

Faculty of Health Sciences

FREE MOVERS REGULATIONS

Approved by the Committees of the Faculties of Medicine and Dentistry, Medicine and Psychology and Pharmacy and Medicine

General Framework

Provided that the three programmes absorb the definition of “free mover” student stated by Sapienza University of Rome as well as [the general guidelines provided for this kind of mobility](#), this document regulates and provides updates for the students who intend to organise autonomous study periods abroad.

The Faculties of Medicine and Dentistry, Medicine and Psychology and Pharmacy and Medicine give their students the possibility of spending a study or internship period abroad (duration within one and six months), outside the mobility agreements that foresee the participation to a merit selection procedure and expect an economic support from Sapienza. The activity is related to the students’ specific interests who do not find proper response within the mobility agreements already provided by Sapienza – for example: mobility under 2 months (as in internships) and/or which do not provide economic support from Sapienza.

By “free mover” or “visiting student” are to be intended the students who decide to go to an international university **at their own expenses**, and that fall outside the Erasmus Programme or any community programme and bilateral agreement, to obtain recognition of their international studies or curricular internships.

Any student wishing to attend an EU or Non-EU University as a free mover shall follow the **access modalities as well as the general conditions provided by the host University**. The host University may require the free movers an economic contribution to access the programmes or the payment of a university enrolment fee. Please note that the status of “free mover” student **does not exempt the student from paying the university taxes for the university they have been originally enrolled in**.

The formal procedures and fulfillment to become a free mover are at the expenses of the students, as the initiative is considered autonomous and outside the community programmes or Non-EU mobility programmes provided by the Faculties as well as the University.

The University actions on the procedure itself are the following:

- Approval of the project presented by the student to the Degree Programme Board
- Guarantee of the formal ratification of the students’ time abroad if compliant with the requirements stated in this regulation, and verification of the adequacy of the programme for the mobility submitted by the student in relation to the mandatory attendance expected by Sapienza.

After contacting the International University, the students shall submit the request form to their study programme’s office which shall include the acceptance letter from the International University. The form of the application shall include the study plan and/or the internships and is mandatorily submitted to the Degree Programme Board for their binding opinion.

The summary of the steps to follow, are:

1. Autonomous acquisition of the administrative and academic information on exams and/or internships that the student intend to take at the international university

2. Reception by the students of an acceptance letter by the host University
3. Submission of the acceptance letter together with all the detailed academic information about the programme, exams and/or internship to the Degree Programme Board, which will ask for the opinion of the academic Supervisor for International Mobility (RAM) for the authorization. (this step shall occur on time by September approval, for courses from the I semester, by February approval for courses of the II semester)
4. Forward of the approval to the Dean for the ratification by the Faculty Committee
5. Drafting of the accademic fulfilment of the requirements documents at the host University, which include attendance, academic, administrative, accounting and exams duties for the purpose of the validation of the exams and internships. The validation will be assessed by the Degree Programme Board of the home University.

Programme in Medicine and Surgery, and Dentistry and Dental Prosthetics

Art. 1 - Application Deadlines

From July 1^o to September 15 (August excluded) for programmes/exams held in the I semester

From January 7 to February 15 for programmes/exams held in the II semester

The application is open to students who:

- Do not fall into the exclusion criteria after submission of the application (see Art. 2)
- Passed all the exams from the first and second academic year, and the first semester of the third academic year.

Art. 2 – Incompatibilities

The following students cannot apply to the procedure:

- Students who won an Erasmus+ Scholarship or bilateral agreement if the sum of the two mobilities exceeds 12 months for the same academic year and one of the mobilities was not correctly completed by returning to Sapienza
- Students enrolled in the first year beyond the regular duration of the programme (*fuoricorso*)
- Students not up to date with the payment of the University fees

Art 3 - Attendance

If the event the free mover mobility occurs during the lessons or professional activities periods, the student can be exempted from attendance obligations, prior approval by the Study Programme Supervisor (RAM) after confrontation between the Universities' programmes and activities. The RAM will also conduct an evaluation on the documentation provided by the host University at the end of the period abroad. If the exemption is recognised the student still needs to complete the mandatory attendance hours expected for the exams before taking the tests. Professors can test the students only after validation of the attendance and approval from the programme.

Art 4 – Exams Recognition

The period abroad cannot exceed the duration of a trimester/semester. For any exam requiring recognition it is mandatory the precautionary approval of the programme. The number of ECTS recognised is 30 maximum. A student enrolled in the programme Medicine and Surgery who intends to participate in the free movers mobility cannot have more than 120 ECTS in their study plan among exams, internships, Erasmus mobility (90 ECTS max) and free movers mobility (30 CTS max).

At their return, the student is required to provide proper documentation from the host University legally translated in Italian or English which states the attendance to the classes and the results of the exams, including the ECTS obtained. The contacts of the host University coordinator must be available on the official website of the university as well as in the documentation, in the event of any required confirmation.

