
Regulations for student mobility in the Faculty of Communication, Culture and Society

These Regulations were adopted by the Faculty Council on 18.10.2023.

Art. 1 Scope and applicability

These Regulations apply to students enrolled in a study programme of the Faculty of Communication, Culture and Society (hereinafter: "Faculty") who wish to undertake a mobility period in accordance with the provisions of the current Study Regulations.

Art. 2 Types of mobility

1. A student who undertakes a mobility period carries out studies compatible with the study course (Bachelor's or Master's degree) to which they are matriculated.
2. Structured mobility programmes (possibly linked to double-diploma agreements), traditional mobility programmes and mobility programmes without agreements ("freemovers") are offered at the Faculty.
3. In the case of structured mobility programmes, the host university and the list of courses the student can choose to attend are predetermined by the Faculty, thanks to bilateral agreements concluded between USI and the partner university.
4. In the case of traditional mobility programmes, the student identifies the University - from a list of Universities with which USI has active bilateral agreements - where they would like to spend the mobility period, as well as the courses they propose to take in lieu of those they would have taken had they remained at USI.
5. In the case of mobility programmes without agreements, it is the student's responsibility to identify the University where they would like to spend the mobility period, as well as the courses they propose to take in lieu of those they would have taken had they remained at USI, and to ascertain that they meet the requirements for enrolment in the programme and courses at the host University.
6. As a rule, it is USI's International Relations and Study Abroad Service that establishes contact with the host University. An exception is the case of mobility programmes outside agreements with universities that are not partners of USI, in which case the student themselves is also required to establish contact.

Art. 3 Duration of the mobility period

The duration of the mobility period is a maximum of 1 semester, or a maximum of 2 semesters in cases of dual degree agreements. Exceptions may be approved by the Director or Coordinator of the programme in which the student is matriculated, based on precise needs of the student.

Art. 4 Admission to the mobility period

1. The mobility period can be carried out both during the three-year Bachelor's programme and during the two-year Master's programme. As a rule, the mobility period for Bachelor's students takes place in their third year, while for Master's students it takes place in their second year. Early approval may be granted by the Director or Coordinator of the programme in which the student is enrolled, based on the student's specific needs..
2. Students who have not achieved at least 60 ECTS required in the first year of the Bachelor programme, or who have not achieved at least 39 ECTS required in the first year of the Master's programme, are not admitted to the mobility period, except in the cases of students enrolled to joint/double degree programmes or with personalized study plans. In such cases, the decision whether or not to allow the mobility period lies with the Director or Coordinator of the programme in which the student is matriculated.
3. Further admission conditions and deadlines for enrolment in the mobility period are defined by the different mobility programmes and by individual bilateral agreements with USI's partner Universities. Registration for the mobility period must be carried out in accordance with the procedures defined by the USI's International Relations and Study Abroad Service. Detailed information on individual programmes and agreements is available by consulting the USI webpage of the USI's International Relations and Study Abroad Service.

Art. 5 Limited number of places and possible selection procedure

1. Both in the case of structured mobility programmes and in the case of traditional mobility programmes with partner Universities, there may be a maximum number of places available for each semester or academic year.
2. In the event of such a limitation of available places, the USI's International Relations and Study Abroad Service carries out a ranking among students applying for the mobility programme, based on formal requirements and academic results obtained, included the language skills mastered by the student.

Art. 6 ECTS and grades

1. A student cannot obtain more ECTS than those stipulated in their study programme, for the relevant semester. Any additional ECTS are counted as supernumerary with respect to the study programme.
2. The simple fact of carrying out a mobility period does not provide in itself any ECTS. Thus, ECTS can only be awarded following exams and/or written tests, or exam methods defined by the partner University. ECTS are recognized only for exams and tests passed with a sufficient grade, in accordance with the provisions of the partner University.
3. Grades obtained during the mobility period are not counted in the definition of the final average score of the programme at USI.
4. At the end of the mobility period, the student receives a certificate of the exams passed with an indication of the ECTS obtained (Official transcript of results).

Art. 7 Period of mobility outside the ECTS framework

1. A student who spends a mobility semester outside the ECTS framework is required to attend a number of courses at the host University that corresponds to a "Full-time equivalent programme".
2. The number of courses that corresponds to a "Full-time equivalent programme" as well as the conversion of credits into ECTS are verified before departure by the USI's International Relations and Study Abroad Service and subsequently approved by the Director or Coordinator of the programme to which the student is matriculated.
3. In the event that at the end of the mobility period the student has not completed the previously approved "Full-time equivalent programme", they receive recognition of a proportionately lower number of ECTS.

Art. 8 Request for mobility and course programme

1. The request to carry out a mobility period is made by the student according to the procedures and indications provided by the USI's International Relations and Study Abroad Service.
2. Within the terms and according to the procedures established by the USI's International Relations and Study Abroad Service, the student must provide the information and documentation requested, including the "Learning Agreement" form, in which they indicate the University at which they intend to carry out the mobility period, and the preliminary course programme they propose to attend, with related exams. The student must also provide a letter of motivation and language certificates where requested.
3. In the event that the student chooses to carry out a traditional mobility programme or a mobility outside the framework of agreements, it is their responsibility to ascertain the actual possibility of attending the courses offered in the programme at the host University (e.g. semester in which the course is taught; accessibility to the course by students undergoing mobility; teaching language of the course; etc.).
4. The preliminary course programme is evaluated for approval by the Director or Coordinator of the programme in which the student is enrolled. The approval of the preliminary course programme must take place before the student starts the mobility period.
5. Once the mobility period has begun, the student must send the definitive course programme, taking care to promptly communicate any changes compared to the approved preliminary programme. The final course programme is re-evaluated for approval by the Director or Coordinator of the programme in which the student is matriculated.
6. At the end of the mobility period, the Director or Coordinator of the programme in which the student is enrolled validates the ECTS obtained by the student. In the event of ECTS obtained in courses different from those agreed in the definitive approved course programme, their validation is neither guaranteed nor due. The Faculty Academic Studies Administration ensures the registration of the validated ECTS and related grades.

Art. 9 Diploma

1. The ECTS obtained during the mobility period are counted towards obtaining the diploma at USI.
2. Both the Bachelor and Master transcripts issued by USI show the names of the courses, the number of ECTS obtained during the mobility period and the grades converted into the USI grading system. These ECTS are identified in a specific section called "semester abroad + name of the partner university". Grades obtained during the mobility period are not included in the diploma.

Art. 10 Matriculation

1. The student undergoing mobility maintains matriculation at USI, with a reduction in the fee, in accordance with USI Regulations.
2. USI and Faculty Regulations continue to apply to the student undergoing mobility.

Art. 11 Practical aspects

Each student is responsible for organising their study period at the host University. Information relating to accommodation, insurance, scholarships and other practical aspects of the stay is available on the webpage of the USI's International Relations and Study Abroad Service.

Art. 12 Validity

These Regulations enter into force on 1 January 2024 without retroactive effect for those students who have already completed or are completing the mobility period.