WELCOME
Prospective Students
#UNIVRMATRICOLE
7 October 2020
Student representatives

Elected every 2 years

Student Representatives are elected in the various bodies, to make the voice of students heard at the University, and their views known to the Rector, the University’s Offices and the teaching staff.

Anyone can run and everyone can vote to speak up at the University!

CDA (BOARD OF GOVERNORS) – ACADEMIC SENATE – STUDENT COUNCIL

general issues of interest to students, strategic planning of activities and services

- scholarships and grants
- Erasmus+ Programme
- student services
- administrative issues

SCHOOL COUNCIL – DEPARTMENT – TEACHING COMMITTEE

specific issues of each degree programme, planning of teaching

- issues with lecturers
- exams
- academic calendar
- teaching plans
- departmental issues
The University has an internal Quality Assurance System designed to ensure that:

- quality objectives are achieved
- continuous improvement is achieved
- issues are addressed and solved

in teaching, research and student services activities

**How?**

- Degree Programme QA Group (one for each degree programme)
- Faculty/Student Joint Committee in each Department/School

**Central University bodies**

- Quality Assurance Board
- University Evaluation Group

Students take part in this process!

These bodies gather students’ views, and always welcome suggestions for improvement!
Student Survey (questionnaires)

- it’s anonymous
- students must respond to the invitation to take part in the Student Survey in order to register for an exam
- it’s crucial to gather students’ views and suggestions
- results are collected and then read by our Teaching Staff and the Faculty-Student Joint Committee
- it’s the simplest and fastest way to make your voice heard, and improve teaching
Vote and choose your tree!

72 new trees have been planted – as many as our degree programmes!
Sustainability

A plastic-free University

The University of Verona has joined the #StopSingleUsePlastic campaign

Electric blue metal water bottles (75 ml) are being made available at a reduced price to all students!

- it has a larger capacity than average plastic bottles
- it’s more sustainable: in Italy, 11.5 billion plastic bottles end up in landfills each year. Let’s change that!
Student associations

The University of Verona is home to a number of Student Associations, offering a wide range of activities, from journalism to radio broadcasting, from the University’s choir to international networking activities, and so much more!
a range of Sports activities are offered to students, to promote physical activity and well-being at the University of Verona
THE ITALIAN UNIVERSITY SYSTEM
BACHELOR’S DEGREE
(180 CFU)
- Year 1
- Year 2
- Year 3

MASTER’S DEGREE
(120 CFU)
- Year 1
- Year 2

1st level Professional Master’s Programme

SINGLE-CYCLE/COMBINED BACHELOR+MASTER’S DEGREE (330/360 CFU)
- Year 1
- Year 2
- Year 3
- Year 4
- Year 5
- Year 6

2nd level Professional Master’s Programme

PHD PROGRAMMES | POSTGRADUATE SPECIALISATION SCHOOLS
University Credits - CFU

1 CFU Credit formativo universitario
CFU is the conventional unit that measures the student’s workload
1 CFU = 25 hours of study

1 YEAR 60 CFU

TYPE
A/B core modules
C supplementary modules and activities
D elective modules and activities
E/F final exam/other activities (e.g. labs)
S internships and traineeships
Requirements for enrolment in subsequent years, i.e. exams that you must pass before you can enrol in the following academic year.

Priority modules, i.e. exams that you must pass before you can embark on other related modules.
STUDENT SUPPORT
# Student Support 2020/2021

<table>
<thead>
<tr>
<th>ISEE</th>
<th>FEES DUE</th>
<th>INSTALMENT 1</th>
<th>INSTALMENT 2</th>
<th>INSTALMENT 3</th>
</tr>
</thead>
<tbody>
<tr>
<td>under € 22,000</td>
<td>€ 0 (Students are exempt from paying student fees)</td>
<td>€ 338, which includes:</td>
<td>50% of the remaining fees due</td>
<td>50% of the remaining fees due</td>
</tr>
<tr>
<td>between € 22,001 and € 30,000</td>
<td>depending on the student’s ISEE, they will pay a scaled annual fee, from € 0 to € 1,071.00</td>
<td>regional tax (€172)</td>
<td>to be paid by 31 March 2021</td>
<td>to be paid by 1 June 2021</td>
</tr>
<tr>
<td>above € 30,000</td>
<td>depending on the student’s ISEE and the type of degree programme, they will pay a scaled annual fee</td>
<td>stamp duty (€16)</td>
<td></td>
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<tr>
<td></td>
<td></td>
<td>first part of fees (€150)</td>
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</table>