The conversion of grades on a scale out of 30 is on the basis of the charts approved by the Faculty Committee and already in force for the Erasmus+ programme.

Art 5 – Duration of the Period Abroad

The application will not be considered valid if the duration of the stay is inferior to 1 month (4 weeks) - for internships, included clerkships, or superior to 6 months – for study/internships requests.

Art 6 - Limitations

The “free mover” programme grants the possibilities to spend a semester abroad maximum in an EU or NON-Eu university at the students’ expenses. Any waiver to this article will have to be evaluated by the Faculty Committee for approval.

Art 7 – Graduation Final Grade

For the purpose of assigning a specific bonus to the final graduation grade, a duly certified period spent as a free mover is equivalent to the evaluation criteria already in use for the Erasmus programme

Health Professions

Art. 1 - Application Deadlines

From July 1^o to September 15 (August excluded) for programmes/exams held in the I semester

From January 7 to February 15 for programmes/exams held in the II semester

The application is open to students who:

- Do not fall into the exclusion criteria after submission of the application (see Art. 2)
- Passed all the exams from the first academic year.

Art. 2 – Students Excluded from the Procedure

The following students cannot apply to the procedure:

- Students who won an Erasmus+ Scholarship or bilateral agreement if the sum of the two mobilities exceeds 12 months for the same academic year and one of the mobilities was not correctly completed by returning to Sapienza
- Students enrolled in the first year beyond the regular duration of the programme (*fuoricorso*)
- Students not up to date with the payment of the University fees

Art 3 - Attendance

If the event the free mover mobility occurs during the lessons or professional activities periods, the student can be exempted from attendance obligations, prior approval by the Study Programme Supervisor (RAM) after confrontation between the Universities’ programmes and activities. The RAM will also conduct an evaluation on the documentation provided by the host University at the end of the period abroad. If the exemption is recognised the student still needs to complete the mandatory attendance hours expected for the exams before taking the tests. Professors can test the students only after validation of the attendance and approval from the programme.

Art 4 – Exams Recognition

The period abroad cannot exceed the duration of a trimester/semester. For any exam or partial internship requiring recognition it is mandatory the precautionary approval of the programme. For both the Bachelor's and the Master's Degree the number of ECTS recognised is 30 maximum for each Degree. A student enrolled in the Health Professions programme who intends to participate in the free movers mobility cannot have more than 60 ECTS in their study plan among exams, internships, Erasmus mobility (30 ECTS max) and free movers mobility (30 CTS max).

At their return, the student is required to provide proper documentation from the host University legally translated in Italian or English which states the attendance to the classes and the results of the exams, including the ECTS obtained. The contacts of the host University coordinator must be available on the official website of the university as well as in the documentation, in the event of any required administrative confirmation.

Art 5 – Duration of the Period Abroad

The application will not be considered valid if the duration of the stay is inferior to 1 month (4 weeks) - for internships, or superior to 6 months – for study/internships requests.

Art 6 - Limitations

The “free mover” programme grants the possibilities to spend a semester abroad maximum in an EU or NON-Eu university at the students expenses. Any waiver to this article will have to be evaluated by the Faculty Committee for approval.

Art 7 – Graduation Final Grade

For the purpose of assigning a specific bonus to the final graduation grade, a duly certified period spent as a free mover is equivalent to the evaluation criteria already in use for the Erasmus programme

Bachelor's in Applied Pharmaceutical Sciences and Molecular Biology, Medicinal Chemistry and Computer Science for Pharmaceutical Applications and Single Cycle Master's Degree in Pharmacy and Pharmaceutical Chemistry and Technology (Roma and Latina branches)

Art. 1 - Application Deadlines

From July 1° to September 15 (August excluded) for programmes/exams held in the I semester

From January 7 to February 15 for programmes/exams held in the II semester

The application is open to students who:

- Do not fall into the exclusion criteria after submission of the application (see Art. 2)
- Passed all the exams from the **first academic year and the first semester of the second academic year** for the programmes in Applied Pharmaceutical Sciences and Molecular Biology and Medicinal Chemistry and Computer Science for Pharmaceutical Applications, and **the first two academic years and the first semester of the third academic year** for the Single Cycle Master's Degree in Pharmacy and Pharmaceutical Chemistry and Technology (Roma and Latina branches).

Art. 2 – Students Excluded from the Procedure

The following students cannot apply to the procedure:

- Students who won an Erasmus+ Scholarship or bilateral agreement if the sum of the two mobilities exceeds 12 months for the same academic year and one of the mobilities was not correctly completed by returning to Sapienza
- Students enrolled in the first year beyond the regular duration of the programme (*fuoricorso*)
- Students not up to date with the payment of the University fees

Art 3 - Attendance

If the event the free mover mobility occurs during the lessons or professional activities periods, the student can be exempted from attendance obligations, prior approval by the Study Programme Supervisor (RAM) after confrontation between the Universities' programmes and activities. The RAM will also conduct an evaluation on the documentation provided by the host University at the end of the period abroad. If the exemption is recognised the student still needs to complete the mandatory attendance hours expected for the exams before taking the tests. Professors can test the students only after validation of the attendance and approval from the programme.

