

Università degli Studi di Bologna

Type of exchange: Erasmus+ programme

Details of exchange

Exchange:

Field of study: Humanities
Erasmus study code: 220 – Humanities
Study Level of exchange: Bachelor, Master
Maximum number of students: 4
Semester or year: Semester or year

Exchange:

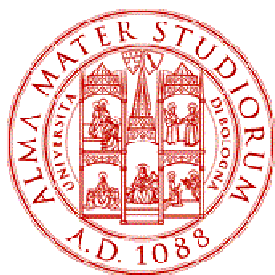
Field of study: Classical languages
Erasmus study code: 2225 – Classical philology
Study Level of exchange: Bachelor, Master
Maximum number of students: 4
Semester or year: Semester or year

Exchange:

Field of study: Media studies
Erasmus study code: 0211 – Audio-visual techniques and media production
Study Level of exchange: Bachelor, Master
Maximum number of students: 4
Semester or year: Semester or year

Details university:

Erasmuscode: I BOLOGNA01
Website: [Visit here](#)
Term dates: Autumn: 01-11-2015 to 29-02-2016
Spring: 01-03-2016 to 30-06-2016
Language(s) of instruction: Italian/English
Language requirements: [Read here](#)
Accommodation: [Read here](#)



Alma Mater Studiorum - Università di Bologna

INFO SHEET

Erasmus code: IBOLOGNA 01

Website: www.unibo.it

Head of Institution: Prof. Ivano Dionigi (Rector)

ERASMUS + Institutional Coordinator: Prof. Carla Salvaterra (Vice-Rector)

International Relations: Dr. Giovanna Filippini (Head)

Recommended language skills

The sending institution, following agreement with the receiving institution, is responsible for providing support to its nominated candidates so that they can have the recommended language skills at the start of the study or teaching period:

Receiving institution [Erasmus code]	Optional: Subject area	Language of instruction 1	Language of instruction 2	Recommended language of instruction level ¹	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
I BOLOGNA01		Italian	English	Italian A2 English B1	

For more details on the language of instruction, see the course catalogue: www.unibo.it/CourseUnits

¹ For an easier and consistent understanding of language requirements, use of the Common European Framework of Reference for Languages (CEFR) is recommended, see <http://europass.cedefop.europa.eu/en/resources/european-language-levels-cefr>

Additional requirements

Exchange students will normally be permitted to enter courses at I BOLOGNA01 unless these courses are subject to restricted enrolments.

I BOLOGNA01 provides a reception service to meet the needs of students and staff with disabilities: www.unibo.it/DisabledStudents.

Calendar

1. Student nominations and applications must reach I BOLOGNA01 by:

Nomination		Application	
Autumn term* [day/month]	Spring term* [day/month]	Autumn term* [day/month]	Spring term* [day/month]
1 July	1 December	/////	/////

Student nominations must be sent to the following e-mail address: incoming.diri@unibo.it

Students' applications must be submitted online as soon as they receive the acceptance message with the instructions.

2. I BOLOGNA01 will send its decision about acceptance to nominated students within five weeks upon receipt of nominations.

3. A Transcript of Records will be issued by I BOLOGNA01 no later than five weeks after student departure.

Information

1. Grading systems of the institutions

The ECTS grading tables of I BOLOGNA01 are available at the following page:

www.unibo.it/ECTSgradingscale

2. Visa

I BOLOGNA01 will provide assistance, when required, in securing visas for incoming mobile participants, according to the requirements of the Erasmus Charter for Higher Education.

Information and assistance can be provided by the following contact points and information sources:

Contact details (email, phone)	Website for information
International Relations Office e-mail address: incoming.diri@unibo.it	www.unibo.it/exchangestudents

3. Insurance

I BOLOGNA01 will provide assistance in obtaining insurance for incoming mobile participants, according to the requirements of the Erasmus Charter for Higher Education.

I BOLOGNA01 students are covered by an accident and third party liability insurance.

I BOLOGNA01 will inform mobile participants of cases in which insurance cover is not automatically provided. Information and assistance can be provided by the following contact points and information sources:

Contact details (email, phone)	Website for information
International Relations Office e-mail address: incoming.diri@unibo.it	www.unibo.it/exchangestudents

4. Housing

I BOLOGNA01 will guide incoming mobile participants in finding accommodation, according to the requirements of the Erasmus Charter for Higher Education.

Information and assistance can be provided by the following persons and information sources:

Contact details (email, phone)		Website for information
Bologna Campus:	Student Accommodation and Information Service (SAIS) Email: sais@ceur.it	www.sais.ceur.it
Cesena Campus:	Associazione Analysis analysiswelcome@gmail.com	www.associazioneanalysis.org

Forlì Campus:	Associazione Koinè exchanges@koineonline.org	http://www.koineonline.org/servizi/students-exchange/student-exchange-eng/
Ravenna Campus:	Fondazione Flaminia	www.fondazioneflaminia.it/ www.cooplibra.it
Rimini Campus:	Erasmus Student Network info_erasmus@esn.rimini.org	

5. Further information

Multicampus structure

The University of Bologna is organized on a multicampus structure. Courses and research activities are held in 5 cities: Bologna (the main campus), Cesena, Forlì, Ravenna and Rimini.

Students need to pay attention to the campus which they have been nominated for, since Campus changes will be only exceptionally allowed, and only for verified academic needs .

The four cities are well connected to Bologna by train, but we warmly recommend students to find accommodation in the city where their campus is located.

Once students have received the confirmation of their registration by our offices, they can contact the following email addresses for general information about their stay:

Bologna Campus: incoming.diri@unibo.it

Cesena Campus: campuscesena.uri@unibo.it

Forlì Campus: campusforli.uri@unibo.it

Ravenna Campus: campusravenna.relazioniinternazionali@unibo.it

Rimini Campus: campusrn.studenti@unibo.it

EXCHANGE STUDENTS



ALMA MATER STUDIORUM
UNIVERSITÀ DI BOLOGNA

GUIDE BOLOGNA CAMPUS

ACADEMIC YEAR 2015/2016

Exchange Students Guide
Bologna Campus
A.Y. 2015/2016

Produced by

Alma Mater Studiorum - Università di Bologna
DIRI - International Relations Division
Exchange Students Desk

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Communication Unit

Contact

Alma Mater Studiorum - Università di Bologna
www.unibo.it/en
DIRI - International Relations Division
Exchange Students Desk
Via Filippo Re 4 | 40126 Bologna
e-mail: incoming.diri@unibo.it
www.unibo.it/exchangestudents





ALMA MATER STUDIORUM
UNIVERSITÀ DI BOLOGNA

Presentation

Welcome to the University of Bologna

This Guide is for international exchange students who spend some of their study programme at the Bologna Campus, to make the most of their study experience and time at the university, as well of all the cultural and leisure opportunities offered by the city of Bologna and its students community. When finding your way round a large university in another country, first of all you need to learn about the rules, the procedures to be followed, which services are available and how they are organized at the

university and in its territory. This Guide also aims to introduce you to the city and its beauty, helping you to discover the places, the art, events, and people that we hope will make your experience unique. You can meet us in Bologna in via Filippo Re 4, on: Monday, Tuesday, Wednesday and Friday from 9.00 am to 11.15 am. | Tuesday and Thursday from 2.30 pm to 3.30 pm. You can also contact us by e-mail at: incoming.diri@unibo.it
Enjoy the read!

The staff of the Exchange Students Desk

The origins of the University of Bologna go way back, and it is considered to be the oldest university in the Western world. Its history began in 1088, when law was first taught freely in the city, and became tied to the city of Bologna from the early Middle Ages, establishing the very idea of university. Indeed, the very first higher education and research structure, known as the "universitas studiorum", was founded in Bologna. The city and the university have lived side by side for nine centuries, their stories are entwined, a university based firmly in the historical centre of the city, where still today students and teachers live and work among the columns, palaces, halls, stairways and squares that tell the story of their predecessors.

The university and the city of Bologna blend into each other, institution and territory, urban history and geography, economy and culture. Today the

University of Bologna is a Multicampus university with 5 campuses: Bologna, Cesena, Forlì, Ravenna and Rimini, a school of excellence, the Collegio Superiore, and an Advanced Studies Centre in Buenos Aires. Currently the University of Bologna hosts more than 80,000 enrolled students, including more than 5,000 foreign students. In addition to these, every year there are around 2,500 exchange students. The University runs 11 Schools and 33 Departments.

Teaching activities are held at the Schools, and here exchange students will also find the offices to help them find their way around the programmes, the classrooms and the laboratories.

The history of the University of Bologna:

www.unibo.it/History

The Multicampus structure:

www.unibo.it/University/Multicampus/

The Schools: www.unibo.it/Schools

Table of contents

Before you come to Bologna

pag. 05

- Finding your way
- Registering
- Learning Agreement
- Visa and Residence Permit
- Learning Italian
- Healthcare in Italy
- Accommodation
- Organising your trip
- Accident insurance

At the end of the exchange period

pag.29

- Check-out
- Transcript of Records

Other mobility programmes

pag.32

International Relations Offices at the Schools

pag. 33

During the exchange period

pag.13

- Check-in
- Applying for a Residence Permit
- Badge, Arrival Statement, Record Book, Tax Code
- Getting started
- Username, password and online services
- Libraries and study rooms
- Course contents, text books and teaching materials
- Registering for exams
- Exams, internships and other teaching activities
- Grades and passing exams
- Certification of attendance and of teaching activities not included in the curriculum
- Changing the study plan and the duration of the exchange period
- Get to know the services
- Health and support

Things change, stay updated and check regularly
www.unibo.it/exchangestudents

Before you come
to Bologna

Finding your way



To find out if Bologna is the right destination for you, consult the Student Guide online at:

www.unibo.it/studentguide

You will find the list of the degree programmes offered on the web page:

www.unibo.it/degreeprogrammes

Use the filters to select the Type, Campus and Language of the degree programmes.

The degree programmes marked with  are entirely delivered in the English language or have a curriculum delivered in the English language.

You will find the course unit catalogue on the web page: **www.unibo.it/CourseUnits**

Use the filters to select the Campus/School, Type and Language of the course units.

Pay attention to the Campus you have been assigned to and choose the course units delivered at your Campus.

As an exchange student, you can choose course units from different Degree Programmes and Schools.

