



INBOUND MOBILITY STUDENT HANDBOOK



UNIVERSITÀ DI PARMA



www.unipr.it

Università degli Studi di Parma | via Università, 12 - 43121 Parma
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UNIVERSITÀ
DI PARMA

Contents

Dear Student,

Welcome to the University of Parma!
This Guide has been conceived as an online instrument that will make your stay in Parma easier. We strongly encourage you to **save this PDF file directly on your mobile device or to your favourite cloud storage service** (i.e. OneDrive, DropBox,

Google Drive, iCloud, Box, Amazon Cloud etc.) and, if needed, **enable online access** for this file in order to get the maximum of its functionality. Many of the features provided require internet and/or phone access in order to work properly; **bear in mind that your provider may charge you for the traffic incurred.**
Enjoy your stay!

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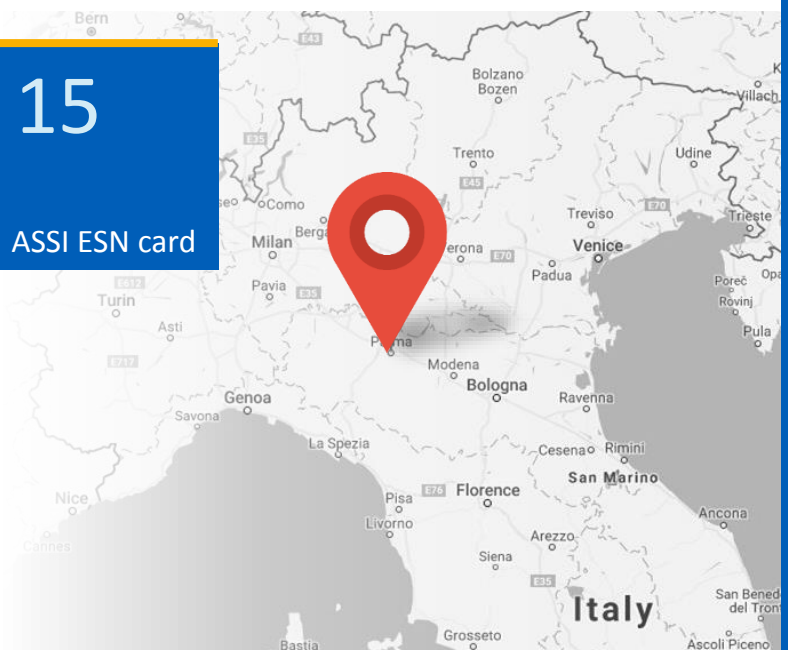
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UNIVERSITÀ
DI PARMA

The University of Parma

Our Mission

We promote knowledge creation, transfer and progress to meet the increasing demand of advanced education and research in our society.

Our Values

We are a scientific community of a long tradition, made up by professors and researchers; we all work in the broader context of the international scientific community. We are an independent forward-looking community, open to the world and to the future.

We foster study as a key factor for personal development and individual enrichment. Our aim is to guide and encourage students to make the most of their capacities.

We firmly believe in scientific progress and do our best for its enhancement. We give our contribution for the improvement and welfare of our society, through the diffusion of knowledge and educational tools.

Founded in the year 962, when Emperor Ottonian I conferred on Uberto, the Bishop of Parma, the initiation of the University in the 'Diploma', the University of Parma is one of the oldest higher education institutions in the world. This centuries old tradition of excellence is maintained centuries later, with the university currently counting approximately 30.000 students and 2000 employees.

www.unipr.it

A Brief Guide
to the
**University of
Parma**

Our Departments:

- [Chemistry, Life Sciences and Environmental Sustainability](#)
- [Economics and Management](#)
- [Engineering and Architecture](#)
- [Humanities, Social Sciences and Cultural Industries](#)
- [Law, Politics and International Studies](#)
- [Mathematical, Physical and Computer Sciences](#)
- [Medicine and Surgery - Veterinary Science](#)
- [Food and Drug Department](#)



UNIVERSITÀ
DI PARMA

The City of Parma

Parma is one of those places where art, music, literature, history, traditions and good life go hand in hand.

