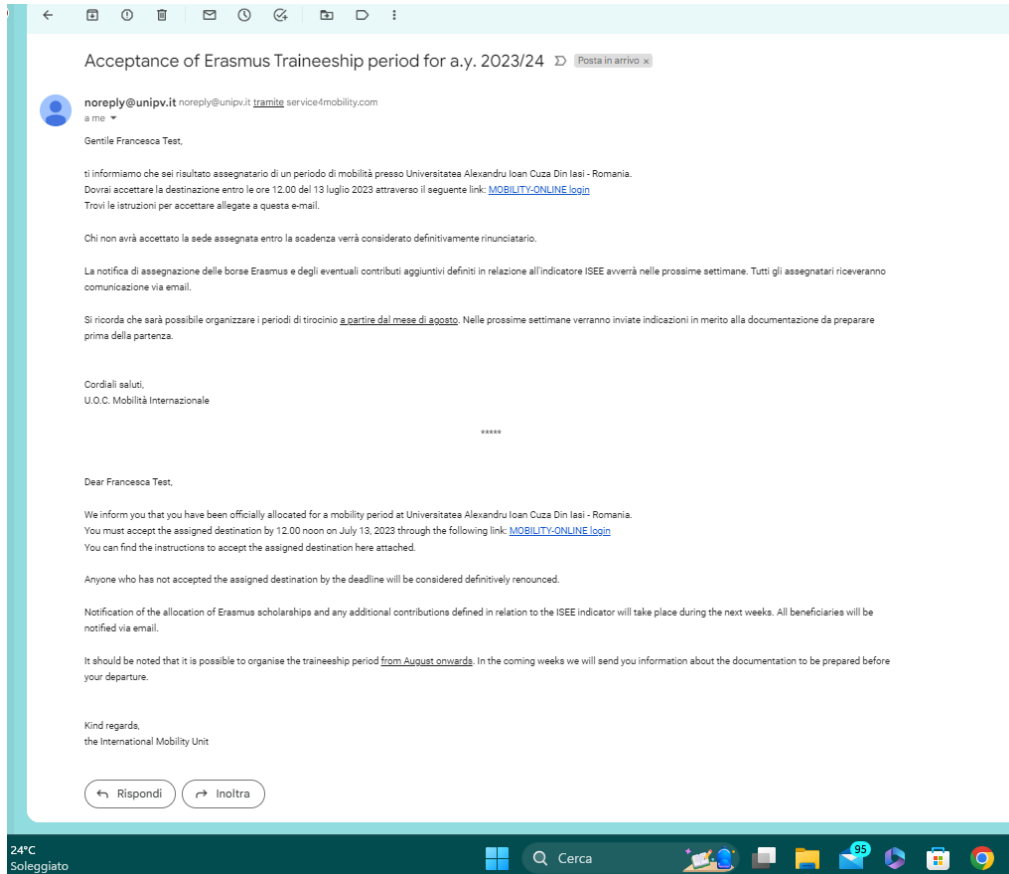


# ISTRUZIONI PER ACCETTAZIONE PERIODO DI MOBILITÀ ERASMUS TRAINEESHIP 2024/25

## INSTRUCTIONS FOR ACCEPTANCE OF ERASMUS TRAINEESHIP 2024/25 MOBILITY PERIOD

1) Controlla la tua casella di posta e apri l'e-mail ricevuta da noreply@unipv.it con oggetto "Acceptance of Erasmus Traineeship period for a.y. 2024/25" (verifica che non sia eventualmente finita erroneamente nella cartella di spam).  
Accedi a Mobility-Online con le tue credenziali di Ateneo (codice fiscale e password).

Check your inbox and open the email you received from noreply@unipv.it with the subject line "Acceptance of Erasmus Traineeship period for a.y. 2024/25" (check that it has not mistakenly ended up in your spam folder).  
Log in to Mobility-Online with your University credentials (tax code and password).



2) Seleziona l'application di tuo interesse (qualora ne avessi più di una) e clicca su "Select application".

