WELCOME PACKAGE
FOR ERASMUS AND INTERNATIONAL STUDENTS

UNIVERSITÀ DI PARMA

Academic Year 2017-2018
WELCOME TO THE UNIVERSITY OF PARMA

We are delighted that you have chosen to study at the University of Parma.

We hope that your time here will be challenging, academically rewarding and enjoyable.

This Welcome Guide is designed to help you manage the process of planning and moving to Parma for your studying experience. It provides you with instructions and guidance on visa application, registration procedures, admission requirements for the courses and on the services and facilities at your disposal.

Moreover, this booklet includes practical information for your arrival and your stay in Parma, as well as maps and important contact details. We have also added a specific section on Parma, containing handy tips on what to see and do in your free time.

We look forward to meeting and welcoming you to the University of Parma.
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Why choosing the UNIVERSITY OF PARMA?

✓ for its ideal size: about 25,000 students and 1,800 professors, researchers and staff members;

✓ for its rich offer: 39 First Cycle Degree Courses, 39 Second Cycle Degree Courses (4 of which entirely held in English), 6 Single Cycle Degree Courses and several Master Programmes, Postgraduate Schools and PhDs;

✓ for its up-to-date services and facilities: online services, a student card, libraries, study halls, computer and scientific laboratories, a language centre, museums and research centres, not to mention the Campus and a brand new Technopole;

✓ for its fruitful collaboration with companies: undergraduate and postgraduate traineeships, on-the-job training in and guidance for a better integration into the professional world;

✓ for the number of opportunities to study abroad and its international offer: International agreements with EU and Non-EU Countries through various mobility programmes (Erasmus+, Overworld, etc.) for study and traineeship;

✓ for the possibility to pay less for your studies: scholarships, tuition fees exemptions and reductions awarded for income, merit and seniority; moreover, if you work full time, you can apply for part-time enrolment;

✓ for its top-level research in various fields: some of the greatest achievements are research on Intelligent Transportation Systems and in Neurosciences (the mirror neurons);

✓ for its attention to students in need: services and support for students with disabilities and with specific learning difficulties, psychological counselling, tutoring;

✓ for its renowned prestige: the University of Parma is one of the most important and ancient universities in Europe; it was founded in 962 A.D., thus boasting a thousand years of history;

✓ for its attention to your talents and creativity: here you can develop your passion for music, volunteering, arts and sports because they are worth university credits! Moreover, you can join the University Choir or Orchestra or practise sports at the CUS (University Sports Centre);

✓ for the quality of life in Parma: a human-dimension city rich in culture and excellent gastronomy, where inhabitants are welcoming and friendly and where the bicycle is a common means of transportation.
HOW TO READ THIS BOOKLET

This booklet has been conceived for both Incoming Exchange Students (= students coming within the frame of Erasmus+, Trainee-ships or other International Agreements) and International Degree-seeking Students regularly enrolling on the University of Parma.

Please, carefully read the First Section for necessary information for your study period in Parma and follow the instructions according to your profile: procedures are different whether you are an exchange student or an international degree-seeking student and whether you come from the EU or not.

For this reason, we have expressly indicated to which type of student our instructions refer to; this way, we can better help you in finding all that you need.
Applying for UNIPR
HOW TO APPLY – EXCHANGE STUDENTS

The main office for Exchange students at the University of Parma is the:

ERASMUS AND INTERNATIONAL HOME (EIH)
P.le San Francesco 3 - 43121 Parma
Phone: +39 0521 904203   e-mail: incoming@unipr.it
MON, TUE, WED, FRI: 9.00 a.m. - 12.00 p.m.
THU: 9.00 a.m. - 1.00 p.m.
en.unipr.it (EXCHANGE STUDENTS > Incoming students)

The EIH manages application procedures and provides information and assistance as regards Erasmus Plus and other Exchange Programmes, including international agreements (see section “UNIPR International - Erasmus and International Home”).

APPLICATION PROCEDURE (STUDENT MOBILITY FOR STUDY)

The application procedure is available online in two different periods: one session (1-30 May) is for students arriving in the first semester or for the entire academic year; the other session (1-30 November) is for students arriving in the second semester.

You must submit your application form and the required documents according to the registration deadlines for the first or second semester (usually published on the website).

The guidelines available on the University website (on the page dedicated to Incoming students) will help you with the online application procedure.

REMEMBER!

- The Application Form for incoming students must be submitted only by students who have previously been nominated by their Home University in the frame of the Erasmus + Programme or for an Exchange Programme following a Bilateral Agreement between their University and the University of Parma.
- It is important that you keep the password you create during the online procedure: you will need it for the student email account you will be assigned when you come to our Erasmus and International Home to complete your enrolment upon your arrival in Parma.
The online procedure includes 3 steps:

**REGISTRATION, PASSWORD ACTIVATION, APPLICATION FORM.**

Fill in every field with the requested data, then click on PRINT at the end of the whole procedure to print the Application Form. Once this process is complete, the printed form must be filled in by hand with the remaining data, signed and sent together with the other application documents to incoming@unipr.it

The required documents to be sent in order to finalize your application are:

- Application Form (fully and correctly completed, with photo and signature);
- a copy of your ID (identity card for EU students, passport for non-EU students);
- an official declaration from your Home University certifying the level of your language competence in the language of instruction of the courses you are going to attend (levels of the CEFR required: at least A2 for courses held in Italian; at least level B1 for courses held in English);
- the Learning Agreement fully and correctly completed, signed by you and by your Home University, listing all the academic activities you intend to carry out at the University of Parma.

Medical students must also send:

- an official updated copy of their Transcript of Records;
- a vaccination certificate (please go to en.unipr.it, EXCHANGE STUDENTS > Incoming students)

We strongly recommend to make a copy of all your documents before sending them, for personal reference or in case of need; remember to bring a copy of all these documents when you come to Parma as well. Upon receipt of your Application documents you will be formally added to our University database as an exchange student.

If you have any further queries, contact the EIH at incoming@unipr.it.

**Congratulations! You can now start preparing your stay in Parma!**
BEFORE YOUR ARRIVAL – EXCHANGE STUDENTS

Check the complete Course Catalogue of the University of Parma (published on the website) to find all the information on your courses. In order to organise your stay, we recommend that you check the Academic Calendar (page 37). Non-EU students must have their Visa ready (see section “Visa Application”).

ON ARRIVAL – EXCHANGE STUDENTS

First of all, you must come to the Erasmus and International Home (Piazzale San Francesco 3) as soon as you arrive in Parma in order to complete your enrolment. The EIH is open from 9 to 12 on Monday, Tuesday, Wednesday and Friday, and from 9 to 13 on Thursday. Please bring 2 passport-size photos with you.

The EIH staff will fill in and sign your Certificate of Arrival: bring a printed version if you already have a specific one from your Home University. If your University does not provide you with a specific Certificate, you will be issued a Certificate from the University of Parma. The Certificate will bear the date of your arrival at the EIH. On the date of your arrival to the EIH, you will also be given an appointment to complete your enrolment at the University of Parma. Before the day of the appointment, you will have to request the Italian “Codice Fiscale” (Tax Code) at the Agenzia delle Entrate, unless you had already delegated the EIH to ask it for you (see page 35).

Upon enrolment as an exchange student at the University of Parma, you will receive:
- your student card (see page 98);
- your personal University record book;
- your matriculation number and your e-mail address as a student of the University of Parma, which will be your username associated with your personal password created during the online application procedure. With your account (which will be active only after enrolment), you will access your e-mail box “Appost@ per te” and all the University online services.

IF YOU ARE A NON-EU STUDENT:

You must make your request for the Residence Permit for study purposes (if you stay longer than 90 days) within 8 days from your arrival in Italy (see section: “Residence Permit”).
**LEARNING AGREEMENT - SIGNING AND MAKING CHANGES**

Your Learning Agreement must be signed by the Erasmus Departmental Coordinator of your study area, who is the point of reference for the educational content of the exchange students’ study programmes. The complete list of the Erasmus Departmental Coordinators is available on the web page dedicated to Incoming students.

If you need to make amendments to your Learning Agreement, you must use the specific section “DURING THE MOBILITY” of your Learning Agreement form. Amendments to the L.A. can only be submitted once per semester, within one month from the starting date of the courses in your Department and, in any case, within the deadlines set by the EIH. The L.A. (and any changes) must bear all signatures (student + coordinator at your home university + Departmental Coordinator at the University of Parma).

Make sure a copy of the Learning Agreement and of any change(s) (both bearing all signatures) is/are submitted to the Erasmus and International Home before the deadline (further information on the University Website - page dedicated to Incoming students).

**EXAMS**

You must register online for the exams listed on your Learning Agreement by accessing your study programme and logging in with your credentials. You will also need your University record book every time you sit an exam: the professor will fill in the date, grade and credits, and sign your University record book thereby confirming that you have passed the exam. Your exam will also be recorded online.
AT THE END OF YOUR EXCHANGE PERIOD

Before returning to your home country, it is very important that you go to the Erasmus and International Home in order to officially complete all the procedures for concluding your exchange period.

The EIH staff will fill in and sign your Certificate of Departure/Attendance: bring a printed version if you already have a specific one from your Home University. If your University does not provide you with a specific Certificate, you will be issued a Certificate from the University of Parma.

You will also need to hand in your original University record book to the EIH staff, who will verify if all the exams you have taken have been correctly recorded. Once this procedure is complete, the EIH will issue your Transcript of Records and send it by e-mail to your Home University.

WE HOPE THAT YOU ENJOYED YOUR STAY IN PARMA!

HAVE A SAFE TRIP BACK HOME!
HOW TO APPLY – INTERNATIONAL DEGREE-SEEKING STUDENTS

Access and enrolment rules vary depending on the degree course.

Courses can be grouped into:

- free-access courses
- courses with enrolment in chronological order
- courses with national admission test
- courses with local admission test

Second Cycle Degree Courses may also include a preliminary assessment of the admission requirements prior to application and enrolment.

Each course has its own deadlines as regards admission procedures and payment of tuition fees. The dates for the admission test also vary depending on the course and the area of study.

The admission rules of the Degree Course of choice must be verified on the website or (if available) on the call for applications.

Enrolment procedures vary depending on whether you are:

AN EU OR EU-EQUATED APPLICANT (*) (INDEPENDENTLY OF YOUR PLACE OF RESIDENCE), INCLUDING NON-EU APPLICANTS LIVING IN ITALY ON A REGULAR RESIDENCE PERMIT (**)

OR

A NON-EU APPLICANT LIVING OUTSIDE ITALY

For both categories, foreign documents and certificates must be officially issued by the competent authority of the awarding institution and translated into Italian. Documents must then be certified and notarized by the competent Italian Embassy/Consulate of the country where the awarding institution is located; the Italian Embassy/Consulate will issue the “DECLARATION OF VALUE” (DV - Dichiarazione di Valore in Loco), an official document (in Italian) which briefly describes and certifies the validity of a qualification awarded by an institution which does not belong to the Italian Educational System (it reports the description of the awarding institution, the study programme and related credits, and the validity of the qualification in the home country to academic and/or professional ends).
The documents to be translated and certified are:

- **For First Cycle or Single Cycle Degree Courses**: original school-leaving certificate or equivalent qualification obtained abroad which allows the student to access Higher Education and University Studies (only if the qualification was achieved on completion of at least 12 years of previous education). If entry exams are mandatory for admission to university in your country, you must pass the exam and provide the relevant document certifying you can access university (e.g. the “Selectividad” in Spain).

  **Students coming from countries where the educational system lasts less than 12 years** must submit one of the following documents:
  - certificate attesting the completion of partial academic studies;
  - post-higher education qualification issued by a non-academic higher education institution;
  - certificate of attendance of a foundation course issued by an Italian higher education institution as an integration of the foreign schooling career.

- **For Second Cycle Degree Courses**: original (or duplicate) First Cycle or three-year university degree, or any other post-secondary qualification obtained abroad and recognised as equivalent; certificate issued by the home university listing the exams passed and the related programmes for each discipline.

- **For 1st Level Master Programmes**: First Cycle or three-year university degree, or any other post-secondary qualification obtained abroad and recognised as equivalent.

- **For 2nd Level Master Programmes, PhDs and Postgraduate Schools**: Second Cycle or Single Cycle university degree, or any other post-secondary qualification obtained abroad and recognised as equivalent.

In addition to the aforementioned documents, **Non-EU students** must submit the **pre-application (Form A)** for the degree course of their choice (2 original copies) to the competent Italian Embassy or Consulate in order to obtain their Entry visa for study purposes (see section “Visa Application”), together with two passport-size photos (one must be authenticated by the Italian Embassy/Consulate).

**Please note**: Italian Embassies/Consulates do not submit any documents to the Italian Universities: students must submit the validated applications and attached documents to the University.
NON-EU STUDENTS must also:

- Apply for the degree course of their choice in the quota of places reserved for Non-EU students resident abroad holding a residence permit for Italy. The quota is set every year by the Italian Ministry of Education, University and Research, and varies depending on the degree course. The quota reserved for non-EU students may entail an admission test for free-access courses too if the number of applications exceeds the number of reserved places. A specific quota is reserved for Chinese students participating in the Marco Polo project; Chinese students who are not part of this project must apply in the general quota for non-EU students.

- Sit the Italian language test (generally scheduled at the beginning of September) before enrolling on a course (or taking an admission test), if such a competence is required. In any case, be aware of the fact that your level of Italian must be quite good: you must be able to understand, speak and write both general and academic Italian (see Language Requirements). However, the University of Parma organizes intensive Italian Courses for foreign students (see section: Italian Language Courses for Incoming Students).

- The Italian language test is COMPULSORY for students enrolling on a First Cycle or Single Cycle Degree; on the contrary, students enrolling on a Second Cycle Degree are GENERALLY NOT REQUIRED to sit such test, unless expressly specified.

- Students possessing a recognised Certificate of Italian Language of at least level B2 can be exempted from taking the test (see more at www.studiare-in-italia.it/studentistranieri/).

- The Italian language test is NOT required for students enrolling on a course entirely held in English.

- EU AND EU-EQUATED STUDENTS are NOT required to sit the Italian language test.

FURTHER INFORMATION CAN BE RETRIEVED ON WWW.UNIVERSITALY.IT AND WWW.STUDIARE-IN-ITALIA.IT/STUDENTISTRANIERI/
FURTHER NOTES:

(*) EU citizens: from all the member states of the EU

EU-EQUATED CITIZENS, i.e. citizens from:
   a) the EEA (Iceland, Liechtenstein, Norway);
   b) Switzerland;
   c) the Republic of San Marino;

share the same treatment as EU nationals, independently of their place of residence (in Italy / outside Italy).

The same provisions (also regarding admission tests) apply to the following categories of citizens:

(**) d)
   - Non-EU citizens legally living in Italy on a regular residence permit issued for study, work, or family reasons;
   - Non-EU citizens who have legally lived in Italy for at least one year and obtained a high-school certificate or academic qualification in Italy or from an Italian institution in their home country or from a foreign school/institution operating in Italy (according to specific agreements);
   - Non-EU citizens in Italy on a regular residence permit for study purposes if previously enrolled on a degree course in any Italian university;

   e) political refugees;

   f) staff of foreign diplomatic offices (Embassies/Consulates) as well as International Organizations based in Italy— accredited either by either the Italian Government or Vatican City— and their family members (spouse and children).;

   g) Italian students holding a foreign qualification.

The abovementioned Non-EU citizens are thus included in the number of general enrolments on the course, not in the quota reserved for other Non-EU citizens.
APPLICATION PROCEDURE:

STEP 1:

TRANSLATION AND NOTARIZATION OF DOCUMENTS (FOR BOTH EU AND NON-EU DEGREE-SEEKING STUDENTS WHO HAVE OBTAINED THEIR SCHOOL/ACADEMIC QUALIFICATIONS ABROAD AND ARE ENROLLING ON THE UNIVERSITY OF PARMA FOR THE FIRST TIME)

You need to:

- have your foreign documents (high school certificate – or equivalent - if enrolling on a First or Single Cycle Degree Course; First Cycle Degree – or Bachelor’s Degree or equivalent – if enrolling on a Second Cycle Degree Course) officially translated into Italian and approved by the competent authority of the country awarding the qualification; EU or EU-equated students might not be required to translate their documents (see www.studiare-in-italia.it/studentistranieri/ and www.esteri.it/mae/en/);

- submit the abovementioned documents to the Italian Embassy/Consulate of the country awarding the qualification, which will then certify and legalize your documents, then issue the “Declaration of Value”. Legalization can be substituted with an “apostille” if the country where the qualification was obtained is party to the Hague Convention (please check on www.esteri.it/mae/en/).

If you are NON-EU STUDENT, you must also submit two original copies of the pre-application form (FORM A) duly completed and signed, and two passport-size photos (one of which must be validated by the Embassy/Consulate). The Italian Embassy/Consulate will also issue the VISA FOR STUDY PURPOSES (see section: “Visa Application”).

If required by your degree course, you also have to pass the Italian language test once in Italy (scheduled at the beginning of September) before starting the online application.

If you are applying to one of the courses with a National Admission Test (Medicine and Surgery; School of Dental Medicine; Veterinary Medicine; Architectural Science), the pre-application is considered valid for the same courses in other universities indicated when applying for the test (this is not valid for the courses of the Health Professions, since you cannot choose other universities here).

If you have obtained your school/academic qualification in Italy or in an Italian school/institution abroad, you are neither required to have your documents translated nor to request the Declaration of Value (thus skip Step 1). Moreover, you are exempted from the Italian Language test and you have to enrol in the general number of places available, not in the quota for non-EU students.
STEP 2:  
ONLINE REGISTRATION

Before starting with the application procedure, you must register online on the University computer system ESSE3. The registration can be made anytime before the opening of enrolments.

You will need:

- a computer with Internet access;
- a printer;
- a valid ID document (ID card or passport);
- your tax code (in Italy, it is included in the European Health Insurance Card) - if you do not have one, the system will automatically work out your tax code, which is to be retained for the whole procedure. Once in Italy, it must be requested to the Agenzia delle Entrate;
- data on your previous educational career (high school if you are enrolling on a First Cycle or Single Cycle Degree Course; Bachelor's Degree if you are enrolling on a Second Cycle Degree);
- a valid e-mail address (to receive enrolment confirmation)
- a passport-size photo showing your face clearly.

You can now register on the ESSE 3 system of the University of Parma, at https://unipr.esse3.cineca.it (click on the UK flag for the English version). Follow the instructions and enter all the data requested. When you complete your registration, the system will issue your credentials for you to log in for the online application procedure.
**STEP 3: ONLINE APPLICATION**

The online application procedure is similar for all degree courses. However, courses with admission test or access based on chronological order require further steps to be taken before the standard online application procedure. Please check the web page of your degree course for the necessary access requirement and application deadlines.

**FREE-ACCESS COURSES (standard online application procedure):**

- Log into page https://unipr.esse3.cineca.it/auth/Logon.do with your Username (the number code received after registration on the University computer system) and your password;
- select SEGRETERIA>IMMATRICOLAZIONE from the menu;
- choose the degree course and enter the required data;
- Upload the following documents:
  - a scan of your passport
  - size photo showing your face clearly (in JPEG format);
  - a scan of the ID document used for registration (both inner and outer side);
  - a scan of your tax code;
  - for part-time students: MODULO A51 (form A51);
  - for Non-EU students: a copy of your residence permit or receipt of the request for its renewal;
- download the application form and the MAV payment slip with the amount of the 1st instalment of tuition fees (non refundable);
- print the application form and add the date and your signature;
- pay the 1st instalment of tuition fees within the set deadline, either by credit card (online) or by downloading and printing the MAV form to pay the sum in a bank in Italy. Payment made abroad must be by credit card.

**Now go to STEP 4 - DEFINITIVE ENROLMENT**

**COURSES WITH WITH ENROLMENT IN CHRONOLOGICAL ORDER:**

Access to the courses with enrolment in chronological order is not regulated by any entrance test. On the opening date of enrolments (check the dates on the website), you must reserve your place for the course you have chosen. After your reservation, and only if you are included in the number of places available, you will proceed with the online application. If instead you are not included in the limited number of places, you will be placed on the waiting list and you will have to wait for any places left vacant. The application procedure for each degree course will be available online only after the starting time scheduled: you should access the system only from the time indicated for your course, since the name of your course will not be available on the link for online applications before the time indicated.
For the procedure of place reservation you must follow these steps:

- Log into page https://unipr.esse3.cineca.it/auth/Logon.do with your Username (the number code received after registration on the University computer system) and your password;
- select SEGRETERIA>CONCORSI AMMISSIONE/CORSI ACCESSO CRONOLOGICO from the menu;
- choose the degree course cycle (First Cycle/Second Cycle/Single Cycle) and select your course;
- download and print the receipt of place reservation reporting your reservation number.

At this stage, you can face two different cases. You can either:

- **BE INCLUDED IN THE NUMBER OF PLACES AVAILABLE:**
  you can proceed with the online application (follow STEP 3, standard online procedure for Free-Access Courses) and definitive enrolment (STEP 4) by the set deadline. **If you do not submit the necessary documents in due time, your place reservation will be cancelled and reallocated to the student following in the list** or

- **NOT BE INCLUDED IN THE NUMBER OF PLACES AVAILABLE:**
  your reservation will result supernumerary, but it will be considered valid until the waiting list is closed upon reaching the limit number of places available or until the closing date for enrolments. The calendar for the reallocation of the places left vacant in the ranking list is published on the page http://www.unipr.it/graduatorie-ordine-cronologico

On the date established on the website, the University publishes the waiting list with the ranking numbers of places reserved: to check your position in the list, you must find your reservation number (which functions as an identification code) and your birth date. For the degree courses which will still have places available as resulting from the list, new waiting lists will be opened in set periods until reaching the limit number. This will allow applicants who are included in the list of places available to enrol further on.

Please note that it is possible to reserve a place for more than one degree course with enrolments in chronological order, but you will have to apply for one course only.
**Courses with National Admission Test:**

Access to the degree courses in **Architectural Science, Veterinary Medicine, Medicine and Surgery, School of Dental Medicine** and the courses of **Health Professions** is regulated by a **National Admission Test**. We recommend you to carefully read the call for applications published every year on your course’s Department website. Before starting the standard online application procedure, you must apply for and pass the national admission test. You will have to:

- register on the Universitaly website (www.universitaly.it) for your pre-application to the admission test. Follow the instructions and enter all the necessary data. **Students applying for one of the courses of Health Professions must skip this passage;**
- at least 24 hours from your registration on Universitaly, you must log page https://unipr.esse3.cineca.it/auth/Logon.do with your Username (the number code received after registration on the University computer system) and your password;
- select SEGRETERIA>CONCORSI AMMISSIONE/CORSI ACCESSO CRONOLOGICO from the menu;
- choose your degree course;
- fill in the online application form for the national admission test, print it and add the date and your signature;
- download the MAV payment slip with the amount of the participation fee (€ 50) for the admission test (non refundable); pay the participation fee within the set deadline, either by credit card (online) or by downloading and printing the MAV slip to pay the sum in any bank in Italy. Payment made abroad must be by credit card.

On the date of the admission test, please bring:

1. your valid ID document;
2. the application form for the admission test properly completed, bearing the date and your signature;
3. the payment receipt for the participation fee of € 50.

On passing the test, you will then have to follow the standard online application procedure and enrolment (STEP 3 and 4). Further details are indicated in the courses’ calls for applications.

**Please note:** Non-EU students who have to pass the Italian proficiency test, must do so **BEFORE** sitting the national admission test.
Courses with Local Admission Test

First Cycle Degree Course in Psychology: Theory and Techniques:
The First Cycle Degree Course in Psychology: Theory and Techniques (Scienze e tecniche psicologiche) is an inter-university course with the University of Modena and Reggio Emilia.

Access to the course is regulated by a local admission test. Max. 300 places available. The application for the admission test must be done online by the set deadline on www.esse3.unimore.it

Further details are available on the page of the course, on the website of the Department of Medicine and Surgery (UNIPR) mc.unipr.it and on the website of the Department of Education and Humanities (UNIMORE) des.unimore.it.

Second Cycle Degree Course in Trade and Consumer Marketing:
Access to the course is regulated by a local admission test. Students will have two available sessions to sit the admission test (the first one in July, the second one in October). Non-EU students can only apply to the second session. Please carefully read the calls for applications published on the course web page (http://cdlm-tcm.unipr.it/) for further details.

For Free-Access Courses:
- admission to free-access courses beyond the deadline may be exceptionally approved upon a justified request to the Rector.

For Courses with National or Local Admission Tests:
- on the basis of both national and local provisions, the University publishes the dates of national and local admissions tests and the prerequisites for participation. The tests are supervised by special commissions, as identified in the regulation of the different courses, in compliance with current national legislation. The results are publicised as early as possible.
- Non-EU candidates taking part in admission tests are admitted to the tests even with a Shengen short-stay Visa. However, they must have a regular long-stay Visa when starting their application procedure (see section: Visa application).

