



# UnISR

Università Vita-Salute  
San Raffaele

## Institutional Information Sheet

<b>Erasmus Code</b>	I MILANO15
<b>ECHE N°</b>	ERASMUS PLUS 220934-EPP-1-2014-1-AT-EPPKA3-ECHE
<b>Institution Website</b>	<a href="http://www.unisr.it">www.unisr.it</a>
<b>Erasmus Inst. Coordinator</b>	Astrid Scaperrotta, Ph.D. <a href="mailto:scaperrotta.astrid@unisr.it">scaperrotta.astrid@unisr.it</a> / +39 02.91751.580
<b>Contact Incoming Students</b>	Astrid Scaperrotta Ph.D.; Justyna Jacek Dr.; Lucia La Serra Dr. <a href="mailto:incoming.erasmus@unisr.it">incoming.erasmus@unisr.it</a> ; +39 02.91751.580 / +39 02.91751.606 / +39 02.91751.66
<b>Dept. Coordinator contacts</b>	<ul style="list-style-type: none"><li>• Faculty of Philosophy: Dr. Giovanni Crea – <a href="mailto:crea.giovanni@unisr.it">crea.giovanni@unisr.it</a></li><li>• Bachelor's Degree in Nursing: Dr. Alessandro Giroto – <a href="mailto:giroto.alessandro@hsr.it">giroto.alessandro@hsr.it</a>, <a href="mailto:segreteria.infermieristica@unisr.it">segreteria.infermieristica@unisr.it</a></li><li>• Master's Degree in Nursing and Midwifery: Dr. Giulia Villa – <a href="mailto:villa.giulia@hsr.it">villa.giulia@hsr.it</a></li><li>• International Medical Doctor Program: Prof. Stefano Partelli – <a href="mailto:partelli.stefano@unisr.it">partelli.stefano@unisr.it</a></li><li>• Master's Degree in Medicine and Surgery: Prof. Paolo Prospero Ghia – <a href="mailto:ghia.paolo@unisr.it">ghia.paolo@unisr.it</a> and <a href="mailto:sgarlato.virginia@hsr.it">sgarlato.virginia@hsr.it</a> (assistant)</li><li>• Master's Degree in Biotechnology and Medical Biology: Prof. Paola Panina – <a href="mailto:panina.paola@hsr.it">panina.paola@hsr.it</a></li><li>• Master's Degree in Dentistry and Dental Implantology: Prof. Silvio Abati – <a href="mailto:abati.silvio@hsr.it">abati.silvio@hsr.it</a>; Prof. Simona Tecco – <a href="mailto:tecco.simona@hsr.it">tecco.simona@hsr.it</a>; Prof. Marco Esposito – <a href="mailto:esposito.marcol@hsr.it">esposito.marcol@hsr.it</a>; Prof. Roberto Rotundo – <a href="mailto:rotundo.roberto@hsr.it">rotundo.roberto@hsr.it</a></li><li>• Bachelor's Degree in Physiotherapy: Dr. Andrea Tettamanti – <a href="mailto:tettamanti.andrea@hsr.it">tettamanti.andrea@hsr.it</a></li><li>• Master's Degree in Rehabilitation science for healthcare professionals: Dr. Elisabetta Sarasso – <a href="mailto:sarasso.elisabetta@hsr.it">sarasso.elisabetta@hsr.it</a></li><li>• Bachelor's Degree in Psychological sciences and techniques: Prof. Serena Borroni, Prof. Chiara Brombin and Dr. Maria Giovanna Scarale – <a href="mailto:commissione.erasmus.psicologia@unisr.it">commissione.erasmus.psicologia@unisr.it</a></li><li>• Bachelor's Degree in Political Sciences and Global Strategies: Prof. Serena Borroni, Prof. Chiara Brombin, Dr. Mara Grasseni <a href="mailto:mara.grasseni@unibg.it">mara.grasseni@unibg.it</a> and Dr. Maria Giovanna Scarale <a href="mailto:commissione.erasmus.psicologia@unisr.it">commissione.erasmus.psicologia@unisr.it</a></li><li>• Master's Degree in Psychology: Prof. Serena Borroni, Prof. Chiara Brombin and Dr. Maria Giovanna Scarale – <a href="mailto:commissione.erasmus.psicologia@unisr.it">commissione.erasmus.psicologia@unisr.it</a></li><li>• Bachelor's Degree in Obstetrics: Dr. Martina Caglioni – <a href="mailto:caglioni.martina@hsr.it">caglioni.martina@hsr.it</a>; Dr. Odelli Vanessa – <a href="mailto:vanessa.odelli@hsr.it">vanessa.odelli@hsr.it</a></li></ul>

