



General information package of the University of Macerata (I MACERAT01) for the 2023-2024 academic year.

UNIVERSITY OF MACERATA – UNIVERSITÀ DEGLI STUDI DI MACERATA

Erasmus ID code of the Institution	I MACERAT01
Official web page	http://www.unimc.it/it (Italian); http://www.unimc.it/en (English)
Legal Representative of the Institution	Prof. Jhon Mc Court – Rector – Via Crescimbeni, 30/32 Palazzo Romani Adami - 62100 MACERATA - ITALIA Phone + 39 0733 258.2410 fax +39 0733 258.2689 @: rettorato@unimc.it

INTERNATIONAL MOBILITY OFFICE – UFFICIO MOBILITÀ INTERNAZIONALE

Via Pescheria Vecchia 8, 62100 Macerata - Italia

Home page: http://iro.unimc.it/it/internazionale	Incoming Erasmus students: http://iro.unimc.it/en/students/incoming-students/erasmus-incoming-students	@: cri@unimc.it
	Incoming students within Extra EU Bilateral Agreements: http://iro.unimc.it/en/students/incoming-students/students-coming-within-international-agreements	
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Outgoing students bilateral agreements Extra EU Outgoing students Erasmus+ exam recognition	Paola LANDI Phone +39 0733 258.6044 fax +39 0733 258 6039 @: paola.landini@unimc.it	
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ERASMUS DELEGATES (DEPARTMENTAL COORDINATORS)

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EXTRA UE _ BILATERAL AGREEMENTS DELEGATES/COORDINATORS

EXTRA UE BILATERAL AGREEMENTS

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GENERAL INFORMATION (UNIVERSITY OF MACERATA)

HOME PAGE	http://www.unimc.it/en?set_language=en
ERASMUS STUDENTS WEB PAGE	Erasmus Students http://iro.unimc.it/en/students/incoming-students/erasmus-incoming-students
INTERNATIONAL STUDENTS COMING FROM EXTRA UE BILATERAL AGREEMENTS WEB PAGE	International students coming in the framework of Extra EU Bilateral Agreements http://iro.unimc.it/en/students/incoming-students/students-coming-within-international-agreements
ERASMUS STUDENTS ENROLLMENT PROCESS	<p>APPLICATION PROCEDURE Students must be nominated by their Home University as soon as possible and no later than 1 June for Semester 1 (fall semester/full year) and 15 October for Semester 2 (spring semester).</p> <p>ONLINE NOMINATION FORM https://iro.unimc.it/studenti/form/Nominations_Erasmus_Incoming_2023-2024 <i>Please do not share this link with your students, as the form must be filled by Partner Universities. You are asked to submit one form per student.</i></p> <p>The University of Macerata will contact the selected students through a welcome e-mail that contains useful information, documents to submit and instructions on how to apply online for the 2023-2024 Academic Year.</p> <p>ONLINE APPLICATION FORM http://iro.unimc.it/en/students/incoming-students/erasmus-incoming-students/erasmus-incoming-students/administrative-procedures/before-arrival</p> <p>DEADLINE TO SUBMIT THE ON-LINE APPLICATION FORM</p> <ul style="list-style-type: none"> ▪ 15 June: for students coming for the first (fall) semester / full academic year ▪ 30 October: for students coming for the second (spring) semester <p>ERASMUS INCOMING HOME PAGE http://iro.unimc.it/en/students/incoming-students/erasmus-incoming-students</p> <p>LETTER OF ACCEPTANCE All students whose nominations correspond to existing Erasmus Mobility Agreements are automatically accepted. The University of Macerata does not directly send official acceptance letters. Acceptance letters will only be sent for non-EU students who need a visa for Italy. If acceptance letters are required, the sending University has to address a specific request to veronique.grumel@unimc.it and anna.desantis@unimc.it</p> <p>Please note that non-EU students coming from a European University no longer need to apply for a residence permit within 8 days of their arrival in Italy but they only need to fill in a Declaration of Presence for the Police Headquarters in Macerata. In order to complete the Declaration of Presence, students need to attach a copy of their <u>residence permit issued by the Country in which they are studying.</u></p>
INTERNATIONAL STUDENTS COMING FROM EXTRA EU BILATERAL AGREEMENTS ENROLLMENT PROCESS	<p>APPLICATION PROCEDURE (VEDI SOPRA: PROCEDURA ERASMUS) Students must be nominated by their Home University as soon as possible and no later than 1 June for Semester 1 (fall semester/full year) and 15 October for Semester 2 (spring semester). Please email veronique.grumel@unimc.it and anna.desantis@unimc.it with</p> <ul style="list-style-type: none"> • Students' full names and e-mail address • Subject area of the Agreement • Semester of the mobility and tentative days of students' stay <p>The University of Macerata will contact the selected students through a welcome e-mail that contains useful information, documents to submit and instructions on how to apply online for the 2023-2024 Academic Year.</p> <p>ONLINE APPLICATION FORM http://iro.unimc.it/en/students/incoming-students/students-coming-within-international-agreements/enrollment-process</p>