You can also choose course units from 1st cycle (undergraduate) and 2nd cycle (graduate) programmes, but you must carefully assess whether your own general knowledge is suitable for the level of course you wish to attend. In any case you must agree on your choices with your university, as it will have to recognise the credits you obtain in Bologna.

Some programmes have a limited number of places, if they have restricted access. Consult the School websites and contact the International Relations Offices at the School for more information.

Each School has its own lesson and exam timetable. Lessons generally begin in September or shortly afterwards, and may be annual, six monthly or divided into several sessions. The lesson timetables are set yearly, just before the start of the programme.

As soon as they are available, the calendars and timetables are published online.

www.unibo.it/TimesandClassrooms

For some course units the calendars and timetables are also available in the course unit page.

www.unibo.it/CourseUnits

One Italian credit (CFU, Credito Formativo Universitario) equals one ECTS credit. Credits are obtained exclusively on passing an exam or internship (see Grades and passing exams, page 23).

If you have chosen Bologna, your university must send a **message of nomination** to:
incoming.diri@unibo.it

In this message, your university confirms that you have been selected for a mobility period at the University of Bologna.

You will then receive a first e-mail ("**Acceptance message**") inviting you to complete your online registration, on the AlmaRM system using the temporary username and password provided.

When you have completed the registration procedure, you will automatically receive a second confirmation message ("**Confirmation of registration**").

You are now registered!

The "Confirmation of registration" message also contains the name of **your exchange coordinator** and your **username and password**.

The username is your **Unibo e-mail address**, and the password is an initial code ("PUK code") which you must modify before being able to use the online services, by choosing your own password (see Username, password and online services, page 19). Some online services will be granted only after registering your arrival (Check-In) at the Exchange Students Desk in Bologna.

To attend the lessons you do not have to be enrolled in the courses.

You must only register for the exams, you will have time to do this after your arrival.

However, if you want to attend the Italian language courses, you must register (see Learning Italian, page 9).

Learning Agreement

Now you have registered, you must first of all draft the Learning Agreement (compulsory for Erasmus+ students, optional for others).

The Learning Agreement is the study plan agreed with your university, which undertakes to recognise the exams passed and credits obtained during the exchange period, and with your exchange coordinator at the University of Bologna.

The form is provided by your university.

You can choose the course units on:

www.unibo.it/CourseUnits

If you have any questions or doubts, you may contact the International Relations Offices at the Schools (see list on page 33). The Learning Agreement must be approved and signed by your university and the University of Bologna.

Once approved by your university, you must send it to the exchange coordinator in Bologna. Your signed Learning Agreement will be given to you on Check-In or, on request, will be sent to your university.

If not required before your arrival, you can fill in your Learning Agreement once in Bologna; if you wish to carry out an internship you shall inform the International Relations Office of your School in advance.

Visa and residence permit

If you are a non-EU citizen and wish to study in Italy for more than 90 days, you will need a **Visa** to enter Italy.

If you stay for less than 90 days, find out from the Embassy (or Consulate) if you require a Visa.

You must apply for the Visa from the Italian Embassy in your country of residence, providing the letter of invitation from the University of Bologna.

Important: you must apply for a Visa for study purposes.

To receive the letter of invitation your university must send a photocopy of your passport and the estimated dates of arrival and departure to incoming.diri@unibo.it.

You must apply well in advance for the Visa, as the visa issuing procedure can take several months.

Important: when you apply for the Visa, have your medical insurance stamped by the Embassy, otherwise you will not be able to use it to apply for the Residence Permit.

If your exchange lasts for more than 90 days, when you arrive in Italy you must apply for a **Residence Permit**. This is a compulsory procedure for all non-EU citizens wishing to stay in Italy for more than 90 days (see Applying for a Residence Permit, page 15).

There are no specific language requirements for studying at the University of Bologna.

However, before coming to Bologna you are strongly advised to have at least basic knowledge of Italian (level A2), in order to be able to study and make the most of the lessons.

You can sit the Italian Orienting Test in order to assess your knowledge of Italian. You'll be, also, offered an online Italian language course.

Erasmus+ students can also benefit from the Online Linguistic Support – OLS provided by their home universities.

In the first and second semesters, the University Language Center runs Italian language courses for international students, but there is a limited number of places. Exchange students can attend one course free of charge.

erasmusplusols.eu/it/

www.unibo.it/it/internazionale/prova-orientamento-italiano/

If you study in Bologna, you can attend the Italian language courses at the **University Language Centre**, at Bologna Campus. The courses are held both in the first and second semester, during September-December (first semester, 2 sessions of intensive and extensive courses) and during February-March (second semester, one session of extensive courses).

How to enrol

To enrol you must first sit an online test to assess your knowledge, just before the semester of your arrival in Italy. At the end of the online registration period, the dates of the oral tests will be published and notified to you by e-mail. The oral test is compulsory in order to be able to attend the courses.

The oral test takes place in Bologna. Candidates will be admitted to the oral test on a first come, first served basis, until all places of each level are filled.

The tests are required to assess your level of Italian and to assign you to the most appropriate class. The first registration period for courses in the first semester opens in July. Registration for courses in the second semester opens in December.

A few days in advance, you will be sent an e-mail to your @studio.unibo.it account indicating the date and time the registration procedure will open.

To receive this notice, you must already have completed the online registration procedure and have received the "Confirmation of registration" message (see Registering, page 7).

Check your e-mail account regularly and sit the online test immediately in order to ensure a place on the language course.



If, according to the test results, your language knowledge is equal to an A1 level (Breakthrough), you will be allowed to participate in the self-learning computer-based courses which will be organised at the Language Lab of the University Language Center.

If your language level turns out to be C1 (Effective Operational Proficiency) it is assumed that you will be able to follow the lessons and take exams and no language course will be provided to you.

The Italian courses end with an examination. If you pass the exam ("idoneo"), you obtain 5 credits (whatever your level) which are recorded in your Transcript of Records.

The exam grade is not given as a mark out of thirty, but simply as "Idoneo"/"Pass".

Check the calendars and application deadlines:
www.unibo.it/CLA > Corsi di italiano per studenti internazionali > Sede di Bologna

CLA | Bologna Campus
Piazza San Giovanni in Monte 4 | 40124 Bologna
Tel. 051 2097750
cla.bo-segreteria@unibo.it

Language laboratories
www.cilta.unibo.it/LaboratoriLinguistici
Via Filippo Re 10 | 40126 Bologna
Tel. 051 2099890
cla.bo.lablinguistici@unibo.it

The Italian National Health Service is called “Servizio Sanitario Nazionale” (SSN), and is divided into local Healthcare Boards (“Aziende Unità Sanitarie Locali - AUSL”). If you are a EU citizen, you must bring your European Health Insurance Card - EHIC in order to have access to medical care.

Using your card you can go directly to a General Practitioner (“medico di base” or “medico di famiglia”) choosing one from the list available at **www.salute.bologna.it**

All the costs will be charged directly to your insurance body. For some specialist services, the payment of a “ticket” is required as a contribution to cover part of the costs. For dental care, the national health system provides only diagnostic and urgent treatment.

If you are a non-EU citizen you have access to the National Health Service only after paying an annual registration fee of €149.77.

The fee covers the calendar year from 1 January to 31 December and cannot be split. You may register at one of the two SSN offices in Bologna, in via Mengoli 32 or via Montebello 6.

If you have a health insurance (purchased in Italy or in your own country and stamped by the Italian Embassy) you may go to any General Practitioner, choosing one from the list of doctors published on the website **www.salute.bologna.it**

If you need a specialist treatment, you can choose any doctor, also on the advice of your chosen GP.

You must pay for the visits to the GP and any specialists, and then apply to your insurance company for a refund.

Accommodation

Organising your trip

Accident insurance

Accommodation

To find accommodation in Bologna, you may contact the SAIS (Student Accommodation and Information Service).

The SAIS supports exchange students in finding accommodation in the university residences, colleges, short-stay accommodation or in private rented property.

The service is free of charge.

SAIS Students Accommodation and Information Service

www.sais.ceur.it

Other websites where you can find accommodation are:

www.bolognawelcome.com

www.nestpick.com

www.flatme.it

Organising your trip

There are no set arrival dates.

You must decide when to leave for Bologna according to the starting date of your courses.

The welcome sessions for exchange students are held at least twice a week for groups of 20 or 30 students. Some Schools and Departments run guidance activities. The schedule is published on the website.

The start date of your exchange period corresponds to the date of your Check-In, i.e. when you register your arrival at the Exchange Students Desk.

Accident insurance

As an exchange student, after Check-In, you are insured against accidents that may occur on the university premises or any other place in which studies and research activities authorised by the University are performed.

For information:

Insurance Contracts Office

Via Acri 3 | 40126 Bologna

Tel. 051 2098806/807/808

www.unibo.it/Insuranceforstudents

During the
exchange period

Check-in



The first thing you must do when you arrive in Bologna is the Check-in at the Exchange Students Desk, in via Filippo Re 4, Bologna.

You must bring:

- an identity document (EU students: passport or ID card, non-EU students: passport with Visa) and a photocopy thereof;
- a passport photo.

You will register your arrival and receive an appointment for the welcome session, which is usually held in the next day or so.

You will attend the welcome session with other exchange students. You will receive the Welcome Kit and general information on the university.

You will also find the following documents in your Welcome Kit:

- your university badge
- your Arrival Statement
- your Record Book

If you are a non-EU student, on Check-in you will also receive information about the Residence Permit and the Arrival Statement which you must enclose with your application (see Applying for a Residence Permit, page 15).

Applying for a Residence Permit

If you are a non-EU citizen and your exchange period lasts for more than 90 days you must apply for a **Residence Permit**.

You must make your application within 8 working days following your arrival in Italy. You may do it by yourself, or with the support of the ACLI or other tutelage institutions.

The Exchange Students Desk will book you an appointment with the ACLI or other tutelage institution during the Check-In.

The support service for filling in the application is free of charge.

If you wish to apply by yourself, you must present the application for a Residence Permit for study purposes at any qualified post offices, offering the service "Sportello amico", including the one in Piazza Minghetti 4, in the centre of Bologna.

The Post Office will provide you with a kit including the application form and instructions on how to complete it. If you apply through ACLI or other tutelage institutions you do not need the kit.