Select the application you are interested in (in case you have more than one) and click on "Select application".

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Application selection

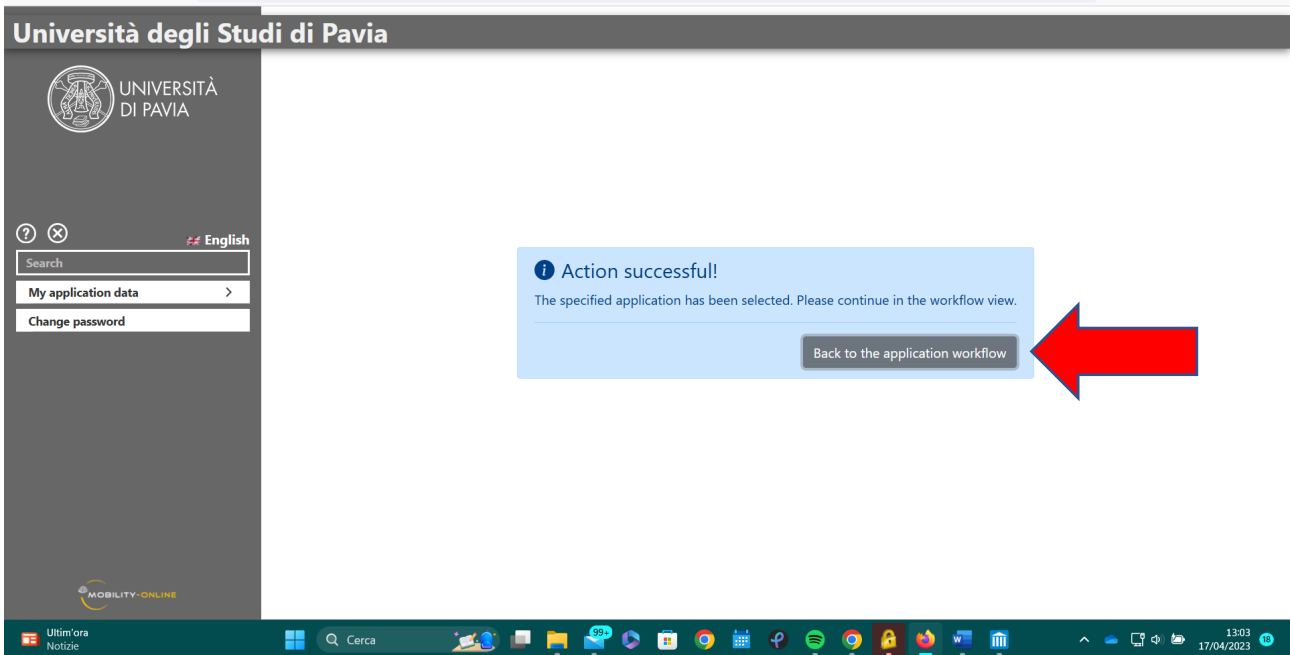
Select application									
Test, Francesca	Erasmus (SMS)	2022/2023	UNIVERSITÀ DEGLI STUDI DI PAVIA	Ruhr-Universitaet Bochum	Psychology, Neuroscience and Human Sciences	Mar 1, 2023	Jul 31, 2023	<input type="checkbox"/>	
Test, Francesca	Erasmus (SMS)	2022/2023	UNIVERSITÀ DEGLI STUDI DI PAVIA	Universidade Do Minho	Psychology, Neuroscience and Human Sciences	Sep 12, 2022	Jan 15, 2023	<input type="checkbox"/>	
Test, Francesca	Erasmus (SMS)	2022/2023	UNIVERSITÀ DEGLI STUDI DI PAVIA	Universiteit Leiden	Storia Globale delle Civiltà e dei Territori	Mar 1, 2023	Jul 31, 2023	<input type="checkbox"/>	
Test, Francesca	Erasmus (SMS)	2022/2023	UNIVERSITÀ DEGLI STUDI DI PAVIA	Universitaet Basel	Lingue e Culture Moderne	Mar 1, 2023	Jul 31, 2023	<input type="checkbox"/>	
Test, Francesca	Erasmus (SMS)	2022/2023	UNIVERSITÀ DEGLI STUDI DI PAVIA	University of Birmingham	Chimica (L2)	Feb 1, 2023	Jun 30, 2023	<input type="checkbox"/>	