	<p>DEADLINE TO SUBMIT THE ON-LINE APPLICATION FORM</p> <ul style="list-style-type: none"> ▪ 15 June: for students coming for the first (fall) semester / full academic year ▪ 30 October: for students coming for the second (spring) semester <p>EXTRA-EU INCOMING STUDENTS WITHIN INTERNATIONAL AGREEMENTS HOME PAGE http://iro.unimc.it/en/students/incoming-students/students-coming-within-international-agreements</p> <p>LETTER OF ACCEPTANCE Acceptance letters will only be sent for non-EU students who need a visa for Italy. If acceptance letters are required, the sending University has to address a specific request to veronique.grumel@unimc.it and anna.desantis@unimc.it.</p> <p>Please note that non-EU students staying in Italy for more than 3 consecutive months must apply for a residence permit within 8 days of their arrival in Italy.</p>
<p>APPLICATION DEADLINES For ALL INCOMING students</p>	<p>1° semester or full Academic Year: JUNE, 15 2° semester: OCTOBER, 30</p>
<p>SEMESTER DATES</p>	<p>STARTING DATES 1° semester: 3rd / 4th week of September 2° semester: 2nd / 3rd week of February</p> <p>NOTA BENE: These starting dates are approximate as they vary from one Department to another. To consult the Academic Calendar of the Department for which you are exchanging, please go to the link https://iro.unimc.it/en/students/incoming-students/erasmus-incoming-students/didactics/academic-calendar</p>
<p>LIST OF COURSES AVAILABLE</p>	<p>The University of Macerata has five Departments</p> <ul style="list-style-type: none"> • Education, Cultural Heritage and Tourism • Political Sciences, Communication and International Relations • Law • Humanities – language, mediation, history, literature, philosophy • Economics <p>All Erasmus students are required to choose the largest proportion of CFU/ECTS credits (at least 51%) from the Department for which they are exchanging. However, students may include courses from other Departments but the total credits must not exceed those of the subject area of their Mobility Agreements. Please note: some courses take place only in the first or second semester. It is important for students to choose courses that actually take place in the semester in which they come to Macerata.</p> <p>Our Academic Offer is available at http://iro.unimc.it/en/students/incoming-students/erasmus-incoming-students/didactics/courses</p> <p>Students also have the opportunity to sit exams for both Bachelor's Degree (<i>Laurea Triennale</i> - indicated by L) and Master's Degree (<i>Laurea Magistrale</i> - indicated by LM) programmes.</p>
<p>ERASMUS STUDENTS LEARNING AGREEMENT</p>	<p>The Learning Agreement (before/during/after the mobility) has to be signed by the student, the Contact Person/Coordinator at the Sending Institution and the Contact Person/Coordinator at the Receiving Institution.</p> <p>Any modification to the Learning Agreement needs to be agreed by the three parties. The Contact Person/Coordinator at University of Macerata is the <u>Erasmus Departmental Delegate (check the list above)</u>. The student has to refer to the Erasmus Departmental Delegate corresponding to the field of study of the relevant Erasmus Agreement.</p> <p>Maximum amount of credits: - 30 credits per semester for a full-time study workload - 60 credits per full academic year for a full-time study workload</p> <p>Online Learning Agreement (OLA) Unimc is actually in a transitional phase and not able to receive LAs in the EWP Dashboard/OLA for Incoming students. Therefore, LAs should be sent in .pdf format until future instructions.</p>