The documents required are:

- a copy of the page of your passport with your personal data, a copy of your entry Visa and copies of any other pages containing Visas and stamps;
- the Arrival Statement issued by the University of Bologna or a self-certification;
- a copy of the letter of invitation issued by the

University of Bologna and presented to obtain the Visa from the Italian Embassy abroad, initialised by the Embassy;

- a € 16.00 duty stamp (sold at the tobacconists);
- the payment receipt from the pre-stamped payment slip (bollettino postale) provided by the Post Office for €107.50 charged for the PSE (Permesso di Soggiorno Elettronico, Electronic Residence Permit);
- the forms from the postal kit, duly completed;
- a copy of your health insurance policy:
 - a) if already purchased in your country, the insurance policy must meet the following requirements: it must be made out in your name and must have a duration of no less than the duration of the Visa. The insurance policy must also be stamped or approved in any other way by the Embassy.

Important: if your health insurance policy is not stamped by the Embassy, it cannot be used for the issuing of the Residence Permit! So do remember to explicitly request that it be stamped when you go to the Embassy for the Visa.

b) If you do not have health insurance, or you have an insurance policy that has not been stamped by the Embassy, you must purchase another one in Italy from the Post Office, by completing and paying a payment slip (bollettino postale) made out to:



GENERALI ITALIA SpA - C/C n. 712 70 003
Via Marocchesa 14 | 31021 Mogliano Veneto (TV)
CAUSALE (reason for payment): Polizza Sanitaria
studente straniero extra UE 6/12 mesi (Extra EU
student healthcare policy 6/12 months)
IMPORTO (amount): 6 months = €49.00 /12 months
= €98.00

To obtain the certificate of confirmation of the insurance policy after payment, you must send a fax to GENERALI ITALIA SpA (Fax 06 3613626) with a copy of the payment slip, a copy of the first page of your passport, your e-mail address, your postal address and you must immediately contact the GENERALI ITALIA SpA offices by phone on 06 3611676 or 06 3466269437.

To apply for a Residence Permit, you must also pay a service charge of €30 to the Post Office. The Post Office will give you a receipt which you must carry with you together with your passport until you receive the Electronic Residence Permit, and an order to go to the Questura (Immigration Office) for photographic identification.

Around 6 to 8 weeks after the photographic identification, you can log in at **www.questura.bologna.it** to check whether your Residence Permit is ready and ask for an appointment to pick it up.

Having collected your residence permit, you must send a photocopy of it to **incoming.diri@unibo.it**. If you do not provide a photocopy of your residence permit, after 150 days your university career will be blocked and you will not be able to register for or sit any exams.

Important: if you stay in Italy for more than 90 days and you do not apply for the residence permit, you are not entitled to sit exams at the University of Bologna and you cannot obtain a transcript of records.

ACLI

Via Lame 118 | Bologna

Police Headquarters (Questura)

Piazza Galileo Galilei 7 | Bologna

Bologna Immigration Office

Via Paolo Bovi Campeggi 13/3 | Bologna

Central Post Office

Piazza Minghetti 4 | Bologna

Badge, arrival statement, record book, tax code

Your university badge is an ID card with a photo that confirms your student status at the University of Bologna. It is needed to access the libraries, the laboratories and the washrooms. It can also be used to obtain discounts at the cinema, book loans from libraries, discounted bus passes and access to the university canteens.

The Arrival Statement is the official confirmation of your date of arrival and the expected duration of your exchange period. Unless your university has indicated a different period, the duration is the one shown in the bilateral agreement signed by the universities. If you need stamps on specific forms from your home university, they will be done by the staff of the Exchange Students Desk, according to the official date of registration at the desk.

Important: You must then send the Arrival Statement and the forms to your home university.

The "Record Book" (Libretto) is the document on which professors write down your exams. It should not be confused with the Transcript of Records.

The Record Book is an internal document used by the Exchange Students Desk staff to check that all the grades are recorded in the AlmaEsami system. You must take your Record Book with you whenever you sit an exam. If you lose any documents received on your arrival or they are stolen, contact the Exchange Students Desk for a copy.

At the end of your exchange period, don't forget to Check-Out before you go home!

You will receive another very important document: the Certificate of Departure. It is required by your university to calculate the effective duration of your exchange.

If you need an **Italian Tax Code**, for example to sign a lease contract, you may apply for one from the Tax Code Desk at University of Bologna

www.unibo.it/TaxCodeDesk

Alternatively you may contact the Agenzia delle Entrate:

Agenzia Bologna 1

Via Marco Polo 60 | 40131 Bologna,
Tel. 051 6103111 | Fax 051 6103981

dp.bologna.utbologna1@agenziaentrate.it

Opening hours: Monday to Friday, 8.45 am - 12.45 pm; Tuesday and Thursday also 2.30 - 4.30 pm.

Agenzia Bologna 2

via Larga 35 | 40138 Bologna
Tel. 051 6103111 | Fax 051 6103608

dp.bologna.utbologna2@agenziaentrate.it

Opening hours: Monday to Friday, 8.45 am - 12.45 pm; Tuesday and Thursday also 2.30 - 4.30 pm.

Bring with you your ID card or passport and a Residence Permit if you are a non-EU citizen.

Getting started

After Check-in, you are advised to contact your exchange coordinator to discuss your study plan and to sign the Learning Agreement, if it has not been signed prior to your arrival.

For questions on lesson times, exams, exam sessions and generally the organisation of teaching activities, contact the International Relations Offices at the Schools (see list on page 33).

The university buildings are located all over the city of Bologna and in some nearby municipalities. In the Welcome Kit you will find a map of the city indicating the various place of teaching. Find the courses at: **www.unibo.it/CourseUnits**

When you have chosen all the courses you wish to attend at the University of Bologna, according to the approved Learning Agreement, and checked the schedules and times of the lessons, you must complete your online study plan.

This and other operations can be done on:

AlmaRM - Accesso studenti

www.unibo.it/AlmarmStudenti

This is the personal homepage for exchange students. You can change your password, check your personal data and exchange data, manage your contact details and print the acceptance message.

To access this, see Username, password and online services, page 19.

The online **study plan** is compulsory for all exchange students and it is indispensable for being able to sit the exams. The service is available from your personal homepage on AlmaRM ("Fill in your study plan" button), only after your Check-in.

The Welcome Kit includes detailed instructions.

From your personal Homepage you can also access AlmaEsami ("Register for an exam" button).

For more details see Registering for exams, page 21.

Italian Emergency telephone numbers:

112 - European Emergency Number

113 - Emergency Police Help Number

115 - Fire Department

118 - Medical Emergencies

Username, password and online services

In the "Confirmation of registration" message you will receive your username and password (university credentials) needed to access the online services available on the website **www.unibo.it**

You must first log in:

AlmaRM – Accesso studenti
www.unibo.it/AlmarmStudenti

The system will ask you to change your password. Pay attention when entering your password (PIN/PUK) as this comprises numbers and upper and lower case letters and it is very easy to make a mistake.

For more information: **www.dsa.unibo.it**

If you forget your password you can reset it to its default value (PUK), by connecting to:
www.dsa.unibo.it/recuperocredenziali

The required code ("Cod. Fisc. Personale") is indicated in the Confirmation of registration message and is printed on your badge.

For further help please, send an e-mail to:
incoming.diri@unibo.it.

From AlmaRM you can directly access the
Study plan (Fill in your study plan)
AlmaEsami (Register for an exam)

Studenti Online Help Desk

It is the University service that can provide you with support in using your username and password.

Tel. 051 2099882

help.studentionline@unibo.it

Opening hours: Monday to Friday, 9.00 am - 1.00 pm
and 2.00 - 5.00 pm

Other online services for students are:

La mia email

www.unibo.it/Myemail

The free mail box has 10 GB of space and integrated functions including chat, calendar management and sharing, Smartphone access and address book.

Wi-Fi wireless connection

Students can connect to and surf the Internet using ALMAWIFI, Iperbole Wireless, and Eduroam.

www.unibo.it/Wireless

Alma Digital Library

almadl.unibo.it

The University of Bologna digital library gathers, stores and makes available digital collections on the web, to support teaching and research.

Libraries and study rooms



The University of Bologna has a broad network of museums, libraries and documentary services providing support to teaching, research and the professional and cultural activities of students, professors, technicians, graduates and scholars from any country.

Consult the complete list on the following page:

www.unibo.it/LibrariesMuseumsandstudyfacilities

The **Bologna University Library**, with important collections of antique and modern books, is the University's central library, offering general library services, conservation and historical and scientific research facilities.

www.bub.unibo.it

The Municipality of Bologna also runs local public libraries; for the full list see:

www.bibliotechebologna.it

The main municipal library is the **Sala Borsa** in piazza del Nettuno 3. Inaugurated in 2001, it is a cultural space in Palazzo d'Accursio, the historical headquarters of the Municipality, looking out over piazza Maggiore. The library has a rich multimedia collection of books, newspapers, magazines, maps, videos, CD-ROMs, DVDs and texts also in foreign languages. The entry to the Sala Borsa Library is free. Only for some services (loans, Internet, viewings) you must register and present your card.

To register, take an ID document to the Sala Borsa and complete the application form. It is free of charge and can be used in all municipal libraries.

www.bibliotecasalaborsa.it

In the **study rooms** and multi-purpose centres, you can read and study, source information, and use a range of services (photocopying, PCs for typing dissertations and access to the Internet, info-points on the university and the city), and take part in cultural, recreational and learning events run directly by student groups.

www.unibo.it/StudyMultimediaRooms

At **Palazzo Paleotti**, in Via Zamboni 25, there are 250 workstations for accessing the Internet, open every day (including Saturday and Sunday) from 9.00 am to 10.00 pm.

You can consult bibliographical catalogues, databases, digital documents, e-magazines, books, dictionaries and encyclopaedia from any computer connected to the University network. Workstations are available for short consultations and word processing, and computers are available for the blind and sight-impaired.

To enter, show your university badge and an ID document.

www.unibo.it/PalazzoPaleottiStudyCentre

Course contents, text books and teaching materials. Registering for exams

Course contents, text books and teaching materials

In the course unit catalogue you can find for each course unit a description of the programme (learning outcomes, course contents, teaching and assessment methods and tools, language of instruction) and the list of books and texts for study (bibliography/ readings).