For Non-EU Students:
- definitive enrolment is possible only on submitting the necessary residence permit
- if you need to take an Italian language test (if required by your course), this is generally scheduled before the admission test of the course selected and you must pass it before applying online for enrolment. If you already have a certificate of Italian language (at least of B2 level), ask your University if you need to take the Italian test anyway.
STEP 4:

DEFINITIVE ENROLMENT

IF YOU ARE AN EU OR EU-EQUATED STUDENT:

✓ send an e-mail to the Student Registry Office of the degree course of your choice (full list available at http://www.unipr.it/didattica/info-amministrative/segreterie-studenti) by the set deadline, attaching the following:

1. a scan of your payment receipt for the 1st instalment of tuition fees;
2. a scan of your application form bearing the date and your signature;
3. a scan of the “Declaration of Value”.

The Subject of the e-mail must bear your FAMILY NAME, NAME, DEGREE COURSE CHOSEN (in Italian).

On receiving this e-mail and all the documents, the University will reply by e-mail confirming your enrolment: you will receive your student ID number and your University e-mail address (made up as: name.familyname@unipr.it), which are essential for your future career as a student of the University of Parma. Furthermore, in the same e-mail you will receive the instructions for the student card of the University of Parma.

Once this procedure is complete and you have arrived in Italy you will also be required to submit a copy of your qualifications and of the Declaration of Value to the Student Registry Office of your degree course within the set deadline (varying depending on the degree course chosen).

IF YOU ARE AN NON-EU STUDENT:

After you have passed the Italian test (if required) and completed the online application procedure (STEP 3), you must:

✓ send an e-mail to the Student Registry Office of the degree course of your choice (full list available at http://www.unipr.it/didattica/info-amministrative/segreterie-studenti) by the set deadline, attaching the following:

1. a scan of your payment receipt for the 1st instalment of tuition fees;
2. a scan of your application form bearing the date and your signature;
3. a scan of the “Declaration of Value”.

The Subject of the e-mail must bear your FAMILY NAME, NAME, DEGREE COURSE CHOSEN (in Italian).

Once this procedure is complete and you have arrived in Italy, in order to finalize your application you must go to the Student Registry Office of your course before the set
deadline and hand in the following documents:

1. original copy of your foreign qualification translated into Italian and legalized by the Italian Embassy/Consulate. Your certificate must bear out the final mark obtained out of the total maximum score with equalization to the Italian Education System; a scan of your application form bearing the date and your signature;
2. (if required) any other document concerning your previous high school or academic career, translated and legalized;
3. declaration of value;
4. copy of your identity document or passport;
5. residence permit or receipt for its renewal (see section “Residence Permit”).

On receiving your e-mail and all the documents, the University will confirm your enrolment: you will receive your student ID number and your University e-mail address (made up as: name.familyname@unipr.it), which are essential for your future career as a student of the University of Parma. Furthermore, in the same e-mail you will receive the instructions for the student card of the University of Parma.

**We highly recommend you not to pay the instalment on the last days near the deadline indicated:** in fact, the date taken into account for the payment is when the money are received by the University, not when you pay the sum. If you pay the money on the last days, the University could receive the money later than the set deadline due to the different times of bank operations (including home banking and online payments), openings to the public, holidays, etc.: consequently, you might be charged an extra fee of € 50 for delayed payment.

Further details on enrolment procedure, documents required and deadlines is available on the specific page of the University website (http://en.unipr.it/studying/application-procedure-ay-2017-2018) and on the Manifesto degli Studi, available at the following link: http://www.unipr.it/manifesto-degli-studi
VISA APPLICATION

An entry visa is the authorization which enables you to enter Italy and is generally mandatory for Non-EU citizens. It is a printed visa sticker that is attached to your passport or other valid travel document.

EU AND EU-EQUATED STUDENTS

If you are an EU citizen, you do NOT need a visa to enter Italy. Also exempted from needing an Italian visa are citizens from:

a) the EEA (Iceland, Liechtenstein, Norway)
b) Switzerland
c) the Republic of San Marino.

The same provisions as those concerning EU nations apply to the following categories of citizens too:

(**) d) - Non-EU citizens legally living in Italy on a regular residence permit issued for study, work, or family reasons;
- Non-EU citizens who have legally lived in Italy for at least one year and obtained a high-school certificate or academic qualification in Italy or from an Italian institution in their home country (according to specific agreements);
- Non-EU citizens in Italy on a regular residence permit for study purposes if previously enrolled on a degree course in any Italian university;

e) political refugees;

f) staff of foreign diplomatic offices (Embassies/Consulates) as well as International Organisations based in Italy — accredited by either the Italian Government or Vatican City — along with their family members (spouse and children).

If you have double citizenship (one of which Italian), Italian citizenship prevails and you do NOT need a visa.

NON-EU STUDENTS (EXCHANGE/INTERNATIONAL DEGREE-SEEKING)

Students from a NON-EU Country generally need an entry visa for Italy, especially if their stay in Italy exceeds 90 days. The visa request must be submitted to the Italian diplomatic representative (Italian Embassy, Consulate, etc...) in your country of residence. The visa can be obtained from Italian Embassies and Consulates upon production of a Letter of Acceptance or an official document from the University of Parma stating that you have been accepted as an exchange student or as an international degree-seeking student enrolling at the University.
If you need either of the aforementioned documents:

- **FOR EXCHANGE STUDENTS:** contact the Erasmus and International Home at incoming@unipr.it in due time (at least two months before arrival) and include all the necessary data (by using the specific chart.xls you can find on en.unipr.it, EXCHANGE STUDENTS > Incoming students) and a copy of your passport;

- **FOR INTERNATIONAL DEGREE-SEEKING STUDENTS:** submit the original copy of your pre-application for the degree course you have chosen to the Italian Embassy/Consulate of your Country of residence (see section: How to Apply – International Degree-seeking Students).

We strongly recommend that you familiarise yourself with the rules regarding your arrival and stay in Italy, and the documents needed. Have all the documents required ready well ahead of your arrival date, since the visa must be obtained before coming to Italy.

Check if you need a visa for Italy on the website of the Italian Ministry of Foreign Affairs and International Cooperation, on http://vistoperitalia.esteri.it/home/en and enter your details. For the type of visa (reasons of your stay), select:

- “study – EXCHANGE AND MOBILITY PROGRAMME” if you are an Exchange student
- “study – UNIVERSITY ENROLMENT” if you are an International Degree-seeking student

N.B. International students who wish to come to Italy for Postgraduate studies (Masters, Postgraduate schools) must select “study – POSTGRADUATE” for the reason of their stay.

The website will give you all the necessary information on documents needed, fees and address of the Italian Embassy/Consulate where you must apply for the visa.

You may not need to apply for a visa if you are from some specific countries (including Non-EU ones) and are staying in Italy for less than 90 days from arrival.

**Please note**

NON-EU students who already possess a regular long-stay residence permit issued by another EU country do not need to apply for the Italian Visa.
If you need to obtain the entry visa for study purposes, you generally need:

- thoroughly completed and signed Application Form for the Schengen visa;
- passport or travel document valid for at least three months after the visa expiry date;
- two recent passport-size photos;
- proof of having been accepted as either an Exchange student (=Letter of Acceptance) or an International Degree-seeking student enrolling at the University/ admitted to take the entry tests, if required by the course you are enrolling on (= original copy of the pre-application);
- proof of economic means of sustenance in Italy of at least € 448.52 for each month of the academic year. You can prove financial availability through:
  - guarantee of personal or family resources;
  - guarantee of financial resources by accredited Italian institutions or agencies, local governments, or foreign institutions or agencies considered reliable by the Italian Diplomatic Representation;
  - bank or insurance warranty, or equivalent credit instrument (bank letter of credit valid in Italy), or traveller’s cheques or other documentation proving the availability of sources of income in Italy (by means of bank transfer or deposit from abroad);
  - (for exchange students) confirmation of the scholarship for mobility bearing the monthly amount to be received;
- evidence of suitable accommodation in Italy;
- proof of adequate health and accident insurance coverage for medical care and hospitalisation by means of:
  - confirmation from the relevant Consulate that the insurance is valid in Italy thanks to specific agreements between Italy and the applicant’s country of origin
  or
  - foreign insurance or insurance taken out with Italian bodies or companies with no limitation or exception to the fees for any emergency hospitalisation.
- availability of a sufficient sum to purchase the return ticket to your Home Country (or show the return ticket, if already bought).
If your citizenship does not coincide with your residence, you might be asked to apply for your visa at the Italian Embassy/Consulate of your country of origin, since not every Country issues visas for foreign residents.

In case your country of residence (and/or of origin) does not have an Italian Embassy/Consulate, you will need to apply to the Italian Embassy/Consulate of the nearest country. We strongly recommend you get all necessary information in due time in order to submit your visa request to the relevant Italian Embassy/Consulate.

**SHORT-STAY SHENGEN VISA**

Non-EU students who are taking the admission test to access a course but still need to obtain their diploma or finalize their pre-application can enter Italy with a Short-stay Shengen visa (for the reasons of your stay, select: “tourism”) valid for less than 90 days.

Upon positive result of the admission test, these students must complete their pre-application and ask for the long-stay visa for University Enrolment valid for more than 90 days.

Check for all the details and correct application procedure on:

- the website of the Italian Ministry for Foreign Affairs and International Cooperation: http://vistoperitalia.esteri.it/home/en
- the page dedicated to foreign students on the website of the Italian Ministry of Education, University and Research: http://www.studiare-in-italia.it/studentistranieri/

Additional checks of the documents required should be done directly by the Italian authorities in the country of origin.
REGISTRATION TO THE TOWN COUNCIL RECORDS
EU AND EU-EQUATED STUDENTS

If you come from an EU country and you are spending 90 days or less in Italy, you do not need to proceed with official registration.

If you are spending more than 90 days in Italy, you must carry out the “Iscrizione Anagrafica” by registering to the Town Council Records (“Anagrafe”):

DUC Direzionale Uffici Comunali (Piano -1)
Largo Torello de Strada n. 11/A (viale Mentana) - Parma

There are two types of registration:

⇒ Registration to the Town Council Records for temporary population if you are staying from 3 months up to 12 months (please visit the Town Council Website www.comune.parma.it (“Servizi” – “Servizi Demografici” – “Anagrafe” – “Iscrizione dei cittadini dell’Unione Europea nello schedario della populazione temporanea”);

⇒ Registration to the Town Council Records if you are staying more than 12 months (please visit the Town Council Website www.comune.parma.it (“Servizi” – “Servizi Demografici” – “Anagrafe” – “Rilascio attestazione di iscrizione di cittadino dell’Unione Europea”).

You will need the following documents:

- a copy of your passport or identity card;
- document proving enrolment at the University of Parma as an exchange or degree-seeking student;
- your TEAM European Health Card (if you stay from 3 to 12 months) or health insurance valid in Italy covering the entire length of your stay (if you stay more than 12 months);
- documentation proving the availability of adequate financial resources (e.g. proof of a scholarship, details of your bank account, etc.).

The Anagrafe will issue a document certifying your registration in the Civil Records (“Iscrizione Anagrafica”) approximately 30 days after your request of registration. If you wish to have this document printed, please bring a €16 stamp duty (“marca da bollo” - available at any tobacconist’s).
**RESIDENCE PERMIT**

**Non-EU students**

If you come from a Non-EU country and you are spending 90 days or less in Italy, you do not need to apply for a Residence Permit (Permesso di Soggiorno).

If you are spending more than 90 days in Italy, you must apply to the Italian authorities for a Residence Permit for study purposes within 8 days of your arrival in Italy.

**The first time that you apply for a residence permit, you need to:**

- collect the KIT envelope (which includes forms and information) for requesting a residence permit for study purposes from a post office featuring a “Sportello Amico”. **Exchange students can ask the EIH for assistance with the KIT**;

- complete and sign the application for the residence permit for study purposes (Form 1 in the KIT envelope) and return the KIT to the post office (without closing the envelope) along with copies of the following documents:
  - a copy of your valid passport or any other equivalent travel document bearing an entry visa, if required (make sure you provide a copy of all the pages of your passport containing personal data, stamp duty, seals and visa stamps of the countries visited);
  - an official document certifying your enrolment as exchange student (e.g. Letter of Acceptance) or as a degree-seeking student (e.g. pre-application form) at the University you are going to attend in Italy, approved and stamped by the Italian Embassy/Consulate;
  - declaration of hospitality (=suitability of accommodation);
  - a copy of your health and accident insurance policy, which must be valid all over Italy and cover the whole length of your stay;
  - proof of sufficient financial coverage for your stay in Italy and your journey(e.g. copy of your bank statement or confirmation of the scholarship for mobility with the monthly amount);
  - a € 16 “marca da bollo” (stamp duty), available at any tobacconist’s, which will then be affixed on your residence permit application.

- At the post office you will need to pay:
  - € 70.46 for the issue of an electronic residence permit (lasting over 90 days and up to one year) by using the postal payment slip (“bollettino ”) provided in the KIT;
  - € 30 for post office service and postage of the KIT.
The post office will then issue a receipt attesting your presence in Italy. The receipt also bears date and time of an appointment for fingerprint recording at the Immigration Office of the Questura (Police Headquarters Immigration Office), in via Chiavari 15 - Parma. You will have to submit a copy of this receipt to:

⇒ the Erasmus and International Home, if you are an Exchange student

OR

⇒ the Student Registry Office of your degree course when matriculating to the University, if you are an International Degree-seeking Student

The complete electronic Residence Permit (which contains your personal data, photograph and fingerprints) will be definitively issued by the Immigration Office - Questura, (it can take from 1 month to 7 months from the application to obtain it). Your residence permit has the same validity as your visa. However, the residence permit can be renewed if you need to pursue your studies.

Renewal of the Residence Permit

If you need to renew your Residence Permit you must:

• go to the post office to request the KIT;
• fill in the application form in the KIT, specifying that it is a renewal;
• return the KIT to the post office along with the copies of the following documents:
  - your valid passport or any other equivalent travel document bearing an entry visa, if required;
  - your Residence Permit;
  - your health and accident insurance valid all over Italy and covering the whole length of your stay;
  - proof of sufficient financial means for your stay in Italy (e.g. copy of your bank statement);

Remember that copies of the requested documents must be included in the KIT while the original ones must be retained as you will have to show them at the Immigration Office - Questura on your appointment, together with 4 recent and identical passport-size photographs.
- **IF YOU ARE AN INTERNATIONAL DEGREE-SEEKING STUDENT**: a certificate of enrolment listing the exams taken. If this is your first renewal, photocopy the documents which prove that you have passed at least 1 exam. For subsequent renewal requests, the document must prove that you have passed at least 2 exams. This document may not be necessary in cases of force majeure;

- **IF YOU ARE AN EXCHANGE STUDENT**: a document issued by the University attesting that you need to pursue your studies (e.g. “extension form”) which must be signed by both the sending and receiving institutions (i.e. your Home University and the University of Parma).

Renewal of the Residence Permit has the same cost as the first issue. We strongly recommend that you begin the renewal procedure at least 30 days before the expiry date.

**ITALIAN TAX CODE - CODICE FISCALE**

The Codice Fiscale (Italian Tax Code) is a personal alphanumeric code of 16 characters which identifies each individual person in Italy when dealing with public offices and/or administration. The tax code is issued for free by the “Agenzia delle Entrate” (Revenue Agency) to identify Italian citizens and foreign residents. You will need your tax code to:

- enrol at an Italian university;
- open a bank account or start an insurance policy in Italy;
- sign any type of contract (rental, phone line, ...);
- register at the National Healthcare Service (SSN).

To apply for the tax code in Parma, you must go to the local office of the Agenzia delle Entrate in Strada Quarta 6/1 A and bring the following documents:

- for EU students: a valid passport or ID document;
- for Non-EU students: valid passport + visa or residence permit (or receipt of application). If they are staying less than 90 days, they must bring their passport + an entry visa for study.

Upon presentation of the documents and completion of a specific form, you will receive the tax code on a paper sheet. The Agenzia delle Entrate will then send you a plastic tax code card to the address provided.
Studying at UNIPR
ACADEMIC CALENDAR

Lectures normally begin in September/October and end in May/June. Lectures are held for two semesters, and each semester includes a teaching and an evaluation period.

The semesters are organised as follows:

1ST SEMESTER (SEPTEMBER/OCTOBER – JANUARY)

2ND SEMESTER (FEBRUARY/MARCH – JUNE)

Examinations are usually held in winter (January and February), summer (June and July) and autumn (September and October). Some courses also have a spring session (March-April). However, the detailed calendar varies depending on each study area: according to your course choice, check on the right Department website, where any information about lecture timetables, exams and programmes are published when available.

Lectures are also suspended for two weeks over the Christmas period and for one week at Easter.

The academic calendar (containing all national holidays as well as closures) is posted every year on the University website www.unipr.it
STUDYING IN PARMA

THE UNIVERSITY DEPARTMENTS

All the courses offered by the University of Parma are organized into 9 Departments, located either in the city centre or in the University Campus, a 77-hectare area in the southern side of the city hosting scientific laboratories, a brand new Technopole and sports facilities:

DEPARTMENT OF CHEMISTRY, LIFE SCIENCES AND ENVIRONMENTAL SUSTAINABILITY
University Campus - Parco Area delle Scienze 11/A
43124 Parma
Head of the Department: Prof. Giorgio Dieci

DEPARTMENT OF ECONOMICS AND MANAGEMENT
Via J. Kennedy, 6
43125 Parma
Head of the Department: Prof. Luca Di Nella

DEPARTMENT OF ENGINEERING AND ARCHITECTURE
University Campus - Parco Area delle Scienze 181/A
43124 Parma
Head of the Department: Prof. Rinaldo Garziera

DEPARTMENT OF HUMANITIES, SOCIAL SCIENCES AND CULTURAL INDUSTRIES
Via D'Azeglio, 85
43125 Parma
Head of the Department: Prof. Diego Saglia

DEPARTMENT OF LAW, POLITICS AND INTERNATIONAL STUDIES
Via Università, 12
43121 Parma
Head of the Department: Prof. Giovanni Bonilini
**DEPARTMENT OF MATHEMATICAL, PHYSICAL AND COMPUTER SCIENCES**

University Campus - Parco Area delle Scienze 7/A
43124 Parma
Head of the Department: Prof. Roberto De Renzi

**DEPARTMENT OF MEDICINE AND SURGERY**

Via Gramsci, 14
43126 Parma
Head of the Department: Prof. Antonio Mutti

**DEPARTMENT OF VETERINARY SCIENCE**

Via del Taglio, 10
43126 Parma
Head of the Department: Prof. Attilio Corradi

**FOOD AND DRUG DEPARTMENT**

University Campus - Parco Area delle Scienze 27/A
43124 Parma
Head of the Department: Prof. Gabriele Costantino

See Map at pages 154-155.
Department of
CHEMISTRY, LIFE SCIENCES AND ENVIRONMENTAL SUSTAINABILITY

FIRST CYCLE DEGREE COURSES (3 years)
♦ Biology
♦ Biotechnology
♦ Chemistry
♦ Geological Sciences
♦ Natural and Environmental Sciences

SECOND CYCLE DEGREE COURSES (2 years)
♦ Biology and Biomedical Applications
♦ Chemistry
♦ Ecology and Nature Conservation
♦ Genomic, Molecular and Industrial Biotechnologies
♦ Geological Sciences and Technologies
♦ Industrial Chemistry
♦ Molecular Biology
♦ Sciences and Technologies for Environment and Resources

* = National Entrance Test
(ENG) = course entirely held in English

Department of
ECONOMICS AND MANAGEMENT

FIRST CYCLE DEGREE COURSES (3 years)
♦ Economics and Management
♦ Food System: Management, Sustainability and Technologies

SECOND CYCLE DEGREE COURSES (2 years)
♦ Business Administration
♦ Finance and Risk Management
♦ International Business and Development (ENG)
♦ Trade and Consumer Marketing

Department of
MATHEMATICAL, PHYSICAL AND COMPUTER SCIENCES

FIRST CYCLE DEGREE COURSES (3 years)
♦ Computer Science
♦ Mathematics
♦ Physics

SECOND CYCLE DEGREE COURSES (2 years)
♦ Mathematics
♦ Physics
Department of ENGINEERING AND ARCHITECTURE

FIRST CYCLE DEGREE COURSES (3 years)
♦ Architectural Science *
♦ Civil and Environmental Engineering
♦ Computer, Electronic and Communications Engineering
♦ Information Systems Engineering
♦ Management Engineering
♦ Mechanical Engineering

SECOND CYCLE DEGREE COURSES (2 years)
♦ Advanced Automotive Engineering (ENG)
♦ Advanced Automotive Electronic Engineering (ENG)
♦ Architecture
♦ Civil Engineering
♦ Communication Engineering (ENG)
♦ Computer Engineering
♦ Electronic Engineering
♦ Engineering for Food Industry Equipment
♦ Environmental and Land Management Engineering
♦ Management Engineering
♦ Mechanical Engineering

Department of HUMANITIES, SOCIAL SCIENCES AND CULTURAL INDUSTRIES

FIRST CYCLE DEGREE COURSES (3 years)
♦ Artistic and Performing Art Heritage
♦ Communication and Contemporary Media for Creative Industries
♦ Educational Sciences
♦ Humanities
♦ Italian Language and Culture for foreign students (distance-learning course)
♦ Modern Foreign Languages and Civilizations
♦ Philosophical Studies

SECOND CYCLE DEGREE COURSES (2 years)
♦ Classical and Modern Philology and Literature
♦ Design and Coordination of Educational Services
♦ History and Critic of Arts and Performance
♦ Journalism and Publishing Culture
♦ Languages, Cultures, Communication
♦ Philosophy
♦ Social and Clinical Applied Psychology
Department of MEDICINE AND SURGERY

FIRST CYCLE DEGREE COURSES (3 years)

- Psychology: Theory and Techniques
- Sport Sciences, Physical Exercise and Human Health

Health Professions

- Audioprothesic Techniques *
- Biomedical Laboratory Techniques *
- Environment and Workplace Prevention Techniques *
- Imaging and Radiotherapy Techniques*
- Midwifery *
- Nursing *
- Orthoptics and Ophtalmologic Assistance *
- Physiotherapy *
- Speech and Language Therapy*

SINGLE CYCLE DEGREE COURSES (6 years)

- Medicine and Surgery*
- School of Dental Medicine*

SECOND CYCLE DEGREE COURSES (2 years)

- Medical, Veterinary and Pharmaceutical Biotechnologies
- Psychobiology and Cognitive Neuroscience

Department of LAW, POLITICS AND INTERNATIONAL STUDIES

FIRST CYCLE DEGREE COURSES (3 years)

- Political Science and International Relations
- Social Work

SINGLE CYCLE DEGREE COURSES (5 years)

- Law

SECOND CYCLE DEGREE COURSES (2 years)

- International and European Relations
- Management of Social Work

- Theory and Methods of Preventive and Adapted Physical Activities
- Nursing and Midwifery Sciences*
### FOOD AND DRUG DEPARTMENT

**FIRST CYCLE DEGREE COURSES (3 years)**
- Food Science and Technology
- Gastronomic Science

**SINGLE CYCLE DEGREE COURSES (6 years)**
- Pharmaceutical Chemistry and Technology
- Pharmacy

**SECOND CYCLE DEGREE COURSES (2 years)**
- Food Science and Technology

### VETERINARY SCIENCE

**FIRST CYCLE DEGREE COURSES (3 years)**
- Livestock Science and Animal Production Technologies

**SINGLE CYCLE DEGREE COURSES (2 years)**
- Veterinary Medicine *

* = National Entrance Test

(ENG) = course entirely held in English

Some courses offer the opportunity of Double Degree Programmes. Further information at pages 90-91.
MASTER PROGRAMMES 2017-2018

**FIRST LEVEL MASTER PROGRAMMES**

- Applied Behavior Analysis (ABA): evidence-based strategies for educational, healthcare and social professions
- Advanced Competences in Paediatric Nursing
- Audiovisual translation
- Canine cognitive zooanthropological training
- Case/Care management in hospital and in community care for health professionals
- Cultural tourism of territories
- Culture, organization and marketing of territorial enogastronomy
- Digital library learning - *International Master Programme*
- European Union Policies
- Experts in integrated assistance between communities and families
- Experts in innovative training methodologies in the socio-healthcare field
- Food city design - *International Master Programme*
- Healthcare-associated infection risk management
- Intensive care unit (ICU) nursing
- International business - *International Master Programme*
- Interprofessional management of chronic diseases in hospital and in community care
- Management and conservation of the environment and wildlife - *Inter-University Master Programme*
- Management functions in the health professions
- Packaging
- Palliative care and pain therapy for healthcare professions
• Pulmonary rehabilitation - *Inter-University Master Programme*

• Qualitative research in the social and healthcare field

• Strategy and planning of sport organizations, events and structures - *International Master Programme*

• Technology of sound and musical composition - *in collaboration with the Music Conservatory of Parma “Arrigo Boito”*

• Theory and practice of socio-educational, juridical and psychological intervention in the context of forced migration

• Web communication, social media and IoT (Internet of Things) for journalists and communicators