The ‘Regulations on Student Fees’ are available on the University’s website at: [www.univr.it/benefici](http://www.univr.it/benefici)
Scholarships a.y. 2020/2021

**REQUIREMENTS**

- Students with:  
  - ISEE under € 23,626.32
  - ISPE under € 36,399.72

**SCHOLARSHIP PAYMENTS**

- **INSTALMENT 1**
  - 50% of the scholarship amount
  - By 31 December 2020

- **INSTALMENT 2**
  - 50% of the scholarship amount
  - By 30 September 2021*  

*only for first-year students, otherwise 30 June 2021

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20 CFU (10 for Part-time students) must be obtained by 10 August 2021 (to be eligible to receive the second instalment)
Part-time Student Collaborations

STUDENT WORK SCHEME AT THE UNIVERSITY’S STUDENT SERVICES OFFICES

Part-time Student Collaborations are:

- for a maximum of 150 hours
- paid (€8 per hour)
- only for University of Verona students

Who can apply

University of Verona students can apply:

- from their second year onwards, if enrolled in a Bachelor’s or Single cycle/Combined Bachelor+Master’s degree programme; or
- from their first year onwards, if enrolled in a Master’s degree programme.
a €500 tuition fee reduction is automatically granted to students meeting the below requirements: (no application needed)

<table>
<thead>
<tr>
<th>Scholarships</th>
<th>30/09/2020</th>
</tr>
</thead>
<tbody>
<tr>
<td>Part-time Student Collaborations</td>
<td>30/09/2020</td>
</tr>
<tr>
<td>Reduced Student Fees</td>
<td>16/11/2020</td>
</tr>
</tbody>
</table>
| High School grade: 100/100
| Completion of a Bachelor’s degree on time, and enrolment in a Master’s degree in the same year |
UNIVERSITY’S STRUCTURES AND STUDENT SERVICES
University’s Structures and Student Services

- Teaching and Student Services
- University Language Centre (CLA)
- Internships and Traineeships
- University Library System

Go to website
University Library System

- **study spaces available** in various libraries (extended opening hours at Frinzi and Meneghetti);
- **booking required** via the Affluences app at Frinzi, Meneghetti, and Santa Marta libraries;
- **University portal** available for research and access to print and electronic resources

**Automatic registration**

- new students are automatically registered with the library services
- after one year of inactivity, users will need to register on MyBib

**Book borrowing**

- PLEASE NOTE: due to the current Covid-19 emergency, book loans are only available by reservation through the online form and by appointment for collection
- Up to 10 books can be borrowed at the same time from each library (books on loan can be renewed via the Universe portal)

For further information, notices, and the Universe login page, go to: https://www.univr.it/it/biblioteche
Please see #lamiabibliotecadacasa section for FAQs and video tutorials on our online services
Erasmus+ Programme

For Study

- Periods of mobility for study abroad at EU universities from 3 to 12 months for each degree programme
- The Erasmus+ Programme Call for applications is published annually

Worldwide Study

- to spend a semester of study at a non-EU university in Argentina, Australia, Brazil, Canada, Chile, China, Colombia, South Korea, Japan, Mexico, Russia, Taiwan, USA

For Traineeship

- Traineeships lasting 2 to 6 months at universities, research centres, companies, organisations and institutions, NGOs, non-profit associations, etc. in Europe

Short-Term Mobility

- Grants available for short-term international mobility projects lasting from 3 to 30 days
- WHERE? At universities, research centres, companies, organisations and institutions, NGOs (non-governmental organisations), non-profit associations in Europe and around the world
- Please note: upon completion of the mobility, you must apply to have at least 1 CFU recognised by the University of Verona!
How to get in touch with your lecturer

Each Lecturer has a personal web page, on which you’ll find the following information:

- **Office Hours calendar**
- **Institutional email address** (name.surname@univr.it)

**PLEASE NOTE:**
Students can contact their lecturers only using their own institutional email address. Please always include your name and surname at the end of your message.
How to get in touch with your lecturer

NOME COGNOME

Qualifica: Professore associato
Settore disciplinare: SPOS - SOCIOLOGIA DEI PROCESSI ECONOMICI E DEL LAVORO
Ufficio: Chiostro S. Maria delle Vittorie, Piano 1, Stanza 1.20

E-mail: name.surname@univr.it

ORARIO DI RICEVIMENTO:
lunedì, Ore 14.00 - 16.00, Chiostro S. Maria delle Vittorie, piano 1, stanza 1.20
'MyUnivr' Student Portal