Before purchasing text books, wait for the start of lessons and follow the instructions given by the professors. You may purchase teaching materials in the bookshop or borrow them from the library. To search for books and materials:

www.biblioteche.unibo.it

To consult and download teaching material prepared by the professors, you can use the Alm@-DL service.
campus.unibo.it

Registering for exams

Before sitting an exam you must enter it in your online study plan. The uploaded exams are immediately visible on:

AlmaEsami

almaesami.unibo.it

You can access AlmaEsami directly from your personal homepage on AlmaRM ("Register for an exam" button).

In AlmaEsami you can:

- consult the dates of the exam sessions. When the professors publish the sessions, alongside each exam the "Prenota" (book) button is enabled;
- register for the exam sessions. Once you have seen the exam session dates, you can register for the exams according to the schedule set by the professors;
- check that your exam grades have been recorded. After you have sat and passed an exam, the professors record the result which you will be able to see next to each exam. The recorded exams are marked with "verbalizzato" (recorded) and the grade or the "pass" evaluation.

Exams, internships and others teaching activities



The Italian university system may be very different from the one in your country.

In Italy exams are mainly oral. Some courses have written exams, practical tests or progress tests during the lessons. The oral exam is public; anyone can attend.

At the end of the exam, the professor informs you verbally of your grade and also writes it in your "Record book".

The professor will then record your grade in AlmaEsami. When you access your AlmaEsami page you will see "verbalizzato" ("recorded") written next to the exam.

Check your page regularly, and if any exams have not been recorded, contact the professor.

Some course units are known as "integrated courses", and have 2 or more components.

As an exchange student, you may sit both the exam for a single component (obtaining only the credits for that component) or the whole integrated course.

During your exchange period, you can also take part in a curricular **internship**.

The curricular internship offers you the chance to have work experience to complete your university training and obtain the credits laid down in your study plan.

It is possible to carry out an internship outside the university (businesses, public institutions, professional firms, etc.) or in the university (laboratories, research centres, administrative departments, etc.), both in Italy and abroad.

To take part in an internship, consult the specific information **on your School's website** and contact the International Relations Office at the School and the Internship Office.

To consult the list of institutions holding agreements with the university for internships and book them directly online, access the Online Student Internship Service using your username and password.

These activities must also be included in your Learning Agreement and in your Study Plan and will be recorded in AlmaEsami.

In some cases, the hosting institutions issue a further certification which details the internship (number of hours, subject, etc.).

This additional documentation will not appear in the Transcript of Records.

www.unibo.it/tirocini > tirocini curriculari

Grades and passing exams. Certification of teaching activities not included in the curriculum

Grades and passing exams

The **grades** in the Italian university system are expressed out of thirty.

You will pass an exam or internship with a grade of at least 18/30.

If you obtain full grade (30/30) the examination board may also decide to award you honours (lode).

Important: a fail (< 18/30) will not lead to a grade being given, and will not usually appear in your Transcript of Records. If your university requires “Failed” exams to also be listed in your Transcript of Records, after the exam you must explicitly ask the professor to record the exam. The failed exam can be recorded as “respinto” (rejected), if you finished and failed the examination, or “ritirato” (withdrawn), if you didn’t finish the examination. If you fail the exam you will not obtain the relative credits.

For some activities, particularly language exams (including those for the Italian course) and for some internship activities, you will not be given a grade but merely a “Idoneo”/“Pass”. The exam results will also be recorded in the Transcript of Records in this way. The “Idoneo”/“Pass” can never be transformed into a numerical grade.

In the Transcript of Records, which will be issued to you at the end of the exchange period, the grades are indicated in the Italian scale out of thirty and are converted in the ECTS scale.

Certification of teaching activities not included in the curriculum

If you need a **certificate of attendance**, at the start of lessons contact the professor, who will decide whether to issue you with a statement at the end of the course.

In the Italian system, attendance alone is not sufficient for obtaining credits.

If you wish to take part in **activities that are not in the course unit catalogue and which can therefore not be included in your study plan (some internships, seminars, preparation of the dissertation, etc.)**, you must immediately agree with the professor on how to perform them and certify them.

The effective performance of these activities and an evaluation can be certified by the professors on stamped and signed headed notepaper, but cannot be recorded and will therefore not appear in your Transcript of Records.

Always check that your university accepts this kind of certification.

Changing the study plan and the duration of the exchange period

Variations in your study plan and the duration of your exchange period must always be authorized by the University of Bologna and by your university. Erasmus+ students must ask their university for the **Learning Agreement modification form**.

As an exchange student you are allowed to stay at University of Bologna for the agreed period by home and host universities as shown in your homepage in AlmaRM (Length of stay).

To extend your exchange period you must request authorization from your university and from your exchange coordinator at the University of Bologna.

The latter shall notify the Exchange Students Desk of his/her approval by e-mail to:
incoming.diri@unibo.it

If you need one, you can obtain an updated Arrival Statement.

If you want to leave early, you just need to inform your home university.

Important: remember to Check-Out before leaving.

Extending your residence permit

If you are a non-EU citizen, and need to extend your Residence Permit, you must apply for renewal at least 60 days prior to its expiry date. Contact the Exchange Students Desk for this procedure.

The costs of renewal are the same as those for the issue of the original Residence Permit. You must also extend your health insurance coverage.

Lunch and Dinner

University canteens

www.unibo.it/CanteensandCatering

Exchange students have discounts at the university canteens, when they show their badge.

Pausa Pranzo@Unibo

University students can eat their own meals at food courts provided with seats, microwave ovens, sinks, snack and hot and cold drinks vending machines and washrooms.

Food Courts are open from 11.30 am to 3.30 pm at Via Petroni 33 , Via Azzo Gardino 33 (Spazio Polifunzionale Unione) and Via Filippo Re 10.

Students can also use the **Pausa Pranzo @Le Residenze Universitarie**, at the Irnerio (Piazza Puntoni 1) and Morgagni residences (Largo Trombetti 1/2).

Free Time and Leisure Activities

www.unibo.it/LeisureTime

Student discounts are available for leisure activities. Consult the website to find out more.

Sport

www.cusb.unibo.it

For all sports activities, join the Bologna University Sports Centre | **CUSB**.

You may use your CUSB badge to sign up for and take part in summer and winter activities, courses and

competitions throughout the University campuses; you may also take advantage of discounts at partner centres and of insurance policies.

The complete list of activities, divided by sector, can be found on the CUSB website.

CUSB | Bologna

Via San Giacomo 9/2 | 40126 Bologna

Tel. 051 4217324 | Fax 051 4217329

cusb.segreteria@unibo.it

University Choir and Orchestra

www.collegiumbologna.com

The Collegium Musicum represents the official choirs and orchestra of the University of Bologna.

The three choirs (mixed, chamber and female) and a symphonic orchestra have more than 250 members every year, most of whom are Italian or foreign university students.

Via Zamboni 33 | 40126 Bologna

Tel. 051 2099069 | Fax 051 2099068

collegium@unibo.it

Conventions for cinema and theatre

www.unibo.it/DiscountsCinemasTheatres

The Cineteca in Bologna (www.cinetecadibologna.it) offers discounts, also on Sundays and holidays, for the performances at the Officinema and Lumière screens. To obtain a discount you must show your university badge and an ID document.



UniboCultura

www.unibo.it/UniboCulturalInitiatives

UniboCultura organises the cultural events and meetings promoted by the University. The programme includes exhibitions, concerts, lectures, conferences, art, music and cinema events, dance and theatre, poetry readings and scientific communication events.

ALMA LIBeRI – BookCrossing at the university

www.unibo.it/Almaliberi

ALMALIBeRI is the BookCrossing initiative of the University of Bologna to leave books so that they can be picked up and read by other students.

Student Association

www.unibo.it/StudentAssociations

Students may join associations and cooperatives. Consult the websites to find out about the activities organised for international students.

Living in Bologna

Tourist information is published by the Municipality of Bologna, offering a wide range of local resources and opportunities. Find out more on **www.bolognawelcome.com**

Getting Around

Con i mezzi pubblici del TPER

www.tper.it

With TPER public transport www.tper.it students of the University of Bologna aged under 30 can use

public transport in Bologna at discounted rates.

The pass, either impersonal monthly or personal annual, offers you free transport on all TPER facilities in the Bologna city network, at any time. For more information, contact a TPER point; there is one at Palazzo Re Enzo in Via Rizzoli 1, open from Monday to Friday, from 8.00 am to 7.00 pm.

For other TPER points:

www.tper.it/cliente/i-punti-tper

With other forms of public transport:

www.unibo.it/Transport

By bike “C’entro in bici”

www.comune.bologna.it/trasporti > Muoversi a piedi e in bici www.unibo.it/CentroInBici

A free bicycle hire service with automatic collection points. To use the bicycles, you must obtain a key with a PIN code from the ATCittà centres when you register. For information contact the TPER Call Centre on 051 290290 or the TPER points in Via IV Novembre 16 and Piazza XX Settembre 6.

By car: Car sharing

www.tper.it/car-e-bike-sharing/carsharing
www.unibo.it/Carsharing

A service that makes available a car for personal use, only when you effectively need one. The car can be booked via the call centre or the website, and collected in one of the car parks in Bologna or in the surrounding municipalities.

If you need **medical care**, you must contact a General Practitioner (also known as the “family doctor”); you can choose one from the list published on: **www.salute.bologna.it > Cerca Medico**

If you are a EU citizen, you must bring your European Health Insurance Card – EHIC/“TEAM card”) with you.

If you are a non-EU citizen and have private insurance, you must pay for your appointment; the doctor will give you an invoice you can send to the insurance company for a refund.

If the GP thinks you need to see a specialist, you will receive a prescription form; you must take this to a CUP (Centro Unico di Prenotazione) point to book an appointment. For the list see:

www.salute.bologna.it > Elenco sportelli CUP

Some Pharmacies have a CUP point too.

www.salute.bologna.it > Elenco farmacie

Remember that for some specialist services, you must pay a “ticket” as a contribution to cover part of the costs. The ticket must also be paid by Italian citizens. You must pay before you see the specialist. Check whether your insurance company will also refund these costs.