**SECOND LEVEL MASTER PROGRAMMES**

• Applied Behavior Analysis (ABA): evidence-based tools and strategies for learning over the life cycle

• Advanced scan study of foetus heart and encephalon

• Aesthetic medicine

• Breeding, handling, pathology and treatment of non-conventional animals

• Dental sleep medicine

• Digital dentistry

• European studies

• Food technology science - *International Master Programme*

• Full immersion in implantoprosthesis

• Governance of clinical risk and promotion of treatment safety

• Health, environment and food: European law and risk regulation

• Hematopoietic stem cells and regenerative medicine

• Implantology and Periodontology
• Internal medicine of cats and dogs
• Management of health and socio-health services
• Management of local authorities
• Neuro-ophthalmology
• Oral and perioral aesthetic
• Pharmaceutical and regulatory strategies in medical products development
• Urban regeneration planning - analysis techniques for the built environment safeguard and enhancement - *European Master Programme*
• Veterinary public health - one health
POSTGRADUATE SCHOOLS 2016

DEPARTMENT OF HUMANITIES, SOCIAL SCIENCES AND CULTURAL INDUSTRIES

- Historical and artistic heritage

DEPARTMENT OF LAW, POLITICS AND INTERNATIONAL STUDIES

- Legal professions

DEPARTMENT OF MEDICINE AND SURGERY

- Anaesthesia, resuscitation and intensive care and pain treatment
- Cardiac surgery
- Clinical allergology and immunology
- Clinical biochemistry and pathology
- Dermatology and venereology
- Food science
- Emergency medicine
- Endocrinology and metabolic diseases
- General surgery
- Geriatrics
- Gynaecology and obstetrics
- Hematology
- Hospital pharmaceutics
- Hygiene and preventive medicine
- Illnesses of the cardiovascular apparatus
- Illnesses of the digestive system
- Illnesses of the respiratory apparatus
• Infant neuropsychiatry
• Infectious and tropical diseases
• Internal medicine
• Legal medicine
• Maxillo-facial surgery
• Medical oncology
• Microbiology and virology
• Nephrology
• Neurology
• Occupational medicine
• Ophthalmology
• Orthopaedics and traumatology
• Otorhinolaryngology
• Paediatrics
• Pathological anatomy
• Physical medicine and rehabilitation
• Psychiatry
• Radiodiagnastics
• Radiotherapy
• Reconstructive and aesthetic plastic surgery
• Thermal medicine
• Thoracic surgery
- Urology
- Vascular surgery

**DEPARTMENT OF VETERINARY SCIENCE**
- Animal and livestock welfare, breeding and production
- Inspection of animal-based foodstuffs

**SPECIALISATION COURSES 2017-2018 (last update: September 2017)**
- Advanced course in Medicine and Surgery of predatory birds
- Bailiff and delegate to estate selling
- Climate change: options of adaptation
- Manager of crisis from over-indebtedness
- Master in Retail & Brand Management
- Mathematics between secondary school and university
- Mathematics between secondary school and university with project IDEA 2017
- Occupational Law
- Participatory public welfare: comparison of theories, methods and praxis
- Specialisation Course for the professions of Chartered Accountant and Bookkeeper
- Teaching Italian to Foreign Students
PHD COURSES (33rd CYCLE)

PHD COURSES WITH ADMINISTRATIVE HEADQUARTERS IN THE UNIVERSITY OF PARMA

- Biotechnology and Life Science
- Chemical Sciences
- Civil Engineering and Architecture
- Earth Sciences
- Economics and Management of Innovation and Sustainability  (in agreement with the University of Ferrara)
- Drugs, Biomolecules and Health Products
- Food Science
- Industrial Engineering
- Information Technologies
- Juridical Sciences  (in agreement with the University of Modena and Reggio Emilia)
- Materials Science and Technology (in agreement with the CNR – National Research Council and with the University of Cape Town - South Africa)
- Molecular Medicine
- Philological-Literary, Historical-Philosophical and Artistic Sciences
- Physics
- Psychology
- Translational Medical and Surgical Sciences
- Veterinary Sciences

PHD COURSES WITH ADMINISTRATIVE HEADQUARTERS IN OTHER UNIVERSITIES

- Evolutionary Biology and Ecology  (administrative headquarters: University of Ferrara; in agreement with the University of Florence)
- Mathematics  (administrative headquarters: University of Modena and Reggio Emilia)
- Neurosciences (administrative headquarters: University of Modena and Reggio Emilia)
FOR MASTER PROGRAMMES AND SPECIALISATION COURSES:

UO Formazione Post Lauream (Organization Unit for Postgraduate Studies)

Master Universitari e Corsi di perfezionamento

P.le San Francesco 3 - 43121 Parma
Phone number: 0039 0521 033708
Fax number: 0039 0521 347016
e-mail: master.formazionepermanente@unipr.it

Opening times:
MON - FRI: 9.00 a.m. - 12.00 p.m.
THU: 9.00 a.m. - 1.00 p.m.

FOR POSTGRADUATE SCHOOLS:

Servizio scuole di Specializzazione

Via Volturno, 39 - 43125 Parma
Phone number: 0039 0521 033704
Fax number: 0039 0521 347015
email: specializzazioni@unipr.it

Opening times:
MON - FRI: 9.00 a.m. - 12.00 p.m.
THU: 9.00 a.m. - 1.00 p.m.

FOR PHD COURSES:

UO Formazione Post Lauream (Organization Unit for Postgraduate Studies)

PhD Courses

P.le San Francesco 3 - 43121 Parma
Phone number: 0039 0521 034214
Fax number: 0039 0521 347042
e-mail: dottorati@unipr.it

Opening times:
MON - FRI: 9.00 a.m. - 12.00 p.m.
THU: 9.00 a.m. - 1.00 p.m.
DEGREES AND PROGRAMMES IN ENGLISH

The University of Parma keeps up with the educational needs of the increasingly globalised contemporary world. A strong belief in internationalisation, together with a growing demand for fluent English speakers in the work domain, has led the University of Parma to expand its offer of English-medium Degree Courses and Programmes. The list is not just limited to individual subjects (especially in the fields of Engineering and Architecture, Economics and Arts and Humanities), but also includes Degree Courses held entirely in English, i.e. the courses of International Business and Development and Communication Engineering.

If you are an International degree-seeking student, you can thus get the chance to study and live in Italy without having to worry about learning Italian in a short time to attend courses. The Italian Language test is, in fact, not required for students enrolling in one of the courses entirely held in English.

Moreover, the international dimension of the courses adequately prepares students for future professions in today’s world.
SECOND CYCLE DEGREE COURSES ENTIRELY HELD IN ENGLISH

INTERNATIONAL BUSINESS AND DEVELOPMENT

DEPARTMENT OF ECONOMICS AND MANAGEMENT

Held entirely in English, this course is designed to produce professionals with specialised knowledge concerning the various aspects of international economics and global development. Graduates will be able to operate in different contexts, namely: companies operating on International markets, import-export and fair trade, multinational corporations, NGOs working in cooperation and development, European and supranational organizations and national and regional institutions operating internationally.

The course syllabus covers basic subjects regarding international statistics, fundamentals in international markets and laws, history of globalisation processes and the great macro-economic contexts. With English as the language of the course students gain advantages in terms of employment because nowadays, knowledge of the international economy needs to be complemented by excellent command of English for business and economics.

COMMUNICATION ENGINEERING

DEPARTMENT OF ENGINEERING AND ARCHITECTURE

Held entirely in English, this course is designed for candidates from different academic backgrounds and aims to provide a thorough grounding in Information and Communication Technology (ICT). First of all, it provides sound knowledge and methodology in an area which is experiencing an impressive technological innovation and is likely to continue this trend for many years to come. Furthermore, it allows international students to improve their command of the English language in a professional context.

Graduates will be trained to work in companies challenging the global technology competition, in multinational corporations, European and supranational organizations and national and regional institutions operating internationally. The main goal of the course in Communication Engineering is to provide advanced insight into state-of-the-art ICT technology, while simultaneously emphasizing a methodological approach to the analysis and design of complex systems - an essential skill in a fast moving world.

THE FLYERS OF THE COURSES ARE AVAILABLE ON THE UNIVERSITY WEBSITE.
## ENGLISH-MEDIUM INDIVIDUAL SUBJECTS

### FIRST CYCLE DEGREE COURSES

<table>
<thead>
<tr>
<th>DEPARTMENT</th>
<th>DEGREE COURSE</th>
<th>DISCIPLINE(S)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Modern Foreign Languages and Civilisations</td>
<td>• English Literature II</td>
<td></td>
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<tr>
<td></td>
<td>• English Literature III</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• English-speaking Literatures</td>
<td></td>
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<tr>
<td></td>
<td>• Language and translation - English II</td>
<td></td>
</tr>
<tr>
<td>Department of Humanities, Social Sciences and</td>
<td>• Language and translation - English III</td>
<td></td>
</tr>
<tr>
<td>Cultural Industries</td>
<td></td>
<td></td>
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<tr>
<td>Artistic and Performing Art Heritage</td>
<td>• Musical Drama <em>(e-learning)</em></td>
<td></td>
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<tr>
<td></td>
<td>• Geography <em>(e-learning)</em></td>
<td></td>
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<tr>
<td></td>
<td>• Italian Literature <em>(e-learning)</em></td>
<td></td>
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<tr>
<td></td>
<td>• Contemporary History <em>(e-learning)</em></td>
<td></td>
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<tr>
<td></td>
<td>• History of Contemporary Theatre <em>(e-learning)</em></td>
<td></td>
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<tr>
<td></td>
<td>• History of Contemporary Art <em>(e-learning)</em></td>
<td></td>
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<tr>
<td></td>
<td>• History of Medieval Art <em>(e-learning)</em></td>
<td></td>
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<tr>
<td>Humanities</td>
<td>• History of Modern Art <em>(e-learning)</em></td>
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<tr>
<td></td>
<td>• History of Photography <em>(e-learning)</em></td>
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<td></td>
<td>• Film history and criticism <em>(e-learning)</em></td>
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<tr>
<td></td>
<td>• Medieval History <em>(e-learning)</em></td>
<td></td>
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<tr>
<td></td>
<td>• Modern History <em>(e-learning)</em></td>
<td></td>
</tr>
<tr>
<td>Department of Law and, Politics and International Studies</td>
<td>• Teaching of Italian <em>(e-learning)</em></td>
<td></td>
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<tr>
<td></td>
<td>• Musical Drama <em>(e-learning)</em></td>
<td></td>
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<tr>
<td></td>
<td>• Fundamentals of the text analysis <em>(e-learning)</em></td>
<td></td>
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<tr>
<td>Department of Medicine and Surgery</td>
<td>• Fundamentals of General Linguistics <em>(e-learning)</em></td>
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<tr>
<td></td>
<td>• Geography <em>(e-learning)</em></td>
<td></td>
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<tr>
<td></td>
<td>• Greek Literature <em>(e-learning)</em></td>
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<tr>
<td></td>
<td>• Italian Literature <em>(e-learning)</em></td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Contemporary Italian Literature <em>(e-learning)</em></td>
<td></td>
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<tr>
<td></td>
<td>• Medieval History <em>(e-learning)</em></td>
<td></td>
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<tr>
<td></td>
<td>• Theory of Literature <em>(e-learning)</em></td>
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</tr>
<tr>
<td>Department of Medicine and Surgery</td>
<td>• Comparative History of Political Systems</td>
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<tr>
<td>Department of Medicine and Surgery</td>
<td>• English for Sport Medical Science <em>(module of the integrated course in Diagnostic applied to sport sciences)</em></td>
<td></td>
</tr>
<tr>
<td>DEPARTMENT</td>
<td>DEGREE COURSE</td>
<td>DISCIPLINE(S)</td>
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<tr>
<td>-----------------------------------------------</td>
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<td>-------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Department of Economics and Management</td>
<td>Economics and Management</td>
<td>• Business English</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Competitiveness and Business Strategy</td>
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<tr>
<td></td>
<td></td>
<td>• Economy of Globalization</td>
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<td></td>
<td>• Economy of Agri-food Networks</td>
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<tr>
<td></td>
<td></td>
<td>• Marketing Management</td>
</tr>
<tr>
<td></td>
<td>Food System: Management, Sustainability and Technologies</td>
<td>• Business English</td>
</tr>
<tr>
<td>Department of Chemistry, Life Sciences and Environmental Sustainability</td>
<td>Chemistry</td>
<td>• Bioinorganic Chemistry</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Solid State Chemistry</td>
</tr>
<tr>
<td></td>
<td>Industrial Chemistry</td>
<td>• Functional Materials</td>
</tr>
<tr>
<td>Department of Economics and Management</td>
<td>Business Administration</td>
<td>• Advanced Management Accounting</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Business English (B2)</td>
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<tr>
<td></td>
<td></td>
<td>• Business Ethics</td>
</tr>
<tr>
<td>Department of Economics and Management</td>
<td>International Business and Development</td>
<td>Entirely held in English</td>
</tr>
<tr>
<td></td>
<td>Finance and Risk Management</td>
<td>• Business English (B2)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Financial Analysis and Forecasting</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Insurance and pension fund technique</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Risk management and value creation in banks</td>
</tr>
<tr>
<td></td>
<td>Trade and Consumer Marketing</td>
<td>• Business English (B2)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• CRM and customer analytics</td>
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<tr>
<td></td>
<td></td>
<td>• Health and Wellness Marketing</td>
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<tr>
<td></td>
<td></td>
<td>• Relational Marketing - modules of “Data Base and Internet Marketing”</td>
</tr>
<tr>
<td></td>
<td></td>
<td>and “Social Media Marketing”</td>
</tr>
<tr>
<td>Department of Mathematical, Physical and Computer Sciences</td>
<td>Physics</td>
<td>• Advanced Optical Microscopy for Life and Material Science</td>
</tr>
<tr>
<td></td>
<td>Mathematics</td>
<td>• Symplectic Geometry</td>
</tr>
</tbody>
</table>

SECOND CYCLE DEGREE COURSES

<table>
<thead>
<tr>
<th>DEPARTMENT</th>
<th>DEGREE COURSE</th>
<th>DISCIPLINE(S)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Department of Chemistry, Life Sciences and Environmental Sustainability</td>
<td>Chemistry</td>
<td>• Bioinorganic Chemistry</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Solid State Chemistry</td>
</tr>
<tr>
<td></td>
<td>Industrial Chemistry</td>
<td>• Functional Materials</td>
</tr>
<tr>
<td>Department of Economics and Management</td>
<td>Business Administration</td>
<td>• Advanced Management Accounting</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Business English (B2)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Business Ethics</td>
</tr>
<tr>
<td>Department of Economics and Management</td>
<td>International Business and Development</td>
<td>Entirely held in English</td>
</tr>
<tr>
<td></td>
<td>Finance and Risk Management</td>
<td>• Business English (B2)</td>
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<td></td>
<td></td>
<td>• Financial Analysis and Forecasting</td>
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<td></td>
<td>• Insurance and pension fund technique</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Risk management and value creation in banks</td>
</tr>
<tr>
<td>Department of Mathematical, Physical and Computer Sciences</td>
<td>Physics</td>
<td>• Advanced Optical Microscopy for Life and Material Science</td>
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<tr>
<td></td>
<td>Mathematics</td>
<td>• Symplectic Geometry</td>
</tr>
<tr>
<td>DEPARTMENT</td>
<td>DEGREE COURSE</td>
<td>DISCIPLINE(S)</td>
</tr>
<tr>
<td>----------------------------------</td>
<td>-------------------------------------------------------------------------------</td>
<td>-----------------------------------------------------------------------------------------------------------------------------------------------</td>
</tr>
</tbody>
</table>
| Department of Engineering and Architecture | Architecture                                                                  | • Architectural Design Studio: Architectural Composition - Architecture and Landscape  
• Conservation and Restoration Studio: Restoration and Consolidation of Architecture - Lithology and Geology for Architecture  
• Environmental Applied Physics  
• Geotechnics  
• Innovative and Sustainable Technologies in Architectural Design: Sustainable Environmental Design - Materials and Innovative Technologies  
• Methods on Research on History of Architecture: Architecture Historiography - Methods of Historical Research on Architecture  
• Planning Law and Administration  
• Structural Building Design Studio: Design of Structures I - Design of Structures II  
| Civil Engineering                | ☐ Advanced Finite Element Analysis  
☐ Resilient Infrastructure        |                                                                                                                                               |
| Communication Engineering       | Entirely held in English                                                      |                                                                                                                                               |
| Electronic Engineering          | ☐ Embedded Systems Design for Industrial Electronics  
☐ Innovation Models  
☐ Laboratory of Embedded Systems Design for Industrial Electronics  
☐ Power Circuits and Systems     |                                                                                                                                               |
| Management Engineering          | ☐ English for Engineering                                                     |                                                                                                                                               |
| Mechanical Engineering          | ☐ Applied Acoustics  
☐ Electrochemical Energy Conversion and Storage Systems  
☐ English for Engineering       |                                                                                                                                               |
| Engineering for Food Industry Equipment | ☐ Heat and Mass Transfer in Food Processing  
☐ English for Engineering       |                                                                                                                                               |
<table>
<thead>
<tr>
<th>Department</th>
<th>Degree Course</th>
<th>Disciplines</th>
</tr>
</thead>
</table>
| Department of Humanities, Social Sciences and Cultural Industries          | Philosophy                          | • History of Ancient Philosophy  
                                                                             |                                    | • Theories of Ethics and Naturalism |
| Department of Law, Politics and International Studies                     | International and European Relations | • Development Economics and International Cooperation  
                                                                             |                                    | • European and International Labor Law  
                                                                             |                                    | • European Economy  
                                                                             |                                    | • European Legal Roots  
                                                                             |                                    | • History of Italian Foreign Policy |
| Food and Drug Department                                                   | Food Science and Technology         | • Xenobiotics in Food                                                        |

**Single cycle degree courses**

<table>
<thead>
<tr>
<th>Department</th>
<th>Degree Course</th>
<th>Disciplines</th>
</tr>
</thead>
</table>
| Department of Law and, Politics and International Studies                  | Law                                | • Economics and Law  
                                                                             |                                    | • European and Comparative Criminal Law  
                                                                             |                                    | • European and International Labour Law |
| Department of Veterinary Science                                            | Veterinary Medicine                | • Botany  
                                                                             |                                    | • Informatics |
| Department of Medicine and Surgery                                         | School of Dental Medicine          | • General and Applied Hygiene (module of the integrated course in Microbiology and Hygiene) |
## THE ITALIAN HIGHER EDUCATION SYSTEM

<table>
<thead>
<tr>
<th>Degree Qualification</th>
<th>Duration</th>
<th>Credits</th>
<th>Objectives</th>
<th>Admission requirements</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>FIRST CYCLE DEGREE</strong> (Bachelor’s Degree)</td>
<td>3 years</td>
<td>180</td>
<td>Basic knowledge and highly professional subjects</td>
<td>5-year Italian high school certificate or equivalent</td>
</tr>
<tr>
<td><strong>SINGLE CYCLE DEGREE</strong></td>
<td>5-6 years</td>
<td>300-360</td>
<td>Advanced knowledge for professions in specific fields</td>
<td>5-year Italian high school certificate or equivalent</td>
</tr>
<tr>
<td><strong>SECOND CYCLE DEGREE</strong> (Master’s Degree)</td>
<td>2 years</td>
<td>120</td>
<td>Advanced knowledge for professions in specific fields</td>
<td>First cycle degree or equivalent</td>
</tr>
<tr>
<td><strong>PHD COURSE</strong></td>
<td>3-4 years</td>
<td>60 per year</td>
<td>High level of specialization</td>
<td>Second cycle degree or equivalent</td>
</tr>
<tr>
<td><strong>1ST AND 2ND LEVEL MASTER PROGRAMMES</strong></td>
<td>1-2 years</td>
<td>60 per year</td>
<td>High level of professionalization</td>
<td>First cycle degree or equivalent/ Second cycle degree or equivalent</td>
</tr>
<tr>
<td><strong>POSTGRADUATE SCHOOL</strong></td>
<td>varying</td>
<td>varying</td>
<td>Advanced knowledge for professions in specific fields</td>
<td>Single Cycle Degree/ Second cycle degree or equivalent</td>
</tr>
</tbody>
</table>
ECTS CREDIT ALLOCATION – CFU

In the University credit system, 1 CFU - University Credit = 1 ECTS credit and represents a student’s workload for educational activities aimed at passing exams. This workload has been calculated as an amount of 25 hours dedicated to study purposes, including individual study, in-class activities (lectures, seminars, etc) and training (laboratories, practical activities, traineeships, etc.).

The average quantity of training activities for a full-time student with adequate initial preparation in one academic year is worth 60 credits and it is organised as follows:

- First cycle degrees are awarded on reaching 180 CFU credits (3 years);
- Second cycle degrees are awarded on reaching 120 CFU credits (2 years) after the First Cycle Degree (the total amount should be at least 300 CFU credits);
- Single Cycle Degrees are awarded on reaching 300 (for 5-year degrees) or 360 CFU credits (for 6-year degrees);
- First and Second level Masters, of the duration of 1 year, are awarded with 60 additional CFU credits.

Exams in the degree courses have different number of credits: the higher the number, the higher commitment required for the course and related exam.

At the end of each course, the student’s quality of learning is assessed with an examination. Such assessment is expressed as a fraction of 30.

The CFU - ECTS credits (the quantity of learning) corresponding to each course are awarded on passing the examination, regardless of the mark. The credit system is applied to all educational activities, whether related to study, practice or experiments: basically, credits are awarded for activities which do not involve final examinations too (e.g. professional training and traineeships).

The credit system allows students to change degree course, especially as regards transfers, course passages or access to Second Cycle Degree Courses: the educational authority is responsible for assessing the valid credits and those to be achieved within a given period of time.
If after the First cycle degree a student chooses a Second cycle degree course belonging to a different class, then a university educational gap may occur: the gap is expressed as a university educational debt which must be met by the student. For example, if your First cycle degree is in Physics and you apply for a Second cycle degree course in Mathematics, you may be requested to sit additional exams if you do not own the required number of credits to access the course.

**ECTS credit allocation at the University of Parma**

The Academic Regulations of the University show the relationship between hours and credits (ECTS). Each credit corresponds to a number of class hours comprised between 5 and 8, except for courses that need to comply with European directives. Each department establishes the hours / credits correspondence for their courses of study, while taking into account the aforementioned proportion.

**ECTS Credits for Exchange Students**

Since Erasmus students generally spend a semester or a year at the host University they are supposed to obtain 30 credits-ECTS in the former case and 60 credits-ECTS in the latter case.

Learning Agreements showing a slightly different amount of ECTS credits might even be exceptionally accepted and approved by the Erasmus coordinator, depending on the Faculty/ University of origin and/or the Department selected for the Erasmus period.
CREDITS FOR VOLUNTEER ACTIVITIES

From a.y. 2015-2016 students who take part in certified volunteer activities may be granted up to 6 ECTS credits for elective subjects. The activities can be validated only if carried out during the academic career with associations in Parma endorsed by the Volunteering Service Centre “Forum Solidarietà – Centro Servizi per il Volontariato”. Volunteer activities will be first verified and validated by Forum Solidarietà. The validated activities will then be certified by the Course Council of the Degree Course in Social Work. All activities are organized into 3 modules:

- the first module is theoretical and mainly aims to show students the world of volunteering, social citizenship and active participation;
- the second module entails practical activities including a traineeship in an association where the student will be helped by a tutor chosen by Forum Solidarietà;
- the third module requires the student to produce a final essay regarding his/her experience, completed by the report of the tutor.

The full list of activities is available on the University website www.unipr.it.

CREDITS FOR CULTURAL AND ARTISTIC ACTIVITIES

The University of Parma recognizes cultural and artistic activities as a significant component in students’ study programmes. Students engaged in cultural and artistic activities may be granted up to 6 ECTS credits for elective subjects (25 hours correspond to 1 ECTS credit). Cultural and artistic activities can be validated only if carried out during the University career and within institutions or organizations in the fields of theatre, music, art, media and communications which either belong to or have an agreement with the University of Parma.

Students must submit the necessary documentation and apply for validation of their activities to Centro per le Attività e le Professioni delle Arti e dello Spettacolo - CAPAS (Centre for Activities and Professions related to Arts and Performing Arts). The Centre will then submit their assessment of the activities to the Unified Course Council of the Degree Courses in Artistic and Performing Art Heritage and History and Critic of Arts and Performance for the final certification. The full list of activities is available on the University website www.unipr.it.
CREDITS FOR SPORTS ACTIVITIES

The University of Parma promotes wellbeing and healthy lifestyles by encouraging students to play sports at all levels, and by organizing courses in different sports. Since a.y. 2014-2015, the University of Parma has recognized sports activities as valid educational components in all university degrees. Students can submit their sports achievements, activities and career for validation to academic authorities and may be granted up to 6 ECTS credits for elective subjects (25 sport hours correspond to 1 ECTS credit). It is possible to validate professional, semi-professional or amateur sport activities only if carried out during the University career. Students must submit their requests for validation to CUS (University Sports Centre) Parma, at creditsportiviunipr@cusparma.it.