The city, as it is today, is strongly influenced by the heritage of some of the greats that have lived here in the past: [Marie Louise](#), the great duchess of Parma, the genius of [Arturo Toscanini](#), the visual harmony of [Correggio](#), the immense talent of [Giuseppe Verdi](#).

Founded in 183 B.C. by through a colonization effort by Roman citizens, Parma's beginnings date back to the same period as the birth of other nearby towns, including Piacenza, Modena and Bologna. The city has flourished through the from the Middle Ages through the eighteenth century, offering important contributions to every major artistic and cultural periods.

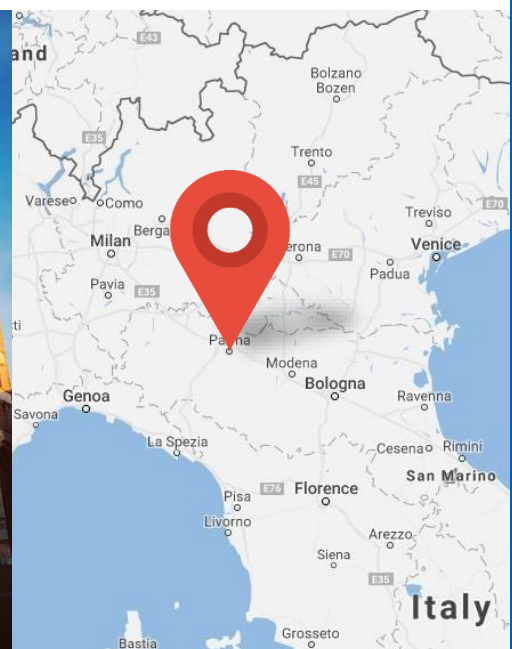
During the Roman imperial period, the city centre boasted a forum (at today's Garibaldi Square), a theater and an amphitheater, public baths and a basilica. Some of the most

important rulers of the city include the Visconti, the Sforza, the French and the Papacy from the 14th to the 16th century. In the year 1545, Pope Paul III established a Duchy with his son Pier Luigi Farnese as its ruler (a dynasty that lasted almost 200 years).

The year under the Napoleonic rule (1802-1814) were followed by one of the most important historic periods for the city, when Parma's administration was passed to Bonaparte's second wife Mary Louise (Maria Luigia of Austria), whose influential power lasted until her death in 1847. The Bourbon rule that followed was brief - Parma was joined in the Kingdom of Italy with a plebiscite on March 18, 1860.

A city of strong international footprint, Parma has been the home of the European Food Security Authority (EFSA) since 2005. In December 2015, Parma has been nominated as a [UNESCO Creative City of Gastronomy](#).

In 2017 Parma celebrates 2200 years since its foundation.





UNIVERSITÀ
DI PARMA

Mobility Programs

All the Mobility Programmes of the University of Parma are managed by the **Erasmus and International Home** office. For information, please contact the EIH at incoming@unipr.it.

STUDY MOBILITY PROGRAMMES

ERASMUS+ SMS

Foreign exchange students within the Erasmus Plus SMS (Student Mobility for Studies) based on bilateral agreements between the University of Parma and the other participating Universities.

INTERNATIONAL (NON-ERASMUS) COOPERATION AGREEMENTS

Foreign exchange students from associated Universities based on bilateral agreements outside the Erasmus+ Programme.

DOUBLE DEGREE

Foreign exchange students in the context of double title University agreements: at the end of the exchange period, provided that the student has passed the foreseen exams, the selected students shall receive an academic title from their home university and the corresponding Degree from the University of Parma. The exchange period can be part of the Erasmus+ program, should the home university foresee it.

INTERNSHIP / TRAINEESHIP MOBILITY PROGRAMMES

ERASMUS+ SMT (Student Mobility for Traineeship)

Foreign exchange trainees within the Erasmus Plus SMT (Student Mobility for Traineeship) programme, coming from Universities participating in the programme without the need for specific bilateral agreements.