Regional Healthcare Service

www.saluter.it

freephone number 800 033 033

opening hours: Monday to Friday, 8.30 am - 5.30 pm

Saturday, 8.30 am - 1.30 pm

Dental care

For **dental care**, the National Health Service (SSN) provides only diagnostic and urgent treatment. For routine work you must contact a private dentist, or you may also use the dental care service available at the Department of Biomedical and Neuromotor Sciences (DiBiNeM).

You will have a 20% discount on each visit.

For information: **www.dibinem.unibo.it**

Dentistry and Maxillofacial Surgery

Via S.Vitale 59 | 40125 Bologna

Tel. 051 2088111

opening hours: Monday to Friday, 8.00 am - 5.30 pm



First Aid

You can call an ambulance dialing 118 (available 24h including Holydays).

If necessary you may also go to the Pronto Soccorso (Emergency Room):

Ospedale Sant'Orsola-Malpighi
Via Albertoni 15 | Bologna

Ospedale Maggiore
Largo Nigrisoli 2 | Bologna

For Emergencies during the nights or on weekends call the **Guardia Medica**: Tel. 051 3131 (from 8.00 pm to 8.00 am or from Saturdays at 10.00 am till Mondays at 8.00 am).

For **urgent dental treatment**:

Ambulatorio di Odontoiatria e Stomatologia "Beretta" at Ospedale Maggiore, Largo B. Nigrisoli 2, Bologna.

There is a limited number of places for emergencies. To be attended you have to take the number at 7.30 am or at 1.30 pm from Mondays to Fridays and at 7.30 am on Saturdays.

Opening hours: Monday to Friday, 8.30 am - 12.30 pm and 2.00 - 4.00 pm; Saturday, 8.30 am - 12.00 pm; Holidays, 8.00 am - 1.00 pm. phone 051 3172721 (Monday to Friday 11.00 am - 1.00 pm.)

SAP - Psychological support

www.unibo.it/PsychologicalSupport

SAP is a free psychological support service run by the University of Bologna. Contact the service for an appointment with specialists to help you identify and analyse the reasons underlying any distress.

Department of Psychology

Viale Berti Pichat 5 | 40126 Bologna
Tel. 051 2091832

opening hours: Monday to Friday, 9.30 am - 1.00 pm

Services for Disabled and Dyslesic Students

A support service responding to the needs of students with disabilities or learning disorders.

It mainly provides guidance for incoming students and graduates, as well as support throughout the study programmes, aiming to identify and plan the support required for every student to successfully complete their studies.

www.unibo.it/disabledstudents

Disabled Students Service | Dyslexic Students Service

Via Ranzani 14 | 40127 Bologna
Tel. 051 2095941

disabili@unibo.it

distlessia@unibo.it

At the end of the
exchange period

Check-out

Before leaving you must go to the Exchange Students Desk for the Check-out procedure. You must Check-out in person. You cannot send a friend to do it for you! You must hand in the original copy of your Record Book, in order for the staff to check that all the exams and internships are recorded in AlmaEsami. If all exams and internships have been recorded correctly, the digital Transcript of Records will be sent immediately to your home university by e-mail.

You can also download the Transcript directly from your personal homepage on AlmaRM. If some exams have not been recorded, this does not mean that you cannot leave. The Exchange Students Desk staff will contact the professors to obtain the records. The Transcript will be sent to your university only after all exams have been recorded.

To avoid any delays, check regularly that the exams you have sat have been recorded, on AlmaEsami, and if any are missing contact the professors before leaving.

Important: do not forget to return the books borrowed from the libraries, before checking-out.

When you leave you will also receive the Certificate of Departure that confirms the start and end dates of your exchange period, which you shall give to your university.

Important: the departure date on the certificate corresponds to the Check-out date!

If you need stamps on specific forms from your home university, bring them with you. Find out promptly about any rules that your university or the institute funding your mobility applies to calculate the amount of your scholarship and bear this in mind for the Check-out date.

With the Check-out, you will have formally completed your exchange period and may not sit any more exams or participate in other teaching activities.

Important: if you leave without completing the Check-out procedure, the end date will correspond to the date of the last recording of an exam or internship.

If you did not sit any exams and do not complete the Check-out procedure, you will not receive the Certificate of Departure.

The Transcript of Records is issued at the end of your exchange period both in Italian and in English. It contains your personal data, your arrival and departure dates, the list of exams and internships you have done, with the date of the exam, the credits (CFU and ECTS) and the grades obtained.

The grades are expressed in the Italian scale out of thirty and are converted into the ECTS scale.

The Transcript also explains the Italian grading system and provides the “ECTS grading tables”.

These tables allow the universities of the European Higher Education Area, which have adopted the ECTS system, to convert Italian grades into local grades.

The ECTS scale and relative tables cannot be used to convert grades for non-European universities which have not adopted the ECTS system.

The Transcript of Records is issued in digital format, provided with digital signature and stamp, and, according to Italian law, has the same legal value as the traditional paper transcript.

Other mobility programmes



The University of Bologna takes part in some special mobility programmes, such as **Erasmus Mundus Action 2 (EMA2)** and **Science Without Borders (CSF Brazil)**, which may provide students with tailored services and may be subject to special rules.

If you are an exchange student within these programmes, please pay attention to all the instructions given by your programme coordinator.

Erasmus Mundus Action 2 (EMA2)

Palazzina della Viola | Via Filippo Re 4 | Bologna
Fax +39 051 2086175
diri.ecw@unibo.it

Scienza Senza Frontiere (CSF Brazil)

Palazzina della Viola | Via Filippo Re 4 | Bologna
Fax +39 051 2086175
csfitalia@unibo.it

Erasmus+ for Trainsheep (Mobility for Traineeships)

Students spending an exchange period at the University of Bologna to carry out an internship within the Erasmus+ for Traineeship programme, need to be accepted by a professor who will tutor their activities. They are hosted in Schools and Departments.

In order to start the internship you need to fill in the Training Agreement (or Learning Agreement for Traineeships). The Training Agreement is your agreed workplan by your university and the professor at University of Bologna who

has accepted you and will tutor you activity.

The form is provided by your home university.

The Training Agreement must be approved and signed by your university and the University of Bologna. Once approved by your university and by the tutoring professor in Bologna, you must send it to the Exchange Students Desk via email at:

incoming.diri@unibo.it

Upon receipt of the signed Training Agreement, you will receive an e-mail inviting you to complete your online registration (see Registering, page 7).

The online registration is compulsory.

As an exchange student for Traineeships you are not allowed to sit exams and gain credits. At the Check-Out (see Check-Out, page 30) you will only get your Certificate of Departure. Your internship will be certified by the professor tutoring your activities by filling in the appropriate sections of the Training Agreement (or Learning Agreement for Traineeships).

Visiting Students

Students, spending an exchange period at the University of Bologna as Visiting Students, need to be accepted by a professor who will tutor their activities. They are hosted in Schools and Departments.

Upon receipt of the Invitation letter signed by the tutoring professor, the Exchange Students Desk will send you an e-mail with the invitation to register online.

International relations offices at the Schools

You shall register online and, on arrival, you shall do the Check-In (see Registering, page 7). The Training Agreement is not compulsory but it is recommended to agree in advance with the tutoring professor the activity you will carry out at the University of Bologna.

As a Visiting Student you are not allowed to sit exams and gain credits. At the Check-Out (see Check-Out, page 30) you will only get your certificate of Departure. Your internship will be certified by the professor tutoring your activity on stamped and signed headed paper or on specific forms provided by your university.

Specific Agreements

Schools and Departments can sign agreements providing students' mobility.

If you are an exchange student within a Specific Agreement, you are only allowed to sit exams at the School or Department hosting you. Pay attention and choose correctly the course units when filling in your Learning Agreement and Study Plan.

School of Agriculture and Veterinary Medicine

Ufficio mobilità internazionale Agraria

Claudia Brugnoli

Viale Fanin 50 | 40127 Bologna

Tel. 051 2096502

esteri.agr@unibo.it

Ufficio mobilità internazionale Medicina veterinaria

Claudia Giorgi

Via Tolara di Sopra 50

40064 Ozzano dell'Emilia (BO)

Tel. 051 2097094 | Fax 051 6511157 - 2086115

esteri.vet@unibo.it

School of Economics, Management, and Statistics

Servizi di internazionalizzazione

Massimo Vetrò

Piazza Scaravilli 2 (I piano) | 40126 Bologna

Tel. 051 2098869 | Fax 051 2098003

ems.bo.international@unibo.it

ems.bo.erasmus@unibo.it

School of Pharmacy, Biotechnology, and Sport Sciences

Ufficio relazioni internazionali servizio mobilità studentesca internazionale

Federica Campi

Tel. 051 2095643

farbiomot.estero@unibo.it



School of Law

Ufficio didattico - servizio supporto processi di internazionalizzazione

Gaia Fanelli

Via Zamboni 22 | 40125 Bologna

Tel. 051 2098763 | Fax 051 2098739

giuri.spin@unibo.it

School of Engineering and Architecture

Ufficio mobilità studentesca internazionale

Marilena Moscatiello

Viale Risorgimento 2 | 40136 Bologna

Tel. 051 2093946 | Fax 051 2093804

ingarc.internazionale.bo@unibo.it

School of Arts, Humanities, and Cultural Heritage

Ufficio didattico - mobilità internazionale

Ilaria Tamburini

Via Zamboni 34 | 40126 Bologna

Tel. 051 2098358 | Fax 051 2098872

info.lettere@unibo.it

School of Foreign Languages and Literature, Interpreting and Translation

Ufficio esteri

Desideria Santella

Via Filippo Re 8 | 40126 Bologna

Tel. 051 2091571 | 2091884

aclingue.esteri@unibo.it

School of Medicine

Ufficio Erasmus ufficio staff - supporto mobilità internazionale

Sara Scurani

Polo Murri, I piano | Via Massarenti 9

40138 Bologna

Tel. 051 2095543 | Fax 051 2086020

erasmus.medicine@unibo.it

School of Psychology and Education

Ufficio esteri e relazioni internazionali

Laura Malin

Via Filippo Re 6 | pianterreno Studio 11

40126 Bologna

Tel. 051 2091653 | Fax 051 2091679

psiform.bologna.esteri@unibo.it

School of Science

Ufficio mobilità studentesca internazionale

Tiziana Labriola

Via Zamboni 33 | 40126 Bologna

Tel. 051 2088551

scienze.mobint@unibo.it

School of Political Sciences

Ufficio relazioni internazionali e mobilità

Aleksandra Uzunova

Strada Maggiore 45 | 40125 Bologna

Tel. 051 2092810

Fax 051 2092810 | 2092801 | 0512092823

spbo.erasmus@unibo.it



**ALMA MATER STUDIORUM
UNIVERSITÀ DI BOLOGNA**

DIRI - Area Relazioni Internazionali - Ufficio Mobilità Europea e Tirocini Internazionali

