Guidelines for online Application Form
Erasmus+ Call for Blended Intensive Programmes (BIP) – A.Y. 2025/2026

We recommend that you read carefully the *"Erasmus+ BIP Call 2025/26"* and the *"BIP Information Sheets"*, which will be published, where applicable, in accordance with the timetable set out in the Call.

IMPORTANT: If you submit the documents using the personal credentials provided by the system, your identity will be verified, and no signature will be required. Please note that the declarations will be verified in accordance with the regulations in force.

Note: before filling out the on-line form, you are invited to check and update your personal data (telephone/mobile phone, address, email, etc.) in Esse3.

It's **MANDATORY** to complete and upload with the online application **all documents specified in the relevant BIP Information Sheet** for the Blended Intensive Programme for which the application is being submitted.

Students are strongly advised to prepare in advance all files relating to the documents to be uploaded.

The application form – available in accordance with the timetable set out in the Call – must be completed **exclusively online** at https://www.esse3.unimore.it/ **no later than 1:00 p.m. on the deadline** indicated in the Call. Applications submitted after this deadline will not be accepted.

1	Log in to your student area at https://www.esse3.unimore.it/
2	In the right-hand column under MOBILITÀ INTERNAZIONALE (INTERNATIONAL MOBILITY) choose BANDI DI MOBILITÀ (MOBILITY CALLS)
3	Select the Call relating to the BIP of your Department/Degree Programme by clicking on the magnifying glass
4	Click COMPILA IL MODULO (FILL OUT THE FORM) to proceed with the online application.
5	Select the eligible activity: **BIP**
6	In the field *"Additional information"*, specify any further information deemed useful for selection purposes
7	CLICK ISCRIVITI (SIGN UP) (ATTENTION: registration is not yet final at this stage)
8	Upload the **mandatory attachments** specified in the relevant BIP Information Sheet, as well as any additional documents, if applicable. Select the document type from the drop-down menu, provide a brief description of each uploaded document and complete the **upload**
9	Check the accuracy of the entered data and the completeness of the uploaded documents. If you wish to cancel the application, click on **DEACTIVATE FORM**, located below the list of selected destinations
10	If all data are correct and complete and all attachments have been uploaded, and you wish to submit the application, select **CONFERMA ISCRIZIONE AL BANDO E STAMPA DEFINITIVA (CONFIRM APPLICATION AND FINAL PRINT).**

PLEASE NOTE: from this moment on, the application can no longer be modified or cancelled and is formally acquired by the system. The application is considered officially submitted and the system automatically assigns the submission date.

The printed copy must be retained by the student. No paper submission of the application is required.

Application submission receipt

Following the online submission of the application, the system will send the applicant a confirmation email of receipt of the application and attachments **exclusively to the UNIMORE email address**.
Applicants are advised to check their **spam/junk folder** as well.

If the confirmation email is not received within the indicated timeframe, students may contact the International Relations Office.

For any technical issues encountered during the online application process, please contact:
webhelp@unimore.it

For any further information, please contact the **International Relations Office**:
studentmobility@unimore.it

NB: replies to enquiries are not guaranteed.