International Cooperation Agreements (NON ERASMUS)

Foreign exchange students coming from Universities associated with the University of Parma based on bilateral agreements outside the Erasmus+ programme. For details and procedures please contact the Erasmus and International Home at incoming@unipr.it.

SPECIAL PROGRAMMES

These standard mobility programmes are complemented by the special mobility programmes that are currently active with some non-European universities, in the field of various Erasmus+ programme actions:

- Erasmus + Key Action 107
- Erasmus + Mobility Strand: ROMOR Project

For details and procedures of these special programmes, please contact the Erasmus and International Home at incoming@unipr.it.

English
Incoming Students
Portal

Italian
Incoming Students
Portal



**UNIVERSITÀ
DI PARMA**

Mobility Programmes

Useful Contacts

**Erasmus
International Home**

**Prof. Marco
Mezzadri**

Department of
Humanities, Social
Sciences and Cultural
Industries

**Prof. Malaika
Bianchi**

Department of Law,
Politics and
International Studies

**Prof. Gabriele
Tebaldi**

Department of
Engineering and
Architecture

**Prof. Alberto
Spisni**

Department of
Medicine and Surgery

**Prof. Giorgio
Pelosi**

Department of
Chemistry, Life
Sciences and
Environmental
Sustainability

**Prof.
Alessandra
Rossi**

Food and Drug
Department

**Prof.
Guglielmo
Wolleb**

Department of
Economics and
Management

**Prof. Maria
Grazia Bridelli**

Department of
Mathematical, Physical
and Computer Sciences

**Prof.
Benedetta
Passeri**

Department of
Veterinary Science



**UNIVERSITÀ
DI PARMA**

Before Coming to Parma

EU CITIZENS

No Visa is required for EU Citizens. Persons staying for periods over 3 months, such as students, are to state their stay at the Municipality, provided that they meet the provisions as set forth below. We strongly encourage you to prepare and make arrangements for the necessary documents in timely fashion as to avoid any possible inconveniences later on.

1. Have a temporary domicile in the Municipality of Parma.
2. Have an ID from his home country.
3. Have the European Health Insurance Card (TEAM) or another insurance that should cover health risks.
4. Have sufficient financial resources (their own or put at their disposal by third parties).
5. Have the necessary documentation to certify the temporary nature of their stay (i.e. University enrolment, whereby is certified the temporary nature of their efforts).

NON-EU CITIZENS

VISA

Please get informed in timely fashion on the rules and documents needed for your arrival and stay in Italy.

Generally, non-EU citizens need a study visa. No visa is required in the following cases:

- Non-EU citizens already possessing long-term residence permit issued by another EU Country.
- Non-EU citizens exempt from the visa regime and whose stay in Italy shall be under 90 days

In order to find out whether a study visa is required, please visit the [Italian Ministry for Foreign Affairs and International Cooperation](#) website. We also strongly advise

you to contact the Italian Embassy or Consulate at your country of residence.

The visa is requested at the Italian Embassy or Consulate at the country of residence, presenting a document previously issued by the University of Parma certifying the student's participation at the exchange programme.

The students that need a letter of acceptance (invitation letter) from the University of Parma for visa purposes should contact in timely fashion the Erasmus International Home at incoming@unipr.it (at least 2 months beforehand) and provide the necessary information using the [appropriate Excel sheet](#).

HEALTH INSURANCE

The University of Parma has an agreement on Health Insurance for foreign students with one of the global leaders, AON.

We encourage our students to get full coverage through the [ICS Complete policy](#) (at a cost of €1,31/day), covering:

- Medical costs - this includes urgent dental help
- Repatriation, extra costs and 24/7 emergency assistance helpline
- Liability
- Home contents and baggage
- Accidents
- Legal aid

For further information on all the types of student insurance is available at the link below.

AON

STUDENT INSURANCE



UNIVERSITÀ
DI PARMA

Upon Your Arrival in Parma

EU CITIZENS

HEALTH INSURANCE

The European Health Insurance Card (TEAM), issued by the student's home country, gives right to state health assistance to foreign citizens from other EU countries, under the same conditions and same costs as to the citizens of the host Country.