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## Academic Secretariat contacts

- Faculty of Philosophy: [segreteria.filosofia@univr.it](mailto:segreteria.filosofia@univr.it)
- Bachelor's Degree in Nursing: [segreteria.infermieristica@univr.it](mailto:segreteria.infermieristica@univr.it)
- Master's Degree in Nursing and Midwifery:  
[segreteria.magistraleinfermieristica@univr.it](mailto:segreteria.magistraleinfermieristica@univr.it)
- International Medical Doctor Program: [mdprogram.secretariat@univr.it](mailto:mdprogram.secretariat@univr.it);
- Master's Degree in Medicine and Surgery: [segreteria.medicina@univr.it](mailto:segreteria.medicina@univr.it);
- Master's degree in biotechnology and medical biology:  
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- Master's Degree in Dentistry and Dental Implantology:  
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[segreteria.scienzepolitiche@univr.it](mailto:segreteria.scienzepolitiche@univr.it)
- Master's Degree in Psychology and Master's Degree in Cognitive Psychology in  
Health Communication: [segreteria.psicologiamagistrale@univr.it](mailto:segreteria.psicologiamagistrale@univr.it)
- Bachelor's Degree in Obstetrics: [segreteria.ostetricia@univr.it](mailto:segreteria.ostetricia@univr.it)

