



INTERNATIONAL STUDENT GUIDE





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Ciao!

With a heady mix of haunting ruins, awe-inspiring art and vibrant street life, **Rome** is one of the world's most charismatic cities of the world. The Eternal City has an immensely rich artistic, and cultural history that dates back almost 3000 years ago.

We would like to welcome you to **Università Europea di Roma**, a young Catholic institution that is rapidly growing in terms of teaching quality and research, as part of a wide international network. Our motto is "We teach people, we train professional".

In the present international student guide you will find all the information you need to know before, during and after your experience at UER, ensuring you a smooth start at your new university.



Before your mobility

Course catalogue and class schedules

You can find the course catalogue and the class schedules on our website:

- **Link to course catalogue:** [Università Europea di Roma > Internazionale > Incoming students>Course catalogue](#)
- **Link to class schedules:** [Università Europea di Roma > Internazionale > Incoming students>Class Schedules](#). Please keep in mind that schedules are published only some days prior to the beginning of lessons. In the schedules you will find the information on which lessons will be held in-person, online or in blended modality. Most lessons will be held in-person.
- The **Italian language and culture course** will be held:
 - Beginners level: Mondays and Wednesday from 14:00 to 14:45 in-person.
 - Advanced level: Tuesdays and Thursdays from 14:00 to 14:45 in-person.In order to attend the Italian language and culture course, an initial **placement test** is compulsory, which will be held on the 21th February.

Academic Calendar

Orientation Week: 15/02/22 to 18/02/2022. Attendance to the Orientation Week is compulsory.

Lesson period (12 weeks): from 21/02/22 al 21/05/22.

Exam periods:

- Extraordinary call: from 10/05/22 to 31/05/22
- Summer call: from 25/05/22 to 13/07/22

International students can choose to take their exams in the extraordinary call or/and the Summer call. There is a maximum of four chances (in different dates) to take each exam, one during the extraordinary call and other three/two during the Summer call. Find the complete academic calendar at the following [link](#).

Learning Agreement before mobility

The Learning Agreement (LA) is a document containing the subjects you are going to study at UER, agreed among you, your home university and UER. The first section of the Learning Agreement is called “Learning Agreement Before Mobility”. It should contain the same subjects that you already specified in your [International exchange application form](#).

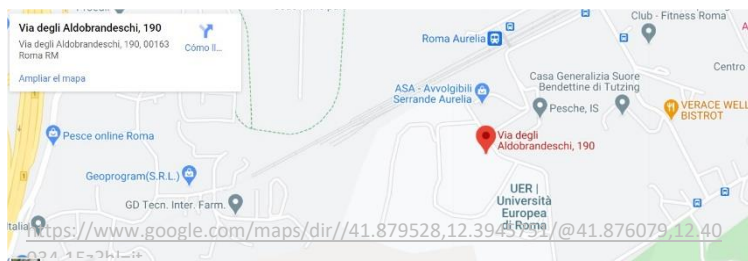
You should submit your Learning Agreement Before Mobility through the [paper-based form to be sent by e-mail](#) or through the [Online Learning Agreement platform \(only for Erasmus+ students\)](#)

- Necessary information for completing the Learning Agreement:
 - Università Europea di Roma Erasmus code: I ROMA23
 - Name of the university at the [Online Learning Agreement platform](#): Università degli Studi Europea
 - Contact person at the receiving institution: Dott.ssa Andrea Llorente - andrea.llorente@unier.it
 - Responsible person at the receiving institution: Prof. Aniello Merone – aniello.merone@unier.it
- Deadline to submit the Learning Agreement Before Mobility: **7th February**.

Visa (non-EU students only)

Non-EU students are required to send their visa by email to andrea.llorente@unier.it **before 7th February**.

How to get to the University



Università Europea di Roma is located in Via degli Aldobrandeschi, 190, 00163 Rome, Italy.

It is possible to arrive by train, bus and car. Please find the indications on how to arrive in [Università Europea di Roma > Contacts > Hot to get here](#)

Covid-19 security measures

The first thing you need to do is checking the **webpage of your national Embassy in Italy** (e.g. [French](#) / [Spanish](#) / [Austrian](#) / [Dutch](#) / [Mexican](#) / [South Korean](#) Embassy in Italy) for the specific national restrictions applying to your home country, pay special attention to the requirements on Covid test and/or quarantine.

