.2/4.0	4.0/5.0
2	best 15% of the group	75	3.0/4.0	3.75/5.0
1	best 25% of the group	70	2.8/4.0	3.5/5.0
0	out of the best 25%	65	2.6/4.0	3.25/5.0

To calculate your GPA, please contact following link:

<http://www.foreigncredits.com/Resources/GPA-Calculator/>

As a result of this evaluation process by the Selection Board, a list of candidates will be drawn up.

### **Cross-cutting issues:**

- ✓ Gender balance;
- ✓ Economically disadvantage groups with the corresponding supporting documents to be uploaded to the Application;
- ✓ Physically disabled participants with the corresponding supporting documents to be uploaded to the Application;
- ✓ Impact on the project outcomes (Doctorate, Post-doctorate, Academic/Administrative staff).

## **12 – Selection results**

Final lists of the candidates: Main List, Reserve List and Non-selected List will be drawn up as a result of the selection procedure and will be published on the **SmaLog** project website, section “Selection results”. The awarded candidate will receive an Award Letter from the Coordinating Office and will have 5 working days. After the acceptance of the grant, each grantee will receive an Invitation/Acceptance letter from the Host HEI. The appeal can be lodged on written request to the Selection Committee not later than 2 days after announcement of selection results.



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### **13 - Results notification timetable:**

Publication of the call for applications	11 of December 2019
Deadline for submission of applications and documentation	25 of December 2019
Selection process	14-17 January 2020
Publication of results	20 of January 2020
Sending of invitation letters to beneficiaries	31 of January 2020
Visa application	10 of February 2020
Start of mobility	2 of March 2020

**For more info:** <http://smalog-2017.uniroma2.it/>

**For any doubt, see the following documents** (to be downloaded):

*Annex 1* Guidelines for the use of the Grant

*Annex 2* Guidelines for the Special Mobility Strand

*Annex 3* Guidelines on how to use the Learning Agreement for Studies