Exchange and International degree-seeking students can benefit from the same opportunity by joining the sports programme of the University of Parma. However, as regards Exchange students, only professional/semi-professional and amateur activities carried out with the University CUS can be validated.

Please remember that the CUS will verify and validate all applications concerning:

- professional/semi-professional sports activities carried out during your University career whether with or outside the CUS Parma (the latter only for International degree-seeking students);
- amateur sports activities only if carried out with the CUS Parma.

CUS cannot validate:

- applications for sports activities carried out before enrolling at the University;
- applications for amateur sports activities done outside the CUS;
- Erasmus students’ applications concerning professional/semi-professional sports activities done outside the University CUS.

CUS will then submit your applications to the Course Council of Sports Sciences, Physical Exercise and Human Health and to the Course Council of your degree course (or to the Erasmus Delegates) for definite approval and assignment of credits.
**Procedure for Credit Validation of Sports Activities for International Degree-Seeking and Exchange Students**

### Procedure I
**(International Degree-Seeking Students only)**

**Validation of Activities**

- Validation of certified sports activities carried out during the curriculum of studies, at different levels.

**The student** must contact the CUS (creditisportiviunipr@cusparma.it) and send all documents certifying the activity, with the form "autocertificazione pratica sportiva"

- The CUS will take care of the documentation certifying the performance of sports activities, will check and verify it in compliance with the requisites of the regulation, and prepare a report for the **Council of the First Cycle Degree Course in Sport Sciences, Physical Exercise and Human Health**.

### Procedure II
**(Exchange and International Degree-Seeking Students)**

**Registration to Courses/Laboratories organized by CUS Parma.**

- Registration to Courses/Laboratories organized by CUS Parma.

**The student** must send to CUS (creditisportiviunipr@cusparma.it) the form "domanda di iscrizione ai corsi" by choosing among those available on the website www.cusparma.it

- The CUS, based on subscriptions, will start "sport laboratories"; at the end, the attendance and participation will be verified. After that, the documents and a report will be sent to the **Council of the First Cycle Degree Course in Sport Sciences, Physical Exercise and Human Health**.

**The Council of the First Cycle Degree Course in Sport Sciences, Physical Exercise and Human Health** will take care of the documents sent by CUS and will then suggest a number of credits for the sports activity, according to the regulation: [http://www.unipr.it/node/9319](http://www.unipr.it/node/9319).

**The Council of the Study Course, or the Erasmus delegates** who are responsible for the student, will certify the sports activity according to the number of credits suggested, taking into consideration the global features of the activities and the learning agreement.
PART-TIME STUDENTS

Students who cannot attend lessons regularly due to work, health or other personal reasons can ask for part-time enrolment, i.e. an academic study programme with a total amount of credits reduced by 50% compared to the standard programme of their degree course. These students have a 50% discount on tuition fees.

Part-time enrolment applies to:

- Students who have worked for at least 6 months;
- Students with 45% or higher certified disability or students with Specific Learning Difficulties (D.S.A.);
- Students acting as carers for parents/ close relatives (Italian Act 104/92);
- Pregnant students or students with children up to 3 years of age;
- Students playing sports at a high national or international level.

Part-time enrolment cannot be requested for the following degree courses: Pharmacy, Pharmaceutical Chemistry and Technology, Law, Medicine and Surgery, School of Dental Medicine, Veterinary Medicine, Architectural Science, Health Profession courses (Audioprothesic Techniques, Biomedical Laboratory Techniques, Environment and Workplace Prevention Techniques, Imaging and Radiotherapy Techniques, Midwifery, Nursing, Orthoptics and Ophthalmologic Assistance, Physiotherapy, Speech and Language Therapy), Nursing and Midwifery Sciences.

Part-time enrolment is not valid for Master Programmes, Postgraduate Schools or PhD courses.
Tuition fees and scholarships
TUITION FEES 2017-2018 - INTERNATIONAL DEGREE-SEEKING STUDENTS

Tuition fees amounts vary according to:

- ECONOMIC SITUATION: determined exclusively by the ISEE amount;
- MERIT: based on all CFU credits obtained in the twelve months before 10/08/2017 (at least 10 credits for enrolments on the 2\textsuperscript{nd} year of course; at least 25 credits for enrolments from the 3\textsuperscript{rd} year of course and subsequent years);
- SENIORITY: based on all the years of enrolment at the University of Parma (course passages do not reset seniority);
- SCIENTIFIC-DISCIPLINARY AREA the course belongs to.

HOW MUCH

The total amount to pay for a.y. 2017-2018 is made up of:

- **Regional Tax**: € 140
- **Virtual Stamp Duty**: € 16
- **Personalised University Tuition Fee** proportionally calculated on the basis of the sole ISEE indicator (Indicatore della Situazione Economia Equivalente – Equivalent Financial Situation Indicator), by applying this formula:

\[
\text{Personalised University Tuition Fee Amount} = \text{minimum fee amount} + \frac{\text{students ISEE amount} - \text{minimum ISEE amount}}{\text{maximum ISEE amount} - \text{minimum ISEE amount}} \times (\text{maximum fee amount} - \text{minimum fee amount})
\]

The amounts of the minimum and maximum fee and of the minimum and maximum ISEE can be found in the chart of the following page.

If the ISEE amount is higher than 64,000 € or the ISEE amount is not submitted within the deadline indicated, the student will have to pay the maximum absolute amount of tuition fees established for the field of the course chosen and for his/her merit and seniority status.

To the amounts calculated with the abovementioned formula, we must then add the Regional Tax (140 €) and the Virtual Stamp Duty (16 €). On the website, you can find a simulator which helps you calculating an approximate amount of tuition fees.
All degree-seeking students of the University of Parma (enrolled or prospective, including transferring students from other universities), whether EU or NON-EU, must submit a Statement of their Economic Status (ISEE 2017) specific for the right to study which must include incomes, assets and liabilities. Foreign students from both EU and NON-EU countries must follow specific rules regarding the assessment of their family income and assets.

In order to know the right amount of the tuition fees you have to pay, you must fill in the online application form on the ER.GO. (Regional Authority for the Right to Higher Education) website www.er-go.it from 17th July 2017 and by 31st October 2017, by clicking on “SERVIZI ONLINE” on the homepage menu. Students can either fill in the form by themselves on the ER.GO website (www.er-go.it), or go to a CAF office (centre of tax assistance) having an agreement with the University of Parma and with ER.GO. (the full list of CAF offices with addresses and opening times is available on the website www.er-go.it). The CAF staff will fill in the form with the student’s data and send it to ER.GO. by 31st October 2017.
If you do not fill in the form by the deadline, you will be charged the maximum amount of tuition fees established for your course area, as well as for your merit and seniority condition.

Application forms submitted after 31/10/2017 will not be accepted.

HOW TO PAY

Payments of tuition fees can be made either by credit card (online) or by downloading and printing the University MAV payment slip to pay the sum in any bank in Italy. The MAV payment slip is downloadable from your reserved area on "Servizi Online". Different MAV payment slips are not accepted. Payment made abroad must be by credit card.

FOR STUDENTS ENROLLING ON THE FIRST YEAR OF COURSE:

Payment of tuition fees is made in three instalments:

1. **1ST INSTALMENT**: fixed amount of € 156 (Regional Tax + Virtual Stamp Duty) to be paid when enrolling, by the deadline established for each degree course.

2. **2ND INSTALMENT**: 50% of the personalised tuition fee amount, to be paid by 15th November 2017. Students can download the MAV payment slip from their reserved area 24 hours after having filled in the ER.GO. online application form (by 31st October 2017).

3. **3RD INSTALMENT**: other 50% of the personalised tuition fee amount, to be paid by 2nd May 2018. Students can download the MAV payment slip from their reserved area from April.

FOR STUDENTS ENROLLING FROM THE SECOND YEAR OF COURSE:

1. They pay **1ST INSTALMENT + 2ND INSTALMENT** by 15th November 2017: € 156 (Regional Tax + Virtual Stamp Duty) + 50% of the personalised tuition fee amount. MAV payment slip downloadable from the reserved area. Further details available on the Manifesto degli Studi.

2. **3RD INSTALMENT**: other 50% of the personalised tuition fee amount, to be paid by 2nd May 2018. MAV payment slip downloadable from the reserved area. Further details available on the Manifesto degli Studi.

Upon request, payment of the 2nd and 3rd instalment (if its amount is of € 600 or higher) can be split each into two further instalments of a same amount, which must be paid by:

- 15th November 2017 and 15th December 2017 (2nd Instalment)
- 2nd May 2018 and 15th June 2018 (3rd Instalment)
If you do not see the MAV charged on your personal page, contact the Student’s Registry Office of your degree course by the set deadlines and in due time to process your payment within the same deadlines.

Delayed payments of tuition fees after the established deadlines will be charged a further € 50 fee. Furthermore, you will not be able to take any exams until you are up to date with your payments.

**PLEASE NOTE !**

- If you have Italian citizenship or you are regularly living in Italy, you must follow the procedure for Italian students (ask for “attestazione ISEE 2017” for the right to study, which must include the family income of year 2015 and the family properties of year 2016 and the INPS (National Social Insurance Agency) protocol number. The statement can be obtained through the INPS office (viale Basetti, 10 - Parma), a CAF or through the Municipality of Parma. We recommend you to ask for this statement in due time since it will take about 15 days to get the document.

- If your ISEE is € 64,000 or higher, you do not need to fill in the ER.GO. online application form.

- We highly recommend you not to pay the tuition fee instalments on the last days near the deadline indicated: in fact, the date taken into account for the payment is when the money are received by the University, not when you pay the sum. If you pay the money on the last days, the University could receive the money later than the set deadline due to the different times of bank operations (including home banking and online payments), openings to the public, holidays, etc.: consequently, you might be charged an extra fee of € 50 for delayed payment.

- ER:GO will verify the truthfulness of the statements according to current legislation. Should you provide a false statement, you will:
  - be charged an amount which is triple the correct one;
  - lose all rights to other benefits and/or reductions on tuition fees during your whole career;
  - risk incurring other penalties.
**DOCUMENTS REQUIRED - EU STUDENTS**

Students from EU countries who do not reside in Italy must fill in the online form from 17th July and by 31st October 2017 by entering the following data:

- their family’s income (in euros) earned abroad in the year 2016;
- The amount of their family’s properties owned abroad by 31/12/2016.

The documentation must be translated into Italian and, if necessary, the translation must be certified and notarized, or apostille certification must be obtained (an apostille is a stamp affixed on the original document issued by the competent Authority of the Country concerned), pursuant to the law in force. Further details are available on the website of the Italian Ministry for Foreign Affairs and International Cooperation at this link: [http://www.esteri.it/mae/en/italiani_nel_mondo/serviziconsolari/traduzionelegalizzazionedocumenti.html](http://www.esteri.it/mae/en/italiani_nel_mondo/serviziconsolari/traduzionelegalizzazionedocumenti.html)

In order to finalize the application, the corresponding original documentation document regarding family incomes and assets must be sent to ER.GO (vicolo Grossardi 4, 43125 Parma) by 3rd November 2017.

**DOCUMENTS REQUIRED - NON-EU STUDENTS**

Students who come from NON-EU countries and do not reside in Italy must provide the necessary documentation regarding their family’s income and assets, issued by the competent Authority of the Country where the incomes have been earned and assets are owned.

The documentation must then be translated into Italian and the translation must be certified and notarized by the Italian Consulate/Embassy in their Country of origin or, if necessary, apostille certification must be obtained from the competent Authority in their Country, pursuant to the law in force. Further details are available on the website of the Italian Ministry for Foreign Affairs and International Cooperation at this link: [http://www.esteri.it/mae/en/italiani_nel_mondo/serviziconsolari/traduzionelegalizzazionedocumenti.html](http://www.esteri.it/mae/en/italiani_nel_mondo/serviziconsolari/traduzionelegalizzazionedocumenti.html)

For Countries where the Italian Embassy has difficulty issuing the aforementioned certification, the documentation may be replaced by a certificate issued in Italian by the foreign Country’s Embassy/Consulate in Italy, which must then be certified by the local Prefecture.
The documentation must include:

- a Family Status Declaration;
- the occupation of each individual member of the family unit in 2016, including brothers/sisters of legal age. If no member has an income, an unemployment declaration is needed, stating the amount of unemployment benefits received (if any);
- the number of months each individual family member worked in 2016 (indicating whether for a period shorter or longer than six months);
- the gross income for each family member in legal age in 2016, or of the family as a whole;
- the floor area of the family home and of any other family-owned building in 2015. If the family owns no property, a document issued by the competent authority is needed, certifying that no one in the family owns real estate;
- the amount of any residual bank loan by 31/12/2016 on the family home and/or other property;
- the assets of each individual family member of legal age by 31/12/2016;
- Documentation regarding presence of any family member (in the family unit) with certified handicap or disability.

Incomes, properties, assets and the amount of the residual bank loan must be expressed in euros, according to the exchange rates set in 2015.

In order to finalize the application, students must send to ER.GO. (vicolo Grossardi 4, 43125 Parma) the original documentation by 3 November 2017.

**SPECIAL CASES**

**Foreign students from “particularly poor” NON-EU countries:** they must fill in the online application form by 31st October 2017 and provide a certification issued by the Italian Diplomatic Authority in their Country of origin, stating that they are not from a wealthy high-class family.

Students can apply on-line only, either independently or through a CAF office (centre of tax assistance) that has an agreement with ER.GO. In either case, it is compulsory to apply on-line before the deadlines of the different limited-availability benefits and to send ER.GO a signed copy of the application and the certificate that states he/she does not belong to a high-income or a high-class family. Such certificate is issued by the
Italian Embassy in the country of origin.

LIST OF PARTICULARLY POOR OR DEVELOPING COUNTRIES

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<tr>
<th>Afghanistan</th>
<th>Equatorial Guinea</th>
<th>Madagascar</th>
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<td>Korea Dem. Rep.</td>
<td>Sao-Tome &amp; Principe</td>
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<td>Lao People’s Dem. Rep.</td>
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<td>Djibouti</td>
<td>Liberia</td>
<td>Solomon Islands</td>
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Foreign students whose family is resident and receives incomes and/or owns assets in Italy: they must apply according to the procedure for Italian students (i.e. fill in the online application form on the ER.GO. Website by 31st October 2017 - see pages 67-70).

Stateless students or political refugees: they are equated to Italian citizens. They are exempt from having to provide statements from embassies or consulates, since any income and/or property in Italy only is taken into consideration to assess their economic condition. Therefore, they must apply according to the procedure for Italian students (i.e. fill in the online application form on the ER.GO. Website by 31st October 2017 - see pages 67-70). The students must prove their status of stateless or political refugee with official documentation issued by the Civil Court (for stateless students), or by the specific Commission at the Ministry of the Internal Affairs (for political refugees).

Foreign students with dual citizenship: they must apply choosing one of the two citizenships. Italian citizenship prevails if one of the two is Italian (in this case, they must follow the procedure for Italian students).

In any case, in order to finalize the application, students must send to ER.GO (vicolo Grossardi 4, 43125 Parma) the original notarized documentation stating economic and financial condition by 3rd November 2017, or the application shall be considered invalid.
Please note that, even students who submit their application through a CAF recognized by ER.GO are required to send their original notarized documentation stating their family’s economic and financial condition by the same deadline, or the application shall be considered invalid.

All documents must be sent to ER.GO. with acknowledgement of receipt.

More details on tuition fees are available every year on the University Study Programmes, i.e. Manifesto degli Studi (on the website).

**FINANCIAL SUPPORT, SCHOLARSHIPS AND BENEFITS**

If you are an International degree-seeking student (whether EU or Non-EU) you may qualify for exemption from payment of the personalised tuition fee amount or reductions, depending on merit, and academic achievements.

**TOTAL EXEMPTION FROM TUITION FEES**

Students are entitled to total exemption from tuition fees if they are:

- **STUDENTS ELIGIBLE FOR OR BENEFITING FROM A SCHOLARSHIP FROM ER.GO. FOR A.Y. 2017-2018**: if they are enrolling to the second or a higher year of course (provided they are not out of course), they are exempted from payment of tuition fees; they will only pay the Regional tax of 140 € and the virtual stamp duty of 16€. To obtain this reduction, it is necessary to complete the online ER.GO. application form by 31st October 2017.

- **STUDENTS WITH 66% OR HIGHER CERTIFIED DISABILITY OR CERTIFIED DISABILITY ACCORDING TO ART.3, PAR. 1 OF ITALIAN ACT 104/92**: fill in Form A32 and hand it in to the Student Registry Office of your degree course by the deadline for the payment of 2nd instalment of tuition fees.

- **FOREIGN STUDENTS BENEFITING FROM SCHOLARSHIPS ALLOCATED BY THE ITALIAN GOVERNMENT ON THE BASIS OF PROTOCOLS EXECUTING CULTURAL AND SCIENTIFIC AGREEMENTS, OR OF DEVELOPMENT COOPERATION PROGRAMMES**: they must submit their documentation to the Student Registry Office of their degree course or to the U.O. Contributi, Diritto allo studio e Benessere Studentesco.
Benefits and Reductions on Tuition Fees

The parameter of seniority to obtain the benefits is different from the one used to calculate the Personalised University Tuition Fee amount: as regards the benefits, seniority is calculated from the 1st year of enrolment in any Italian University. Transferring to a different course or University does not reset seniority.

For students who have interrupted their studies, whose career has expired or for those who are enrolling once again, the year of first enrolment is dated back proportionally according to the number of course year they are admitted to.

The following benefits apply automatically, thus you do not need to fill in any request form:

For First-year students:

- Students enrolling on the first year of a First Cycle Degree Course or a Single Cycle Degree Course will get a reduction of €250 if they obtained a high school final grade equivalent to Italian top grade of 100 or 100 with merit;

- Students enrolling on the first year of a Second Cycle Degree Course will get:
  a) a reduction of €250 if they obtained a First Cycle Degree with the highest final grades equivalent to Italian 110 or 110 with honours;
  b) a reduction of €150 if they obtained a First Cycle Degree with final grades equivalent to Italian 109 or 108.

For students enrolled from the 2nd year and beyond:

Students enrolled from the 2nd year and beyond within the regular duration of the course will get reductions on tuition fees on the basis of ranking lists.

Reductions for merit go from a minimum of €150 to a maximum of €300.

Reductions can add up to the total amount of the personalised University Tuition Fee already paid and/or to be paid (except from the regional tax and the virtual stamp duty, which must always be paid).

Further information on the requirements for benefits eligibility is published on the “Manifesto degli studi” a.y. 2017-2018.
TUITION FEES REFUND

You can ask for refund for fees not due or paid twice if:

- you graduate in the last session available (extra session) of a.y. 2016/2017 and you have already paid the 1st instalment of tuition fees for a.y. 2017-2018 but you have not submitted any application for enrolment on a.y. 2017-2018;
- if you have already paid a non-due fine;
- if you have submitted a non-due payment after your career expired;
- if you have transferred to another University in the same academic year.

The Regional Tax and the Virtual Stamp Duty cannot be refunded.

The form to request a refund must be filled in exclusively online at this link: https://www.idem.unipr.it/secure/rimborsi. You do not need to fill in the form for refunds if you are entitled to automatic refund.

The refund is paid by the University accounts office within 60 days from the date of issuing of the decree authorizing the refund. The refund can be paid either by direct credit on your student card or into your bank account (the student must either own the account or have it in common with another person).

If the student does not inform the University accounts office how he/she prefers to be refunded, the University cannot proceed with the refund until it receives the necessary information.

FOR ANY FURTHER INFORMATION, DETAILS OR QUERIES, CONTACT...

ER.GO. REGIONAL AUTHORITY FOR THE RIGHT TO HIGHER EDUCATION IN EMILIA ROMAGNA

For specific information: www.er-go.it ; Section ER.GO RISPONDE or SCRIVICI! on the website

Phone numbers: Parla con ER.GO: MON - FRI, 9.30 a.m. - 04.00 p.m.
+39 051 6436900 for first year students
+39 051 19907580 for all other students

International Desk: ergoid@er-go.it Certified mail: info@postacert.er-go.it

ER.GO. OFFICE IN PARMA

Vico Grossardi n.4 - 43125 Parma

Phone Number +39 0521 2139 Fax Number +39 0521 213620

Certified e-mail address: info@postacert.er-go.it

UNIVERSITY OF PARMA - UO CONTRIBUTI, DIRITTO ALLO STUDIO E BENESSERE STUDENTESCO

(Organization Unit on Fees, Right to Study and Students' Welfare)

Piazzale San Francesco, 2 – 43121 Parma

Website: http://www.unipr.it/contributi-diritto-allo-studio

Phone number: +39 0521 034035

E-mail: 150ore@unipr.it Certified e-mail address: sett.contributidirittoallostudio@pec.unipr.it

Opening Times: TUE and THU; 9.00 a.m. - 01.00 p.m.
ERASMUS AND INTERNATIONAL HOME - EIH

The University of Parma welcomes all exchange students to the "Erasmus and International Home", the service and centre for international activities. Inaugurated in 2014, it is located in the impressive setting of Piazzale San Francesco, in the heart of Parma.

The Erasmus and International Home primarily offers information and a front-office service for both outgoing and incoming students and staff (academic and administrative). The EIH team provides assistance as regards Erasmus and other Exchange Programmes, deals with international mobility and manages contacts with partner universities. The staff can also offer support and advice on a range of queries and issues concerning documents and procedures for exchange students, as well as basic information on the general organization of the University.

However, the Erasmus and International Home is much more than just an office giving administrative support: as the name itself implies, it has been conceived so as to be a welcoming friendly place fostering intercultural exchange and dialogue, a "home" where students from different countries can meet and share their experiences. Even the rooms and furniture have been designed to convey a sense of "welcoming" and "openness" with their bright colours, the absence of architectural barriers and the creation of gathering areas equipped with multimedia devices and a coffee-break corner.

**EIH - ERASMUS AND INTERNATIONAL HOME**
Piazzale San Francesco, 3  
43121 Parma  
Phone number: 0039 0521 904203  
e-mail: incoming@unipr.it (for incoming students)  
erasmus@unipr.it (for outgoing students)  
internship@unipr.it (for incoming traineeships)

**OPENING TIMES:**  MON, TUE, WED, FRI: 9.00 a.m. - 12.00 p.m.  
                      THU: 9.00 a.m. - 1.00 p.m.
WELCOME OFFICE

The Welcome Office of the University of Parma, created in February 2016, supports European and International students in finding accommodation. Any queries or requests for assistance must be sent to the Welcome Office at welcome@unipr.it.

The University of Parma also participates to HousingAnywhere, a platform specifically devised to help students find temporary accommodation (see page 127).

WELCOME OFFICE
Vicolo Grossardi, 4
43125 Parma
Contacts:
MS TIZIANA CORDARO - HEAD: tiziana.cordaro@unipr.it
MR ROBERTO BERGONZI: roberto.bergonzi@unipr.it
Phone numbers: 0039 0521 904150; 0039 0521 904632

OPENING TIMES: MON - FRI: 9.30 a.m. - 12.30 p.m.

WELCOME DAYS FOR INCOMING STUDENTS

Every academic year, at the beginning of each semester (September and February/March) the University and ESN-ASSI Parma organise the Welcome Days with a varied vibrant programme of activities and events designed to welcome new students to the University of Parma.

During the day, incoming students will meet academic and institutional staff who will introduce them to the University and the city of Parma, especially as regards the administrative and practical issues regarding their stay and the services and support offered by the University. Students will also have the opportunity to enjoy themselves through the activities organised by ESN-ASSI Parma, like appetizers and parties. These events are designed to help Erasmus and International students become familiar with the city of Parma and the University, to meet new people, to help them make friends with other students.

For the full programmes of the activities and events, visit the specific page on the University Website en.unipr.it (EXCHANGE STUDENTS > Incoming students) and on the ESN-ASSI Parma website (http://assi.unipr.it) and Facebook page.
ESN-ASSI PARMA

The ESN-ASSI Parma is part of two non-profit networks: ESN (Erasmus Student Network) Italy and ESN International. ESN-ASSI Parma thus coordinates its activities with other University student associations in Italy and abroad, to keep up with the latest projects. ESN-ASSI Parma’s mission is to foster student mobility to/from Higher Education Institutions by providing prospective, current and former exchange students with services, support and guidance so that their experience abroad is a success. ESN-ASSI Parma volunteers (former Erasmus students) offer daily assistance to incoming international students and to outgoing Italian students who wish to enrich their academic curriculum through an experience in a foreign University. ESN-ASSI mainly helps incoming exchange students in their academic, social and practical integration process, as they often have to face problems in their new environment and may feel abandoned. This is done through activities fostering cultural and social exchange such as excursions, film nights, international food festivals and parties. ESN-ASSI also supports students returning from an exchange in their reintegration process by remaining in contact with an international environment. It also provides relevant information and encourages future exchange students to gain from the international experience.