In order to access the university building, you will need the **Greenpass QR code**. To obtain the Greenpass QR code you have 3 options:

1. Vaccination (Pfizer-BionTech, Moderna, AstraZeneca or Johnson & Johnson)
2. Covid-19 recovery certificate
3. Antigens (valid for 48h) or molecular (valid for 72h) negative test done at a pharmacy that releases temporary Greenpass.

Extra-EU students who are vaccinated but do not have the Greenpass QR code can obtain it by sending to centrale.distretto13@aslroma1.it

1. Identity document
2. [Codice Fiscale](#)
3. Vaccination certificate (Pfizer-BionTech, Moderna, AstraZeneca or Johnson & Johnson)
4. Completed [Dichiarazione sostitutiva di atto di notorietà](#)

On your arrival to Università Europea di Roma, you will have to use always face mask compliant with EU quality standard, covering both mouth and nose, clean frequently your hands using the dispenser distributed around the building and try to keep 1.5 meter distance with other people.

If at some point you have Covid symptoms (fever, cough, respiratory distress, tiredness) **stay at home and contact** referentecovid19@unier.it, who will explain you how to proceed.

For further information on how the Italian Health system works, please read the [dedicated section of this guide](#).

During your mobility

Orientation Week

The Orientation Week (**15st –18th February**) goal is to present you the University, explain you how it works and introduce you to the other international students.



| Tuesday 15 st | Wednesday 16 nd | Thursday 17 rd | Friday 18 th |
|--------------------------|--|---------------------------|--|
| 12:30 Welcome Day | 10:00 1 st Info Session | | 10:00 2 nd Info Session |
| | | 15:30 City Tour | |

Certificate of Arrival

The day of your arrival to UER (15st February) we will provide you with the [certificate of arrival](#), that you will have to send to your home University as soon as possible.



Learning Agreement During Mobility

Once you arrive to UER, there might be some subjects that you would like to change from your initial Learning Agreement Before Mobility. In order to do so, you will have to point out these changes in the “Learning Agreement During Mobility”.

You should submit your Learning Agreement Before Mobility through the [paper-based form to be sent by e-mail](#) or through the [Online Learning Agreement platform \(only for Erasmus+ students\)](#)

Deadline to submit the Learning Agreement Before Mobility: 10th March. **No Learning Agreement During Mobility will be accepted after 10th March. Only subjects notified before 10th March will appear in the final Transcript of Records.** The International Relations Office will send you back a copy signed by the UER Faculty Academic Coordinator.

A specific **info session** on Learning Agreements will be held on **Wednesday 16th February** at 10:00, during which we will help you to **resolve your doubts** regarding the LA, subjects and schedules. Should you need further orientation your UER Faculty Academic Coordinator will meet you upon previous appointment.

Subject enrolment and online teaching materials

On **Friday 18th February** at 10:00 an info session will be held to guide you in the process of:

- registering your subjects in the [Esse3](#) informatic system, to be officially enrolled and appear in the attendance list.
- registering in the [Corsi online](#) informatic system, to access teaching materials, such as bibliography or Power Points uploaded by professors.

Buddy Program

It aims to match each international student with a UER local student, who will be at your side to help you:

- Explore the university.
- Discover what to do in Rome and Italy.
- Learn Italian through language exchanges.
- With practical information, such as where to get a SIM card.
- Relate to Professors and the Student Care Office.

During the so-called **Buddy Week** (22th -24th February), you will be able to meet your buddy and other colleagues and smooth your integration into UER life.

BUDDYPROGRAM



| Tuesday 22 th | Wednesday 23 th | Thursday 24 th |
|----------------------------|-------------------------------|-----------------------------|
| 15:00 Meet and Greet | 15:00 Language Exchange | Hang out with your Buddy |

Should you want to participate, please send an e-mail within **1st February** to tiziano.bisante.studente@unier.it providing your WhatsApp number (with international prefix).

As part of the Buddy Program, we organize during the semester **activities** such as daytrips, cooking lessons and much more. To stay tuned, follow us on **Instagram** [#uerinternational](#)

Lesson attendance

Students are required to **attend 50 %** of a course lessons in order to be allowed to take the corresponding exam. Attendance is digitally registered through the UERClass app. On **Friday 18th February** at 10:00 an info session will be held to explain you how to register the attendance.

