



# UNIVERSITÀ DI PARMA

## INFO SHEET 2022-2023

FOR ERASMUS+ AND INTERNATIONAL COOPERATION OPPORTUNITIES



[www.unipr.it](http://www.unipr.it)

Università degli Studi di Parma | via Università, 12 - 43121 Parma

University of Parma, 2022. All rights reserved.



## GENERAL INFORMATION

|   |  |
|---|--|
| Institution Official name                           | Università di Parma  |
| Institution name in English                         | University of Parma  |
| Country/State                                       | Italy  |
| Erasmus ID code                                     | I PARMA01  |
| Organization ID                                     | E10208674  |
| PIC Number  | 999846028  |
| ECHE number   | 101013677  |
| Website   | <a href="https://www.unipr.it">https://www.unipr.it</a>  |
| Website in English                                  | <a href="https://en.unipr.it">https://en.unipr.it</a>  |
| Inbound mobility direct link                        | <a href="https://en.unipr.it/whoareyou/exchange-students">https://en.unipr.it/whoareyou/exchange-students</a>  |
| Course catalogue direct link                        | <a href="https://www.unipr.it/didattica/i-corsi-di-studio/corsi-di-laurea">https://www.unipr.it/didattica/i-corsi-di-studio/corsi-di-laurea</a><br>The English translation of the course catalogue is available under the “Studying” menu at <a href="http://en.unipr.it">http://en.unipr.it</a> |
| Course units taught in English language direct link | <a href="https://en.unipr.it/studying/second-cycle-degree-courses-taught-english">https://en.unipr.it/studying/second-cycle-degree-courses-taught-english</a><br>Information about the language of instruction is also available in the course catalogue, among the details of each subject.     |

The University of Parma has, as of 2022, established the Welcoming and Inclusion University Centre (Centro Accoglienza e Inclusione), dedicated to a structured and efficient welcoming of students, including international students and students with disabilities. For further information, contact us at [cai@unipr.it](mailto:cai@unipr.it).

Furthermore, the University of Parma is working on an international network of cooperation between universities, dedicated to mapping the structures and services available to students with disabilities. For further information, please contact us at [relint@unipr.it](mailto:relint@unipr.it).



## GENERAL REQUIREMENTS

Exchange students meeting the language requirements established by each Department will normally be permitted to attend courses at the University of Parma. Final acceptance will be effective upon completion of the administrative requirements for exchange students and the approval of the Learning Agreement for Studies/Traineeship.

## PROCEDURES AND DEADLINES

1. In order to guarantee the correct management of exchange students' applications, the students' home institution must make sure to complete the nominations of the selected students before the following deadlines:

| FIRST SEMESTER AND FULL-YEAR ATTENDANCE         |   | SECOND SEMESTER ATTENDANCE                      |   |
|---|---|---|---|
| Nomination Deadline<br>(by the home university) | Application Deadline<br>(by the exchange student) | Nomination Deadline<br>(by the home university) | Application Deadline<br>(by the exchange student) |
| April 15 <sup>th</sup>                          | June 15 <sup>th</sup>                             | October 31 <sup>st</sup>                        | November 30 <sup>th</sup>                         |

2. Student nominations are made [as per the procedure and documents available at this link](#).
3. The University of Parma contacts students personally to provide them with detailed instructions on the application procedures.
4. Students must submit their application, complete with the required documentation, as per the instructions available at <https://en.unipr.it/whoareyou/exchange-students>.
5. The University of Parma issues Letters of Acceptance only for visa purposes. A declaration of exchange student status for specific purposes can be issued upon request by contacting [incoming@unipr.it](mailto:incoming@unipr.it). The issuance of both documents is subject to the completion of the application process and the signature of the Learning Agreement by all parties.
6. It is highly recommended that students arrive and settle in Parma a few days before classes begin, in order to allow time for the necessary administrative procedures. A Welcome Day is held every semester that students are warmly invited to participate to.

## DIDACTIC AND ADMINISTRATIVE ASPECTS

### 1. Organization of the Academic Year

Academic activities at University of Parma generally follow the calendar below; specific dates for each Department are available on the departmental webpages (see below).

| FIRST SEMESTER       |                    | SECOND SEMESTER |              |
|----------------------|--------------------|-----------------|--------------|
| Lessons              | Exam session       | Lessons         | Exam session |
| September – December | January – February | February – May  | June – July  |

### 2. Transcript of Records issuance and grading system of the institution

A Transcript of Records is issued by the University of Parma no later than five weeks after the student's return to his/her home university.

Italian universities adopt a 1-to-30 grading scale, with 18/30 set as "Pass" threshold. In relation to grade conversion, the University of Parma adheres to the [EGRACONS](#) system.

If the exchange student's home institution does not use the EGRACONS conversion tool, a paper version of the ECTS grade-conversion for the University of Parma is [available at this link](#).

### 3. Visa

Exchange students must check entry requirements into Italy by filling the [Ministry of Foreign Affairs questionnaire](#).

Exchange students who need a visa for their stay in Parma must use the official [Universitaly portal](#) to start the visa procedure. Students [need to register \(create an account\)](#) in the portal and fill the pre-enrolment application selecting "I want to spend a period of mobility for study/Traineeship (e.g. Erasmus)".