ESN CARD

The ESN card is the Erasmus Student Network’s membership card. It proves membership in an ESN section and indirectly the entire ESN Network. It provides access to all services and discounts offered by ESN and its partners to international students. The card is necessary to participate in any ESN-ASSI Parma activity. The card costs 5 euros and is valid for 12 months. It entitles the holder to obtain discounts in partner shops, bars, cafés, cinemas, etc and to take part in all activities and events organised by local, national and international ESN Sections. Please note that the ESN Card is strictly personal and cannot be used by anybody other than the card holder (photo and personal data are on the card).
ESN PROJECTS

ERASMUS IN SCHOOLS

With the project Erasmus in Schools, Erasmus students studying in Italy have the opportunity to organize lessons, seminars and meetings with school students to tell them about their home countries and culture, share their experiences and the values and benefits of students’ mobility and internationalization. By listening to daily life stories of international students, school students will dream of travels to new countries, learn about different cultures and have the opportunity to interact in a foreign language. The Erasmus in Schools projects in Parma has involved about 12 secondary schools in Parma and its Province, obtaining a great success and enthusiastic feedbacks from the classes involved.

TANDEM

Would you like to learn or improve a foreign language? ESN-ASSI Parma can help you in finding a Tandem Partner.

Tandem project is one of the many social projects ESN-ASSI Parma takes care of. The method used is the linguistic interchange among students enrolled in the University of Parma through the Erasmus Project and not. The aim is to give students the chance to perfection or learn one or more foreign languages. Moreover, it is a further opportunity for exchange students to learn Italian, since they can be matched with an Italian student of the University of Parma who wants to improve a foreign language. All absolutely free of charge.

Occasionally, ESN organizes parties or evening meetings (e.g. “AperiTandem”) opened to both Italian and Erasmus students. You will get in touch with people who match your target language and who are also interested in learning yours while having a drink, chatting and playing games. After you meet once, you can then meet wherever and whenever you want to learn or improve a new language and teach yours (we generally suggest meeting for at least one hour per week and speak entirely in one language only each time).

Further information on ESN-ASSI Facebook page.
Social Erasmus is one of the Erasmus Student Network’s international projects with the aim of involving international exchange students in social and volunteer activities focusing on charity, environment and education in their host countries. The project promotes a social attitude among international students, and facilitates their integration into the local community while enhancing cultural understanding and self-development. International students contribute to the local community, proving that mobility does not only mean travelling or studying abroad, but also being actively engaged. Local communities are thus encouraged to host international students, thereby enhancing cultural exchange and supporting international mobility.

An Erasmus exchange is an opportunity to learn about new cultures and education systems, and to develop new unforgettable friendships. Social Erasmus is a further occasion for self-enrichment, as well as an inspiration for a new perspective on life.

ESN-ASSI Parma implemented this project in 2012. Since then, it has promoted a number of projects: “Green Wave”, to clean the banks of the stream Parma; entertainment for a children’s shelter; a dog-sitting service (including the course to obtain the license), to walk the dogs of the Municipal Pound; help to the local charity association “Caritas”, by donating what Erasmus and international Students could not pack in their suitcases before returning home (on that occasion, ESN collected 7 large bags filled with quilts, sheets, clothes and shoes thanks to generous students!).

Social Erasmus goes under the slogan: Reach higher! Go further! Go social!

Please visit the website http://assi.unipr.it/ and the Facebook Page of ESN-Assi Parma (https://it-it.facebook.com/erasmus.student.network.esn.assi.parma/) to know about weekly activities offering further chances to practise a foreign language, to discover Parma and its University...and to make a lot of new international friends!
ITALIAN LANGUAGE COURSES FOR FOREIGN STUDENTS

Learning Italian might be a problem for foreign incoming students...but don’t worry! We can help you!
Our University organises free Italian courses to improve your knowledge of the Italian language for study purposes and to prepare you to follow the courses and sit for the university exams to be taken in Italian. These courses are all free of charge and are specifically tailored for:

- Erasmus students in all degree courses (having at least an A2 level in Italian);
- foreign students taking part in International Study Programmes;
- foreign degree-seeking students attending the University of Parma.

The Italian Language Courses take place in both semesters, and are organised in two modules:

- **1ST MODULE:** Intensive course, beginning in September (1st semester) and February (2nd semester)
- **2ND MODULE:** Extensive course, beginning at the end of October (1st semester) and of March (2nd semester)

Every module is provided in a blended modality: 30 hours of face-to-face lessons and 15 hours of online self-study aimed at developing competences in Italian for study purposes.

Students attending a module and passing the final test are awarded 4 ECTS (CFU) credits; in addition they can acquire other 4 ECTS by attending another module of a higher level and passing the related test (e.g. if a student attends the 1st module and reaches a B1 level, he/she can then attend the 2nd module to attain a B2 level).

**If you want to fulfil your academic requirements, it is highly recommended and indispensable to attend the Italian classes and sit for the final language exams.**

In the final exam at the end of each module, students are tested on their written and oral comprehension, language use (mainly based on grammar and vocabulary) and writing skills. The president of every student’s Degree Course will be informed about the results in the Italian language exams so as to decide in which language students will take exams included in their Learning Agreement or study plan (e.g. a student could be advised to carry on studying the Italian language but still be allowed to take his/her exams in Italian or in another language).
IMPORTANT!
Before starting your first Italian language course, you will need to take a Placement Test that will indicate your language level in order to place you in the appropriate module.

PLEASE REMEMBER:

For Erasmus students: please do not forget that the Italian language courses should be approved in your Learning Agreement!

Erasmus students or other EU-programme students who have a working language other than Italian at their Department (for example those enrolled on a course entirely held in English) may decide whether to take the Italian language courses or not.

International students attending a different programme
International and exchange students not satisfying the minimum language conditions explained above may access further language training opportunities. All details for these courses are available by contacting the University Erasmus and International Home.

FURTHER INFORMATION

http://dusic.unipr.it/en/teaching/italian-courses-foreigners
In this page, you will find all updated information, timetables and location of classes of Italian for foreign students.
The Italian Language Courses usually take place at the Via D’Azeglio / Via Kennedy University area.
ERASMUS + EXCHANGE PROGRAMME

If you are an International degree-seeking student regularly enrolled at the University of Parma (i.e. not through the Erasmus Programme or any Bilateral Agreement), you can apply for the Erasmus + Exchange Programme just like Italian students. Awarding about 600 grants every year, the Erasmus + Programme gives students the opportunity to study for a given period, variable from 3 to 12 months, in one of the best European (or some Extra-European) universities in partnership with the University of Parma.

The advantages to be gained from the Programme are:

- full academic recognition of the activities carried out in the foreign country;
- the chance to face a new reality and interact with the people, customs and language of a foreign country;
- a rewarding experience from both a personal and professional point of view, as it will be particularly important for a future career.

Within Erasmus + students can also prepare their final thesis or pursue their studies through a PhD in a partner University. The programme also includes traineeship opportunities from 2 to 12 months in companies, research and educational centres or other institutions in Europe. For further information, visit the official website ec.europa.eu/erasmus-plus or contact the Erasmus and International Home.

EIH - ERASMUS AND INTERNATIONAL HOME
Piazzale San Francesco, 3
43121 Parma
Phone number: 0039 0521 904203
e-mail: erasmus@unipr.it (for outgoing students)
Opening times:  MON, TUE. WED, FRI: 9.00 a.m. - 12.00 p.m.
              THU: 9.00 a.m. - 1.00 p.m.
INTERNATIONAL EXCHANGE PROGRAMMES

The University of Parma has signed over 180 agreements with international partner universities where you can spend a study period and attend courses which will be part of your whole study programme. The long list of prestigious partnerships includes Boston College, Cornell University, Pitzer College, University of Florida, New Jersey Institute of Technology, EACLE Law Network (USA), Universidade de São Paulo (Brazil), Universidad de Buenos Aires (Argentina), Kobe University (Japan) and many others.

This is possible thanks to the University Programme OVERWORLD, offering scholarships for international mobility to Non-EU partner Universities.

The programme is divided into two “actions”:

- **ACTION 1** involves the development of a Departmental or inter-departmental project of collaboration with Non-EU institutions having signed a protocol of international teaching and scientific cooperation with the University of Parma.

- **ACTION 2** involves individual mobility of students in one of the Non-EU Universities having signed a protocol of international teaching and scientific cooperation with the University of Parma.

Further information is available at www.unipr.it

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**EIH - ERASMUS AND INTERNATIONAL HOME**
Piazzale San Francesco, 3
43121 Parma
Phone number: 0039 0521 904203
e-mail: erasmus@unipr.it (for outgoing students)

**OPENING TIMES:**
- MON, TUE. WED, FRI: 9.00 a.m. - 12.00 p.m.
- THU: 9.00 a.m. - 1.00 p.m.
TRAINEESHIP OPPORTUNITIES

The University of Parma offers incoming students a wide variety of traineeship opportunities to gain some professional experience in an international environment and put the knowledge acquired during their education into practice in specific workplace settings. Students can choose from a broad spectrum of traineeships in many different sectors: administrative offices and services, museums, hospital wards, and schools. Whichever the area, a supervisor will guide students through the whole period, helping them focus on a specific project from the very first steps to the final assessment stage.

We regard the traineeship opportunities as a highly educational experience for incoming students as they have to deal with a different work environment and culture.

There are specific requirements for each sector and traineeship. You can check them out on the homepage of en.unipr.it by clicking on the slideshow “Traineeship Opportunities”, where you can find all the calls for applications and the detailed application procedure and deadlines for incoming exchange trainees.

EIH - ERASMUS AND INTERNATIONAL HOME
Piazzale San Francesco, 3
43121 Parma
Phone number: 0039 0521 904203
e-mail: internship@unipr.it (for incoming traineeships)
TEACHING PLACEMENT

Exchange students who would like to teach or simply be involved in the Italian school system, will find in the Teaching Placement Programme THE chance to experience Italian life and culture fully! The programme gives Exchange students the opportunity to work with a foreign language teacher in a school in Parma (4th and 5th grades in primary school, middle school and high school) for a semester or the whole school year. The languages they can teach are English, French, Spanish and German.

The Teaching Placement Programme includes 10 hours of training and 45 hours of in-class activity, as assistant of the Language Professor. During the 45 working hours, the trainee must collaborate with the professor and take part to staff meetings to plan in-class daily work. The total amount of hours is 125, which comprises training (10 hours), in-class hours (45), time at home for preparing lessons (ppt), planning activities and issuing the final essay. At the end, the student obtains 5 ECTS credits and the academic mark. International students from any Department can benefit from this opportunity which allows them to enter the Italian socio-cultural fabric by closely cooperating with teachers. On their part, teachers are always enthusiastic about the Teaching Placement because it gives them the chance to brush up their own language skills and fluency by interacting with young native speakers and helping them to introduce their pupils to the idiomatic and colloquial aspects of the foreign language.

In addition to the University, other institutional participants include the Municipality of Parma, the Schools of Parma, the Teaching Authority for the Province of Parma.

Further information is available on the web page dedicated to Traineeship Opportunities.

PLEASE NOTE
Exchange students in mobility for study can do the Teaching Placement as well, provided that they include this activity in their Learning Agreement.
DOUBLE DEGREE PROGRAMMES

The Double Degree programmes are managed by both the institutions involved in the agreement so that students can spend a period of study in the partner University and achieve a double academic qualification valid in both the country of origin and of destination.

Thanks to these programmes, the University of Parma welcomes international students who come to spend a study period in Parma and obtain a double degree valid both in their countries and in Italy; the same opportunity is offered to the degree-seeking students of the University of Parma, who can attend courses of different disciplines in prestigious international universities and then obtain their double degree, valid both in Italy and in the host country.

The list of agreements includes European countries and even goes beyond, to the United States, Brazil, South Africa...

Check if your area of study or course is included in one of these programmes, read about the requisites and follow the instructions for the application and testing modalities. Once you have passed the test...you are ready for this unforgettable experience!

Double degree programmes are indeed an opportunity to enrich your academic path and set the basis for a future career at an international level.

FIRST CYCLE DEGREE COURSES WITH DOUBLE DEGREE OPPORTUNITIES

MANAGEMENT ENGINEERING (DEPARTMENT OF ENGINEERING AND ARCHITECTURE)
Partner University: New Jersey Institute of Technology (NJ, USA)

COMPUTER, ELECTRONIC AND COMMUNICATIONS ENGINEERING (DEPARTMENT OF ENGINEERING AND ARCHITECTURE)
Partner Universities: 10 French Universities (ENSEA - Cergy Pontoise; EPU - Sophia Antipolis; ESIEE - Noisy Le Grand; Ecole Polytechnique de l’Université Grenoble 1 - Grenoble; Université de Nice - Sophia Antipolis; Université de Paris Sud, Orsay; Université Paul Sabatier de Toulouse; Université Joseph Fourier de Grenoble; Université de Nantes

ECONOMICS AND MANAGEMENT (DEPARTMENT OF ECONOMICS AND MANAGEMENT)
Partner University: Hohchschule Bochum (DE)

MIDWIFERY (DEPARTMENT OF MEDICINE AND SURGERY)
Partner University: Universidade de São Paulo (BR)

NURSING (DEPARTMENT OF MEDICINE AND SURGERY)
Partner University: Pamukkale University (TK)
**SINGLE CYCLE DEGREE COURSES WITH DOUBLE DEGREE OPPORTUNITIES**

**LAW (DEPARTMENT OF LAW, POLITICS AND INTERNATIONAL STUDIES)**  
Partner University: Pontificia Universidad Catolica do Rio Grande do Sul (BR).

**SECOND CYCLE DEGREE COURSES WITH DOUBLE DEGREE OPPORTUNITIES**

**BUSINESS ADMINISTRATION (DEPARTMENT OF ECONOMICS AND MANAGEMENT)**  
Partner University: Grenoble Ecole de Management (FR)

**INTERNATIONAL BUSINESS AND DEVELOPMENT (DEPARTMENT OF ECONOMICS AND MANAGEMENT)**  
Partner Universities:  
Grenoble Ecole de Management (FR)  
Vilnius University (LT)

**TRADE AND CONSUMER MARKETING (DEPARTMENT OF ECONOMICS AND MANAGEMENT)**  
Partner Universities:  
Université Jean Moulin Lyon 3 (FR)  
Hochschule Bochum (DE)

**MANAGEMENT ENGINEERING (DEPARTMENT OF ENGINEERING AND ARCHITECTURE)**  
Partner University: New Jersey Institute of Technology (NJ, USA)

**ENGINEERING FOR FOOD INDUSTRY EQUIPMENT (DEPARTMENT OF ENGINEERING AND ARCHITECTURE)**  
Partner University: New Jersey Institute of Technology (NJ, USA)

**COMPUTER ENGINEERING (DEPARTMENT OF ENGINEERING AND ARCHITECTURE)**  
Partner Universities: 10 French Universities (ENSEA - Cergy Pontoise; EPU - Sophia Antipolis; ESIEE - Noisy Le Grand; Ecole Polytechnique de l’Université Grenoble 1 - Grenoble; Université de Nice - Sophia Antipolis; Université de Paris Sud, Orsay; Université Paul Sabatier de Toulouse; Université Joseph Fourier de Grenoble; Université de Nantes)

**CHEMISTRY (DEPARTMENT OF CHEMISTRY, LIFE SCIENCES AND ENVIRONMENTAL SUSTAINABILITY)**  
Partner University: University of Cape Town (RSA)
INTERNATIONAL MASTER PROGRAMMES

Participating in International Master Programmes, like Double Degree Programmes, is a very qualifying and high-profile study opportunity. These programmes as well are managed by both the institutions involved in the agreement so that students can spend a period of study in the partner University and achieve a double academic qualification valid in both Italy and in the host country too.

International Master Programmes involve partner universities in European countries and extra-European countries, including BRICS:

FIRST LEVEL INTERNATIONAL MASTER PROGRAMMES 2017-2018

DILL - Digital Library Learning (DEPARTMENT OF ENGINEERING AND ARCHITECTURE)
Partner University: University of Tallinn (EE)

STRATEGY AND PLANNING OF SPORT ORGANIZATIONS, EVENTS AND FACILITIES (DEPARTMENT OF ECONOMICS AND MANAGEMENT)
Partner University: Università degli Studi della Repubblica di San Marino.

SECOND LEVEL INTERNATIONAL MASTER PROGRAMMES

FOOD TECHNOLOGY SCIENCE (FOOD AND DRUG DEPARTMENT)
Partner University: Universidad de Buenos Aires (ARG)

URBAN REGENERATION PLANNING - ANALYSIS TECHNIQUES FOR THE BUILT ENVIRONMENT SAFEGUARD AND ENHANCEMENT (DEPARTMENT OF ENGINEERING AND ARCHITECTURE)
Partner University: Universidad Politecnica de Madrid (ES).

INTERNATIONAL PHD PROGRAMMES

MATERIALS SCIENCE AND TECHNOLOGY (DEPARTMENT OF CHEMISTRY, LIFE SCIENCES AND ENVIRONMENTAL SUSTAINABILITY)
Partner University: University of Cape Town (RSA)
Services and facilities
STUDENTS’ REGISTRY OFFICES

Student registry offices deal with the administrative aspects of student careers (admission/enrolment, exam registration, certificates, transfer, admission to final examinations, etc.).
All Student registry offices are organised according to the areas of study and follow the same timetable:

Opening hours:
Monday, Tuesday, Wednesday and Friday: from 9 a.m. to 12 p.m.
Thursday: from 9 a.m. to 1 p.m.

Courses of the area of ARTS AND HUMANITIES
Via D’Azeglio, 85
Phone number: 0039/0521/033707
Fax number: 0039/0521/032322
e-mail: segrlett@unipr.it

Courses of the area of ECONOMICS AND MANAGEMENT
Via D’Azeglio, 85
Phone number: 0039/0521/032377
Fax number: 0039/0521/032227
e-mail: segrstec@unipr.it

Courses of the area of ENGINEERING AND ARCHITECTURE
University Campus - Parco Area delle Scienze, 23/A
Phone number: 0039/0521/905111
Fax number: 0039/0521/906051
e-mail: seging@unipr.it; segarc@unipr.it

Courses of the area of FOOD AND AGRICULTURE; PHARMACY
University Campus - Parco Area delle Scienze, 23/A
Phone number: 0039/0521/905127—905122
Fax number: 0039/0521/906153
e-mail: segagr@unipr.it; ssfarm@unipr.it
Courses of the area of LAW AND POLITICS
Via Del Prato, 4/1A
Phone number: 0039/0521/034099
Fax number: 0039/0521/347029
e-mail: segreteria.giurisprudenza@unipr.it

Courses of the area of MATHEMATICAL, PHYSICAL AND COMPUTER SCIENCE; CHEMISTRY AND LIFE SCIENCES
University Campus - Parco Area delle Scienze, 23/A
Phone number: 0039/0521/905116
Fax number: 0039/0521/906153
e-mail: segsmfn@unipr.it

Courses of the area of MEDICINE AND SURGERY AND HEALTH PROFESSIONS
Via Volturno, 39
Phone number: 0039/0521/033700
Fax number: 0039/0521/347017
e-mail: segmed@unipr.it

Courses of the area of VETERINARY SCIENCE
Via del Taglio, 10
Phone number: 0039/0521/032604
Fax number: 0039/0521/347036
e-mail: segvet@unipr.it
URP - UNIVERSITY INFORMATION OFFICE

Do you need help for administration procedures, information on degree courses or specific requests? The URP - University Information Office manages direct communication between the University and the public. The office provides first-level information, sorts general users’ requests to the right offices and departments, and coordinates the toll-free number.

You can contact the URP through the front office, via telephone or e-mail. You can also call the University toll-free number from either mobile phone or landline. It provides information about the University degree courses, addresses and student services.

URP - UNIVERSITY INFORMATION OFFICE
Via Università, 12 (main building)
43121 Parma
Phone number: 0039 0521 904006
Fax number: 0039 0521 347038
E-mail: urp@unipr.it

MON - WED - FRI: 9.00 a.m. - 12.30 p.m.
TUE - THU: 9.00 a.m. - 12.30 p.m. ; 2.30 p.m. - 4.30 p.m.

UNIVERSITY TOLL-FREE NUMBER (WITHIN ITALY)
800 904084
available from MON to SAT, 8 a.m.—8 p.m.
COMPUTER SERVICES AND FACILITIES

If you do not own a computer or have no access to the Internet at home, don’t worry! The University of Parma provides computer facilities with internet access as well as wi-fi areas for study purposes to all students. But, first...you need your own e-mail account!

APPOST@PERTE (STUDENTS' INDIVIDUAL E-MAIL)

The 'Appost@perte' e-mail service was established by the University of Parma for all registered students: each student is supplied with an e-mail address which is made up as follows: name.surname@studenti.unipr.it (unless there are cases of homonymy). Each mailbox is free and has a 10 MB capacity. This service is to be used to interact with the University (e.g. to ask for information on your career, the courses attended, etc.). The University uses this e-mail address to send notices in real time. The e-mail account and password are also necessary to log in for online University services.

Now, you can freely access the Internet points and wi-fi areas of the University!

COMPUTER LABORATORIES AND INTERNET ACCESS

Computer laboratories are available for students in most university buildings. The University provides several internet stations, which are available for all students for study purposes.

WI-FI SERVICE

Wi-Fi is available in almost all areas of the University. The connection is accessible to staff and students by entering their e-mail account and password to log in.

In Parma, you can find other Internet access points, such as at the Informagiovani, in the public libraries and the Biblioteca Palatina, where you can consult on-line catalogues or carry out scientific research.

An urban wi-fi net (covering approx. 100 areas of the city), provided by the Town Council is available too. Just select the net “Guglielmo” from your electronic device and open a page. You will be asked to log in with your Username and Password. To obtain these credentials, press the grey button on the right “How to get your account via sms”: follow the instructions and enter the details required (including your mobile phone number); you will receive an instant sms containing your credentials to log in. The service is totally free of charge and allows you to use the Internet for up to three hours (consecutive or not) per day.
STUDENT CARD

The Student Card is a multipurpose card, functioning as a personal badge to have access to all the services of the University of Parma and of the partner bank of the University (Banca Popolare di Sondrio). This card is essential to prove your identity for the exams and to access University services and facilities like canteens, libraries, etc.

To request the Student Card you must:

• be regularly enrolled at the University;
• upload a digital passport-size photo on your ESSE3 personal page http://unipr.esse3.cineca.it (follow the instructions on the guide) if you have not done it yet during the registration procedure

As soon as your Student Card is ready, you will receive an e-mail on your University mailbox with the instructions to book the appointment to collect your card.

After that, you must go to the selected desk of the Banca Popolare di Sondrio at the University, at the date and time scheduled as indicated in your appointment booking. You must bring a valid ID document with a passport-size photo and your tax code.

You can also choose to activate the Student Card as a prepaid credit card with an IBAN: you can use it for cash withdrawal in Italy and abroad, for payments, and for the accreditation of scholarships or tuition fees reimbursements.

Bring your Student Card with you! You can use it in more than 80 shops and cultural institutions to obtain special discounts and promotions.

More information at: http://www.unipr.it/studentcard
PART-TIME EMPLOYMENT FOR STUDENTS

Students enrolled at the University of Parma may apply for a clerical job at the University. Each year in July, the University and ER.GO. publish the call for applications with all the information and admission requirements.

The positions consist in administrative work, support to laboratories, libraries and technical staff, vigilance, surveillance and reception for a maximum of 150 hours per year. The hourly rate is € 7.00 (exempt from IRPEF - Italian income tax).

The specific requirements to apply for a 150-hour part-time work are published every year on the Manifesto degli Studi (http://www.unipr.it/manifesto-degli-studi).

UO CONTRIBUTI, DIRITTO ALLO STUDIO E BENESSERE STUDENTESCO

(Organisation Unit on Fees, Right to Study and Students’ Welfare)
Piazzale San Francesco, 3 - 43121 Parma
Phone number: 0039 0521 904090
e-mail: sertasse@unipr.it
OPENING TIMES: TUE and THU: 9.00 a.m. - 1.00 p.m.
SERVICES FOR SPECIAL NEEDS STUDENTS

LE ELI-CHE: SERVICE FOR STUDENTS WITH DISABILITIES AND DISADVANTAGED PEOPLE – SERVICES FOR STUDENTS WITH LEARNING DISABILITIES OR SPECIAL EDUCATIONAL NEEDS

Eli-Che, headed by the Delegate of the Rector, Prof. Caronna, provides assistance for personalized academic curriculums, grants, the latest equipment and other services required by special needs and disabled students (Act 104/92). Students with 66% or higher certified disability are entitled to exemption from University tuition fees, may apply for transportation, and be provided with a one- or two-seat electric scooter, and can request to be accompanied by a student, tutor or peer who attends the same course and who will be paid for 150 hours’ work (Law 17/99).

Disabled students also receive priority status for Erasmus scholarships, can co-organize events and take part in sport activities (if a disabled student is accompanied to a CUS course by a tutor peer student, they will both obtain ECTS credits for sport activities). They are also reserved barrier-free accessible accommodation facilities.