Codice Fiscale

The *Codice Fiscale* is the tax code in Italy that serves to identify individuals residing in Italy. You need to get it as soon as possible in one of the several *Agenzia delle Entrate* that there are in Rome. Look up in [Google maps](#) where is the closer *Agenzia delle Entrate* and bring the [AA4/8 module](#), your ID/passport and UER Letter of Acceptance (and visa for extra-EU students). Alternatively, you can contact the Italian Embassy in your home country in this regard.

Printing at UER

You can print in the bookshop (ground floor, corridor A) or you can buy in the same bookshop a card and print in the library with this card (floor -1, corridor B).

Contact

At the International Relations Office we are more than happy to help you with everything we can. We are at the first floor, corridor C. Your contact person is:

Dott.ssa Andrea Llorente:

andrea.llorente@unier.it

Dott. Tiziano Bisante

tiziano.bisante.studente@unier.it

Tel: (+39) 06 66 54 38 09

Office hours: Tuesdays and Thursdays: 10:00 - 11:00 and 16:00 –17:00.

Fridays - 10:00 - 11:00





Emergency tel.: (+39) 338 272 1004 (only emergencies)

And don't forget to stay tuned by following us on **Instagram**: [#uerinternational](#)



Italian Health System

The citizens of the European Union can receive free treatment or at a very low price if they present the European Health Insurance Card (**EHIC**). Remember that the social security systems vary among EU countries. It is possible that in Italy you have to pay a part of the cost (a fee called *ticket*) directly to the hospital, even though you don't pay it in your home country. In Italy, the fees paid for medical services are not reimbursed. You will have to request the refund to your national social security system when going back home. This card does not cover treatments that are not **urgent** and only can be used in public hospitals. The **EHIC** is not accepted in private hospitals. There are many public hospitals in Rome, for example, *Ospedale San Filippo Neri*, *Ospedale Santo Spirito* or *Aurelia Hospital* (near the university). You can find the nearest public hospital by writing in Google Maps "ospedale pubblico Roma".

When you arrive at the hospital, go to the *Pronto Soccorso* area, where a nurse will evaluate your situation and give you a code:  white code (less serious),  green code,  yellow code and  red code (more serious). The more serious the situation is, the quicker you will get visited by a doctor.

If at some point you have **Covid symptoms** (fever, cough, respiratory distress, tiredness) stay at home and contact referentecovid19@unier.it, who will explain you how to proceed. For other emergencies, the telephone number of the ambulance is 118.

In case of emergency you can also go to the [Emergency Medical Unit for Tourist](#) (Via Emilio Morosini, 30 and Via Antonio Canova, 19), where a doctor will attend you. You will have to pay a fee, but they speak English and it is probably quicker than going to the *Pronto Soccorso* of a public hospital.

A fee is paid for most prescription drugs. The fees of prescription drugs are not reimbursable in Italy. You will have to request the refund to your national social security system when going back. Medications that do not require a prescription are not refundable.

If you are not an EU citizen and, therefore, you do not have the EHIC card, you can take advantage of urgent and elective medical services upon payment of the corresponding fee. In the website <https://www.doctorsinitaly.com/> you can set an appointment with a **private English speaking doctor** upon payment.



After your mobility

Transcript of Records and Certificate of Departure

The Transcript of Records contains the grades you obtained at UER after completing your exams. It will be sent directly by UER to your home University. The Transcript of Records will contain exclusively the grades of the subjects you notified through your Learning Agreement before 10th March (for further info please consult the [Learning Agreement During Mobility section of this guide](#)). The same document will contain your Certificate of Departure, meaning the date in which you took your last exam and, therefore, your mobility officially ends.

Summary: Important dates and links

Important dates

1th February: Buddy Program deadline

7th February: Learning Agreement Before Mobility and visa (non-EU students only) deadline

15st February: Beginning of the Orientation Week

21st February: Beginning of the Buddy Week and lessons

10th March: Learning Agreement During Mobility deadline

Important links

UER international website: <https://www.universitauropeadiroma.it/en/international-exchanges/>

Italian Health Ministry: <http://www.salute.gov.it/portale/nuovocoronavirus/homeNuovoCoronavirus.jsp?lingua=english>