Test, Francesca	Erasmus (SMS)	2022/2023	UNIVERSITÀ DEGLI STUDI DI PAVIA	Institut Polytechnique De Grenoble	Chimica (L2)	Sep 1, 2022	Feb 28, 2023	<input type="checkbox"/>	
Test, Francesca	Erasmus (SMS)	2022/2023	UNIVERSITÀ DEGLI STUDI DI PAVIA	Universidad Pablo De Olavide	Dietetica (Abilitante alla Professione Sanitaria di Dietista)	Oct 3, 2022	Mar 28, 2023	<input type="checkbox"/>	
Mandarino, Federica	Erasmus (SMS)	2022/2023	UNIVERSITÀ DEGLI STUDI DI PAVIA	Universidad De Granada	Scienze Motorie	Mar 1, 2023	Jul 31, 2023	<input type="checkbox"/>	
Test, Francesca	Erasmus (SMS)	2023/2024	UNIVERSITÀ DEGLI STUDI DI PAVIA	Universitatea Alexandru Ioan Cuza Din Iasi	Economia e Gestione delle Imprese	Sep 1, 2023	Jul 31, 2024	<input type="checkbox"/>	
Test, Francesca	Erasmus (SMS)	2023/2024	UNIVERSITÀ DEGLI STUDI DI PAVIA	Universitatea Alexandru Ioan Cuza Din Iasi	Economia e Gestione delle Imprese	Apr 1, 2024	Aug 31, 2024	<input checked="" type="checkbox"/>	
Test, Francesca	Erasmus (SMS)	2023/2024	UNIVERSITÀ DEGLI STUDI DI PAVIA	Universitatea Alexandru Ioan Cuza Din Iasi	Economia e Gestione delle Imprese	Apr 28, 2024	Sep 1, 2024	<input type="checkbox"/>	