<p>INTERNATIONAL STUDENTS COMING FROM EXTRA UE BILATERAL AGREEMENTS LEARNING AGREEMENT</p>	<p>The Learning Agreement has to be signed by the student, the Contact Person/Coordinator at the Sending Institution and the Contact Person/Coordinator at the Receiving Institution. The Contact Person/Coordinator at the University of Macerata is the <u>Extra EU Bilateral Agreement Delegate</u> (check the list above). - 30 credits per semester for a full-time study workload - 60 credits per full academic year for a full-time study workload</p>
<p>ERASMUS STUDENTS ITALIAN LANGUAGE COURSES</p>	<p>The official language at the University of Macerata is Italian.</p> <p>For Erasmus students, the minimum recommended level of the Italian language is A1 of the European framework.</p> <p>All Erasmus students applying to the University of Macerata must take a COMPULSORY ENTRY TEST to ascertain their knowledge of Italian.</p> <p>Please note: The entry test for the Italian language is not compulsory for Extra-EU Bilateral Agreement students.</p> <p>How to register at the compulsory entry test:</p> <ul style="list-style-type: none">• From 11 September 2023 to 30 October 2023 (for students coming for the first semester) students must register on the platform: http://CLACourses.unimc.it/• With the information provided during the registration (email + password) students have to carry out the entry test via the link http://moodle.unimc.it <p><u>STUDENTS WHO MUST ATTEND THE INTENSIVE COURSE OF ITALIAN LANGUAGE (A0 / A1 LEVEL)</u></p> <p>Only students who do not have a valid A1 level certificate and do not pass the entry test must attend the 50-hour Intensive course of Italian language for beginners and sit the final exam. The course will take place in Macerata, either in September (students arriving in the first semester) or in mid-January (students arriving in the second semester), before the start of the academic classes.</p> <p>For further information on the course and Italian certification accepted by the University Language Centre (CLA), please consult the relevant web page available at http://cla.unimc.it/en/courses?set_language=en.</p> <p><u>INTENSIVE COURSE OF ITALIAN LANGUAGE (COMPULSORY) – 50-hour course of basic level (A0-A1)</u></p> <ul style="list-style-type: none">• First semester (fall semester): from 18 September 2023 to 06 October 2023• Second semester (spring semester): from 22 January 2024 to 16 February 2024 <p>Students who have to attend this course are recommended to organize their arrival in Macerata accordingly.</p> <p>In order to take the final exam, the student must attend 75% of the lessons on site (38 hours minimum). Students who pass the final exam obtain 8 CFU/ECTS.</p> <p>All international students (both Erasmus and Bilateral Agreements students) may exclusively attend <u>Italian language courses organized by the University Language Centre (CLA)</u>. They cannot attend other Italian language courses organized by the Departments (i.e. SPOCRI Department – Class LM-52 – “Italian language and culture” (reserved for international students regularly enrolled at Unimc, thus not Incoming students)).</p> <p><u>DURING THE FIRST AND SECOND SEMESTER – 40-hour courses of A2/B1/B2/C1 level</u></p> <p>The University Language Centre (Centro Linguistico d'Ateneo CLA) also provides 40-hour courses at intermediate and/or advanced level.</p> <p>Erasmus students and Bilateral Agreement Extra EU students who have pass the entry test may take additional 40-hour courses at intermediate and/or advanced level later in the first or second semester. To attend these courses, students have to take a placement test.</p> <p>For more information about the courses and registration, please check http://cla.unimc.it/en/courses?set_language=en.</p> <p>PLEASE NOTE: During the mobility period, students can only recognize a total of 8 CFUs/ECTS credits for Italian language courses. Therefore, if the student takes two or more Italian language courses and passes two or more final exams, the 8 CFUs will be awarded to the exam taken for the higher level of language. The lower level exam(s) will be considered as passed exams, but without awarding grades and credits.</p> <p>For further information, please check the CLA website (Tel. + 39 0733 258 6065/6066 -E-mail: segreteria.cla@unimc.it) and the Professor Nati website (https://docenti.unimc.it/francesco.nati)</p> <p>More information about Italian Language courses is available at the following link https://iro.unimc.it/en/students/incoming-students/erasmus-incoming-students/required-language-levels</p>