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## Website for Incomings

<https://www.univr.it/en/servizi/internazionale/erasmus-studio>

<https://www.univr.it/en/servizi/internazionale/erasmus-traineeship>

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## Term/Semester dates

### Medicine and Surgery (taught in Italian)

I Term

Sept. 25<sup>th</sup> / Jan. 14<sup>th</sup> II Term

March 3<sup>rd</sup> / June 6<sup>th</sup>

### International Medical Doctor Program

I Term **1 – 5 year**

Sept. 23<sup>rd</sup> / Jan. 24<sup>th</sup> II Term **1 – 5 year**

March 3<sup>rd</sup> / June 13<sup>th</sup>

I Term **6 year**

Sept. 23<sup>rd</sup> / Nov. 29<sup>th</sup>

II Term **6 year**

No lessons

### Biotechnology and medical biology

I Term

Oct. 7<sup>th</sup> / Jan. 31<sup>th</sup>

II Term

March 10<sup>th</sup> / June 13<sup>th</sup>

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## Term / Semester dates

### Nursing

I Term

**1 year:** Oct. 7<sup>th</sup> / Dec. 23<sup>th</sup>

**2 year:** Oct. 8<sup>th</sup> / Dec. 23<sup>th</sup>

**3 year:** Oct. 14<sup>th</sup> / Dec. 6<sup>th</sup>

II Term

**1 year:** Mar. 17<sup>th</sup> / May. 16<sup>th</sup>

**2 year:** Mar. 24<sup>th</sup> / May. 16<sup>th</sup>

**3 year:** Jan. 27<sup>th</sup> / Mar. 14<sup>th</sup>

### Physiotherapy

**1 year:** Oct. 1<sup>st</sup> / Dec. 20<sup>th</sup>

**2 year:** Nov. 25<sup>th</sup> / Jan. 24<sup>th</sup>

**3 year:** Oct. 1<sup>st</sup> / Nov. 22<sup>nd</sup>

II Term

**1 year:** Feb. 24<sup>th</sup> / May. 23<sup>rd</sup>

**2 year:** Apr. 22<sup>nd</sup> / Jun. 27<sup>th</sup>

**3 year:** Feb. 24<sup>th</sup> / April. 18<sup>th</sup>

### Dentistry

I Term

Sept. 23<sup>rd</sup> / Jan. 24<sup>th</sup> II Term

March 3<sup>rd</sup> / June 20<sup>th</sup>

### Philosophy

I Term

Oct. 7<sup>th</sup> / Jan. 24<sup>th</sup> II Term

March 7<sup>th</sup> / June 24<sup>th</sup>

### Psychology Bachelor's Degree

I Term

Sep. 30<sup>th</sup> / Jan. 17<sup>th</sup> II Term

Feb. 24<sup>th</sup> / June 6<sup>th</sup>

### Psychology Master's Degree

I Term

Sep. 7<sup>th</sup> / Jan. 24<sup>th</sup>

II Term

Mar. 3<sup>rd</sup> / June 13<sup>th</sup>

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## Nomination and Application

The University Partner should send us the **nominations** of the students who would like to carry out the Erasmus+ Study mobility by:

- **15<sup>th</sup> May** – for the mobilities scheduled for the first term or for the whole academic year;
- **15<sup>th</sup> November** – for the mobilities scheduled for the second term. The nominations should be sent via e-mail and should include the following information: students' name and surname, mobility period (first/second term or whole academic year), degree programme students are enrolled in, year of the degree programme students are currently enrolled in, year of the degree programme students will be enrolled in during the Erasmus+ Study mobility, students' e-mail address.

Please note that the deadlines for Erasmus+ Traineeship application are the following ones:

- **30<sup>th</sup> June** – for the mobilities scheduled for the first term or for the whole academic year;
- **1<sup>st</sup> December** – for the mobilities scheduled for the second term or for summer months (July–August).

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The Application form, the Learning Agreement for Studies and the Immunization Form can be found at the following link: <https://www.unisr.it/en/servizi/internazionale/erasmus-studio>

Please be informed that all the required application documents must be sent via email at the following email address: [incoming.erasmus@unisr.it](mailto:incoming.erasmus@unisr.it) at least 30 days before the mobility starts.

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### Course Catalogue

The course catalogue and the degree programme offered by the UniSR may be found at the following link: <https://www.unisr.it/en/offerta-formativa>

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### Language Level required

No language certificate is required but it is suggested that the Erasmus+ incoming students speak and understand Italian at least at the B1 level in order to attend the classes and sit the exams (if they choose the courses that are held in Italian); if they choose the degree programmes that are taught in English – for example International Medical Doctor Program, they should speak and understand English at the C1 level at least; we will accept the Online Linguistic Support (OLS) certificates.

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### Accommodation and useful information

All the information on the accommodation may be found at the following address: <https://www.unisr.it/en/campus/residenze-studenti> and in the Pre-Arrival Handbook that all the Erasmus+ incoming students will receive in the welcome e-mail. Further information on how to organize stay in Milan are available at: <https://www.unisr.it/en/servizi/international-students>

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## USEFUL INFORMATION

In order to carry out the Erasmus+ Study mobility, the inter-institutional agreement between the UniSR and the Partner University must be signed. The Partner University should send the nominations by 15th May for the mobilities scheduled for the first term or for the whole academic year and by 15th November for the mobilities scheduled for the second term.

To carry out the Erasmus+ Traineeship mobility, there is no need to sign any inter-institutional agreement. It is necessary to respect the application deadlines though. There are two periods in which the Erasmus+ Traineeship incoming students can send us their applications: by 30th June if they want to carry out the mobility in the first term or for the whole academic year and by 1st December if they want to carry out the mobility in the second term/during summer. The students coming from the Erasmus+ Study Partner Universities will have the priority to be accepted.