Via Filippo Re, 4 - Palazzina della Viola - 40126 Bologna - Tel +39 051 2088100 - Fax +39 051 2086174 - E-mail erasmus@unibo.it

Orari: lunedì, martedì, mercoledì, venerdì 9.00-11.15; martedì, giovedì 14.30-15.30

Uffici Relazioni Internazionali

SEDE DI BOLOGNA

SCUOLA	VICEPRESIDENZE	UFFICIO RELAZIONI INTERNAZIONALI
AGRARIA E MEDICINA VETERINARIA	Vicepresidenza di Agraria - Bologna	UFFICIO MOBILITA' INTERNAZIONALE c/o Segreteria Studenti BRUGNOLI Claudia: E-mail esteri.agr@unibo.it Viale Fanin, 50 - 40127 Bologna Orari: martedì 14.30 – 15.30; mercoledì 9.00 – 11.15
	Vicepresidenza di Medicina Veterinaria - Ozzano	UFFICIO MOBILITÀ INTERNAZIONALE GIORGI Claudia: Tel 051 2097094 - Fax 051 6511157 - E-mail esteri.vet@unibo.it Via Tolara di Sopra, 50 – 40064 Ozzano dell'Emilia (BO) Orari: lunedì, martedì, giovedì, venerdì 9.30 – 12.30
ECONOMIA, MANAGEMENT E STATISTICA	Vicepresidenza di Bologna	UFFICIO RELAZIONI INTERNAZIONALI VETRO Massimo: Tel 051 2098869 - Fax 051 2098003 – Email ems.bo.international@unibo.it Piazza Scaravilli, 2 - Primo Piano - Bologna Orari: lunedì 9.00 – 11.15; martedì 9.00 – 11.15 e 14.30 – 15.30; mercoledì 9.00 – 11.15; giovedì 14.30 – 15.30; venerdì 9.00 – 11.15
	Vicepresidenza di Forlì	Vedi Campus di Forlì
	Vicepresidenza di Rimini	Vedi Campus di Rimini
	Vicepresidenza di Bologna – Corsi di studio del Dipartimento di Scienze Statistiche	LOTTI Nadia: Tel 051 2098219 – Fax 051 227997 – E-mail nadia.lotti2@unibo.it Via Belle Arti, 41 - 40126 Bologna Orari: dal lunedì al venerdì 9.00 – 12.00 UFFICIO TUTOR Gentian Kermi: E-mail facstat.tutorerasmus@unibo.it Via Belle Arti, 41 - 4° piano Orari: su appuntamento
MEDICINA E CHIRURGIA	Presidenza di Bologna	UFFICIO ERASMUS Tel 051 2095543 – Fax 051 2086020 - E-mail erasmus.medicine@unibo.it Scuola di Medicina e Chirurgia - Polo Murri, I piano - Via Massarenti, 9 - 40138 Bologna Orari: martedì, giovedì 14.00 - 16.00

SEDE DI BOLOGNA

SCUOLA	VICEPRESIDENZE	UFFICIO RELAZIONI INTERNAZIONALI
FARMACIA, BIOTECNOLOGIE E SCIENZE MOTORIE	Vicepresidenza di Bologna	<u>MOBILITA' STUDENTESCA INTERNAZIONALE</u> Tel 051 2095643 - E-mail farbiomot.estero@unibo.it Via San Donato, 19/2 - 40127 Bologna Referente amministrativo: Dott.ssa CAMPI Federica - riceve presso la Segreteria Studenti. Orari: lunedì 9.00 – 11.15; martedì 9.00 – 11.15 e 14.30 – 15.30; mercoledì 9.00 – 11.15; giovedì 14.30 – 15.30; venerdì 9.00 – 11.15 <u>DELEGATO DELLA SCUOLA ALLE RELAZIONI INTERNAZIONALI</u> Prof.ssa FATTORI Patrizia: E-mail patrizia.fattori@unibo.it
	Vicepresidenza di Rimini	Vedi Campus di Rimini
GIURISPRUDENZA	Presidenza di Bologna	<u>SERVIZIO SUPPORTO PROCESSI DI INTERNAZIONALIZZAZIONE</u> Dott.ssa FANELLI Gaia: Tel 051 2098763 – Fax 051 2098739 - E-mail giuri.spin@unibo.it Via Zamboni, 22 – Piano terra c/o Servizio Orientamento Studenti - 40126 Bologna Orari: mercoledì 11.00 - 13.00; venerdì 11.00 - 13.00 <u>DELEGATO DELLA SCUOLA PER LA MOBILITA' INTERNAZIONALE</u> Prof.ssa FERIOLI Elena: Via Zamboni, 22 – Aula 16 – 40126 Bologna Orari: mercoledì 10.00 - 13.00
	Vicepresidenza di Bologna	<u>MOBILITA' STUDENTESCA INTERNAZIONALE</u> MOSCATIELLO Marilena: Tel 051 2093946 – Fax 051 2093804 - E-mail ingarc.internazionale.bo@unibo.it Viale Risorgimento, 2 – 40136 Bologna Orari: martedì, mercoledì 9.30 - 12.30; giovedì 9.30 - 12.30 e 14.30 - 16.00
INGEGNERIA E ARCHITETTURA	Vicepresidenza di Cesena	Vedi Campus di Cesena e Forlì
	Vicepresidenza di Bologna	<u>UFFICIO DIDATTICO – DIDATTICA, TIROCINI, ERASMUS</u> Tel 051 2098358 – Fax 051 2098872 – E-mail info.lettere@unibo.it Via Zamboni, 34 – 40126 Bologna Orari: lunedì 9.00 – 11.15; martedì 9.00 – 11.15 e 14.30 – 15.30; mercoledì 9.00 – 11.15; giovedì 14.30 – 15.30; venerdì 9.00 – 11.15 Lo sportello telefonico è attivo da lunedì a giovedì dalle ore 11.00 alle ore 13.00
LETTERE E BENI CULTURALI	Vicepresidenza di Ravenna	Vedi Campus di Ravenna
	Vicepresidenza di Bologna	<u>UFFICIO ESTERI</u> SANTELLA Desideria: Tel 051 2091884 – Fax 051 2091570 – E-mail faclingue.esteri@unibo.it Via Filippo Re, 8 - 40126 Bologna Orari: martedì, giovedì 10.00 - 12.00
LINGUE E LETTERATURE, TRADUZIONE E INTERPRETAZIONE	Vicepresidenza di Forlì	Vedi Campus di Forlì
	Vicepresidenza di Bologna	<u>UFFICIO ESTERI</u> Tel 051 2091653 - Fax 051 2091674 - E-mail psiform.bologna.esteri@unibo.it Via Filippo Re, 6 – pianterreno c/o Segreteria di Presidenza – 40126 Bologna Orari: lunedì, mercoledì, giovedì 9.00 – 11.15; martedì 15.00 – 17.00
PSICOLOGIA E SCIENZE DELLA FORMAZIONE	Vicepresidenza di Cesena	Vedi Campus di Cesena
	Vicepresidenza di Bologna	

SEDE DI BOLOGNA

SCUOLA	VICEPRESIDENZE	UFFICIO RELAZIONI INTERNAZIONALI
SCIENZE	Presidenza di Bologna	UFFICIO MOBILITA' STUDENTESCA INTERNAZIONALE LABRIOLA Tiziana: Tel 051 2094956 - E-mail scienze.mobint@unibo.it Piazza di Porta San Donato, 1 (piano terra) – 40126 Bologna Orari: lunedì 9.00 – 11.15; martedì 9.00 – 11.15 e 14.30 – 15.30; mercoledì 9.00 – 11.15; giovedì 14.30 – 15.30; venerdì 9.00 – 11.15
SCIENZE POLITICHE	Vicepresidenza di Bologna	UFFICIO DIDATTICO – SERVIZIO ERASMUS UZUNOVA Aleksandra: Tel 051 2092810 – Fax 051 2092810 - E-mail spbo.erasmus@unibo.it Strada Maggiore, 45 - 40125 Bologna Tutor Internazionalizzazione: FULIGNI Silvia Orari: lunedì, mercoledì 10.00 – 12.00; martedì, giovedì 14.30 - 16.00; venerdì solo su appuntamento
	Vicepresidenza di Forlì	Vedi Campus di Forlì

CAMPUS DI CESENA

UFFICIO RELAZIONI INTERNAZIONALI DI CAMPUS	SCUOLA	VICEPRESIDENZE	UFFICIO RELAZIONI INTERNAZIONALI
UFFICIO RELAZIONI INTERNAZIONALI ROSATI Marusca: Tel 0547 339006 (attivo dal lunedì al venerdì 12.00 - 13.00) - Fax 0547 338903 – Email campuscesena.uri@unibo.it Via Montalti, 69 - Palazzo Urbinati - 47521 Cesena Orari: lunedì, mercoledì, venerdì 9.00 - 11.15; martedì 9.00 - 11.15 e 14.00 - 15.00; giovedì 14.00 - 15.00	INGEGNERIA E ARCHITETTURA	Corsi di studio del Dipartimento di Architettura	SMURRO Maria: Tel 0547 338311 - Fax 0547 338307 - Email ingarc.vpce.internazionalizzazionearchitettura@unibo.it Via Cavalcavia, 61 – 47521 Cesena Orari: dal lunedì al venerdì 9.00 - 12.00; martedì, giovedì 14.30 –16.30 Tutor per l'internazionalizzazione GRASSO Rosa: Email ingarc.vpce.internazionalizzazionearchitettura@unibo.it
		Corsi di studio del Dipartimento di Ingegneria Elettrica e dell'Informazione	Tutor per l'internazionalizzazione - DEI VELLONE Davide: E-mail ingarc.vpce.internazionalizzazionecesena@unibo.it
	PSICOLOGIA E SCIENZE DELLA FORMAZIONE	Vicepresidenza di Cesena	Tutor per l'internazionalizzazione VESCOVELLI Francesca: E-mail francesca.vescovelli@unibo.it
	CORSI DI STUDIO DI ALTRE SCUOLE CON SEDE DIDATTICA PRESSO IL CAMPUS		