<p>ERASMUS STUDENTS COURSES TAUGHT IN ENGLISH</p>	<p><u>THE MINIMUM RECOMMENDED LEVEL OF ENGLISH IS B1 OF THE EUROPEAN FRAMEWORK.</u></p> <p>Please note that here in Macerata only a few courses are taught in English. In order to attend courses taught in English, Erasmus students are required to have a B1 level in English and to provide an English certificate (minimum B1 of the European Framework). The certificate must be sent as an attachment to the online Application Form.</p> <p>Erasmus students wishing to attend courses taught entirely in English must also attain at least an A1 level in Italian and follow the above-mentioned procedure. Please note: This rule does not apply to Extra-EU Bilateral Agreement students.</p>
<p>INTERNATIONAL STUDENTS COMING FROM EXTRA UE BILATERAL AGREEMENTS ITALIAN LANGUAGE AND CULTURE COURSES</p>	<p>The official language at the University of Macerata is Italian. Students who want to attend an Italian Language Course have to take a compulsory entry test of Italian Language Proficiency. The entry test will be held online.</p> <p>Students who do not pass the entry test and therefore do not reach the minimum A1 level can attend a 50-hour intensive course of Italian language of basic level (free of charge) and sit the final exam. The course will take place in Macerata, either in September (students arriving in the first semester) or in mid-January (students arriving in the second semester), before the start of the academic classes.</p> <p><u>INTENSIVE COURSE OF ITALIAN LANGUAGE – 50-hour course of basic level (A0-A1)</u></p> <ul style="list-style-type: none"> • <u>First semester (fall semester): from 18 September 2023 to 06 October 2023</u> • <u>Second semester (spring semester): from 22 January 2024 to 16 February 2024</u> <p>Students who have to attend this course are recommended to organize their arrival in Macerata accordingly.</p> <p>In order to take the final exam, the student must attend 75% of the lessons on site (38 hours minimum). Students who pass the final exam obtain 8 CFU/ECTS.</p> <p><u>40-hour COURSES OF ITALIAN (A2/B1/B2/C1 level)</u></p> <p>Bilateral Agreement Extra EU students who have pass the entry test may take additional 40-hour courses at intermediate and/or advanced level later in the first or second semester. To attend these courses, students have to take a placement test.</p> <p>For more information about the courses and registration, please check http://cla.unimc.it/en/courses?set_language=en.</p> <p>PLEASE NOTE: During the mobility period, students can only recognize a total of 8 CFUs/ECTS credits for Italian language courses. Therefore, if the student takes two or more Italian language courses and passes two or more final exams, the 8 CFUs will be awarded to the exam taken for the higher level of language. The lower level exam(s) will be considered as passed exams, but without awarding grades and credits.</p> <p>For further information, please check the CLA website (Tel. + 39 0733 258 6065/6066 -E-mail: segreteria.cla@unimc.it) and the Professor Nati website (https://docenti.unimc.it/francesco.nati)</p> <p>More information about Italian Language courses is available at the following link https://iro.unimc.it/en/students/incoming-students/erasmus-incoming-students/required-language-levels</p> <p>All international students (both Erasmus and Bilateral Agreements students) may exclusively attend Italian language courses organized by the University Language Centre (CLA). They cannot attend other Italian language courses organized by the Departments.</p>
<p>COURSES TAUGHT IN ENGLISH</p>	<p>Please note that here in Macerata only a few courses are taught in English. In order to attend courses taught in English, Extra EU Bilateral Agreement students are required to have a B1 level in English and to provide an English certificate (minimum B1 of the European Framework).</p> <p>The certificate has to be issued after 1 January 2018 by the Home University or by one of the following internationally recognized certification institutions (e.g. Cambridge, Toefl...).</p> <p>The certificate must be sent as an attachment to the on-line Application Form.</p>
<p>ACCOMMODATION</p>	<p>Erasmus and Extra EU Bilateral Agreement students may choose to request an accommodation in University Residences for their stay in Macerata.</p> <p>Faro Housing manages University Residences for both Erasmus and Extra EU Bilateral Agreement students.</p> <p>To specify the type of accommodation students would prefer to stay in, please tick the relevant box ('University Residence') in the Application Form.</p>