In Italy, the TEAM allows you to get direct services at the public and private health establishments associated with the National Health Service (SSN), comprising a network of Local Health Companies ([ASL](#)). Under "Direct Services" we refer to free of charge healthcare, except for the payment of a "ticket" (costs participation). The card allows for medical visits and prescriptions from doctors associated with the National Health Service. For further information please visit: [Health Ministry Portal](#)

NON-EU CITIZENS

RESIDENCE PERMIT

Non-EU students staying for periods over 90 days are to apply for a study residence permit within 8 working days from their entry in the country (date mentioned on the entry stamp in their passport).

The documents required are as mentioned below, the cost of the residence permit being of approximately 120 EUR.

- Copy of the (entire) passport;
- A statement on the housing conditions and an official document certifying the enrolment at the Italian University (for the exchange students, a copy of the Acceptance Letter issued by the University of Parma, presented for Visa purposes at the Italian Embassy at their Home Country, with visa approval by said Embassy);

- Health Insurance policy valid for Italy for the duration of the stay;
- Certificate of sufficient means for travel and stay (ex. bank statement, scholarship certificate containing the monthly amounts etc.).

The application is sent to the Police office competent for the territory via a Postal office of [Poste Italiane](#), using the appropriate kit for the purpose that is available at the post office. At the time of application, the Post Office shall make an appointment at the Immigration Office at the Parma Police (the competent authority for issuing the residence permits is the State Police - [Polizia di Stato](#)). At the said appointment, it is possible to supply additional documents to be integrated to the ones already sent (i.e. UniPR Enrolment Certificate, Apartment Lease Agreement)

The Erasmus International Home can provide assistance in filling out the application.

Once the application has been made, the student is obliged to provide the Erasmus International Home with a copy of the receipt, and subsequently a copy of the Residence Permit.

HEALTH INSURANCE

The Non-EU students need a health insurance policy for the duration of their stay, issued either at their home country or immediately upon their arrival in Italy.

The foreign citizens with a residence permit or who have filed a residence permit application can [enrol at the national Health Insurance Service \(SSN\)](#) by contacting the local [ASL](#) office. Said enrolment has a fixed annual cost and offers all the services provided by the SSN as offered to Italian citizens. Please note that the SSN enrolment is valid for one calendar year (Jan 1st to Dec 31st) and cannot be fractioned.



**UNIVERSITÀ
DI PARMA**

Accommodation

WELCOME OFFICE

===

Vicolo Grossardi 4 43125 Parma
(Monday to Friday 9:30h - 12:30h)

===

The Welcome Office offers a personalised support to foreign students and professors on matters of logistics and accommodation. The dedicated office offers consultancy and assistance in Residence Permit procedures, issuing Tax Code, enrolment at the National Health Service, housing consultancy, opening bank accounts, signing health insurance policies

We have provided below links to the website and location of the preferential rate accommodation options.

The Welcome Office manages 3 Short-Term Stay Apartments that may be available to Erasmus students.

Two of the apartments are located at Borgo Felino No. 7, at the very city centre, each housing up to 4 persons.

The third apartment is located at Via Sbravati 4, not far from the University of Parma's Campus, housing up to 4 persons.

For further details and information on the availability of the apartments, please contact directly the Welcome Office.

CONTACTS

Tiziana Cordaro

CALL Tiziana
+39 0521 904150

E-mail
tiziana.cordaro@unipr.it

Roberto Bergonzi

CALL Roberto
+39 0521 904632

E-mail
roberto.bergonzi@unipr.it



Skype: *cordarobergonzi*

(with previous appointment, support available in French and English language)

PREFERENTIAL RATE ACCOMMODATION

**RTM Living
map**

**RTM Living
Parma City
map**

**B&B
Al Ducale
map**

**RTM Living
website**

**B&B
Al Ducale
website**



**UNIVERSITÀ
DI PARMA**

Transports

TO GET TO PARMA

AIRPORTS

Parma's location allows for connections by both air and land. In addition to the Parma airport, the airports of **Bologna**, **Genova**, **Milano Malpensa**, **Milano Linate**, **Bergamo Orio al Serio** and **Verona** are all possible options.