CAMPUS DI FORLÌ

UFFICIO RELAZIONI INTERNAZIONALI DI CAMPUS	SCUOLA	VICEPRESIDENZE	UFFICIO RELAZIONI INTERNAZIONALI
UFFICIO RELAZIONI INTERNAZIONALI QUERCIA GROSSA Valeria: Tel 0543 374835 TAMBURINI Mariagrazia: Tel 0543 374847 Fax 0543 374801 - E-mail campusforli.uri@unibo.it Piazzale Solieri, 1 - Padiglione Melandri – 47121 Forlì Orari: lunedì, venerdì 9.00 - 11.15; martedì 9.00 - 11.15, 14.30 - 15.30; mercoledì 9.00 - 12.00; giovedì 14.30 - 15.30	ECONOMIA, MANAGEMENT E STATISTICA	Vicepresidenza di Forlì	SERVIZIO RELAZIONI INTERNAZIONALI DONATI Mara: Tel 0543 374671- E-mail ems.fo.international@unibo.it P.le della Vittoria, 15 - Forlì Orari: martedì 9.00 – 12.00, 14.30 - 16.30; mercoledì, venerdì 9.00 – 12.00; giovedì 14.30 - 16.30 (oppure su appuntamento)
	LINGUE E LETTERATURE, TRADUZIONE E INTERPRETAZIONE	Vicepresidenza di Forlì	UFFICIO ERASMUS PALOTTI Patrizia: Tel 0543 374558 - E-mail patrizia.palotti@unibo.it Via Oberdan, 2 - 47122 Forlì Orari: lunedì, martedì 14.00 – 16.00; mercoledì, giovedì, venerdì 9.30 – 12.30 e 13.30 – 14.30 SEGRETERIA DIDATTICA BONO Valentina: Tel 0543 374502 - E-mail valentina.bono2@unibo.it Corso della Repubblica, 136 - 47121 Forlì Orari: lunedì, giovedì 10.00 – 12.00 e 14.00 – 16.00; mercoledì 14.00 – 16.00; martedì, venerdì 10.00 – 12.00
	INGEGNERIA E ARCHITETTURA	Corsi di studio del Dipartimento di Ingegneria Industriale	Tutor per l'internazionalizzazione - DIN PERLATI Francesco: E-mail ingarc.vpce.erasmusingegneria@unibo.it
	SCIENZE POLITICHE	Vicepresidenza di Forlì	UFFICIO DIDATTICO FOSCHI Laura: Tel 0543 374148 – Fax 0543 374175 – E-mail erasmus.spfo@unibo.it Via Giacomo della Torre, 1- 47121 Forlì Orari: lunedì, venerdì 9,30 – 12.00; martedì, giovedì 9,30 - 12.00 e 14.00 – 15.00; mercoledì 9.00 – 12.00 SOLO PER GLI STUDENTI DEL CORSO DI STUDI MIREES LANDI Elisa: Tel 0543 374149 - E-mail elisa.landi3@unibo.it Orari: lunedì 9 – 12 e 14 – 15; martedì 9 – 12; mercoledì 9 – 12 e 14 – 15; giovedì 9 – 12; venerdì 9 – 12

CAMPUS DI RIMINI		
UFFICIO RELAZIONI INTERNAZIONALI DI CAMPUS	SCUOLA	VICEPRESIDENZE
UFFICIO RELAZIONI INTERNAZIONALI ZAGHINI Susanne: Tel 0541 434234/101 – Fax 0541 434271 – E-mail campusrn.studenti@unibo.it Via Cattaneo, 17 - primo piano – 47921 Rimini Orari: lunedì, martedì, mercoledì, venerdì 09.00 - 11.15; martedì, giovedì 14.30 - 15.30	ECONOMIA, MANAGEMENT E STATISTICA	Vicepresidenza di Rimini
	FARMACIA, BIOTECNOLOGIE E SCIENZE MOTORIE	Vicepresidenza di Rimini
	CORSI DI STUDIO DI ALTRE SCUOLE CON SEDE DIDATTICA PRESSO IL CAMPUS	

CAMPUS DI RAVENNA		
UFFICIO RELAZIONI INTERNAZIONALI DI CAMPUS	SCUOLA	VICEPRESIDENZE
UFFICIO ORIENTAMENTO TIROCINI E RELAZIONI INTERNAZIONALI Tel 0544 936258/86 - Fax 0544 936264 - E-mail campusravenna.relazioniinternazionali@unibo.it Via Alfredo Baccarini, 27 - 48121 Ravenna Orari: lunedì, martedì, mercoledì, venerdì 9.00 – 12.30; martedì, giovedì 14.30 - 16.30	LETTERE E BENI CULTURALI	Vicepresidenza di Ravenna
	CORSI DI STUDIO DI ALTRE SCUOLE CON SEDE DIDATTICA PRESSO IL CAMPUS	