**Application** – all the application documents (Application Form, Learning Agreement for Studies / Learning Agreement for Traineeships, Immunization Form, passport-size photo in the jpg format, Occupational Safety: General and Specific Training – High Risk online course completion certificate) must be submitted within 30 days before the beginning of the activities to obtain the mobility authorisation from the competent offices on time. The Immunization Form must be filled in in all its parts to be approved by the Preventive Medicine Department.

Changes to LA may be accepted only if communicated by 15th October for the first term mobilities and for the whole academic year mobilities and by 15th March for the second term mobilities.

The Erasmus+ incoming students will be asked to complete the General and Specific Low Risk training course once they are registered. They will receive the link via e-mail from Polo Studenti and will be asked to complete it within 30 days.

It is suggested that the Erasmus+ incoming students participate in the Welcome Day events that are organized twice a year: in September and in March. Attending the Italian language course that is free of charge and it is organised twice a year at the beginning of each semester is highly recommended as well.

The Erasmus+ incoming students must inform the Erasmus+ office about their arrival at least one week before. The Erasmus+ office will register the students, prepare the student card and the welcome kit for them and make an appointment with the students.

**Attendance** is subject to rules and conditions defined by each degree course regulations. The Erasmus+ incoming students are required to attend the classes, exercises, tests, and laboratories as the UniSR students. Since attendance is mandatory for at least 67% per course, the possibility of lowering this threshold up to 50% will be given only if it turns out to be impossible to avoid overlapping / timetable conflict. Should it be the case, the students must inform the Erasmus+ and the academic offices about this problem in advance. Both offices will verify the information and only then the request to lower the threshold up to 50% may be accepted.

Attending only one of the whole course modules is not allowed, except for justified reasons and it will be subject to the UniSR approval. Should the Erasmus+ incoming students need to include only one **module of the whole course** in their Learning Agreement for Studies, they must inform the Erasmus+ office about this in advance before sending the Learning Agreement for Studies signed by them and by their Home University. The Erasmus+ office will verify this possibility. If the exception is approved, the Erasmus+ incoming students will have to inform the academic office and/or the relevant course professors the classes of whom they will have to attend. Attendance can be assigned by checking that the lessons of the module chosen have been attended. The Erasmus+ incoming students will have to sign their own attendance to each of the lessons they are attending; to do so, they will need to access the attendance registration system and sign their attendance starting from the beginning of the lecture up to 15 minutes after. To access the portal: <https://frequenze.unisr.it>. They can also use the WebApp <https://plus.unisr.it/>: they will have to be connected to UniSR Wi-Fi!

In order to sit one module of the whole course only exam, the Erasmus+ incoming students will not have to register for the exam via Intranet but they will have to follow the below-mentioned steps:

- 1) inform the teacher/the lecturer in charge about the necessity to sit one module of the whole course only exam; while sending an e-mail to the teacher/lecturer, it is necessary to include the Erasmus+ office e-mail address in carbon copy;
- 2) submit the "Examination Form" provided by the Erasmus+ office to the teacher in order to have the mark recorded;

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- 3) send the form, in pdf format, signed by the teacher or a member of the examination commission to:  
[incoming.erasmus@univr.it](mailto:incoming.erasmus@univr.it)

The mark and the number of the ECTS credits will be indicated in the Transcript of Records once the mobility is over.

As far as the exams for the Erasmus+ incoming students are concerned, they are held in the same way as they are organised for the other UniSR students. Should there be a valid reason for the exam methods modification request due to the specific linguistic or learning needs, it has to be submitted through written communication directly to the teacher.