TRAIN

Train is the most common means of transportation in Italy. You will find below links for the 3 main operators in the Parma region, where you can search for the available travel options and purchase tickets. The connections from the airports to the central stations are typically by Shuttle buses or in some cases by train.

Should you opt to purchase paper tickets at the Station, don't forget to validate them at the ticket machines before your journey



TO MOVE AROUND IN PARMA

Public transportation in Parma relies on buses connecting all the major parts of the city. The lines that take you to and back from the Parma Campus are 7 and 21. Here are the routes and the time-tables for these lines.

| | | |
|------------|---|----|
| Route Map | 7 | 21 |
| Time Table | 7 | 21 |

Further details on the other lines and their respective time-tables are available [HERE](#). Bus tickets are purchasable in most newspaper shops, as well as the TEP offices. Details on options and fares are available [HERE](#).



PARMA ON BICYCLE

One of the easiest ways to move around in Parma is by bicycle. The city has a longstanding tradition of using bicycle as a means for transportation and is equipped with a well developed network of bike trails. Furthermore, the historic scenery of the city centre makes riding a bike in Parma not only an efficient way to move, but also a great way to soak in the history and the urban culture of the city.

Along the many options for the purchase of new and second hand bicycles, you will find details on the available Bike-Sharing system at the link below.

Bike Sharing

-mi muovo in bici-



UNIVERSITÀ
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University Life

PARMA

Busy but not chaotic, tidy but not boring, Parma is a perfect combination of beauty and efficiency: a pleasant medium-sized city of about 190.000 inhabitants where riding a bicycle is the ideal way to move around.

Parma offers a wide range of cultural and entertainment opportunities all year round: about twenty theatres and cinemas, exhibitions, museums and art galleries where you can admire the masterpieces of the local painters Correggio and Parmigianino and a worldwide famous opera house, the Teatro Regio. You can find details on the urban and cultural life in at the Municipality's Tourism website below.

Further information on various topics of interest can be found at the Parma Tourism FAQ page.

CALENDARS

The Parma University is closed for 2 weeks during the Christmas period, and 1 week during the summer break.

Academic
Calendar
2017/2018

Parma
Tourism

Parma
City of Youth
Portal

Parma
FAQ

Informagiovani
Portal

UNIPR HEADQUARTERS, OFFICES, CLASSROOMS

The University Headquarters are located at the very heart of the City, at the historic building at Via Università – the Law Department.

The Departments are located at several locations across the city with most of the technical and scientific disciplines having their departments and classrooms at the University Campus. The department of medicine is largely seated at the City Hospital Complex in the city centre.

You will find a list of all the department's premises and classrooms by visiting their webpages, available [HERE](#). Bear in mind that in some cases, the departments have their respective headquarters and classrooms set at different locations and venues.



**UNIVERSITÀ
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UNIPR

Google Maps

PARMA MAPPING

The following pages provide links to the main points of interest we have identified for our Incoming Erasmus Students, as well as the appropriate websites and services that may be of your interest.

Clicking on the links from your mobile device or computer will open the chosen location directly in Google maps, the appropriate website, or start a phone call where indicated (i.e. in the case of the emergency services).