27 Records found!

Select application

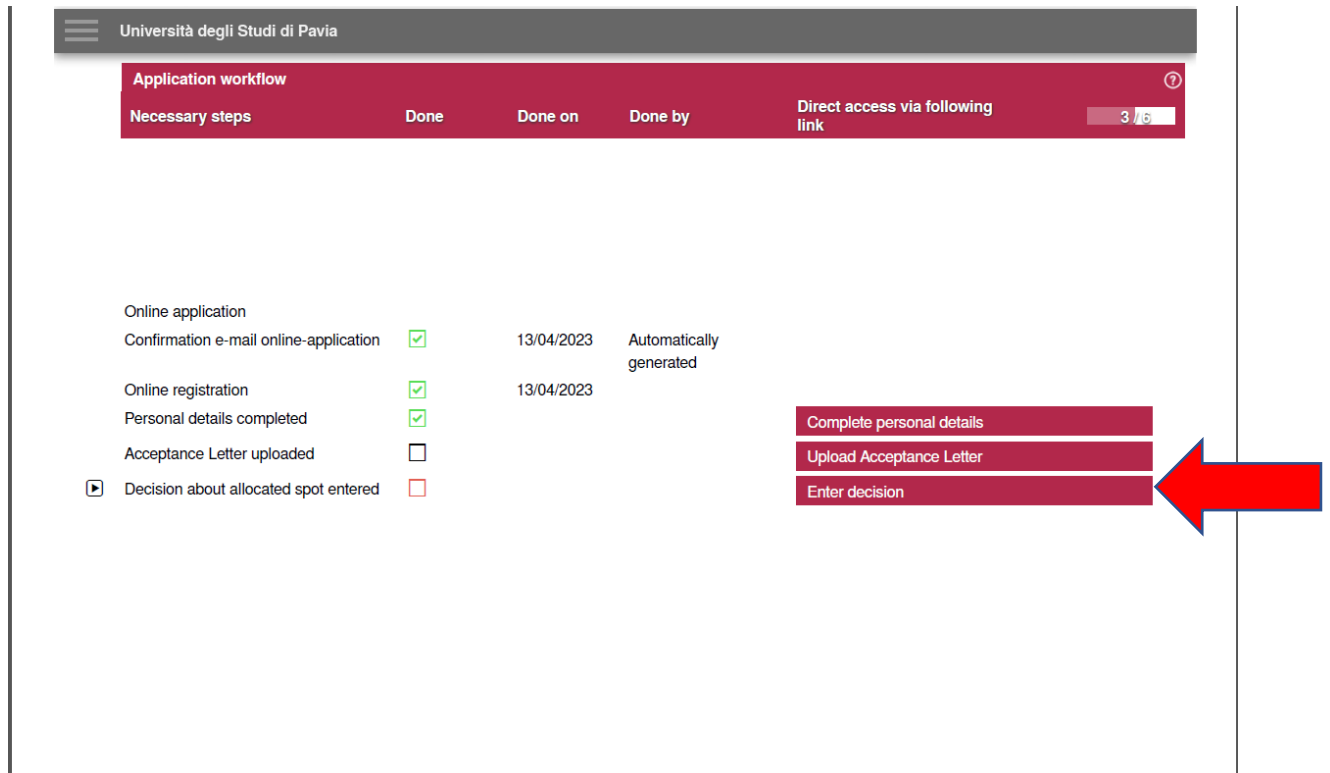
3) Clicca su "Back to the application workflow".

Click on "Back to the application workflow".



4) Clicca su "Enter decision".

Click on "Enter decision".



5) Accetta o rifiuta il periodo di mobilità e poi clicca su "Create" per confermare la tua scelta.

Accept or refuse the mobility period, then click on "Create" to confirm your choice.

05/07/23, 10:41 Accept or reject allocation

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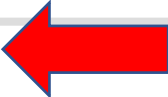
**Accept or reject allocation (Francesca Test - Erasmus (SMP))** Insert

[Back to the application workflow](#) [Create](#)

Please indicate if you want to accept or reject the exchange spot you were allocated to.