Art 4 – Exams Recognition

- The period abroad cannot exceed the duration of a trimester/semester. For any exam or partial internship requiring recognition it is mandatory the precautionary approval of the programme. The number of ECTS recognised is 30 maximum. A student enrolled in the Bachelor's Degrees in Applied Pharmaceutical Sciences or Molecular Biology, Medicinal Chemistry and Computer Science for Pharmaceutical Applications who intends to participate in the free movers mobility cannot have more than 60 ECTS in their study plan among exams, internships, Erasmus mobility (30 ECTS max) and free movers mobility (30 CTS max), while a student enrolled in the Single Cycle Master's Degree in Pharmacy and Pharmaceutical Chemistry and Technology (Roma and Latina branches) cannot have more than 120 ECTS in their study plan among exams, internships, Erasmus mobility (90 ECTS max) and free movers mobility (30 CTS max).

At their return, the student is required to provide proper documentation from the host University legally translated in Italian or English which states the attendance to the classes and the results of the exams, including the ECTS obtained. The contacts of the host University coordinator must be available on the official website of the university as well as in the documentation, in the event of any required administrative confirmation.

The conversion of grades on a scale out of 30 is on the basis of the charts approved by the Faculty Committee and already in force for the Erasmus+ programme.

Art 5 – Duration of the Period Abroad

The application will not be considered valid if the duration of the stay is inferior to 1 month (4 weeks) - for internships, or superior to 6 months – for study/internships requests.

Art 6 - Limitations

The “free mover” programme grants the possibilities to spend a semester abroad maximum in an EU or NON-Eu university at the students expenses. Any waiver to this article will have to be evaluated by the Faculty Committee for approval.

Art 7 – Graduation Final Grade

For the purpose of assigning a specific bonus to the final graduation grade, a duly certified period spent as a free mover is equivalent to the evaluation criteria already in use for the Erasmus programme

Bachelor's Degrees in Bioinformatics and Biotechnologies, and Master's Degrees in Pharmaceutical Biotechnology, Scientific Biomedical Communication, Biochemistry and Medical Biotechnology

Art. 1 - Application Deadlines

From July 1^o to September 15 (August excluded) for programmes/exams held in the I semester

From January 7 to February 15 for programmes/exams held in the II semester

The application is open to students who:

- Do not fall into the exclusion criteria after submission of the application (see Art. 2)
- Passed two-thirds of the ECTS foreseen by the study programme for the first academic year.

Art. 2 – Students Excluded from the Procedure

The following students cannot apply to the procedure:

- Students who won an Erasmus+ Scholarship or bilateral agreement if the sum of the two mobilities exceeds 12 months for the same academic year and one of the mobilities was not correctly completed by returning to Sapienza
- Students enrolled in the first year beyond the regular duration of the programme (*fuoricorso*)
- Students not up to date with the payment of the University fees

Art 3 - Attendance

If the event the free mover mobility occurs during the lessons or professional activities periods, the student can be exempted from attendance obligations, prior approval by the Study Programme Supervisor (RAM) after confrontation between the Universities' programmes and activities. The RAM will also conduct an evaluation on the documentation provided by the host University at the end of the period abroad. If the exemption is recognised the student still needs to complete the mandatory attendance hours expected for the exams before taking the tests. Professors can test the students only after validation of the attendance and approval from the programme.

Art 4 – Exams Recognition

The period abroad cannot exceed the duration of a trimester/semester. For any exam or partial internship requiring recognition it is mandatory the precautionary approval of the programme. For both the Bachelor's and the Master's Degree the number of ECTS recognised is 30 maximum for each Degree. **A student enrolled in the programmes in Bioinformatics and Biotechnologies, and Master's Degrees in Pharmaceutical Biotechnology, Scientific Biomedical Communication, Biochemistry and Medical Biotechnology** who intends to participate in the free movers mobility cannot have more than 60 ECTS in their study plan among exams, internships, Erasmus mobility (30 ECTS max) and free movers mobility (30 CTS max).

At their return, the student is required to provide proper documentation from the host University legally translated in Italian or English which states the attendance to the classes and the results of the exams, including the ECTS obtained. The contacts of the host University coordinator must be available on the official website of the university as well as in the documentation, in the event of any required administrative confirmation.

Art 5 – Duration of the Period Abroad

The application will not be considered valid if the duration of the stay is inferior to 1 month (4 weeks) - for internships, or superior to 6 months – for study/internships requests.

Art 6 - Limitations

The “free mover” programme grants the possibilities to spend a semester abroad maximum in an EU or NON-EU university at the students' expenses. Any waiver to this article will have to be evaluated by the Faculty

Committee for approval.

Art 7 – Graduation Final Grade

For the purpose of assigning a specific bonus to the final graduation grade, a duly certified period spent as a free mover is equivalent to the evaluation criteria already in use for the Erasmus programme.