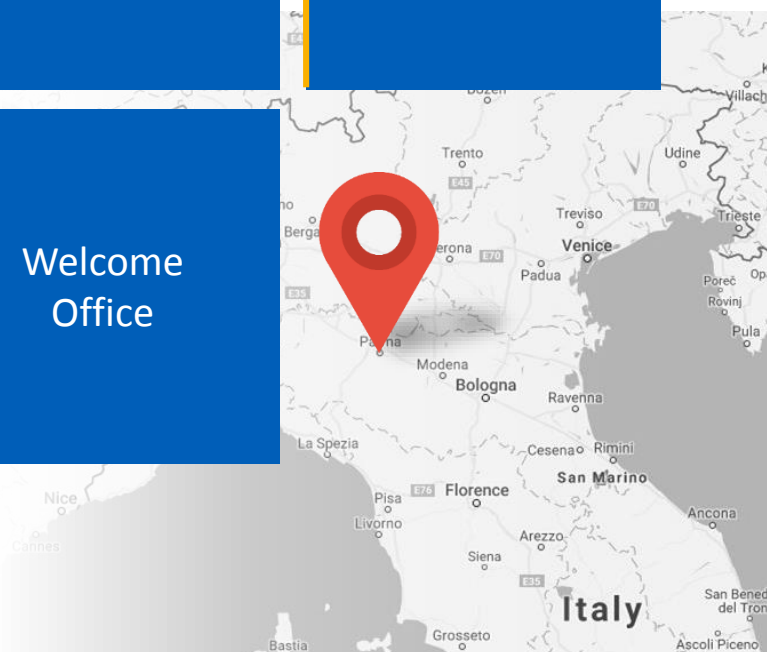
**ERASMUS &
INTERNATIONAL
HOME**

University
Rectorate

International
Relations
Office

CAMPUS

Welcome
Office





UNIVERSITÀ
DI PARMA

UNIPR

Google Maps

Law Politics and
Intl. Studies

Law Dpt.

San
Francesco
Square

Engineering &
Architecture

Engineering
&
Architecture

Food & Drug

Food Project
Area

Pharmacy

Classrooms
Multifunctional
Complex

Medicine &
Surgery

Gramsci
Centre

Volturno
Centre

Economics &
Management

Economics

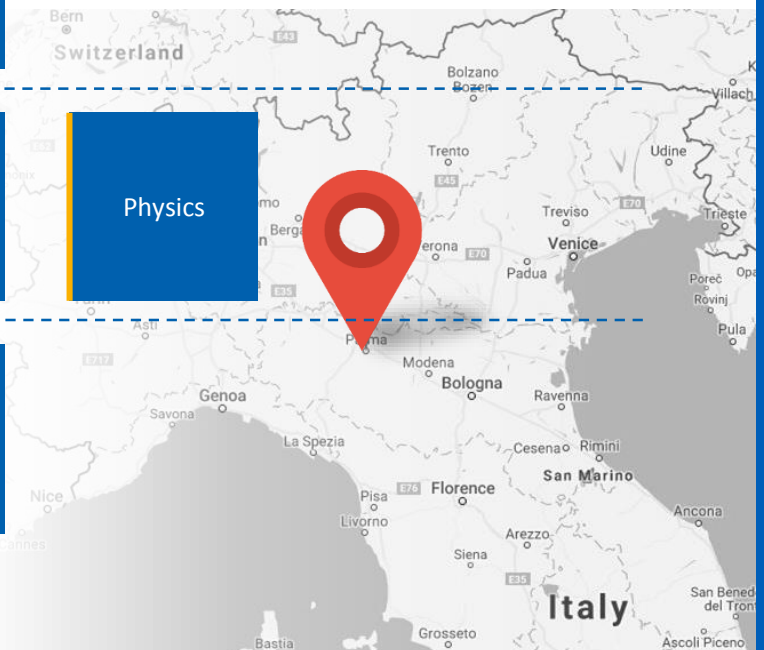
Mathematical
Physical and
Computer
Sciences

Mathematics

Physics

Veterinary
Science

Veterinary





UNIVERSITÀ
DI PARMA

UNIPR

Google Maps

Humanities, Social Sciences and
Cultural Industries

Languages

Art, Music
and Spectacle
-
Headquarters

History of
Theatre

Headquarters
Administration
Classic Antiquity,
Philosophy, Italian Studies,
History