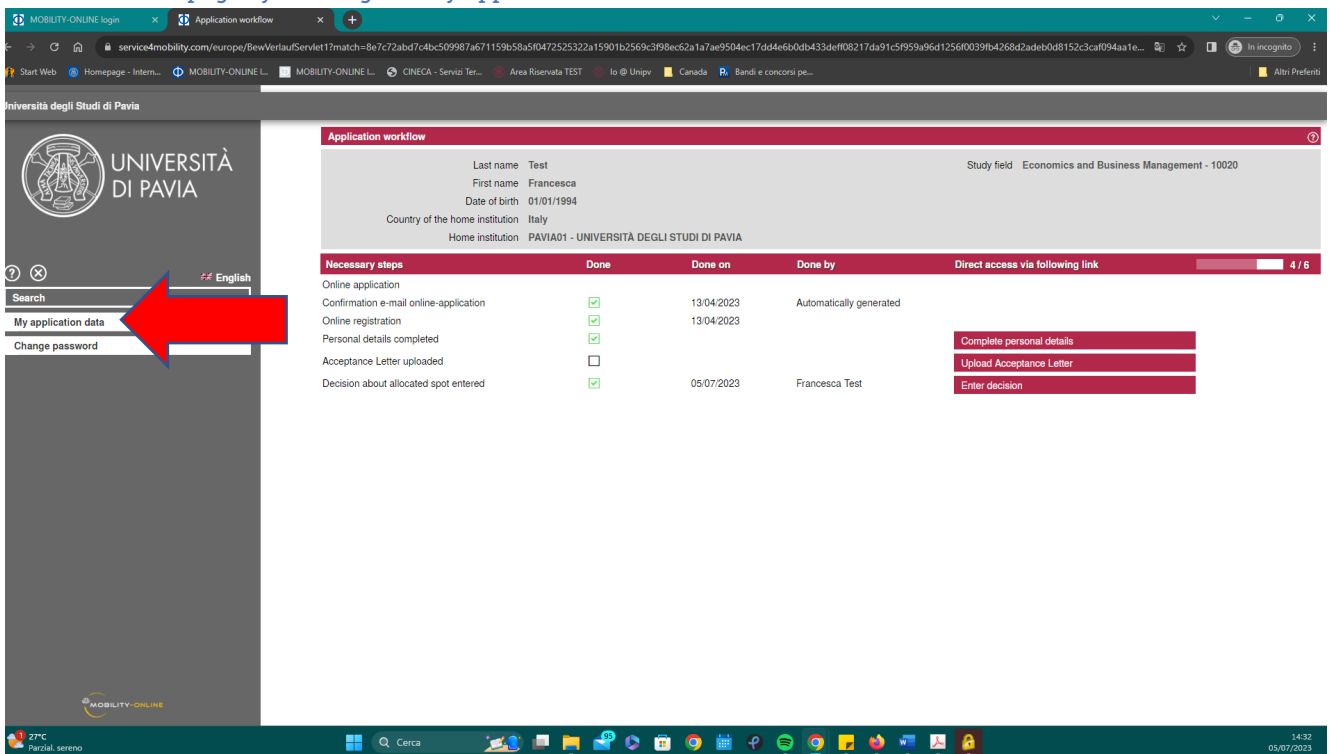
Would you like to accept the exchange spot you were allocated to?  Yes  No

I confirm that I would like to submit my data

[Back to the application workflow](#) [Create](#) 

6) Ritorna quindi alla schermata principale cliccando su "My application data".

Return to the main page by clicking on "My application data".



MOBILITY-ONLINE login Application workflow


service4mobility.com/europe/BewVerlaufServlet?match=8e7c72abd7c4bc509987a671159b58a5f0472525322a15901b2569c3f98ec62a1a7ae9504ec17dd4e6b0db433def08217da91c5f959a96d1256f0039fb4268d2adeb0d8152c3ca1094aa1e...

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UNIVERSIT  DI PAVIA

English

Search

**My application data** 

Change password

**Application workflow**

Last name Test Study field Economics and Business Management - 10020  
First name Francesca  
Date of birth 01/01/1994  
Country of the home institution Italy  
Home institution PAVIA01 - UNIVERSIT  DEGLI STUDI DI PAVIA

Necessary steps	Done	Done on	Done by	Direct access via following link
Online application				
Confirmation e-mail online-application	<input checked="" type="checkbox"/>	13/04/2023	Automatically generated	
Online registration	<input checked="" type="checkbox"/>	13/04/2023		
Personal details completed	<input checked="" type="checkbox"/>			<a href="#">Complete personal details</a>
Acceptance Letter uploaded	<input type="checkbox"/>			<a href="#">Upload Acceptance Letter</a>
Decision about allocated spot entered	<input checked="" type="checkbox"/>	05/07/2023	Francesca Test	<a href="#">Enter decision</a>