While registering for the exams, the Erasmus+ incoming students must pay attention because, unlike the UniSR students, they will see the entire catalogue of the university courses at their disposal. We therefore suggest that the Erasmus+ incoming students check the exam code, the corresponding number of the ECTS credits, and the name of the teachers to verify the correct registration. The students can register for exams through the Intranet between 30 (thirty) and 5 (five) days prior the exam date. Late registrations will **not** be accepted. Some exams may be split into two or more partial exams: the final mark will be registered onto the booklet through a specific «appello verbalizzante» (i.e., registration exam). The students should not forget to unregister from an exam, should they not be able to show up to it! Students can unregister up to 5 (five) days before the exam date.

If it is necessary to obtain a mark for an exam or for an internship that are the activities awarding only «idoneità» (approved) at the UniSR, the Erasmus+ incoming students should inform the Erasmus+ office and the teachers about this necessity. The students will have to ask the professors/teachers/lecturers to fill in «Examination Form» and indicate the numerical mark. Subsequently, they will be asked to provide the Erasmus+ office with the document in order to prepare the Transcript of Records indicating all the activities carried out during the Erasmus+ mobility.

#### **For the medical students only:**

The students assigned to a class for the purpose of carrying out practical-didactic activities (Line) cannot ask for a change. Should it be essential, due to the overlappings/timetable conflict, it can only take place at the beginning of the courses by sending a formal request via e-mail to the academic offices.

The Erasmus+ incoming students who are involved in the internship activities/practical activities will be asked to bring their own uniform (white coat/scrub, footwear and all the equipment they think that may be useful during their Erasmus+ mobility at the UniSR).

The lack of balance between the number of the incoming students and the capacity of the departments/lab/units makes necessary to plan the practical activities in the following way: we will be accepting only the students who would like to carry out the mobility for at least 4 weeks in one department. The total number of the departments that the students can indicate is 3.

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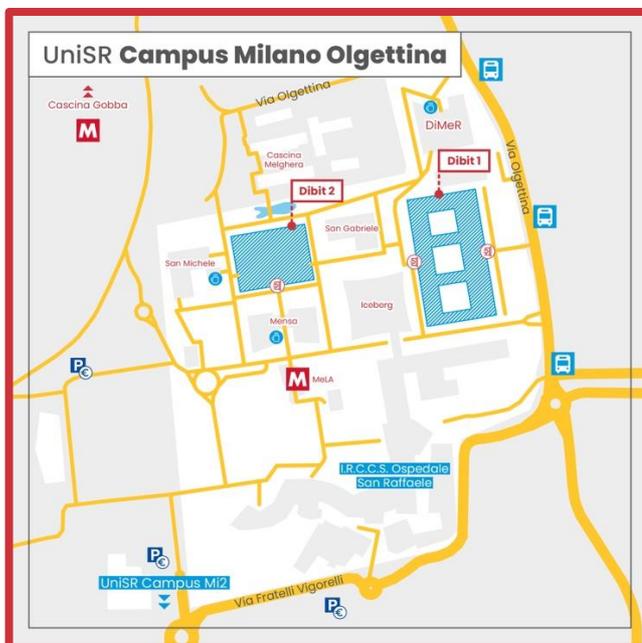
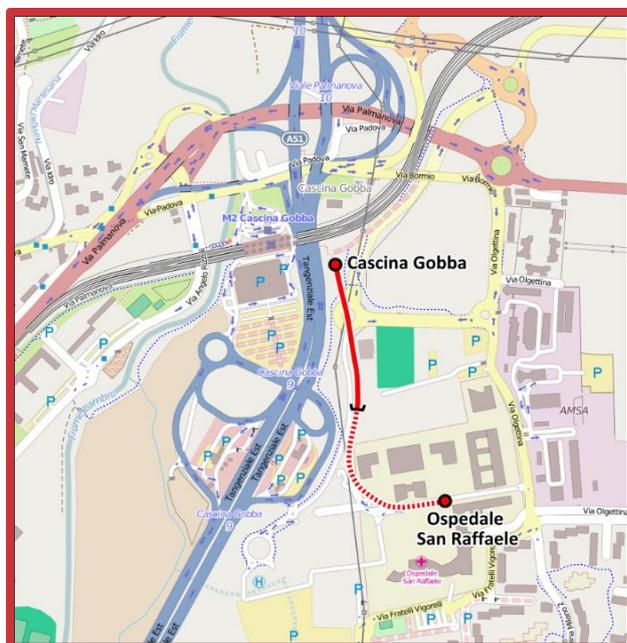
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## Central Campus (Campus Milano Olgettina) How to reach it?