Art, Music
and Spectacle
- Musicology

Education &
Psychology

Chemistry, Life Sciences and
Environmental Sustainability

Biochemistry
& Molecular
Biology

Biosciences

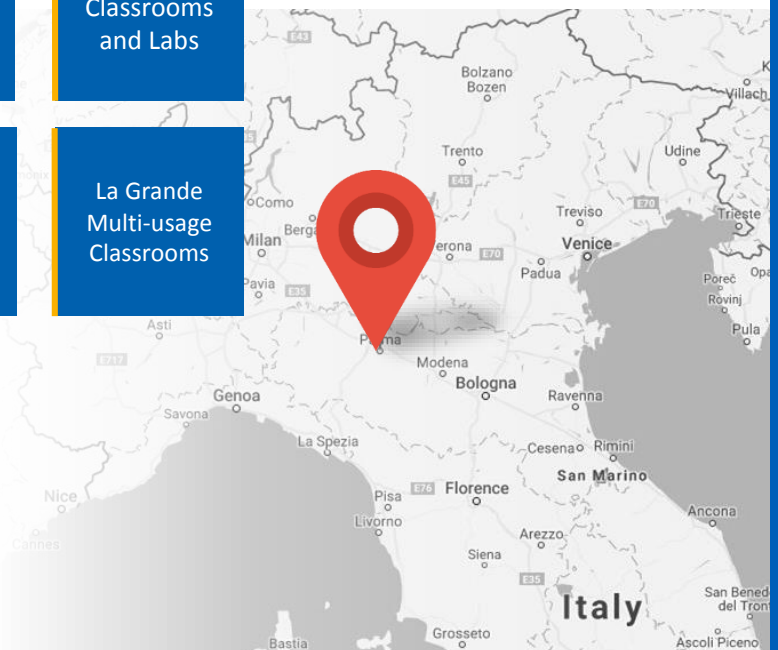
Environmental
Centre
Podere
Ambolana

Chemistry

Didactic
Classrooms
and Labs

Earth
Science

La Grande
Multi-usage
Classrooms





**UNIVERSITÀ
DI PARMA**

Parma: Culture, Leisure & Points of Interest

Google Maps

Garibaldi Square

Main Square
(Municipality, Palazzo del Governatore)

Train Station

Piazza Ghiaia

Via Farini

Palazzo Pilotta

(National Gallery,
Archaeological
Museum,
Teatro Farnese)

Duomo di Parma
(Battistero – Baptistry)

Teatro Regio

Auditorium Paganini

Barilla Centre
(Cinema, Bars,
Restaurants)