MyUnivr is the Student Portal through which you can easily have access to the following services:

- your institutional email account
- ESSE3 student management system
- the e-learning platform
  (to monitor the status of your online courses, and to be notified whenever your lecturers upload new contents)

On MyUnivr enrolled students will also find useful notices about their courses, and information on forthcoming events
Your institutional email account

ESSE3 student management system

Service Desk for information and advice on administrative procedures
Fill out your Study Plan deadlines for completing the Study Plan vary depending on each Department

Information on your career as a student at Univr:
- your exams
- your average mark
- your CFU credits

Register for your exams dates vary depending on each exam session
Register for your exams

Here you can see all the exam sessions (appelli) available for each exam.

In this section you can view all the exam sessions for which you have registered, and cancel exam registrations, if needed.

Before registering for an exam, you will need to fill out a questionnaire about your module (Student Survey). Please note: this is mandatory.
Register for your exams

**Prenotazione Appelli**

I libretti possono essere riconosciuti per individuare le date di iscrizione, date di esame, durata dei tempi, etc. Negli enti, i libretti possono variare.

**Register for the exam**

**Exam date**

**Deadlines for registration:**
- from **30 days before** the exam date
- to **3 days before** the exam date

<table>
<thead>
<tr>
<th>Attività didattica</th>
<th>Appello</th>
<th>Iscrizione</th>
<th>Descrizione</th>
<th>Sessioni</th>
<th>Presidente</th>
<th>CFU</th>
</tr>
</thead>
<tbody>
<tr>
<td>DIRITTO CIVILE 2</td>
<td>05/09/17</td>
<td>06/08/2017</td>
<td>1° appello autunnale</td>
<td>2016/2017</td>
<td>TROIANO STEFANO</td>
<td>9</td>
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<td></td>
<td>02/09/2017</td>
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<tr>
<td>DIRITTO CIVILE 2</td>
<td>28/09/17</td>
<td>29/08/2017</td>
<td>2° appello autunnale</td>
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<td>25/09/2017</td>
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<tr>
<td>DIRITTO PENALE 2</td>
<td>06/09/17</td>
<td>07/08/2017</td>
<td>1° appello autunnale</td>
<td>2016/2017</td>
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<td>03/09/2017</td>
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<tr>
<td>DIRITTO PENALE 2</td>
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<td>27/08/2017</td>
<td>2° appello autunnale</td>
<td>2016/2017</td>
<td>PICOTTI LORENZO</td>
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<td></td>
<td></td>
<td>23/09/2017</td>
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<tr>
<td>DIRITTO PROCESSUALE PENALE</td>
<td>04/09/17</td>
<td>05/08/2017</td>
<td>1° appello autunnale</td>
<td>2016/2017</td>
<td>PRESUTTI ADDONELLA</td>
<td>15</td>
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<td>01/09/2017</td>
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Univr Lezioni app

‘Hey, that’s cool!’

to attend a Lecture, please book your place in advance via the UNIVR Lezioni app!

Go to website
**WHAT?**

A listening and counselling service which provides students with the opportunity to talk about their choices regarding their studies, and advice on any difficulties encountered while at the University.

**HOW?**

- Through one or more one-to-one meetings with orientation experts.
- By means of seminars and workshops on how to deal with exam-related anxiety and study strategies.

**WHERE?**

Ufficio Orientamento / Student Orientation Office
Via San Francesco 22
Chiostro di SanFrancesco (University’s cloister)
37129 Verona

**MAKE AN APPOINTMENT**

Phone: +39 045 8028603
On **Tuesdays** 2.30pm to 5pm, on **Thursdays** 10am to 12.30 noon
[counselling@ateneo.univr.it](mailto:counselling@ateneo.univr.it)

This service is free of charge.

Our meetings are normally conducted via Skype in the afternoons, from Monday to Friday, based on your availability!
Tutoring Service for Bachelor’s students

ABOUT US
We’re Students… ready to help you gain confidence and get to grips with studying at the University of Verona!

OUR ROLE
We’re here to support first-year students, those undertaking an internship, students in the process of graduating, as well as all those who encounter difficulties while at the University.

WHERE TO FIND US
- on the web page of your degree programme
- on the web page of your Department
- on the social media of your degree programme

Need help? We’re here for you!
Student Council

https://www.univr.it/it/ateneo/consiglio-degli-studenti

Consiglio degli Studenti - Università di Verona

consiglio.studenti_univr

Go to website

we're on Facebook

... and on Instagram!