	<p><u>Students who have been allocated a room</u> will receive a confirmation e-mail that also specifies which residence they have been allocated to – mid-July for students coming for the first (fall) semester/full-academic year; mid-November for students coming for the second (spring) semester.</p> <p><u>Students who have not obtained</u> a room in the University Residence or have selected the entry 'private flat in town' in the Application Form for their accommodation option will have to autonomously find an accommodation in Macerata by consulting <u>private rental ads</u>.</p> <p>All information on accommodation (University Residences and private flats) are available at http://iro.unimc.it/en/students/incoming-students/erasmus-incoming-students/erasmus-incoming-students/accommodation-1</p>
<p>VISA & POLICE REGISTRATION</p>	<p><u>For NON-EUROPEAN students only:</u></p> <p>Please note that non-EU students coming from a European University no longer need to apply for a residence permit within 8 days of their arrival in Italy but only need to fill in a Declaration of Presence for the Police Headquarters in Macerata. In order to complete the Declaration of Presence, students need to attach a copy of their residence permit issued by the Country in which they are studying.</p> <p>Please note that non-EU students coming in the framework of an EXTRA EU BILATERAL AGREEMENT and staying in Italy for more than 3 consecutive months must apply for an EU Residence Permit for Study Reason within 8 days within 8 days of their arrival in Italy.</p> <p>Further information is available at the following links</p> <p>https://www.esteri.it/en/ministero/normativaonline/focus-cittadini-italiani-in-rientro-dall-estero-e-cittadini-stranieri-in-italia/</p> <p>https://vistoperitalia.esteri.it/home/en</p> <p>http://iro.unimc.it/en/students/incoming-students/erasmus-incoming-students/erasmus-incoming-students/practical-information/police-registration</p>
<p>INSURANCE</p>	<p>All students must have a health insurance certificate valid in Italy for the entire duration of their stay in the country. This applies to both EU and non-EU citizens.</p> <p>We advise students to come to Italy with such health insurance in order to avoid delays in obtaining residence permits for non-EU students.</p> <p>Documents must be legible and written in Italian or English.</p> <p>Further information is available at the following link: http://iro.unimc.it/en/students/incoming-students/erasmus-incoming-students/erasmus-incoming-students/practical-information/italian-healthcare-system</p>
<p>HOW TO REACH MACERATA and the INTERNATIONAL MOBILITY OFFICE</p>	<p>http://iro.unimc.it/en/students/incoming-students/erasmus-incoming-students/erasmus-incoming-students/practical-information/travel-information</p>
<p>OTHER REMARKS</p>	<p>Macerata is located in central Italy in the Marche region. It stands on a 313-metre hill, 30 km from the Adriatic Sea and 60 km from the Umbria-Marche Apennines. It is ideally located for students to travel throughout the country.</p> <p>The University of Macerata has played a truly remarkable role since its foundation in 1290. It is one of the oldest universities in Italy. It boasts more than 13,000 students and five departments that are located within the medieval walls of the historic center. Macerata is a city of art, with a typical medieval atmosphere and a high quality of life. "International", 'young' and 'friendly' are words commonly used to describe the city. The cultural liveliness of the historic center invites you to learn something about its past or to enjoy a meal or a drink in a wide choice of cafés and bars.</p> <p>https://www.unimc.it/en/front-page/en/international/international</p> <hr/> <p><u>SELF-STUDY WITH THE APP 'ITALIAMO'</u></p> <p>Before arriving in Macerata, students wishing to learn basic Italian and improve their knowledge of the Italian culture may download the app ItaliAmo, created by the Italian Ministry of Foreign Affairs.</p> <p>Try it out and download it at the following link: iOS https://itunes.apple.com/us/app/italiamo/id1341662965?l=it&ls=1&mt=8</p>



Android

<https://play.google.com/store/apps/details?id=com.italia.ovosodo>

ItaliAmo is interactive, fun and intuitive! The language course is presented as a journey through Italy and its regions with Leo and Lisa, two characters resembling the well-known Leonardo Da Vinci and Mona Lisa. Each stage consists of four sections: dialogue, phrases, exercise and culture.

At the moment, the App is only available in English, German and Chinese, but later this year it will be translated into other languages. Definitely, ItaliAmo is a very useful tool to learn basic Italian before your arrival in Macerata.