Vita-Salute San Raffaele University – I MILANO 15  
Via Olgettina 58 – 20132 Milan (MI)

From the Cascina Gobba metro station (green line) go to the platform 1 and follow the indications to S. Raffaele Hospital. Cross the bridge. You can take a little metro/subway or walk. In order to walk, you will have to use the student card. Exit the station and go down the stairs. Follow the bicycle lane. In a few minutes you will arrive at the Hospital.



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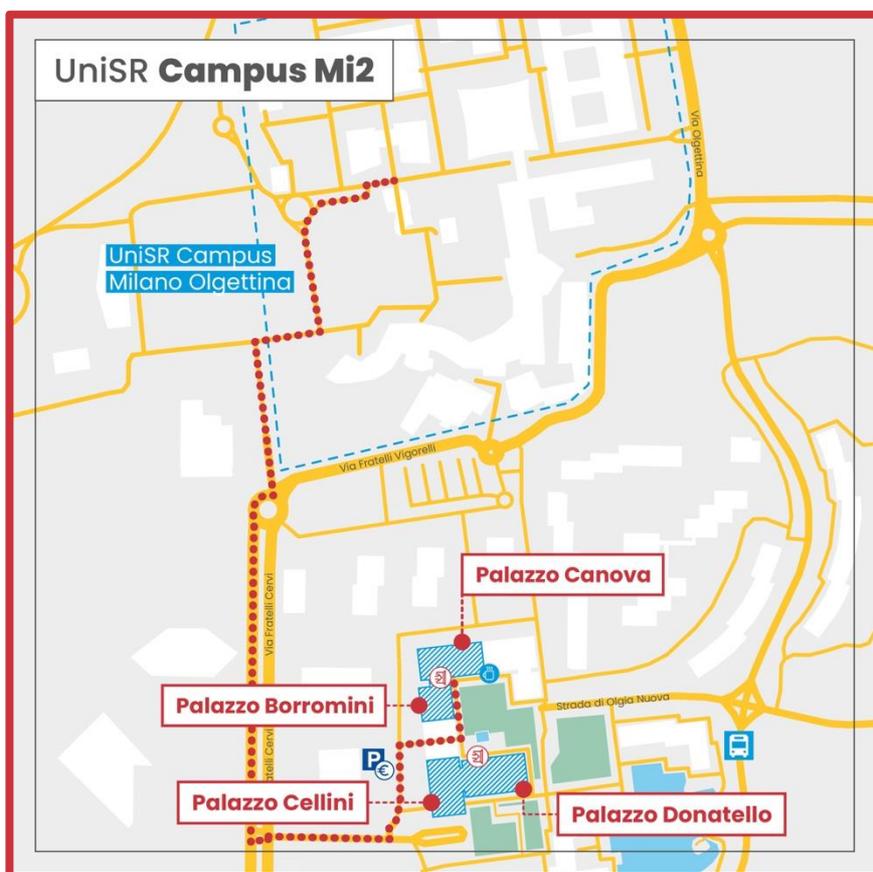
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## Campus Milano 2 (Campus Mi2) How to reach it?

Centro Direzionale Milano 2 – 20054 Milano 2, Segrate (MI)

Turn left towards the hospital. Pass in front of the “Portineria Centrale”.  
Follow the road to the left and you will come to a gate. Exit and turn left twice towards Via Fratelli Cervi.  
In a few minutes you will arrive to Campus Milano 2.



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