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Responsabile amministrativo
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UNIVERSITÀ DI PISA
DIPARTIMENTO DI GIURISPRUDENZA

PEC: giurisprudenza@pec.unipi.it Website: www.jus.unipi.it



Letter of Intent

Between the University of Pisa, Department of Law for the Erasmus+ Traineeship from 2022-2028

And

Regione Toscana – Office in Bruxelles

The Regione Toscana, Office in Bruxelles, declare its intent to cooperate with the Università di Pisa – Dipartimento di Giurisprudenza to promote the placement of students in the framework of the Erasmus+ traineeship. As a partner of the above-mentioned project, the Regione Toscana in Bruxelles will encourage and facilitate the mobility of the University students through job training periods (placements).

The Regione Toscana, Office in Bruxelles is available to host students as trainees for job training periods (placements) and make all necessary arrangements for the supervision of the participants.

Student trainees will receive an Erasmus grant from the University of Pisa. The placements will provide a structured job training, according to the objectives of the Erasmus+ traineeship and in compliance with the Learning Agreement that must be signed by all parties in due course.

Both the parties agree to fulfil the responsibilities described in the Quality Commitment below.

Unità Didattica – Responsabile Maria Pia Sanvito Tel. 0502212881 Mail: didattica@ius.unipi.it

Direzione e sedi Dipartimento
Palazzo della Sapienza – Via Curtatone e Montanara, 15 Tel. 0502212878
Palazzo Ricci – Via Collegio Ricci, 10 Tel. 0502212800
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Reference Person at Regione Toscana, Office in Bruxelles	
First name and Family name: of the legal representative	Filippo Giabbani
Position/Function in the Organization: of the legal representative	Head of Office
Name of the Organization.	Regione Toscana – Ufficio di Bruxelles
Address:	Roind Point Shuman, 14
City:	Bruxelles
Country:	Belgium
Tel:	022868565
e-mail:	<u>segreteria.bruxelles@regione.toscana.it</u>
Internet Site:	<u>https://www.regione.toscana.it/bruxelles</u>
Date	20/04/2022

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Signature:	
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Sending Institution	Department of Law/Dipartimento di Giurisprudenza Università di Pisa
Type of Organization:	University
Address:	Dipartimento di Giurisprudenza Palazzo La Sapienza – Via Curtatone e Montanara, 15 56126 Pisa
ERASMUS Coordinator	Prof. Angioletta Sperti Angioletta.sperti@unipi.it

PARTNER DETAILS

Organization name:	Regione Toscana Ufficio di Bruxelles
Type of Organization:	PUB – the persons are bodies responsible for systems and policies at local, regional and national level
Legal status:	PB - Public
Economics Sector:	O – Public administration and defence; compulsory social security

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Commercial Orientation:	NP – Not for Profit
Category of Work:	O - Other
Organization size-Staff:	S1 – staff 1 to 20

TUTORING:
The Tutor Responsible for the students in the host organization will be:

Dr. Massimiliano Lelli

TRAINEE PROFILE

The host organization is willing to host:

Type of student	No.	For months each student (min.2 – max.12)	Study Cycle
STUDENTS	2 students per year for 4 months each		<input checked="" type="checkbox"/> 1 st cycle <input checked="" type="checkbox"/> 2 nd cycle <input checked="" type="checkbox"/> Single cycle (5 years)
GRADUATES	/	/	/

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PHD STUDENTS		/
PHD GRADUATES	/	/
Department of Law of the University of Pisa in the following fields of job training (please give a short description of the trainee's activity/job:		
The student will help the office within their duties, focused mainly on contributes to the develop of European policies and proposal for future initiatives, getting in contact with the European Institutions and other European networks		

Subject AREA CODE: **0421 – LAW/OTHER LAW**

Regione Toscana, Office in Bruxelles

And Family name (of the Legal representative) **Filippo Giabbani**

Position/Function in the Organization: **Head of Office**

Signature (of the Legal representative) _____

Sending Institution:

Prof. ANGIOLETTA SPERTI

Position/Function in the Organization: **ERASMUS COORDINATOR of the Department of Law**

Signature (of the Legal representative) _____

To the Host organization:

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Please take this Letter of Intent compilable (.pdf), put it on Your own headed paper send it back by email to the address of the School indicated on top of this form. Handwritten letters are not accepted; all fields must be filled; each letter should bear date and signature of the authorized person and his/her position in the Organization.



QUALITY COMMITMENT
For Erasmus+ Traineeship

This Quality Commitment replicates the principles of the European Quality Charter for Mobility

THE SENDING HIGHER EDUCATION INSTITUTION* UNDERTAKES TO:

Define the **learning outcomes** of the placement in terms of knowledge, skills and competencies to be acquired

Assist the students in the submission of the Erasmus application for traineeship and provide them all necessary information and support.

Prepare students for the practical, professional and cultural life of the Host Country, in particular through language training tailored to meet their occupational needs

Give **full recognition** to the student for satisfactory completed activities specified in the training Agreement

Evaluate with each student the personal and professional development achieved through participation in the Erasmus+ programme

THE SENDING INSTITUTION AND HOST ORGANISATION JOINTLY UNDERTAKE TO:

Negotiate, agree a tailor-made **Training Agreement** (including the programme of the placement and the recognition arrangements) for each student and the adequate mentoring arrangements.

Sign accordingly the proposal form that the student need to submit to submit the request of an Erasmus Fellowship.

Monitor the progress of the placement and take the appropriate action if required

THE HOST ORGANISATION UNDERTAKES TO:

Assign to students **tasks and responsibilities** (as stipulated in the Training Agreement) to match their knowledge, skills, competencies and training objectives and ensure that appropriate equipment and support is available

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Draw a **contract or equivalent document** for the placement in accordance with the requirements of the national legislation

Appoin a mentor to advise students, help the with their integration in the host environment and monitor their training progress

Provide **practical support** if required, check appropriate insurance cover and facilitate understanding of the culture of the host country

THE STUDENT UNDERTAKES TO:

Comply with **arrangements** negotiated for her/his placement and to do her/his best to make the placement a success

Abide by the **rules and regulations** of the host organisation, its normal working hours, code of conduct and rules of confidentiality

Communicate with the sending institution about any problem or changes regarding the placement

Submit a report in the specified format and any required supporting documents at the end of the placement.

*In the event that the higher education institution is integrated in a consortium, its commitments may be shared with the coordinating organisation of the consortium

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