FAQ Regarding All UniTrento Student Exchanges

Students Already Abroad on Exchange:

1. **Can I continue my exchange, internship or research abroad even during the COVID-19 emergency?**
   Yes. However, you must pay careful attention to recommendations from host institutions and the guidelines issued by the World Health Organization regarding safe travel and behaviour in the host country.

2. **If classes and other academic activities at the host institution are cancelled am I required to return to Italy?**
   No. You can decide to remain where you are and wait for activities to resume. If provided by the host institution, you can enrol in on-line courses or complete internships abroad from your house via “Smart Working” options. For this Internet-based alternative in the case of internships you will need the approval of your university tutor. In all cases, even if the host institution has not provided on-line or “Smart Working” options, the cancellation of academic or work-related activities will not be considered an interruption and you will keep your scholarship. Regarding Erasmus+, if the cancellation of activities occurred within the minimum period of study (3 months) or internship (2 months), you will need to extend your stay abroad for a time period equal to that of the duration of the cancellation of activities. Only in this way will the entire period be recognized from a financial perspective.

3. **Can I return to Italy and finish my exchange courses on-line?**
   Yes, if the host institution is equipped to offer distance learning and/or “Smart Working” options. In the case of internships, you must have the approval of your university tutor. In parallel with Internet-based options offered by host institutions, students may also resume their UniTrento studies through participating in on-line courses until April 3rd 2020. You can contact your UniTrento Mobility Office if you need to modify your Learning Agreement.

4. **If I return to Italy now will my courses and other academic activities be recognized?**
   Activities carried out until the point of departure will be recognized based on the Transcript of Records issued by the host institution. Once back in Italy you can participate in UniTrento on-line classes until April 3rd.

5. **If I return to Italy what happens with my scholarship? Will I be reimbursed?**
   Study abroad scholarships are based on the actual period of study completed and must be certified by the host institution. For Erasmus+ study and internships and for internships outside of Europe, the scholarship amount is based on the actual number of days the participant is engaged in the planned
activities. For all other programs the scholarship amount is calculated on a monthly basis or in some cases based on certain parts of a month.

In case students have received a scholarship at the beginning of their study abroad period for an amount greater than expected, the students are asked to return the scholarship. If the initial scholarship amount happens to correspond to less than the actual period of study (previously agreed upon) then students can keep the scholarship.

For exchanges interrupted by the COVID-19 emergency the principle of “force majeure” will be applied and in addition to the scholarship unforeseen expenses due to early return may also be covered. These itemized expenses must be authorized by the National Agency for the Erasmus+ program and by UniTrento for all other exchange programs. In all cases reimbursement will depend on reasonableness of the costs, on available resources and a maximum limit per student will be established. Students should keep all receipts for lodging and travel (air, bus, train, etc.) for which a reimbursement has not already been provided due to cancellation. As soon as possible indications will be provided to students in order to request this reimbursement within a time frame to be determined. In case the same student is also waiting for a scholarship or has been asked to return a portion of a scholarship adjustments will be made based on the difference between the amount of the scholarship and the total amount of the requested reimbursement.

6. **After I am back in Italy can I return to the host institution when the situation improves?**

No matter the duration of the study period actually carried out abroad, an interrupted exchange is generally considered to be finished.

However, if the exchange is interrupted in the initial phase the student may have the possibility to return and continue the exchange if approved by the host institution and if compatible with the time frames established within their study plan (i.e. without postponing graduation).

Regarding Erasmus+ study and internship programs in Europe, the 2019-2020 academic year which was scheduled to end on September 30th 2020 has been extended to May 31st 2021.

**Students Waiting to Begin Their Exchange Abroad**

1. **Can I begin my exchange, internship or research abroad now?**

   No. According to indications from the Italian government and the European Commission all outgoing and incoming exchanges have been cancelled until further notice.
   After approval from the host institution, we recommend that all students reschedule their exchange starting from June or July 2020.
   If a student already happens to be abroad as part of a previous program they can start an internship upon agreement with their university tutor.

2. **Can I remotely carry out my exchange, internship or research from Italy?**

   If the host institution asks you to begin your activity on-line from Italy we advise you to decline. The risk is that you may not be able to finish the planned activity because other countries are adopting more restrictions based on the continuing evolution of the COVID-19 emergency. Furthermore, it is likely that entirely Internet-based options will not be considered admissible by the Erasmus+ program.
3. **What should I do if the internship I was supposed to do abroad negatively affects my study plan and potentially postpones my graduation date?**
   If possible, the student and their tutor should try to convert the internship abroad to an internship in Italy through the Job Guidance Office.

4. **What do I do if I have already spent money on my exchange that was cancelled?**
   For exchanges interrupted by the COVID-19 emergency the principle of “force majeure” will be applied and expenses related to a cancelled exchange may be reimbursed. These itemized expenses must be authorized by the National Agency for the Erasmus+ program and by UniTrento for all other exchange programs. In all cases reimbursement will depend on reasonableness of the costs, on available resources and a maximum limit per student will be established. Students should keep all receipts for lodging and travel (air, bus, train, etc.) for which a reimbursement has not already been provided due to cancellation. As soon as possible indications will be provided to students in order to request this reimbursement within a time frame to be determined. In case the same student is also waiting for a scholarship or has been asked to return a portion of a scholarship adjustments will be made based on the difference between the amount of the scholarship and the total amount of the requested reimbursement.

5. **Can I return to the host institution when the situation improves?**
   If the exchange is cancelled, the student may have the possibility to postpone the exchange if approved by the host institution and if compatible with the time frames established within their study plan (i.e. without postponing graduation).
   Regarding Erasmus+ study and internship programs in Europe, the 2019-2020 academic year which was scheduled to end on September 30th 2020 has been extended to May 31st 2021.
   For internships within the Erasmus+ program and for those outside of Europe, a student selected for a study-related internship can still postpone and carry out their planned activity abroad up to 12 months after graduation.
   If a student decides to postpone their exchange, we strongly suggest that you DO NOT make travel and lodging arrangements too far in advance because the worldwide health emergency is still constantly evolving. We remind you that expenditures after March 17th 2020 will not be reimbursed.