Should the competent Italian Embassy/Consulate request any additional documents, or for further inquiries, please contact us via email at [incoming@unipr.it](mailto:incoming@unipr.it).

### 4. Insurance

Exchange students must acquire adequate health and civil liability insurance coverage by the starting date of the mobility and for its whole duration.

In case of pending conditions, the University of Parma may provide assistance in obtaining the compulsory insurance policies.

Please note that in case of internships or practical activity in Medicine or health-related disciplines, exchange students must submit additional insurances (please refer to the Department of Medicine and Surgery Information Sheet).

### 5. Housing and inclusion of students with disabilities and special learning needs

The University of Parma provides guidance and assistance to inbound exchange students in finding accommodation through its Welcoming and Inclusion University Centre. Contacts for further information are provided below:



**WELCOME AND INCLUSION UNIVERSITY CENTRE – CENTRO ACCOGLIENZA E INCLUSIONE**

**Welcome Office – Servizio Accoglienza**

|                 |   |
|-----------------|---|
| Contact persons | Tiziana Cordaro<br>Roberto Bergonzi<br>Daniela Cavazzuti  |
| Phone:          | +39.0521.904150   |
| E-mail:         | <a href="mailto:welcome@unipr.it">welcome@unipr.it</a> (Housing Office)<br><a href="mailto:cai@unipr.it">cai@unipr.it</a> (University Inclusion Centre) |
| Website:        | <a href="http://en.unipr.it">http://en.unipr.it</a>   |

**6. Erasmus+ and internationalization management**

**OFFICIAL REPRESENTATIVES**

- Prof. Guglielmo WOLLEB – Rector’s Delegate for International Relations (email: [guglielmo.wolleb@unipr.it](mailto:guglielmo.wolleb@unipr.it))
- Prof. Maria Cecilia MANCINI – Rector’s Delegate for Student, Teacher and Staff International Mobility (email: [mariacecilia.mancini@unipr.it](mailto:mariacecilia.mancini@unipr.it))
- Prof. Giorgio PELOSI – Rector’s Delegate for European Universities Networks (email: [giorgio.pelosi@unipr.it](mailto:giorgio.pelosi@unipr.it))

**DEPARTMENTAL COORDINATORS**

- Prof. Gioia Angeletti - [Department of Humanities, Social Sciences and Cultural Industries](#) (email: [gioia.angeletti@unipr.it](mailto:gioia.angeletti@unipr.it))
- Prof. Malaika Bianchi - [Department of Law, Politics and International Studies](#) (email: [malaika.bianchi@unipr.it](mailto:malaika.bianchi@unipr.it))
- Prof. Paolo Cova - [Department of Engineering and Architecture](#) (email: [paolo.cova@unipr.it](mailto:paolo.cova@unipr.it))
- Prof. Roberto Sala - [Department of Medicine and Surgery](#) (email: [roberto.sala@unipr.it](mailto:roberto.sala@unipr.it))
- Prof. Andrea Artoni - [Department of Chemistry, Life Sciences and Environmental Sustainability](#) (email: [andrea.artoni@unipr.it](mailto:andrea.artoni@unipr.it))
- Prof. Tullia Tedeschi - [Department of Food and Drug](#) (email: [tullia.tedeschi@unipr.it](mailto:tullia.tedeschi@unipr.it))
- Prof. Maria Cecilia Mancini - [Department of Economics and Management](#) (email: [mariacecilia.mancini@unipr.it](mailto:mariacecilia.mancini@unipr.it))
- Prof. Mauro Riccò - [Department of Mathematical, Physical and Computer Sciences](#) (email: [mauro.ricco@unipr.it](mailto:mauro.ricco@unipr.it))
- Prof. Federico Righi - [Department of Veterinary Science](#) (email: [federico.righi@unipr.it](mailto:federico.righi@unipr.it))



## **OFFICES**

### **INTERNATIONAL RELATIONS DIVISION – ERASMUS AND INTERNATIONAL HOME**

- Coordination of International activities
- Institutional internationalization strategy and bilateral agreements
- Inbound and Outbound Mobility Management

#### **Address:**

P.le San Francesco, 2 – 43121 Parma (Italy)

Phone: +39.0521.904203

Email: [relint@unipr.it](mailto:relint@unipr.it)

Incoming Mobility for Study: [incoming@unipr.it](mailto:incoming@unipr.it)

Outgoing Mobility for Study: [erasmus@unipr.it](mailto:erasmus@unipr.it) / [overworld@unipr.it](mailto:overworld@unipr.it)

Mobilities for Traineeship (IN/OUT): [internship@unipr.it](mailto:internship@unipr.it)

Website <http://en.unipr.it>

#### **Staff:**

Alessandro Bernazzoli (Head of Division) – Stefano Camurri – Ermelinda Ferrarese – Loredana Gianolini – Mario Giuffredi – Federica Ignoti – Theonil Lourdes Lugo Arrendell – Dora Musini – Anna Olivieri – Micaela Sini Scarpato – Chiara Trauzzi – Stevche Veleviski