MOBILITY-ONLINE

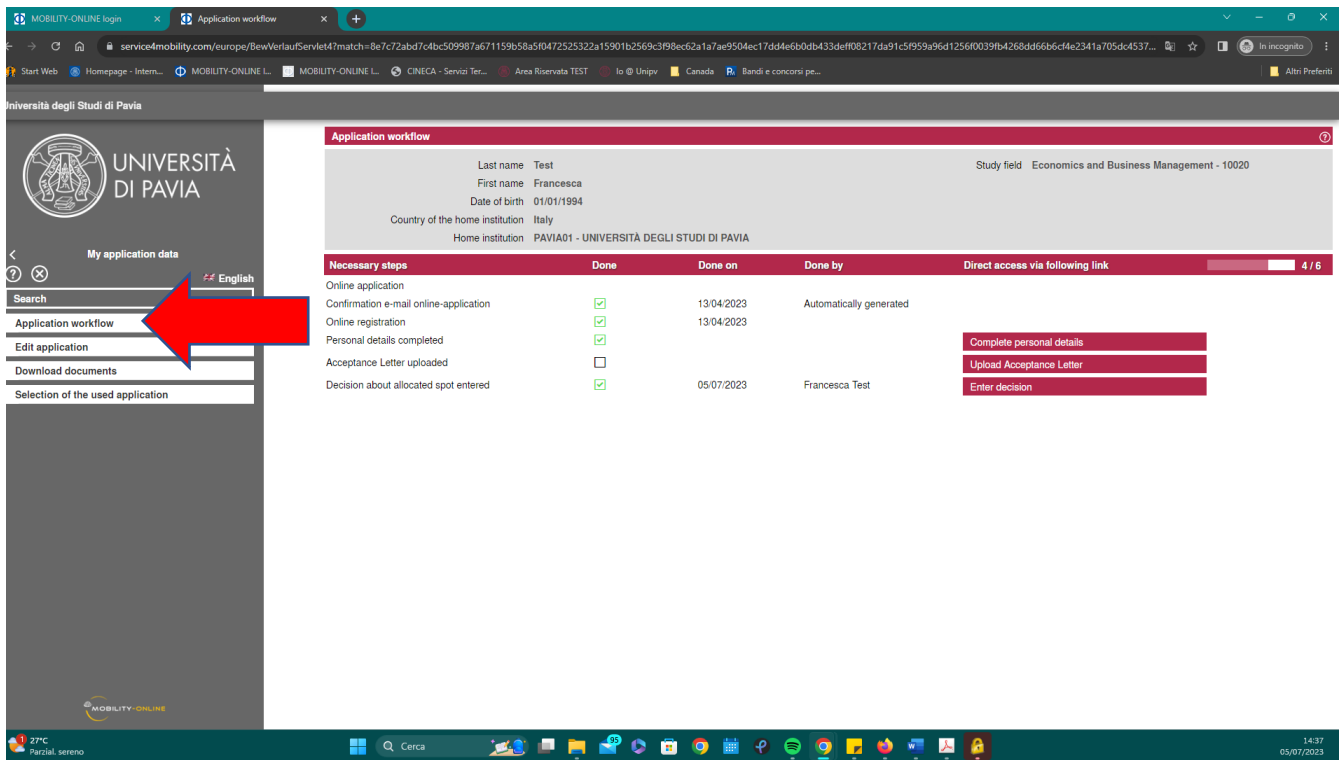
27°C Parzialmente sereno

Cerca

14:32 05/07/2023

7) Ritorna alla pagina di workflow cliccando su "Application workflow".

Return to the workflow by clicking on "Application workflow".



8) In questa schermata potrai verificare se la tua accettazione è andata a buon fine: spunta verde nello step "Decision about allocated spot entered".