The Eli-Che service also welcomes and helps students with less than 66% certified disability and students in temporary or permanent need, including students with learning disabilities. The service plans specific educational paths for students with Specific learning difficulties (D.S.A.) and/or with Special Educational Needs (B.E.S.). Thanks to special agreements, the Eli-Che also devotes particular attention to students with autistic spectrum disorder.

CERTIFICATION OF DISABILITY FOR FOREIGN STUDENTS

The University of Parma and the Local Health Authority Unit (Azienda Unità Sanitaria Locale) have signed an agreement for the recognition of certifications of disability for Academic purposes only, for foreign disabled students (with a regular residence permit for study purposes) who do not hold any certification issued by competent authorities of their home Country.

LE ELI-CHE
SERVICES FOR SPECIAL NEEDS STUDENTS
Vicolo dei Mulini, 5.
Phone number: 0039 0521 033572
e-mail: dis-abile@unipr.it
UNIVERSITY LANGUAGE CENTRE

The University Language Centre aims to promote the learning of foreign languages within the university environment. The courses held by the University Language Centre are open to all students enrolled at the University of Parma, as well as to foreign students and graduates attending the University of Parma for education or research purposes, to all the University staff, and private citizens.

The services provided include:

- IELTS (International English Certificate) preparation courses;
- preparation courses for international language certificates;
- free standard classes to prepare students for the foreign language tests within their degree courses study plan – free of charge;
- preparation courses for the Language Placement Test for students of the University of Parma who are participating to a mobility programme (Erasmus+, Overworld, etc.);
- language consultancy service for students and teachers, including books and additional material for various levels;
- co-directed lab for students (individual support for language exams preparation).

All the courses offered by the Language Centre are held by mother-tongue teachers. Classes generally include combined insight into basic grammar and lexis, as well as great attention to communicational and cultural aspects of the language chosen.

UNIVERSITY LANGUAGE CENTRE
University Campus - Parco Area delle Scienze, 45/A
Phone number: +39 0521 905578
e-mail: c.ling@unipr.it
www.cla.unipr.it
LIBRARIES

A good place to study in Parma is in a public or University library. Most libraries are freely accessible and provide study areas where anyone can sit and enjoy the quite pleasant atmosphere.

Further services such as book and journal borrowing, interlibrary loan, Internet access are available upon registration, which is always free of charge.

Here is a list of both public and University libraries: just choose the one that suits you best...and take your seat!

UNIVERSITY LIBRARIES

The literary resources of the University of Parma are in the libraries of the various centres and departments. The implementation of web information services, including bibliographical data and electronic magazines, has significantly increased the range and quality of the services offered. The literary resources of the libraries account for around 1,000,000 books and 8,000 magazine subscriptions. All these resources are available to visitors, especially students, researchers, professors and lecturers, as well as to the University staff, and also to ordinary citizens with specific research and study needs.

The University Librarians help all visitors by providing specialized bibliographical information and advice on specific research in various disciplines.

The University libraries are public and offer free access to catalogues and databases of books and journals for bibliographical research, as well as book loan from the local catalogue or through interlibrary loan. In addition to the specialised libraries of different areas, every Department has its own central library. The digital resource catalogue can be accessed also via the Internet on www.biblioteche.unipr.it.

OPAC ONLINE PUBLIC ACCESS CATALOGUE

OPAC is the online catalogue of Parma libraries. By visiting http://opac.unipr.it you can easily find the book of your interest and its library location. By logging in with your student e-mail and a library password, you can also access a number of personalised services, such as personal bibliographical research lists or book borrowing records. Through OPAC, you can also request the interlibrary loan service, which is free of charge.
LIBRARIES OF HUMAN SCIENCES

LIBRARY OF ARTS AND HUMANITIES “PAOLOTTI”
(Sections of: Classic and Medieval Philology ; Philosophy ; History)
Via D’Azeglio, 85 - 43125 Parma
bup@unipr.it

LIBRARY OF ARTS AND PERFORMING ARTS
via Bodoni, 8 (in Palazzo della Pilotta) – 43121 Parma
storarte@unipr.it

LIBRARY OF ECONOMICS
viale Kennedy. 8 – 43125 Parma
biblec@unipr.it

LIBRARY OF EDUCATIONAL AND SOCIAL SCIENCES
Borgo Carissimi, 10/12 – 43121 Parma
lettcar@unipr.it

LIBRARY OF MODERN FOREIGN LANGUAGES
Viale S. Michele, 9 – 43121 Parma
bibling@unipr.it

LIBRARY OF MUSICOLOGY
Palazzo Cusani, Piazzale S. Francesco 1 – 43121 Parma
biblioteca@lacasadellamusica.it

LIBRARY OF PSYCHOLOGY
Borgo Carissimi, 10 – 43121 Parma
bibplcar@unipr.it

LIBRARIES OF MEDICINE AND LAW

LIBRARY OF LAW
via Università, 12 – 43121 Parma
bibgiuri@unipr.it

LIBRARY OF MEDICINE AND SURGERY
via Gramsci, 14 – 43126 Parma
bibmed@unipr.it
LIBRARIES OF SCIENCE AND TECHNOLOGY

POLYTECHNIC LIBRARY OF ENGINEERING AND ARCHITECTURE
Campus-Parco Area delle Scienze, 181/A – 43124 Parma
bibinge@unipr.it

LIBRARY OF CHEMISTRY
Campus-Parco Area delle Scienze, 17/A – 43124 Parma
bibchim@unipr.it

LIBRARY OF EARTH SCIENCES
Campus-Parco Area delle Scienze, 157/A – 43124 Parma
dipterr@unipr.it

LIBRARY OF LIFE SCIENCES
Campus-Parco Area delle Scienze, 11/A – 43124 Parma
bibzoo@unipr.it

LIBRARY OF MATHEMATICS AND COMPUTER SCIENCE
Campus-Parco Area delle Scienze, 53/A – 43124 Parma
bibliomath@unipr.it

LIBRARY OF PHARMACY AND FOOD SCIENCE
Campus-Parco Area delle Scienze, 27/A – 43124 Parma
bibfarm@unipr.it

LIBRARY OF PHYSICS
Campus-Parco Area delle Scienze, 7/A – 43124 Parma
biblioteca@fis.unipr.it

LIBRARY OF VETERINARY MEDICINE
via del Taglio,8 – Cornocchio, 43126 Parma
bibvet@unipr.it
PUBLIC LIBRARIES

The Town Council’s Library Institution manages and coordinates most libraries, the Newspaper Library and the Video Library. These buildings store about 190,000 documents and works, including books and multimedia material. Further information is available on the website www.biblioteche.comune.parma.it The local libraries are listed below:

**Biblioteca Alice**

This library is mainly for children and young people, but also professionals or students who deal with children in their field of work/study (psychology and education, pediatrics manuals and childhood literature).

Location: Serre del Parco Ducale (in the Park) – Parma

**Biblioteca Civica**

This is the biggest and oldest local library, storing books in a variety of disciplines. Within the same building, there are Biblioteca Balestrazzi (social and political sciences), Biblioteca Bizzozero (agriculture, veterinary medicine, zootechnics, food sciences, nature and environmental issues) and the Newspaper Library (Italian and foreign newspapers and journals).

Location: vicolo S. Maria 5 (near Parco Ducale and the Department of Economics) – Parma

**Biblioteca Guanda**

This library mainly offers narrative books displayed on open shelves and reading spaces. It also provides a computer room and wi-fi access. The same building also houses the Biblioteca Internazionale Ilaria Alpi, containing more than 600 books in European and Non-European languages, modern and contemporary literature, history, geography, cultures and religions, language courses and dictionaries.

Location: vicolo dell’Asse 5 (near via Cavour) – Parma

**Biblioteca Pavese**

This library is mainly for children and young people, but also professionals or students who deal with children in their field of work/study. Adults will find a rich collection of contemporary literature books and a section on geography and travel guides.

Location: via Newton 8 (near via Emilia Est) – Parma
**BIBLIOTECA DEL CENTRO CINEMA LINO VENTURA – VIDEO LIBRARY**

The Video Library has a rich collection of films, documentaries, fictions on DVD or VHS. There are also books on cinema and history of cinema. To discover the other activities of the centre (workshops, courses, contests) visit the website www.centrocinemalinoventura.it.

Location: via D’Azeglio 45 – Parma

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**BIBLIOTECA-MEDiateca della Casa della Musica – MUSIC and MULTIMEDIA LIBRARY**

The Music and Multimedia Library includes the book and multimedia collection of the local municipality and the University’s Musicology Section. The multimedia catalogue, accessible on site, provides about 6000 CDs and nearly 500 DVDs and VHS cassettes. The catalogue resources range from lyrical, symphonic and chamber music to jazz, rock and pop music; there are also books on history of music, sheet music, scores, opera librettos and listening guides. Further information at www.lacasadellamusica.it

Location: Piazzale S. Francesco 1 (adjacent to the Erasmus & International Home) – Parma

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**BIBLIOTECA PALATINA**

This old library, located in the historic Palazzo della Pilotta, was set up in 1761 by Philip of Bourbon and is now managed by the Italian Ministry for Artistic and Cultural Heritage. The library boasts an extraordinary collection (about 700,000 volumes) of manuscripts, printed books, archives, letters, drawings and prints. The music section, located in “A. Boito” Conservatory contains scores, sheet music and books on history and study of music. Further information is available on the website www.bibpal.unipr.it

Location: Piazza della Pilotta 3 A (city centre) – Parma

Music section: via del Conservatorio 27 (city centre, near the University main building)
MUSEUMS OF THE UNIVERSITY

The University Museums range from the CSAC (Study Centre and Communication Archive) to the Science Museums and the Botanical Garden. Art and science lovers will be all satisfied! Entrance to all the University Museums (except from the CSAC) is free; in some of them the visit is by appointment only. Entrance to the exhibitions organised by the University of Parma is free as well.

CSAC – STUDY CENTRE AND COMMUNICATION ARCHIVE

Founded in the late sixties, the CSAC is located in the Cistercian Abbey of Valserena, Paradigna (northern outskirts of the city). The rich collection boasts a series of contemporary art masterpieces including paintings, sculptures, photographs, graphics, design and architecture projects dating back from the end of 19th century to the present. The collection is constantly added to with new acquisitions and has now reached the impressive number of over 12 million items, organized into 5 sections: Fine Art, Media, Projects, Photography and Visual Arts. The CSAC is also a study and research centre for University students and professors, especially in the field of communication and art. It regularly organizes temporary exhibitions open to the public and fruitfully collaborates with the main museum institutions from Europe and the United States. Location: Abbazia di Valserena - via Viazza di Paradigna, 1.

NATURAL HISTORY MUSEUM

Created in 1766, the museum is now divided into two sections. The older one (via Università 12) features the “Eritreo Bottego” Zoological Museum, a collection of Congolese materials, world vertebrates, vertebrate skeletons and internal organs. The modern area is located in the Botanical Garden (via Farini, 90) and displays a permanent exhibition on the natural history of the local territory, including fossils from the province of Parma.

BOTANICAL GARDEN

The Botanical Garden, created in 1768-70, features a collection of ancient herbariums of medicinal plants and of exotic and indigenous specimens. The Botanical Garden takes care of the management, maintenance and implementation of botanical collections, helps to preserve vegetal biodiversity and promotes didactic initiatives like guided tours and visits to sensitise students and citizens to botanical issues and environmental awareness. Location: via Farini, 90.
Museum of Physics and Earth Sciences
The museum, created in 2013, is made up of four sections:

- **Section of Scientific Instruments “M. Melloni”**
  This section displays the scientific instruments used by Macedonio Melloni, professor of theoretical and experimental Physics at the University of Parma in the early 19th century, famous for his experiments on infrared radiations. Location: Campus - Parco Area delle Scienze, 7/A (Dept. of Physics).

- **IMEM Laboratory – Permanent Scientific Interactive Exhibition “Microcosm with a View”**
  This permanent exhibition, organized in cooperation with the National Institute of Nuclear Physics (INFN), the Institute of Materials for Electronics and Magnetism (IMEM), and the European Council for Nuclear Research (CERN), aims to better illustrate the world of elementary particles to the visitors thanks to a functioning instrument which allows experiments to be carried out in real time. Location: Campus - Parco Area delle Scienze, 37/A.

- **Paleontological Section**
  The Paleontological collection is prevalently made up of remains from the Neogene Era (above all molluscs and bivalves), remains of vertebrates of different areas and ages. Location: Campus - Parco Area delle Scienze,157/A

- **Mineralogical Section**
  The collection includes about 5,000 samples from different ages and parts of the world and are of great importance from the scientific, historical and systematic point of view. Part of the collection includes a historical series of meteorites found between the 18th and 19th centuries. Location: Campus - Parco Area delle Scienze, 157/A.

Museum of Biomedical, Biotechnological and Translational Sciences
Created in 2012, this museum displays preparations of organs and bones of human beings and mammals, and valuable wax masks (moulages) reproducing the faces of subjects whose bodies were donated to science and used for the collection. The museum also includes two wax statues of great historical, scientific and artistic value, which represent the superficial lymphatic vascularization as well as superficial and intrinsic muscles. The material displayed is generally used for didactic purposes by the professors and students of Medicine and Surgery, especially in relation to historical and experimental research in constitutional and forensic anthropometry, clinical anatomy and constitutional disorders. Location: via Gramsci, 14 (Main Hospital).
“Alessio Lemoigne” Veterinary Anatomical Museum
The museum is part of the Department of Veterinary Science. It displays 685 anatomical preparations (both natural and artificial), papier mâché models and a valuable ornithological collection made up of 165 preparations of birds from the Po territory. The museum provides educational itineraries for students of Veterinary Medicine. Location: via del Taglio, 10.

Museum of Mathematics and Information Technology
Created in 2013, the Museum is part of the Department of Mathematics and Computer Science and offers two permanent exhibitions (visits by appointment only):
- Interactive permanent exhibition on the History of Personal Computers
The exhibition is based on interactive guided itineraries on the history of Personal Computers from 1966 to present times. Visitors can try functioning calculators and discover how computers have become an indispensable tool for everyday life, now replaced by smartphones and tablets.
The guided itineraries have been adapted to different kinds of visitors: from play-based workshops for primary schools to hardware and software on display for experts in IT.
- Interactive permanent exhibition on Pythagoras and his theorem
The exhibition is based on interactive itineraries on the Theorem of Pythagoras. Visitors can learn more about Pythagoras’s life and teaching methods, while measuring themselves with a series of puzzles in order to discover the theorem’s various possible applications.
Location: Campus - Parco Area delle Scienze, 53/A.

Museum of Crystal Chemistry
Created in 2016, this museum shows the connections between Crystal Chemistry and everyday life, by displaying minerals, artificial and natural crystals from food, pharmaceuticals, and for electronics. Visitors can learn about crystal properties and structure, but also about the use of crystals in modern industry, pharmaceutical development and food molecular characterization.
Location: Campus - Parco Area delle Scienze, 17/A

University Museums:
www.musei.unipr.it E-mail: settore.musei@unipr.it

CSAC:
www.csacparma.it E-mail: info@csacparma.it
LABORATORIES AND OTHER CENTRES

The University of Parma boasts top-level scientific research: outstanding results of research teams, articles on the main international scientific journals and successful partnerships with other important universities are just some examples of such quality. Our research teams excel in a number of fields: from food and agriculture to biotechnologies, from innovative medicine to experimental treatment, not to mention law, economics and arts.

Among our greatest discoveries, are the “mirror neurons” by the Department of Neuroscience and our research in information engineering concerning Intelligent Transportation Systems, which lead to the creation of Intelligent Vehicles.

The University of Parma also features a leading TechnoPole for industrial research, which includes several state-of-the-art research centres and laboratories belonging to the Advanced Technology Network of the region Emilia-Romagna.

INTER-DEPARTMENT CENTRES FOR RESEARCH AND SPECIAL SERVICES

- Biopharmanet_TEC – Inter-department centre for the Innovation of Healthcare Products
- Centre for Sleep Medicine
- University Centre of General Dentistry
- CERIT – Centre of Excellence for Research and Technological Innovation
- CeRS – Centre for Sports Research
- CERT – Centre of Excellence for Toxicological Research
- CIDEA – Inter-department Centre for Energy and Environment
- CIM – Inter-department centre of Measurements "Giuseppe Casnati"
- CIPACK – Inter-department centre for Packaging
- CIRS – Inter-department centre for Social Research - Rights, Society and Civilization
- COMT – Inter-department centre for Molecular and Translational Oncology
- CUCI – University Centre for International Cooperation
- CSEIA – Centre for Studies in European and International Affairs
- FUTURE TECHNOLOGY LAB
• MILC – Inter-department multidisciplinary centre for Milk-derived and Dairy Products
• Ro.Sta.Bi.Da.C - Robust Statistics for Big Data Centre
• SEM – Centre for Sport Medicine and Physical Exercise
• SITEIA.PARMA – Inter-department centre for Food and Agricultural Innovation Technology and Safety
• UCB – University Centre of Bioethics
• UniPR Co-Lab – Inter-department Research Centre for Teaching and Support to Digital Publications

**Didactic-administrative or research service centres**
• C.I.S.R.S.C. – International Centre for Study and Research on the Cooperative System
• Service Centre for Health, Hygiene and Safety on the Workplace
• CSAC – Study Centre and Communication Archive

**Centres involving public and private institutions**
• CAPAS – Centre for Arts and Performing Arts Activities and Professions
• CENTRO ACQUE.EU – University Centre for Clean Waters
• DISS – Inter-department centre for Road Safety
• Training and Research Centre on Healthcare System Organisation, Quality and Sustainability.
SPORTS FACILITIES

If you like sports, play at a professional level or you just want to try out some new activities, the University of Parma gives you plenty of opportunities through its CUS – the University Sports Centre.

Among the CUS sports facilities, located on the Campus-Parco Area delle Scienze, you will find gyms, volleyball and basketball courts, tennis courts, five-a-side football fields, athletic tracks and lanes, a fitness centre, a six-hole golf course and driving range, a judo hall and 3 football fields. CUS Parma also manages the Club La Raquette and (3 outdoor tennis courts and a five-a-side football field with synthetic grass) the PalaLottici (indoor athletics tracks and an indoor long jump pit). Every year, CUS Parma organises amateur and competitive sports activities and events, preparatory training sessions and several inter-faculty tournaments for both individual and team sports. CUS Parma competes in National University Championships (organised by CUSI – the Italian University Sports Centre), obtaining excellent results each year, as well as in championships organised by the various sports leagues. CUS Parma plans sports activities and events in collaboration with Italian and foreign Universities, with a view to promoting sports and fostering cultural exchanges between Parma University students and students from other universities.

SPORTS COURSES AVAILABLE

(THE LIST IS REGULARLY UPDATED ON THE CUS WEBSITE)

• PROFESSIONAL SPORTS AND TEAM SPORTS: athletics, basketball, combat sports (kickboxing, TacFit, FlowFit, Mixed Martial Arts), football, golf, judo, sailing, tennis, triathlon, volleyball, sailing, alpine skiing

• FITNESS AND SPORT COURSES: aerobics, athletic step, cardio training, cross circuit, FlowFit, gag & bag, jogging, kickboxing, Pilates, postural training, raja yoga, step, super jump, TacFit, total body, Zumba
**HOW TO JOIN THE CUS**

If you wish to participate in the activities and events organised by CUS, including tournaments and courses, you have to enrol on the CUS programme. You will receive the CUS card (price: € 5.00 for students; valid for a year, from 1st September to 31st August), which entitles you to participation in activities and courses and rental of sports facilities at very reasonable prices.

In order to receive the CUS card, you need a document proving your student status, a passport-size photo and a valid medical certificate (covering the whole period until 31st August) for non-professional sports activities. The certificate is compulsory only if you intend to take part in tournaments and courses; you do not need the certificate to rent the sports facilities.

CUS activities and courses are open to everyone, students or non-students; however, university students enjoy more advantages, discounts and reduced prices for courses.

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**CUS PARMA – UNIVERSITY SPORTS CENTRE**

Campus - Parco Area delle Scienze, 105  
Phone number: +39 0521 905532  
e-mail: segreteria@cusparma.it ; info@cusparma.it  
www.cusparma.it

**OTHER FACILITIES:**

Club “La Raquette”  
Via Racagni 13 (near park Cittadella), 43123 Parma

PalaLottici  
Via Po, Parma
UNIVERSITY CHOIR AND ORCHESTRA

If you like singing or playing an instrument, why not join the University Choir or the Orchestra? You will have the opportunity to cultivate your musical passion and nurture your talent ... while making a lot of new friends!

"ILDEBRANDO PIZZETTI" UNIVERSITY CHOIR

Created in 1968 and named after the local composer Ildebrando Pizzetti, the University Choir is made up of a group of friends who enjoy playing music and singing together. No particular musical competence is required in order to sing: this will be acquired with experience.

Thanks to important collaborations (Teatro La Fenice – Venice; Teatro Regio – Parma; Symphonic Orchestra “Arturo Toscanini” – Parma), over the years the Choir has attracted an increasing number of participants both from Italy and abroad. The Choir holds a series of concerts not only in Parma, but also in prestigious locations around Italy and Europe. The Choir also organises the festival “Gaudeamus in Musica” , a special occasion to enjoy the performances of the best Italian and European university choirs.

The Choir’s repertoire ranges from medieval to modern music (spirituals, Scottish songs, etc.), but their forte is Renaissance and early Baroque music. This activity is entirely free of charge. The Choir usually rehearses once a week.

Conductor: Ilaria Poldi. E-mail: coro@unipr.it. Website: www.coro.unipr.it

UNIVERSITY ORCHESTRA

The University Orchestra is open to all students wishing to play an instrument at the University and to perform in concerts. It was officially recognised as a University Music Centre in 2005 and has so far performed in about 200 concerts in important theatres and music halls both in Italy and abroad.

The group includes 25 instruments (violins, violas, cellos, double basses, flutes, clarinets, oboes, horns, trumpets, trombones, and pianos) and studies a "classical" repertoire, prevalently chamber music from Baroque to Classical-Romantic Music and 20th Century lyrical and symphonic music.

The ensemble rehearses once a week. To join the Orchestra, you must be able to play an instrument, preferably a classical one (string, wind or woodwind, percussion instruments) even at an amateur level. If you are interested, send an e-mail to the conductor, Prof. Luca Aversano at laversano@yahoo.it
HOW TO REACH PARMA

BY PLANE

You can comfortably reach Parma from the main international airports of Northern Italy, especially from Milan and Bologna. The closest international airports to Parma are:

Bologna – “Guglielmo Marconi” Airport
Verona – “Catullo” Airport
Bergamo – Orio al Serio Airport
Milan – Linate Airport
Milan – Malpensa Airport
Pisa – “Galileo Galilei” Airport
Genoa – “Cristoforo Colombo” Airport
Venice – “Marco Polo” Airport

The simplest way to get to Parma from one of these airports is to take a coach to get to the main railway station and then take the train. There are frequent direct trains connecting Bologna and Milan to Parma.

The local “Giuseppe Verdi Airport” (via dell’Aeroporto 44/A - loc. Fontana, Parma) is located at only a few kilometres from the city centre and can be easily reached both by car and by bus n°6. The airport only provides national flights to Cagliari (Sardinia) and Trapani (Sicily).

BY TRAIN

Trains are generally a cheap and rather comfortable means of transport in Italy, even though they sometimes run a little late. They are, nevertheless, the most suitable means for young students. You can choose among a wide range of train types, from local regional ones to high-speed ones, depending on lines and destinations.

Parma lies strategically on one of the main Italian railway lines, thus is easily reachable from most directions. Milan and Bologna are the closest important hubs, connected to Parma by both local or fast trains. Some high-speed trains also link Parma with Florence and Rome, with approx. two- and four-hour journeys respectively, so you can visit two of the most beautiful cities in Italy with just a few hours’ ride!
Parma Railway Station (Piazzale Carlo Alberto Dalla Chiesa, 11 - Parma) has been recently renovated and equipped with modern services and facilities: self-service ticket machines, elevators, cafés, a sheltered bike parking and a bus station.

You can find detailed information on trains and timetables on:

- Trenitalia – Ferrovie dello Stato: www.trenitalia.com
- Italo Treno (only high-speed trains): www.italotreno.it

Remember that if you book on the Internet in advance, you can find reduced tickets even for high-speed trains! The nearest stations for high-speed trains are Reggio Emilia AV, Bologna Centrale and Milano Centrale.

**BY CAR**

Parma can be easily reached by car, as it lies on the main Italian motorway, the A1 Milan-Naples (part of European Route E35). Parma is also served by the A15 Parma- La Spezia motorway (part of European Route E33), which leads to the Ligurian Sea. The Italian Motorways Website (www.autostrade.it) provides detailed information on the Italian roadways. In Italy, you must pay a toll based on the length of your trip and the region(s) you travel through when using a motorway.

**Motorway / Route / Exit**

- **A1**, Autosole / Milano-Napoli (E35) / Parma
- **A15**, Autostrada della Cisa / Parma - La Spezia (E33) / Parma Ovest Pontetaro.