CALENDARIO ANNO ACCADEMICO 2015/2016

2015 NOVEMBRE	DICEMBRE	2016 GENNAIO	FEBBRAIO	MARZO	APRILE	MAGGIO	GIUGNO	LUGLIO	AGOSTO	SETTEMBRE	OTTOBRE
Inizio dell'anno accademico ◆ 1 Domenica (Ognissanti) Dottorato di ricerca 31° ciclo: inizio corsi 2 Lunedì (Commemorazione dei defunti) Scuola di Spec.ne Fisica Medica: scadenza 1a rata iscrizioni anni successivi al primo (immatricolati a.a. 11/12) 3 Martedì 4 Mercoledì 5 Giovedì 6 Venerdì 7 Sabato ◆ 8 Domenica 9 Lunedì 10 Martedì 11 Mercoledì 12 Giovedì 13 Venerdì 14 Sabato ◆ 15 Domenica 16 Lunedì 17 Martedì 18 Mercoledì 19 Giovedì 20 Venerdì 21 Sabato ◆ 22 Domenica 23 Lunedì 24 Martedì 25 Mercoledì 26 Giovedì 27 Venerdì 28 Sabato ◆ 29 Domenica 30 Lunedì Corsi Laurea Magistrale: -scadenza ordinaria immatricolazioni (salvo diversa disp.contenuta nei bandi) -scadenza ordinaria trasferimenti da altra Università; Scadenza ordinaria trasferimenti ad altra Università e ad altri corsi di studio dell'ateneo per tutti i corsi di laurea (salva diversa disp. contenuta nei bandi) Scadenza opzioni ai nuovi ordinamenti (salva diversa disposizione dei bandi di ammissione) Scuole di Spec.ne non Mediche: scadenza trasferimenti da altra Università per anni successivi al primo Scuole spec.ne Mediche: scadenza 2a rata iscrizioni anni successivi al primo (immatricolati 2009/10, 2010/11, 2011/12 e 2012/13 decorrenza contratto rispettivamente il 17/05, il 30/06, il 5/7 e l' 8/08 di ogni anno)	1 Martedì Dottorato di ricerca: 28° ciclo - Il bando - scadenza presentazione domande di ammissione all'esame finale/proroghe 2 Mercoledì 3 Giovedì 4 Venerdì 5 Sabato ◆ 6 Domenica 7 Lunedì ◆ 8 Martedì (Concezione della B.V.) 9 Mercoledì Scuole spec.ne Mediche: scadenza 1a rata iscrizioni anni successivi al primo (immatricolati 2013/14 decorrenza contratto 10/12 di ogni anno) 10 Giovedì 11 Venerdì 12 Sabato ◆ 13 Domenica 14 Lunedì 15 Martedì Dottorato di ricerca: 28° ciclo - I bando - I sessione esame finale - scadenza consegna tesi 16 Mercoledì 17 Giovedì Scuole spec.ne Mediche: scadenza 1a rata iscrizioni anni successivi al primo (immatricolati 2013/14 decorrenza contratto 18/12 di ogni anno) 18 Venerdì 19 Sabato Dottorato di ricerca: 29° ciclo - corsi con inizio il 1° gennaio - scadenza per iscrizione al terzo anno Dottorato di ricerca: 30° e 31° ciclo - scadenza ER.GO domanda di esonero dal pagamento della seconda rata delle tasse 20 Domenica 21 Lunedì 22 Martedì 23 Mercoledì 24 Giovedì- giorno vacanze natalizie ◆ 25 Venerdì (Natività di N.S. Gesù Cristo) ◆ 26 Sabato (S.Stefano) ◆ 27 Domenica 28 Lunedì Scuole Spec.ne non mediche: scadenza trasferimenti ad altra Università per anni successivi al primo 29 Martedì 30 Mercoledì Corsi Laurea e Laurea Magistrale: scadenza immatricolazioni tardive con mora (per corsi a numero programmato vedere bando) Scadenza tardiva passaggi, trasferimenti ad altra e da altra Università per tutti corsi di studio Scadenza termine immatricolazione iscrizione per concorrere ai bandi ER.GO Scadenza 2a rata per tutti i corsi di studio a.a. 2015/2016 Scuole Spec. ne non Mediche: scadenza ordinaria iscrizioni anni successivi al primo 31 Giovedì	◆ 1 Venerdì (Capodanno) ◆ 2 Sabato ◆ 3 Domenica 4 Lunedì 5 Martedì ◆ 6 Mercoledì (Epifania)-Ultimo giorno vacanze natalizie 7 Giovedì 8 Venerdì 9 Sabato ◆ 10 Domenica 11 Lunedì 12 Martedì Scuole spec.ne Mediche: scadenza 1a rata iscrizioni anni successivi al primo (immatricolati 2013/14 decorrenza contratto 13/01 di ogni anno) 13 Mercoledì 14 Giovedì ◆ 17 Domenica 15 Venerdì ◆ 17 Domenica 16 Sabato 17 Lunedì 18 Martedì 19 Sabato ◆ 20 Domenica 18 Lunedì 19 Martedì 20 Mercoledì 21 Giovedì 22 Venerdì 23 Sabato ◆ 24 Domenica 25 Lunedì 26 Martedì 27 Mercoledì 28 Giovedì 29 Venerdì 30 Sabato ◆ 31 Domenica	1 Lunedì Scuola Spec.ne Farmacia Ospedaliera: scadenza 2a rata iscrizioni anni successivi al primo 2 Martedì 3 Mercoledì 4 Giovedì 5 Venerdì 6 Sabato 7 Domenica 8 Lunedì 9 Martedì 10 Mercoledì 11 Giovedì 12 Venerdì 13 Sabato ◆ 14 Domenica 15 Lunedì 16 Martedì 17 Mercoledì 18 Giovedì 19 Venerdì 20 Sabato ◆ 21 Domenica 22 Lunedì 23 Martedì 24 Mercoledì 25 Giovedì 26 Venerdì 27 Sabato ◆ 28 Domenica 29 Lunedì giorno vacanze Pasquali 25 Venerdì 26 Sabato ◆ 27 Domenica (Pasqua di Resurrezione) ◆ 28 Lunedì (dell'Angelo) 29 Martedì- Ultimo giorno di vacanze pasquali 30 Mercoledì 31 Giovedì Scuola spec.ne Fisica Medica: scadenza 2a rata iscrizioni anni successivi al primo (immatricolati a.a. 2011/12)	1 Martedì 2 Mercoledì 3 Giovedì 4 Venerdì 5 Sabato ◆ 6 Domenica 7 Lunedì 8 Martedì 9 Mercoledì 10 Giovedì 11 Venerdì 12 Sabato ◆ 13 Domenica 14 Lunedì 15 Martedì 16 Mercoledì Dottorato di ricerca: 28° ciclo - Il bando - I sessione - termine per consegna tesi Dottorato di ricerca: 28° ciclo - I bando - Il sessione esame finale - termine per consegna tesi Dottorato di ricerca: 28° ciclo - I bando - I sessione - termine per sostenere l'esame finale 17 Giovedì 18 Venerdì 19 Sabato ◆ 20 Domenica 21 Lunedì 22 Martedì 23 Mercoledì 24 Giovedì- Primo giorno vacanze Pasquali 25 Venerdì 26 Sabato ◆ 27 Domenica (Pasqua di Resurrezione) ◆ 28 Lunedì (dell'Angelo) 29 Martedì- Ultimo giorno di vacanze pasquali 30 Mercoledì 31 Giovedì Scuola spec.ne Fisica Medica: scadenza 2a rata iscrizioni anni successivi al primo (immatricolati a.a. 2011/12)	1 Venerdì 2 Sabato ◆ 3 Domenica 4 Lunedì 5 Martedì 6 Mercoledì 7 Giovedì 8 Venerdì 9 Sabato ◆ 10 Domenica 11 Lunedì 12 Martedì 13 Mercoledì 14 Giovedì 15 Venerdì Scadenza iscrizioni singole attività formative a.a.2015/16 compatibilmente con l'inizio delle attività didattiche 16 Sabato ◆ 17 Domenica 18 Lunedì 19 Martedì 20 Mercoledì 21 Giovedì 22 Venerdì 23 Sabato ◆ 24 Domenica ◆ 25 Lunedì (Anniversario Liberazione) 26 Martedì 27 Mercoledì 28 Giovedì 29 Venerdì 30 Sabato	◆ 1 Domenica (Festa del Lavoro) 2 Lunedì Scuole spec.ne Mediche: scadenza 2a rata iscrizioni anni successivi al primo (Imm. a.a.2013/14, decorrenza contratto rispettivamente il 10/12, il 18/12, 13/01 di ogni anno) 3 Martedì 4 Mercoledì 5 Giovedì 6 Venerdì 7 Sabato ◆ 8 Domenica 9 Lunedì 10 Martedì 11 Mercoledì 12 Giovedì 13 Venerdì 14 Sabato ◆ 15 Domenica Dottorato di ricerca: 28° ciclo - I bando - Il sessione - termine per sostenere l'esame finale Dottorato di ricerca: 28° ciclo - Il bando - Il sessione - termine per consegna tesi 16 Lunedì Corsi di studio: scadenza domande di laurea 1a sessione a.a. 2015/16 17 Martedì 18 Mercoledì 19 Giovedì 20 Venerdì 21 Sabato ◆ 22 Domenica 23 Lunedì 24 Martedì 25 Mercoledì 26 Giovedì 27 Venerdì 28 Sabato ◆ 29 Domenica (Ricorrenza Battaglia di Curtatone) 30 Lunedì 31 Martedì Scuole spec.ne Mediche: scadenza 1a rata immatricolati a.a. 2010/11 decorrenza contratto 30/06	1 Mercoledì ◆ 2 Giovedì (Festa nazionale della Repubblica) 3 Venerdì 4 Sabato ◆ 5 Domenica 6 Lunedì 7 Martedì 8 Mercoledì 9 Giovedì 10 Venerdì 11 Sabato ◆ 12 Domenica 13 Lunedì 14 Martedì 15 Mercoledì 16 Sabato Dottorato di ricerca: 28° ciclo - I bando - Il sessione - termine per sostenere l'esame finale Dottorato di ricerca: 28° ciclo - Il bando - Il sessione - termine per consegna tesi Dottorato di ricerca: 28° ciclo - Il bando - I sessione: termine per sostenere l'esame finale 16 Giovedì 17 Venerdì 18 Sabato ◆ 19 Domenica 20 Lunedì 21 Martedì 22 Mercoledì 23 Giovedì 24 Venerdì 25 Sabato ◆ 26 Domenica 27 Lunedì 28 Martedì 29 Mercoledì Scuole spec.ne Mediche: scadenza 1a rata immatricolati a.a. 2010/11 decorrenza contratto 30/06 30 Giovedì	1 Venerdì 2 Sabato ◆ 3 Domenica 4 Lunedì Scuole spec.ne Mediche: scadenza 1a rata iscrizioni immatricolati 2011/12 decorrenza contratto 5/7 di ogni anno 5 Martedì 6 Mercoledì 7 Giovedì 8 Venerdì 9 Sabato ◆ 10 Domenica 11 Lunedì 12 Martedì 13 Mercoledì 14 Giovedì 15 Venerdì 16 Sabato ◆ 17 Domenica 18 Lunedì 19 Martedì 20 Mercoledì 21 Giovedì 22 Venerdì 23 Sabato (Festa del Patrono città di Ravenna) ◆ 24 Domenica 25 Lunedì 26 Martedì 27 Mercoledì 28 Giovedì Si aprono le immatricolazioni, iscrizioni anni successivi al 1°, iscrizioni a singole attività formative, trasferimenti, passaggi e opzioni a.a. 2016/17(salvo diversa delibera OOAA e salvo diversa disposizione contenuta nei bandi) 25 Sabato ◆ 26 Domenica 27 Lunedì 28 Martedì 29 Mercoledì Scuole spec.ne Mediche: scadenza 1a rata immatricolati a.a. 2010/11 decorrenza contratto 30/06 30 Giovedì	1 Lunedì 2 Martedì 3 Mercoledì 4 Giovedì 5 Venerdì 6 Sabato ◆ 7 Domenica 8 Lunedì Scuole spec.ne Mediche: scadenza 1a rata iscrizioni immatricolati 2012/13 decorrenza contratto 08/08 di ogni anno 9 Martedì 10 Mercoledì 11 Giovedì 12 Venerdì 13 Sabato ◆ 14 Domenica ◆ 15 Lunedì (Assunzione di Maria V.) 16 Martedì 17 Mercoledì 18 Giovedì 19 Venerdì 20 Sabato ◆ 21 Domenica 22 Lunedì 23 Martedì 24 Mercoledì 25 Giovedì 26 Venerdì 27 Sabato ◆ 28 Domenica 29 Lunedì 30 Martedì 31 Mercoledì	1 Giovedì 2 Venerdì 3 Sabato ◆ 4 Domenica 5 Lunedì 6 Martedì 7 Mercoledì 8 Giovedì 9 Venerdì 10 Sabato ◆ 11 Domenica 12 Lunedì 13 Martedì 14 Mercoledì 15 Giovedì Corsi di studio: scadenza domande di laurea 2a sessione a.a.2015/16 Dottorato di ricerca: 28° ciclo - Il bando - Il sessione - termine per sostenere l'esame finale Dottorato di ricerca: 28° ciclo - I bando - I sessione - termine per sostenere l'esame finale 16 Venerdì 17 Sabato Dottorato di ricerca: 30° e 31° ciclo (con inizio 1° novembre) - scadenza iscrizioni anni successivi al primo ◆ 16 Domenica 17 Lunedì 18 Martedì 19 Mercoledì 20 Giovedì 21 Venerdì 22 Sabato ◆ 23 Domenica 24 Lunedì 25 Martedì 26 Mercoledì 27 Giovedì 28 Venerdì 29 Sabato ◆ 30 Domenica 31 Lunedì Termine dell'anno accademico	1 Sabato Dottorato di ricerca: 32° ciclo - inizio corsi ◆ 2 Domenica 3 Lunedì ◆ 4 Martedì (Festa del Patrono città di Bologna) 5 Mercoledì 6 Giovedì 7 Venerdì 8 Sabato ◆ 9 Domenica 10 Lunedì 11 Martedì 12 Mercoledì 13 Giovedì 14 Venerdì (Festa del Patrono città di Rimini) 15 Sabato Dottorato di ricerca: 30° e 31° ciclo (con inizio 1° novembre) - scadenza iscrizioni anni successivi al primo ◆ 16 Domenica 17 Lunedì 18 Martedì 19 Mercoledì 20 Giovedì 21 Venerdì 22 Sabato ◆ 23 Domenica 24 Lunedì 25 Martedì 26 Mercoledì 27 Giovedì 28 Venerdì 29 Sabato ◆ 30 Domenica 31 Lunedì

Il Rettore

Ivano Dionigi

Il Direttore Generale

Giuseppe Colpani

N.B. Scuole di specializzazione Mediche: la domanda di trasferimento da altre e per altre Università va presentata entro 30 giorni dalla data di scadenza del contratto

◆ giorni festivi.Nei giorni festivi e il sabato i corsi e gli uffici osservano la chiusura totale.Le vacanze sia natalizie che pasquali si riferiscono esclusivamente all'attività didattica.Gli edifici pubblici sono imbandierati nei giorni di festa nazionale e delle solennità civili

Bologna, luglio 2015