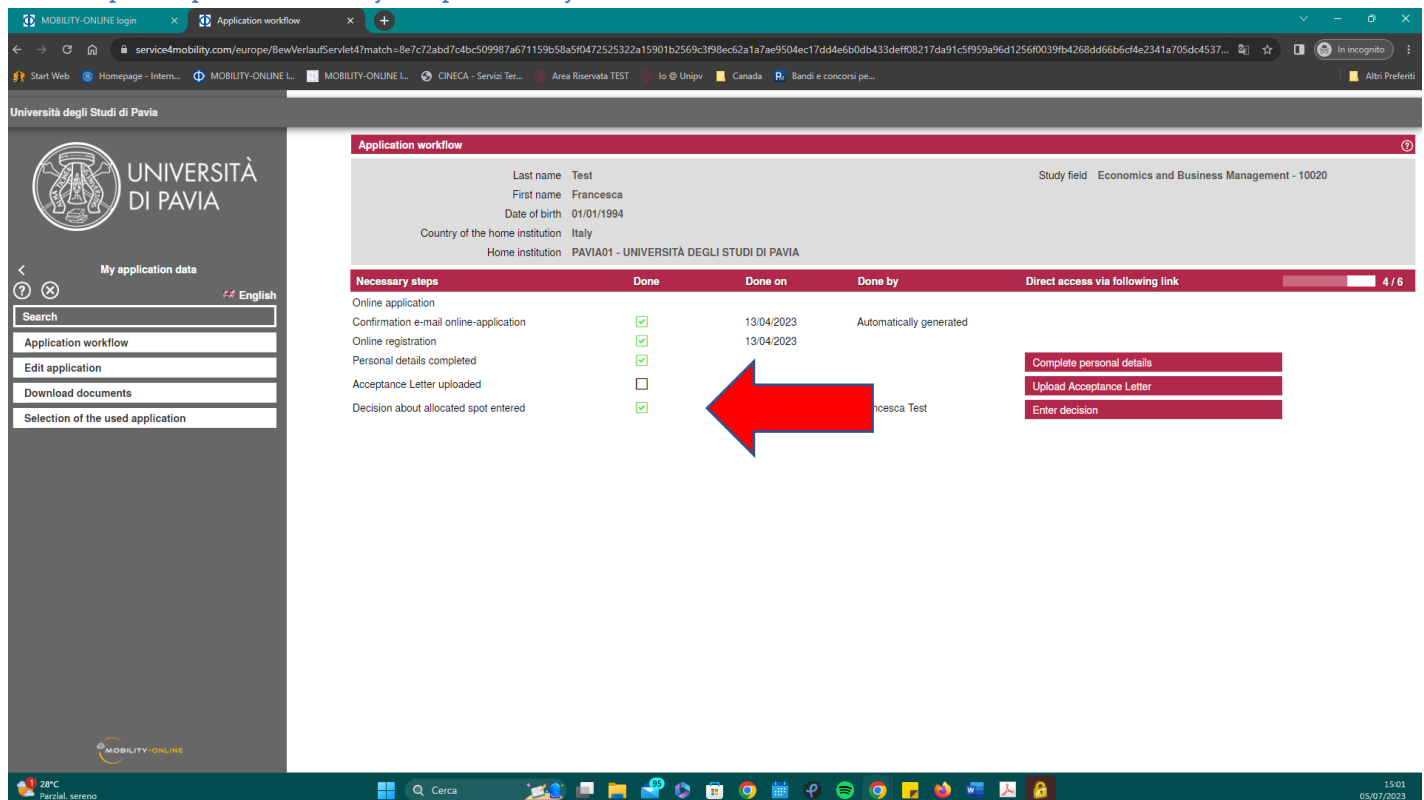
Contestualmente, avrai ricevuto un'e-mail da noreply@unipv.it con oggetto "Confirmation of acceptance Erasmus for Traineeship 2024/25".

La procedura di accettazione è completa soltanto dopo la ricezione di questa e-mail.

On this screen you can check whether your acceptance was successful: green tick in the step "Decision about allocated spot entered".

At the same time, you will have received an e-mail from noreply@unipv.it with the subject "Confirmation of acceptance Erasmus for Traineeship 2024/25".

The acceptance procedure is only complete once you have received this e-mail.



### Confirmation of acceptance Erasmus for Traineeship 2023/24



**noreply@unipv.it** noreply@unipv.it [tramite](#) service4mobility.com

10:59 (4 ore fa) ☆ ↶ ⋮

Gentile Francesca Test,

la tua risposta è stata registrata correttamente.

Cordiali saluti,  
U.O.C. Mobilità Internazionale

\*\*\*\*\*

Dear Francesca Test,

your reply has been registered correctly.

Kind regards,  
the International Mobility Unit

↶ Rispondi

↷ Inoltra



Cerca