**BY COACH**

Eurolines coaches connect Parma to the main European cities such as London, Paris, Amsterdam, Brussels, Barcelona, and Ljubljana. If you are travelling alone, the coach may well be the cheapest way to reach Parma. Coaches arrive at and leave from Parma, close to the railway station (P.le Dalla Chiesa) on alternate days. Further information and ticket booking available on www.eurolines.com

Parma is located...

- 100 km from Bologna
- 120 km from Milan
- 190 km from Florence
- 250 km from Venice
- 460 km from Rome
MOVING AROUND

BY BIKE AND ON FOOT

Cycling is the cheapest, healthiest and most effective way of getting around Parma. The locals usually ride their bicycle to go to work, move around or reach different parts of the city (especially the city centre), and in doing so they avoid traffic congestions and the trouble of having to find a parking space. Cycling in Parma is really pleasant and easy, thanks to over 100 kilometres of cycle lanes connecting opposite sides of the city. These lanes are convenient for both cyclists and pedestrians, as they are generally traffic free and clearly signposted.

A pleasant walk around the city centre is another relaxing way to move around Parma: most streets in the centre are pedestrianized, so vehicles are not allowed.

IF YOU DON’T OWN A BIKE...
... you can hire it! Thanks to the bike sharing service implemented by Parma Town Council you can rent a bike, collect it and leave it in dedicated bike parks, at affordable prices. Further information at www.infomobility.pr.it

BY BUS

If you feel more comfortable moving around by bus, you can use Parma’s public transport network, provided by the local company TEP. Buses run both within the city and to the surrounding areas, and operate seven days a week. If you use the bus frequently, it may be worth investing in a travel pass, which entitles you to unlimited travel for a given period of time (one month, three months, one year) and therefore a cheaper way of travelling, if you make a lot of journeys each month. All tickets and bus passes must be stamped on the bus.

Other special services:

✓ Pronto Bus: on-call night-bus service from 8.15 pm to 1.15 am. Call number 800.22.22.23 and give your exact position; an operator will indicate the nearest Pronto Bus Stop and the estimated time of arrival. Tickets (available on board): €2.50 (valid for 1 hour); € 3,00 unlimited night ticket.

Further information on bus timetables, travel passes and tickets is available on the TEP website: www.tep.pr.it (also in English).
BY CAR...AND CAR + BUS

If you like travelling by car, Parma especially offers two options:

- If you want to move around by car, but haven’t got one…you can hire it: Parma Town Council offers a car sharing service at affordable prices. You pay for the car only when you use it! Moreover, car sharing vehicles can access Limited Traffic Areas freely and park in pay and display parkings (blue and white/blue lines) without paying. They can also circulate freely during traffic restraint days, since they are all environmentally friendly. Further information at www.infomobility.pr.it

- If you own a car, it may be difficult to find a car parking space or reach the city centre without having to pay a fine. It is advisable to leave the car in a “Park and Ride” and take the bus to the city centre. Parking is free. You can either use the ordinary bus ticket (€1.20 - valid for 1 hour) or purchase the bus ticket at the Park and Ride ticket machines (all-day ticket, €2.00). The Park and Ride facilities are all connected to the city centre by the following bus numbers:

  - The South Eastern Park and Ride (via Traversetolo) is served by buses 8 and 11.
  - The Southern Park and Ride (via Langhirano), near the University Campus roundabout, is served by buses 21 and 14 (at certain time intervals and during University terms) and by bus route 7 at weekends and on holidays.
  - The Northern Park and Ride, near the A1 motorway exit, is served by buses 2 and 7.
  - The Western Park and Ride, near the Crocetta area, is served by bus 23.
  - The Eastern Park and Ride, near the Ex-Salamini area, is served by bus 23.
  - The new Park and Ride in Viale Villetta (with ticket machine on the corner of Viale Villetta and via Stirone) is served by bus 1.
  - The Palasport Park and Ride (largo Beccaria) is served by bus 5.
  - The Cavagnari Park and Ride (via La Spezia) is served by bus 6.
ACCOMMODATION

Parma is a medium-sized city with accommodation located in different parts of the city itself. Depending on the length of your stay, your budget and personal requirements, you can choose from a number of different possibilities.

The University of Parma does not automatically provide accommodation in residence halls for Erasmus or International students. However, we can help you find a place to stay thanks to our Welcome Office (see page: 80). We strongly advise you to look for accommodation well in advance since our University cannot guarantee accommodation for all students right on their arrival.

ER.GO. ACCOMMODATION SERVICES

The first possibility is offered by ER.GO., the Regional Authority for the Right to Higher Education. ER.GO provides student housing with over 600 rooms in the 6 halls of residence within the city of Parma, usually located at a short distance from the University departments. ER.GO can also provide specially equipped housing for disabled people, located in town.

Every year an announcement of selection for accommodation for degree-seeking students is published, usually in July-August. Foreign students have equal opportunities to apply as Italian students, provided they meet the requisites and submit the necessary documentation as indicated on the ER.GO website www.er-go.it. Application forms must be submitted exclusively online, at www.er-go.it. It is also possible to apply for fixed rent benefits, based on income and merit requisites.

Accommodation facilities which have not been assigned and are therefore vacant, can be offered to incoming students, trainees and researchers temporarily studying and/or working in Parma. Such possibilities are published on the ‘vacancies board’ of the halls of residence called BORSINO of the “Sportello Unico Casa” (ER.GO. Housing Office), available on www.er-go.it, so that applicants can check the vacant rooms, prices and features in real time and also make a reservation online. The Sportello Unico Casa is a service offered by ER.GO to students or other customers for short periods only. To secure a room contact residenzepr@er-go.it (www.er-go.it).
Accommodation offered by ER.GO has very affordable prices (from € 135 to € 194 per month, including utilities – prices for year 2013/2014). All residences are equipped with Internet Wi-Fi access and common areas (a study room, a TV room and a launderette).

- **Casalegno-Tobagi** (Via Casalegno 2, 14, 16 and via Tobagi 2,4,6): 7 flats sleeping 3-4 people each, for a total of 25. The flats are located in private blocks. Each flat has single rooms, a kitchen and 1-2 bathrooms.

- **Residenza Cavestro** (Piazzale Bertozzi, 1): single or double rooms with private bathrooms sleeping 98 people; 4 rooms for disabled students. Shared kitchens.

- **Residenza Montebello** (Piazzale Occorsio, 1): small flats equipped with 3 single rooms, a kitchen and a bathroom each, sleeping 48 people altogether.

- **Residenza San Pancrazio** (Via Lizzadri): Two-room flats sleeping 108 people altogether (including 8 disabled students). Shared bathrooms and kitchens.


- **Residenza Volturno** (Via Rossellini, 3): two-room flats with bathroom and a shared kitchen sleeping 212 people altogether (including 10 disabled students).

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**ER.GO**
Vicolo Grossardi, 4 - 43125 Parma
Phone Number 0039 0521 2139
Fax Number 0039 0521 213620
Call Center: 0039 051 6436900 (from Monday to Friday: 9a.m. - 4.30 p.m.)
E-mail: info@er-go.it; residenzepr@er-go.it
www.er-go.it
UNIVERSITY ACCOMMODATION AGREEMENTS

The University has signed an agreement with the following private residences and dormitories:

- **Residenza Terzo Millennio** (Via Schreiber, 9/D): a modern recently built residence located near the University Campus - Parco Area delle Scienze. A few one-room apartments have been reserved for students. Rent is 450€ per month, all expenses included.

- **Residenze del Campus** (Via Schreiber, 9-17): a housing complex for university students, located near the University Campus and several facilities including a shopping center, bus stops, a sports centre etc. The flats are different sizes (50-64-72 square metres).

OTHER PRIVATE DORMITORIES

Another accommodation opportunity is offered by private dormitories, mainly managed by religious institutes. They offer rooms for both a short period and for the whole year.

- **Collegio Universitario Internazionale Giovanni XXIII** – (male dormitory): Via Garibaldi, 28. Phone Number 0039 0521 641021. www.collegiogiovanni.it
- **Istituto Salesiano San Benedetto** – (male dormitory): Piazzale San Benedetto, 5. Phone Number 0039 0521 381411. www.salesianiparma.it
- **Collegio San Anselmo d’Aosta dei Padri Benedettini** – (male dormitory): Borgo Pipa, 5. Phone Number 0039 0521 235359
- **Casa della Divina Provvidenza** – (female dormitory): Piazza Don Dagnino, 1. Phone Number 0039 0521 282102. www.convittoprovvidenza.com
- **Pensionato Universitario San Luigi** – (female dormitory): Via Catalani, 16. Phone Number 0039 0521 247533
- **Casa della Giovane** – (female dormitory): Via Conservatorio, 11. Phone Number 0039 0521 285923. www.casadellagiovane.it
- **Collegio Femminile Santa Cecilia** – (female dormitory): Via Guasti di Santa Cecilia, 10. Phone Number 0039 0521 287476.
- **Istituto Suore del Buon Pastore** – (female dormitory): Via Sidoli, 63. Phone Number 0039 0521 242338.
- **Collegio Sant’Angela Merici** – (female dormitory): Borgo Santa Brigida, 2. Phone Number 0039 0521 841496.
HOSTELS

A good solution for your first days in Parma, or for friends and relatives visiting, is to book a room in a city hostel. In case on your arrival. Should you not have accommodation on your arrival, you can book a room at the Youth Hostel as Erasmus or International student. The Youth Hostel sleeps 83 people in rooms with 2 to 6 beds, all equipped with ensuite bathrooms and air conditioning. There is a breakfast room with vending machines, a laundry, a chargeable Internet point (on payment), free Wi-fi and a TV room. The Youth Hostel Federation Card is compulsory and can be purchased directly on site.

The Hostel is open all year round.

Remember to book your hostel room in advance.

You may also opt for other hotels, B&Bs or other accommodation facilities: you can find a list on Parma Tourism Website

www.turismo.comune.parma.it.

PRIVATE ACCOMMODATION

Accommodation can also be found in privately owned flats, i.e. one or two-room apartments, perhaps sharing with other students. Adverts offering private accommodation can be found on the boards of the Departments or at the Informagiovani (via Meloni 1/b, near via Cavour). You may also put up your own notice to publicize that you are looking for accommodation.

USEFUL INFORMATION

- When signing a rental agreement for house or room (especially with private owners), always check if utilities are included in the price.

- In Parma, recycling is compulsory and the service is handled by IREN. The different types of recyclable waste (plastic materials and aluminium, glass, paper, organic waste) and non-recyclable waste are collected door-to-door on different days. Days of collection vary according to the area and the type of waste. Please check the internet website (www.irenemilia.it) or a notice in your building to find out details.
Other possibilities can be found on the Internet or through real estate and house rental agencies. However, they generally charge a commission fee for their intermediary services.

Prices generally vary from €250-300 per month for a single room and €150-200 per month for a bed in a double room.

To receive assistance in finding accommodation students should contact our Welcome Office Unit (vicolo Grossardi 4, 43121 Parma; Tel. +39 0521 904150; main contact: tiziana.cordaro@unipr.it).

**HOUSING ANYWHERE**

A brand new opportunity of finding a room at affordable prices is the housinganywhere.com platform. If you are an incoming student in search of accommodation, with this new service you can rent the room of a student from the University of Parma while he/she is abroad for an Erasmus or other studying experience abroad. Through this innovative international system outgoing students sublet their rooms to incoming students for the period they are studying in another country. The advantages:

- incoming students can find short stay accommodation more easily and more safely;
- outgoing students help the university by increasing the supply of short stay accommodation and can earn some money and/or avoid paying double rent.

Click on the link www.HousingAnywhere.com with your student email address to access the virtual noticeboard and:

- check if there is a room available;
- contact the student who is subletting the room via e-mail (use your student e-mail address);
- arrange for an appointment to visit the room.

HousingAnywhere operates on a student-to-student basis and is totally free of charge. Using HousingAnywhere.com is also totally safe: thanks to the agreement with the University of Parma, students can only access with the student e-mail address provided by the University. This reduces the risk of frauds or swindles.
COST OF LIVING

On average, the standard of living in Parma corresponds to that of most cities in Northern Italy. The prices below are an estimate of the costs of main services and facilities.

- Average rent for apartments: € 300 - 550
- Average rent for two-room apartments: € 600 - 800
- Average rent for a single room in private apartments: € 200 - 350
- Average rent for a double room in private apartments: € 150 - 250
- Bed/Single room in a Youth Hostel: from € 20 to € 40

- Shopping for one week’s supplies: approx. € 50 - 60

- Single bus ticket: € 1.20
- All-day bus ticket: € 3
- Weekly adult bus pass (contains 8 one-hour single tickets): € 8
- Monthly adult bus pass: € 28.50
- Three-month student bus pass: € 63

- Disco-pub: approx. €10-15

- Pizza + beverage + espresso/dessert: € 15
- Meal in a trattoria (typical Italian restaurant): from € 25 - 30
- Breakfast in a café (cappuccino + pastry): approx. € 2.20
- Meal at a University canteen: from € 4 to € 8 (full lunch)
- Lunch in a café (sandwich + beverage): approx. € 6 - 8

- Cinema (premières): from €7.00 to €9.00 (discounts on weekdays). With Student Card (€ 5.00-5.50 from Monday to Friday (except for holidays).
MEALS AND CANTEENS

UNIVERSITY CANTEENS AND CAFÉS

Thanks to an agreement between the University of Parma and ER.GO (Regional Authority for the Right to Higher Education), students can have their meals at favourable prices in two self-service canteens and three cafés. The self-service canteens and cafés are located in different parts of the city, i.e. near the Campus, the Department of Veterinary Medicine, the Main Hospital and in the city centre.

SELF-SERVICE CANTEENS:

✓ “Campus” Self-service:
  Viale delle Scienze 57/A, in the University Campus - Parco Area delle Scienze.
  Monday – Friday, 12.00 – 2.00 pm.
  Closed on Saturdays, Sundays and in the evenings.

✓ “Grossardi” Self-service:
  Vicolo Grossardi 4 (2nd floor) – near the city centre
  Monday – Saturday, 12.00 – 2.00 pm.
  Monday – Friday, 7.30 pm – 9 pm (from October to June).
  Closed on Saturday evenings and Sundays.

In the Grossardi and Campus Self-Service canteens you can choose from different menus, including vegetarian dishes or pork-free food. Ingredients are indicated on the menu. If you suffer from food intolerances or allergies or you need a specific diet, you can ask the cooks for a personalised meal. Our cooks are specifically trained for the preparation of gluten-free meals.

CAFÉS:

✓ “Campus”:  
  Viale delle Scienze 57/A, in the University Campus - Parco Area delle Scienze.
  Monday – Friday, 8.00 am – 4.00 pm.

✓ “Cornocchio”:
  Via del Taglio 8, in the Department of Veterinary Science.
  Monday – Friday, 8.00 am – 4.00 pm.

✓ “Kennedy”:
  Via Kernedy 4, in the Department of Economics.
  Monday – Friday, 8.00 am – 6.00 pm.

ER.GO self-service canteens and cafés are closed in August, during the Easter and Christmas Holidays, on Sundays and on other holidays.
**Other self-service restaurants:**

ERGO has signed an agreement with three other self-service restaurants, where students are granted a 25% discount on their meals. Price lists are displayed in the restaurants and are visible to customers. Restaurants and self-service restaurants are open on Saturdays as well, and close one day a week, like all other Italian shops.

- **“Isola Delle 12” Self-service restaurant:**
  Strada dei Mercati 22/A, near the Department of Veterinary Medicine (lunch only)

- **“La Piazzetta” Self-service restaurant:**
  Gramsci, 14 (in the Main Hospital – lunch only)

- **“Magnosfera” Self-service restaurant:**
  Oberdan 5, near the Department of Law and Main University Building (city centre)

- **Los Cornettos (café):**
  Via D’Azeglio 66/C (city centre)

- **Chiccotosto (café):**
  Borsellino 48, inside the Railway Station

- **“Magnosfera” Self-service restaurant:**
  Oberdan 5, near the Department of Law and Main University Building (city centre)
HEALTHCARE SERVICE

- EU and EU equated students should already possess the TEAM-European Health Insurance Card, which is valid in Italy as well. If not, they need to have a health insurance policy which has to be valid on the Italian territory and must cover the entire duration of their stay.

- Non-EU students should have a health insurance policy which has to be valid on the Italian territory and must cover the entire duration of their stay. For some non-EU countries there are special bilateral agreements with Italy as regards health assistance.

If you are staying more than 90 days in Italy (both EU and Non-EU students) and you do not hold a health insurance policy, you can choose to register with the Italian National Health Service - Servizio Sanitario Nazionale (SSN) upon payment of an annual fee of around 150 €, with ensuing issue of the healthcare card lasting for the corresponding calendar year. Registration allows you to have access to the services provided by the SSN to both Italian and foreign citizens, through both public and private institutions which have set up agreements with the SSN. Some of the services are free of charge, whilst others require the payment of a small fee, the so-called "ticket".

HOW TO BE ENTITLED TO HEALTH ASSISTANCE - VOLUNTARY REGISTRATION WITH THE SSN

To register with the Italian National Health Service, you must apply to the AUSL, the Local Health Authority of the area you live in, by presenting a proof of ID, your residence permit for study purposes (non-EU) and a self-certified statement of residence. The AUSL (Local Health Authority) is the reference point to register with the SSN - Italian National Health Service (and receive the health card), obtain information about health assistance, and book medical examinations.

Once you have registered with the SSN, you will be issued a healthcare card. This document is personal and entitles you to health assistance (e.g. medical examinations, laboratory tests, hospital admissions). On registration, you choose a general practitioner and the name of your doctor will be printed on your healthcare card. For Non-EU citizens,
the duration of the healthcare card corresponds to the duration of the residence permit.

Registering with the Italian National Health Service (SSN) is on a voluntary basis.

PLEASE NOTE
Special regulations rule the services provided for foreign citizens who are staying in Italy on a temporary basis, for tourism, study or work, and likewise for Italian expatriates who return to Italy on a temporary basis, again for reasons linked to tourism, study or work. We invite you to visit the website of the SSN for further details: www.salute.gov.it

MEDICAL SERVICES AND FACILITIES IN PARMA

Parma is served by the main public hospital and private clinics. Here is a list of services and facilities you need to bear in mind:

✓ **Punto Bianco (First Aid Clinic):** When your GP is out of office, go to the hospital “Punto Bianco” (First Aid Clinic) for minor and not urgent health problems. Entrance is on via Abbeveratoia. You will need your healthcare card and proof of identity to receive assistance. The service is totally free of charge. The clinic is open every day from 8.00 am to 8.00 pm. Please, only use this service when you cannot contact your own doctor. Phone number: +39 0521 703018.

✓ **Guardia Medica (Doctor on Call)** For serious problems at night, on holidays and non-working days, contact the Guardia Medica (Doctor on Call). The number for Parma is: +39 0521 292555. The service is located in via Rasori and is active from 8.00 pm to 8.00 am on the following day, and at weekends from 10.00 am on Saturday mornings to 8.00 am of Monday mornings. The doctor generally deals with the patient’s health issue over the phone and, in urgent cases, will visit him/her at home. After a medical examination and initial treatment, he/she might prescribe medication, issue medical certificates and/or recommend hospital admission.

✓ **Pronto Soccorso (Accident and Emergency Department):** The hospital Accident and Emergency department is open 24 hours a day and is located in via Abbeveratoia. The structure has been recently renovated and equipped with modern electronic and computer devices to guarantee better assistance to the patients. Patients are first admitted to
the triage section, where cases are classified according to colour codes from white (minor) to red (emergency) depending on how serious they are. The most serious cases are treated first, so, if your case is classified as white, you will probably have to wait some time before being treated. Please use this service only when really necessary; in any other case, call your GP or the Doctor on Call. Phone number: +39 0521 703084. Emergencies: +39 0521 703085.

✓ Spazio Salute Immigrati (Health Assistance for foreign citizens) This service is available for foreign students who need medical assistance. The Spazio Salute Immigrati is located at 27, via XXII Luglio (Phone number: +39 0521 393431).

SAFETY

Parma is generally quite safe to live in and travel around. However, as in most other cities in the world, you should take precautions to protect yourself and your belongings. Here are a few tips for your safety, which you should take into account in your day-to-day life:

✓ Always close all windows and lock your room or apartment when you go out.

✓ Never leave your personal belongings (especially your bag, wallet/purse, or any electronic device such as mobile phones, laptops or cameras) unattended in any public building or shop, on your bike or vehicle.

✓ Beware of pickpockets, especially at the train station, in shops, on the bus or crowded places

✓ Take extra care when using an ATM cash machine: be aware of our surroundings, especially in the evening, at night or if you are on your own

✓ Bicycle theft is common: if you have a bicycle, lock it with good quality chain and shackle whenever you are not using it. Fasten your bicycle through the frame rather than the wheel spikes.

✓ As in the most European countries, driving in Italy is on the right-hand side of the road (overtaking on the left). When you cross the road, look left first, then look right. Be extra careful when crossing wide roads, roundabouts or crossroads.
EMERGENCY PHONE NUMBERS

The phone numbers listed below may prove useful in case of an emergency during your stay in Italy:

**Carabinieri (Italian military police) emergency**: 112

Carabinieri (headquarters): 0521 5371

Police emergency: 113

Police station: 0039 0521 2194

City Council Police: 0039 0521 218730 / 800977994

Fire Brigade: 115

First Aid Emergency: 118

Parma Hospital: 0039 0521 702111 / 0039 0521 703111

Parma Red Cross: 0039 0521 283330

Doctor on duty - Guardia medica: 0039 0521 292555

Local Public Health Assistance (ambulance): 0039 0521 224911

Road accidents and assistance: 116

Road recovery service: 0039 0521 803116

Lost and Found: 0039 0521 218738

Civil Protection: 0039 0521 957320

OTHER USEFUL NUMBERS:

Taxi service: 0039 0521 252562

Town Hall: 0039 0521 40521

Tourist Office: 0039 0521 218889
DISCOVER PARMA

Apart from being an important city for the learning opportunities it offers, Parma is also a very nice place to live in. Situated in the Emilia-Romagna region, in the North of Italy, this appealing medium-sized city perfectly combines cultural and economic activities with a pleasant way of life: just ride your bicycle or have a stroll along the charming streets of the city centre with their fashionable shops and cafés to enjoy this lovely atmosphere!

In the heart of the city, you can find its greatest artistic and architectural masterpieces: the magnificent square with the Romanesque Cathedral and the Baptistery; the churches of San Giovanni and of Santa Maria della Steccata, famous for their superb frescoes by local painters Correggio and Parmigianino; Camera di San Paolo, Teatro Regio, Piazza Garibaldi, Palazzo della Pilotta and plenty of other landmarks.

Parma is an ideal destination for foreign students. Famous for its art and history, the city also offers efficient services and leisure opportunities. It is a compact city, welcoming and friendly, busy but not chaotic, tranquil but lively enough to host important cultural events.

DO NOT MISS...

THE CATHEDRAL AND THE BAPTISTERY

These authentic architectural jewels are the main icons of Parma. Built between 1060 and 1073, the Cathedral of Parma is one of the finest examples of Romanesque architecture in Italy. Within the bare sandstone walls of the exterior, there is an impressive triumph of frescoes by Correggio, whose masterpiece is the dome’s superb fresco depicting the Assumption of the Virgin, to whom the Church is dedicated. In the right transept, near the altar, you can admire the relief of the Deposition by Benedetto Antelami. The bell tower, topped by a gilt copper angel known as the “Angiol D’Or”, was added between 1284 and 1294.
The octagonal Verona marble **Baptistery** (finished in 1260) was designed by Benedetto Antelami is a perfect fusion of architecture and sculpture and it is considered as the most noteworthy example of the transition from late Romanesque to Gothic art in Italy. The exterior features three large sculpted portals (the Redeemer’s door - West; the Virgin’s door - North; the door of Life - South) and a magnificent zoophorus surrounding the building and portraying monstrous figures, symbols of vices and virtues. The interior, a sixteen-sided polygon, is richly decorated with religious themes and also features the notable sculptures by Benedetto Antelami representing the Months, the Seasons and the Signs of Zodiac.

**CHIESA DI SAN GIOVANNI**

Located just behind the Cathedral, this church was built between 1498 and 1510. The magnificent dome in the interior was frescoed by Correggio between 1520 and 1521, while some of the frescoes decorating the arches of the inside-chapels are attributed to Parmigianino. On the left of the church entrance is the Benedictine monastery including a 16th century library (with frescoed walls and a collection of 20,000 books and rare codices) and the historic Pharmacy, probably dating back to 1201.

**BASILICA DI SANTA MARIA DELLA STECCATA**

This outstanding Renaissance church was built in 1521 to house an image of the Madonna which originally hung on the wall of a small oratory called "dello steccato", i.e. wooden shield, and was said to be miraculous. The interior arch was superbly frescoed by Parmigianino between 1530 and 1539.