**Sanctuary of
Santa Maria
della Steccata**

**Fondazione
Magnani -
Rocca**

CSAC
www.csacparma.it

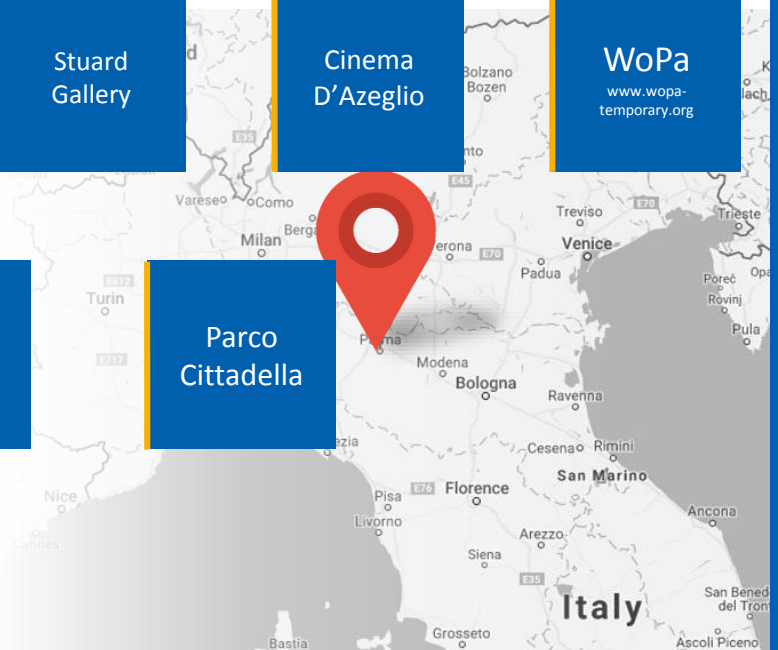
**Stuard
Gallery**

**Cinema
D'Azeglio**

WoPa
www.wopa-temporary.org

**Parco
Ducale**

**Parco
Cittadella**





UNIVERSITÀ
DI PARMA

Social Life, Food, Drinks

Google Maps

Gallo D'Oro
Restaurant

Ombre Rosse
Restaurant

Trattoria Del
Tribunale

Trattoria dei
Corrieri

Da Luca
Pizzeria

La Dolce Vita
Pizza
Restaurant

La Duchessa
Pizza
Restaurant

Walter
The Panini Clinic

Pepèn

Panino
d'Aristta

Le Malve

T-Caffè
Bar

Enoteca
Fontana

Frank
Focaccia

Eataly

Tabarro
Bar

Barino

Peter Pan
Bar

Tommasini
Caffè

Tonic
Bar

Ten
Bar

Labò
Bar

Arte e
Gusto

Panificio10
Bar & Bakery

Le Petit
Caffè

Provinciali
Pastry

K2 Gelateria
(artisanal ice
cream)

Cremeria
Emilia
(artisanal ice
cream)

Ciacco
(artisanal ice
cream)

Arci Zerbini
Food and
Music





UNIVERSITÀ
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Preferential Rates ESN Card

Google Maps



INTERNATIONAL EXCHANGE
ERASMUS STUDENT NETWORK

ESN ASSI Parma
Website

Email ESN ASSI
assi@unipr.it

“Erasmus Student Network (ESN) is a non-profit international student organization. Our mission is to represent international students, thus provide opportunities for cultural understanding and self-development under the principle of Students Helping Students.”

ESN ASSI Parma
Facebook Page

ESN Card
Discounts

Pizzeria
Orfeo

Muxar

“Antico
Caffè” Bar

Frank
Focaccia

Trattoria
Corrieri

Ostemagno

Underground
Brewery

Due Torri
Gelateria

Amor di
Patata

Hub Caffè

Tonic

Ombre
Rosse

Mama e
Bottega
tigelleria

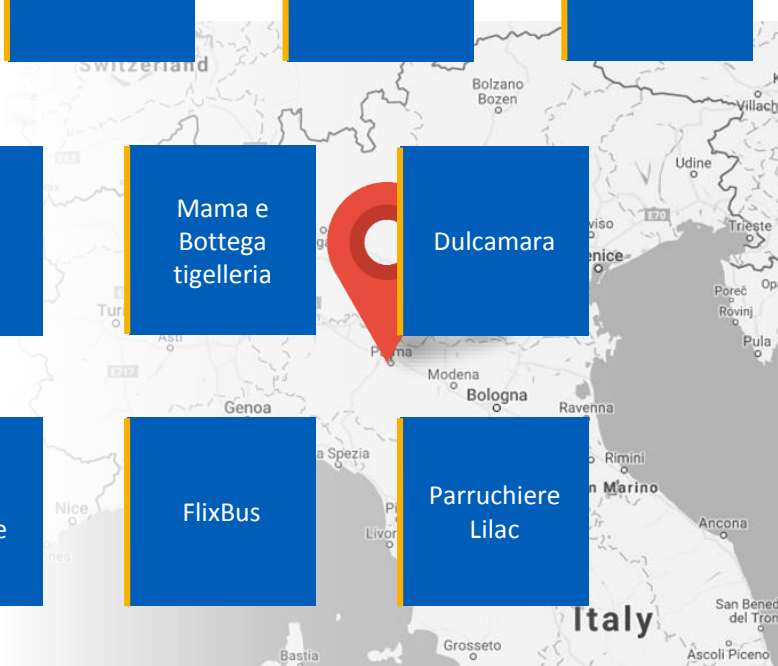
Dulcamara

RyanAir

Housing
Anywhere

FlixBus

Parruchiere
Lilac





UNIVERSITÀ
DI PARMA

Emergency and Services

Google Maps

CALL:
**Medical
Emergency**
(118)

118 Website

CALL:
**Fire
Brigade**
(115)

Fire Brigade Web

CALL:
State Police
(113)

State Police Web

CALL:
Carabinieri
(112)

Carabinieri Web

Emergency
Room

Hospital

24/7
Pharmacy

CALL:
AON
emergency
+31 (0)10 448
8260

CALL:
Taxi
+39 0521 252562

CALL:
ProntoBus