**CAMERA DI SAN PAOLO**

Saint Paul’s chamber used to be part of the apartment of abbess Joan from Piacenza, in the Benedictine Convent of Saint Paul. The frescoes painted by Correggio in 1519 are a true masterpiece of Italian High Renaissance art. Correggio created the illusion of a pergola with festoons of fruit held up by ribbons and ovals representing cherubs in playful poses. The fresco above the fireplace represents Diana, the goddess of hunting, and is the symbol of the abbess herself.
Teatro regio

Commissioned by Marie Louise of Austria and designed by Nicola Bettoli, the theatre was constructed between 1821 and 1829 and is still one of the most renowned Opera Houses in the world. The neoclassical façade leads to the entrance to the elliptical stalls, decorated in white and gold, surrounded by four tiers of boxes and the gallery. With its superb ceiling, decorated curtains and magnificent chandelier manufactured in Paris, this theatre is a real jewel.

Palazzo della pilotta

This vast but unfinished complex, named after the game pelota once played in one of the courtyards, was built in the second half of the 16th century by order of Ranuccio I Farnese, serving as the headquarters for court and state services. It now houses some of the town’s most important institutions: the Palatina Library, the Archaeological Museum, the National gallery, the Farnese theatre, the Art institute of the University of Parma and the Bodoni museum, entirely dedicated to the typographer Giambattista Bodoni. The Palace also hosts important exhibitions in addition to cultural initiatives and concerts held in the inner courtyard during the summer.

The Farnese theatre, located in the complex of Palazzo della Pilotta, is one of the most beautiful historic theatres in Italy, as well as a rare example of theatre entirely made of wood. The theatre was built between 1618 and 1619 for Ranuccio I and was opened in 1628 for the wedding of Margherita de’ Medici and Odoardo Farnese, with mythological and allegorical performances and a spectacular naumachia, i.e. a show representing a sea battle, with real water. The stage was equipped with the first examples of innovative stage machinery in the history of Italian theatre. The theatre was almost completely destroyed by Allied bombing in 1944. It was rebuilt in 1950 using the same materials.
PAGANINI AUDITORIUM

The Paganini Auditorium is an innovative example of the restoration of industrial archaeology. A former sugar refinery, this building was converted into a concert hall by the famous architect Renzo Piano and named after Niccolò Paganini, one of the best violinists of all times. The Auditorium houses 780 seats, a foyer, a cloakroom, a bar, service rooms and offices. Transparent glass walls make up the whole length of the building so that even during concerts the park can be seen from any point, while a sophisticated sound system guarantees optimum functionality.

MUSEUMS

If you wish to discover Parma’s cultural and artistic treasures, you must visit the city museums: wonderful paintings, sculptures and important ancient artefacts are the pièces de résistance of the collections displayed.

Further information on the museums of Parma at: www.turismo.comune.parma.it www.parmabenartistici.beniculturali.it

DON’T FORGET...

...that Erasmus and International Students have access to all the galleries and museums at a reduced price: just show your International Students Identity Card to get concession! With the same card, Erasmus and international students obtain a discount on tickets for all the temporary exhibitions.

THE NATIONAL GALLERY - GALLERIA NAZIONALE

The National Gallery is the main museum in Parma and displays masterpieces by various schools and artists from the 13th to the 19th century. The rich collection mainly includes paintings by Correggio, Parmigianino, Tintoretto, Lanfranco, Guercino and by important local and regional art schools from the 15th to the 19th century. The Gallery boasts some masterpieces like a “Female head” (The Lady of the Dishevelled Hair or “La Scapigliata”), attributed to Leonardo Da Vinci and the “Schiava Turca” by Parmigianino (photo).

Location: P.le della Pilotta, 5. Website: www.parmabenartistici.beniculturali.it
**The Amedeo Bocchi Museum**

Set up in 1999, the museum is dedicated to the Parmesan painter Amedeo Bocchi who was a prominent artist of 20th century, though his name may not be familiar to a wide public. The collection reveals different stages of Bocchi’s sources of inspiration, from 19th French painters (especially Cezanne), to the Roman and the Viennese Secessionist Painters (Gustav Klimt), passing through Matisse. Location: Palazzo Sanvitale, Strada Cairoli (near via Cavour). Website: www.museobocchi.it

**The Stuard Gallery**

This art gallery displays the most important private collection in the city: more than 270 paintings from the 14th to the 19th century, left to the Congregation of San Filippo Neri by will of Giuseppe Stuard in 1834. The collection includes paintings, portraits, artefacts, tapestries and documents witnessing the artistic history of Parma and the Stuard Family. Location: B.go del Parmigianino, 2. Website: www.cultura.comune.parma.it

**The Glauco Lombardi Museum**

Set up in 1961, this museum preserves a rich artistic and historical memorabilia on the life, habits and costumes of the Duchy of Parma from 1748 to 1859, during the Napoleonic Era and the reign of Marie Louise of Austria. The collection includes works of art, pieces of furniture, clothes, jewels, documents and other curiosities like Duchess Marie Louise’s platinum-embroidered wedding cape with its platinum embroidery work. Location: Palazzo di Riserva - Strada G. Garibaldi, 15. Website: www.museolombardi.it

**The National Archeological Museum**

The National Archeological Museum, founded in 1760, was conceived to preserve the artefacts found during the excavations carried out in Veleia, a small Roman town on the Apennines near Piacenza. The collections display the finds from Veleia (including Emperor Trajan’s Tabula Alimentaria, containing instructions for the welfare of poor children), non-local Egyptian, Greek, Roman and Etruscan sculptures, ceramics, glassware and coins. Location: Palazzo della Pilotta (P.le della Pilotta, 5). Website: /www.archeobo.arti.beniculturali.it/parma
Leisure and Entertainment

Parma is a tranquil, people-oriented city where you can find cultural events and recreational activities for all tastes. The streets in the city centre, so busy during the day, become the gathering point for most University students from 6-7 p.m. until late at night, for the so-called “movida”. You can find fashionable bars and cafés, especially in via Farini or via D’Azeglio, where you can have appetizers while chatting with your friends and listening to music. If you prefer the warm atmosphere of a pub instead, you can find very nice ones near via Cavour or the Cathedral. Parma also offers plenty of events and entertainment opportunities all year round: cinemas, theatres, music concerts and festivals, exhibitions and shows always attract a large public. On sunny days, especially in spring and summer, you can go jogging or simply enjoy a walk in one of Parma’s parks: the main ones, Parco Ducale and Cittadella, are near the city centre and loved by tourists too.

Here is a list of interesting leisure and entertainment opportunities in Parma. Just choose what most appeals to you...and enjoy yourself!

Music

Music plays a leading role in Parma, renowned worldwide for its local composer Giuseppe Verdi and its prestigious opera house, the Teatro Regio. The Opera Season, running every year from January to April, offers great performances of both the most famous and least known operas, with important singers from all over the world and impressive scenography. Every year, opera and lyric music lovers look forward to October, the month of the Verdi Festival, when the anniversary of the composer’s birth is celebrated with a full programme of concerts and performances. During this period, Parma is immersed in this magical musical allure, with complementary initiatives, exhibitions and meetings concerning Verdi’s operas.

The Concert Season takes place in both the Teatro Regio and the Auditorium Paganini, which is considered to be the other music temple of Parma as regards concerts.
If you prefer listening to modern and contemporary music, you cannot miss the “Traiettorie Festival” (every year from September to November), which offers significant contemporary music concerts of international artists performing in different theatres of the city.

Located next to the Erasmus and International Home, in the 15th-century Palazzo Cusani, the Casa della Musica is another major location for music concerts in Parma. Concerts are held especially during the summer, in the palace’s marvellous inner courtyard. On the ground floor, the Museum of Opera illustrates the history of opera in Parma from the 16th century to now.

If you are keen on other music genres, such as jazz, the International Parma Jazz Festival “Frontiere” is a must-see for you. Promoted by the cultural and musical association “Parma Frontiere”, the festival hosts international jazz artists and bands performing in different locations in the city including cafés and unconventional sites.

**Remember!**
The International Students Identity Card allows Erasmus and international students to buy reduced tickets for the most important music halls in Parma: Auditorium Paganini, famous for its classical music concerts, and Teatro Regio, one of the most important Italian opera houses. A great opportunity – which is not to be missed! – is offered by the project "Giovani al Festival" ("The Youth Festival"): in both theatres, Italian, Erasmus and international students are offered a 75% special discount on their tickets!

**Cinema**
In your free time or in the evenings, going to the cinema with friends is something nice to do in Parma. You can choose from 5 cinemas in the city: The Space Campus, The Space Barilla Center, Astra, D’Azeglio, and Edison. The first two are large modern multiplex cinemas which generally show the latest films and blockbusters; the other three cinemas are more traditional and mainly show high-quality Italian and foreign films.
show the latest films and blockbusters; the other three cinemas are more traditional and mainly show high-quality Italian and foreign films. During the summer, Astra, D’Azeglio and Edison organise very pleasant outdoor showings. Movies in Italy are dubbed. However, thanks to the project “The Original Ones” in Cinema D’Azeglio, you can watch the latest art films in their original version (mainly in English or French) with Italian subtitles.

**REMEMBER!**

By simply showing the International Students Identity Card, Erasmus and International Students can buy reduced cinema tickets (discounts are generally available from Monday to Friday only).

**THEATRE**

If you enjoy watching theatre performances, Parma will certainly meet your tastes with a number of different nice theatres located in various areas of the city. From Classical to Modern, from Traditional to Experimental theatre, Parma offers you a wealth of possibilities, with stunning performances of professional actors. Here are the names of the most important playhouses in Parma:

**TEATRO DUE**

Facing the stream Parma, this theatre includes four theatre halls and spaces for exhibitions, rehearsals and workshops. During the theatre season, you can attend the performances of renowned Italian and international actors, as well as take part in events, meetings and conferences with important directors, actors, writers, dramatists and experts of theatre disciplines. Teatro Due also has its own Actors Ensemble and production centre, with a repertoire of both classical and contemporary drama. (v.le F. Basetti, 12/A - www.teatrodue.org).

**DON’T FORGET...**

Erasmus and International Students can obtain reduced tickets for performances at Teatro Due and Teatro delle Briciole: just show your International Students Identity Card...and take your seat at a lower price!
**LENZ RIFRAZIONI**

This theatre puts on contemporary creative and unconventional performances and works for theatre festival at an international level. It also organises theatre courses (via Pasubio 3/E - http://lenzrifrazioni.it).

**NUOVO TEATRO PEZZANI - COMPAGNIA DEI BORGHI**

Located in the “Oltretorrente” area (near via Bixio), this theatre mainly offers performances of classical drama, both Italian and European. However, it also puts on a number of contemporary theatre plays (B.go San Domenico, 7 - www.nuovoteatropezzani.it).

**TEATRO DEL TEMPO**

Teatro del Tempo often promotes projects for young and local theatre companies and organises courses and workshops for absolute beginners too. It also hosts important national and international acting companies. Teatro del Tempo is particularly unusual because of its architecture featuring an Elizabethan-style balcony, red walls and a decorated proscenium arch (B.go Cocconi, 1 - www.teatrodeltempo.it).

**TEATRO AL PARCO - SOLARES FONDAZIONE DELLE ARTI**

Teatro al Parco is located in Parco Ducale and has different theatre halls. It promotes special initiatives where drama is often combined with cinema, music and performing arts. This theatre appeals especially to a young audience, including children (Teatro delle Briciole) - (Parco Ducale, 1 - www.solaresdellearti.it).

**TEATRO DEL CERCHIO**

This theatre is located outside the city centre, in the Western area of Parma and can sit about 200 spectators. The Theatre organises interesting performances, drama courses and laboratories for children too (via Pini, 16/A - www.teatrodelcerchio.it).

**EUROPA TEATRI**

This theatre and its company promote experimental theatre and different acting languages. It organises theatre and dance festivals, performances and workshops. (via Oradour, 14 - www.europateatri.it).
GASTRONOMY AND FOOD

When in Italy, you cannot miss out on the opportunity of tasting delicious Italian dishes! And...what better choice than Parma, famous worldwide for its gastronomic excellence and capital of the so-called Food Valley?

In Parma you can taste the real Parmigiano Reggiano and Parma Ham, in addition to plenty of other specialities: cured pork meats like Culatello di Zibello (a real delicacy, considered the best cold cut in the world), Spalla Cotta di San Secondo (pork shoulder cold cut), Salame di Felino (salami cold cut), often served with “torta fritta” (fried dough squares - photo) and local red or white wine, namely Lambrusco and Malvasia.

The long list of delicious specialities continues with local traditional dishes: tortelli di erbette (pasta filled with greens such as Swiss chard and spinach, ricotta and Parmigiano Cheese - photo), anolini in brodo (stuffed pasta rounds filled with a mix of Parmigiano, breadcrumbs and meat, served in capon broth - photo), Rosa di Parma (rolled beef tenderloin roast stuffed with Parmigiano and Parma Ham) and “vecchia” or “vécia” (minced horse meat served with chopped potatoes and cooked vegetables).

Dedicate some of your free time to a gastronomy tour in the countryside: you will find typical cellars and country houses where you will discover the secrets of food and wine processing and taste delicious specialities. You will then realize that the food industry in Parma and its surroundings is not a mere economic activity, but a real art form.

Parma has dedicated four museums to some of its best-known products: the Museum of Parmigiano Reggiano (in Soragna, near the Rocca); the Museum of Prosciutto (in Langhirano, the hometown of Parma Ham); the Museum of Salame (in Felino, near the Castle); the Tomato Museum (in Corte di Giarola, near Collecchio). In all these museums, you can learn more about the history of these typical products and their processing, as well as the images used to sell them and the most famous local recipes. In some museums there is an area for tasting and purchasing delicacies at the end of the tour.
Due to its gastronomic excellence and high quality, Parma was assigned the European Food Safety Authority (EFSA) in 2004. The headquarters of this important institution have been located in the city since then.

In December 2015, Parma obtained the official label as **Unesco Creative City of Gastronomy** for its gastronomic wide choice and the excellence of its local products. For the first time, an Italian city has received this prestigious official recognition which UNESCO, the UN organisation for the preservation of world cultures, accords to cities that demonstrate unique abilities in gastronomy as a result of tradition, talent and innovation.

Many typical restaurants (the so-called “trattoria” or “osteria”) in Parma and its surroundings will be able to satisfy your curiosity and above all...your appetite! Moreover, you can find deli shops where you will be able to buy local products to take home as a delicious and very appreciated souvenir. Some restaurants mix local cuisine with creative recipes, others have a nice garden where you can eat out in the summer. Prices are generally quite affordable.

You can find a list of the most famous trattorias/osterias and restaurants in Parma at http://turismo.comune.parma.it, section “Where to eat”.

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![Image of cheese wheels with the Parma logo]
NEAR PARMA

In your spare time or during the summer, when lectures and exams are over, don’t miss the opportunity to discover more of Parma and the area surrounding it. A tour of the countryside, with its fascinating castles and palaces, picturesque villages and natural parks is a wonderful way to enjoy the province of Parma, which extends from the fascinating Po valley in the north and to the woods of the Apennines in the south.

If summer to you inevitably means going to the seaside, Parma offers you this possibility as well: the lively Adriatic Sea to the east and the tranquil Ligurian Sea to the west are easily reachable by motorway, in less than two hours’ drive or a few hours’ ride by train.

There are many interesting places to see around Parma. Here is a list of some of the most famous ones...enjoy your visit!

COLORNO

Located in the Po valley (15 km north of Parma), this village is famous for the magnificent Royal Palace (the Reggia) and its gardens. The Reggia was the summer residence of the Farnese dukes of Parma in the 17th century and then of the Bourbons in the 18th century. The rooms are elegantly decorated according to the French style of the period. The surrounding park really deserves a visit as well: it is an elegant French garden, which also hosts a superb exhibition of plants and flowers every year.

FONTANELLAULTO

Surrounded by a water-filled moat, the massive castle “Rocca Sanvitale” dominates the village of Fontanellato (19 km west of Parma). The present building dates back to the beginning of the 17th century; the interior still preserves the noble apartments, with valuable furnishings, armours, fine china and paintings. A small room frescoed by the young Parmigianino is the real masterpiece of the castle: it represents Acteon's metamorphosis, when he is turned into a deer after spying on Diana and her maids bathing.
Torrechiara

Set on a hill overlooking the Parma valley on the way to Langhirano, the Castle of Torrechiara (18 km from Parma) is one of the best preserved fortresses in the whole region. Built around 1450 by will of the nobleman Pier Maria Rossi for his beloved lady Bianca Pellegrini, the whole complex is a fortified medieval hamlet dominated by the Castle, including a chapel and other small buildings where servants and other members of the court used to live. The towers and the main block feature beautiful frescoed halls, especially the Camera d'Oro (Golden Room), named after the pure gold that once trimmed the terracotta medallions set into the wall. Do not miss the view of the Castle by night: simply amazing!

Bardi

From its panoramic position on a sheer outcrop of jasper, the Castle of Bardi (60 kms south-west of Parma) imperiously looms over the village and the valley below. The Castle, dating back to the 13th and 14th centuries, is an extraordinary example of medieval siege architecture with its sturdy curtain wall, guard towers and castle keep. The Castle is particularly famous for the legend of its ghost Moroello: the anguished soul of knight Moroello – who committed suicide for a tragic love story – is said to still haunt the castle. Night ghost tours of the Castle are available for guests! The Castle hosts the Museum of Torture, featuring medieval instruments of torture and terrible prisons.
**FIDENZA**

Fidenza (23 Km from Parma) is located along the Via Emilia between Parma and Piacenza and it is the second biggest city after Parma in the whole province. The town reveals its Roman origins in the area east of Piazza Garibaldi with the classical, rectangular outline of the ancient forum.

The medieval Cathedral dedicated to San Donnino (Saint Domninus) is a masterpiece of Romanesque art designed by Benedetto Antelami. Because of the veneration for the saint’s holy relics, the Cathedral became a vital stopping place in the Middle Ages for pilgrims bound for Rome along the Via Francigena. Other noteworthy monuments and museums are Saint Domninus Gate (Porta San Donnino), the 19th-century Magnani Theatre, the 14th-century Town Hall and Church of Saint Michael. And...if you like shopping, the Fidenza Outlet Village is just a few kilometres away!

**SALSOMAGGIORE TERME**

Located on the hills a few kilometres away from Fidenza and 32 Km from Parma, Salsomaggiore Terme is the third largest centre in the province of Parma. It is famous as a spa town thanks to the underground water which has been used since ancient times for marketing salt and then for hydrotherapy. The baths palace Terme Berzieri (1913-23) is a superb example of Art Déco: the interior is richly decorated and frescoed with environmental motifs. The Terme Berzieri is still a famous wellness temple, a place where you can relax, enjoy specific spa treatments and the therapeutic properties of the town's natural mineral waters, the so-called “salso-bromo-iodic waters” - containing sodium chloride, bromide and iodide.
If you love nature and mountain trekking, you cannot miss the Cento Laghi Natural Park (literally: “a hundred lakes”). Founded in 1995, the park lies in an area of about 12,600 hectares between Corniglio and Monchio delle Corti, in the province of Parma near the Apennines. The glaciers of the valleys crossed by the rivers Parma and Cedra have modelled the territory leaving glacial circuses and morainic drifts; in fact, most lakes in the park were formed by glaciers. At the highest altitudes (from 1,500 to 1,800 meters) you can find rocky landscapes, moors, peat-bogs and glacial lakes. At lower heights you can wander through the woods with their many brooks, pastures and meadows. In the park, you can find rare and protected species of plants (such as the Primula of the Appennines) and animals (wolves, roe deers, wild boars, eagles and regal owls). Visitors to the park can choose among several tracks and itineraries, which are ideal for walking, horse riding and cycling by mountain bike. The most impressive circuit, though, is the itinerary on the crest (on foot only): at a constant altitude of 1,700 meters – with a peak of 1,861 – you can admire the breathtaking view of the Gulf of La Spezia, the Appennines and the valley beneath.

**The list also includes...**

- the Rocca de’Rossi in San Secondo;
- the Birthplace of Giuseppe Verdi in Roncole Verdi – Busseto;
- the Rocca of Sala Baganza;
- the Rocca Meli Lupi of Soragna;
- the Castle of Compiano;
- the Magnani Rocca Art Gallery in Mamiano – Traversetolo

... and many other treasures!

Just check out the tourist portal www.turismo.comune.parma.it and you will realize how rich Parma and its territory are.
Castello di Torrechiara
Maps, contacts, links
MAP OF THE UNIVERSITY LOCATIONS

1. **VIA UNIVERSITÀ, 12** University Headquarters; URP- University Information Office; Department of Law, Politics and International Studies

2. **VICOLE GROSSARDI, 4** ER.GO. Office in Parma; ER.GO. “Grossardi” Self-service Canteen; Welcome Office

3. **VIA D’AZEGLIO, 85** Department of Humanities, Social Sciences and Cultural Industries; Student Registry Offices of the areas of: Economics; Arts and Humanities

4. **VIA J.F. KENNEDY, 6** Department of Economics and Management

5. **VIA GRAMSCI, 14 - VIA VOLTURNO, 39** Department of Medicine and Surgery; Student Registry Offices of Medicine and Surgery

6. **VIA DEL TAGLIO, 10** Department of Veterinary Science; Student Registry Offices of Veterinary Science

7. **VICOLE DEI MULINI, 5** Le ELI-CHE - Services for special needs students, and for students with learning disability

8. **VIA CAVOUR, 28** Department of Humanities, Social Sciences and Cultural Industries (musical and theatre disciplines; Choir and Orchestra)

9. **P. LE SAN FRANCESCO, 1 (CASA DELLA MUSICA)** Department of Humanities, Social Sciences and Cultural Industries (musicology area)

10. **P. LE SAN FRANCESCO, 2** UO Contributi, Diritto allo Studio e Benessere Studentesco (Organization Unit on Fees, Right to Study and Students’ Welfare)

11. **P. LE SAN FRANCESCO, 3** Erasmus and International Home; ESN-ASSI

12. **VIA DEL PRATO, 3 - BORGO CARISSIMI, 10** Department of Humanities, Social Sciences and Cultural Industries (Humanities and Educational Sciences)

13. **VIA DEL PRATO, 4/1** Student Registry Offices of the area of Law and Politics

14. **UNIVERSITY CAMPUS - PARCO AREA DELLE SCIENZE** Department of Chemistry, Life Sciences and Environmental Sustainability; Department of Engineering and Architecture; Department of Mathematical, Physical and Computer Sciences; Food and Drug Department; Student Registry Offices of the areas of: Food and Agriculture; Pharmacy; Engineering and Architecture; Mathematical, Physical and Computer Sciences; CUS Parma; University Language Centre; Technopole

15. **VIALE SAN MICHELE, 9** Department of Humanities, Social Sciences and Cultural Industries (Foreign languages)

16. **P. LE DELLA PACE, 7/A** Department of Humanities, Social Sciences and Cultural Industries (Art)

17. **ABBAZIA DI VALSERENA - VIA VIAZZA DI PARADIGNA, 1** CSAC - Study Centre and Communication Archive
USEFUL CONTACTS

**UNIVERSITY OF PARMA (HEADQUARTERS)**
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erasmus@unipr.it (for outbound exchange students)
internship@unipr.it (for inbound traineeships)

**UNIVERSITY WELCOME OFFICE (HELP FOR ACCOMMODATION)**
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**URP - UNIVERSITY OF PARMA INFORMATION OFFICE**
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**UNIVERSITY OF PARMA - UO CONTRIBUTI, DIRITTO ALLO STUDIO E BENESSERE STUDENTESCO (ORGANIZATION UNIT ON FEES, RIGHT TO STUDY AND STUDENTS’ WELFARE)**
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ER.GO. Office in Parma (Information on Scholarships and Study Grants)
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Parma Immigration Office
Via Chiavari, 15
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Phone Number +39 0521 219487
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“Informastranieri” Office in Parma (Information Office for Foreigners)
Via Cecchi, 3
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USEFUL LINKS

FOR INFORMATION ON THE UNIVERSITY OF PARMA
⇒ University of Parma website: www.unipr.it; en.unipr.it

FOR UNIVERSITIES IN ITALY, ADMISSION REQUIREMENTS, INFORMATION ON COURSES AND ENROLMENT PROCEDURES
⇒ Universitaly: www.universitaly.it
⇒ MIUR - Italian Ministry of Education, Universitites and Research: http://www.studiare-in-italia.it/studentistranieri/

FOR TUITION FEES, SCHOLARSHIPS AND GRANTS
⇒ ER.GO. (Regional Authority for the right to Higher Education in Emilia Romagna): www.er-go.it

FOR ENTRY VISA REQUIREMENTS, RESIDENCE PERMIT AND OTHER DOCUMENTS FOR YOUR STAY IN ITALY
⇒ Italian Ministry for Foreign Affairs and International Cooperation:
⇒ Italian Ministry for Internal Affairs: www.interno.gov.it
⇒ Polizia di Stato (Police) - for residence permit: www.poliziadistato.it
⇒ Stranieri in Italia - (useful information for foreign people in Italy):
  www.stranieriinitalia.it
⇒ Portale Immigrazione - (useful information for foreign people in Italy):
  www.portaleimmigrazione.it