



**UNIVERSITÀ
DEGLI STUDI
DI TRIESTE**

Università degli Studi di Trieste

Erasmus Students Short Guide 2021-2022

Edited by the International
Mobility Staff

Useful documents

- You can find all useful documents on the International Mobility website:

<https://www2.units.it/internationalia>

After the arrival in Trieste

- Contact the International mobility Service at: incoming.students@amm.units.it
- Contact your Italian coordinator
- Get your certificate of arrival signed
- Learning agreement (get all the signatures and then send it to our office as a dpf)
- **Attending lessons is important!**

Certificate of Arrival

- Arrival document issued by the International Mobility Service
- You may also have documents from your home University: these can be signed by the coordinator or by our office

Username and password

(received when you registered on line)

- In case of problems: please write an e-mail attaching a scanned copy of your ID/passport to:

helpesse3@amm.units.it

CLASSES IN PRESENCE: HOW TO RESERVE YOUR PLACE

Download the APP

#SAFETY4ALL

using your username and password.

You can also use
the web version of the app:

<https://gosafety.web.app/>

.....

prenotazioni.aule@amm.units.it

- If you encounter problems with the reservation of a particular lesson, please contact the address above

indicating your name, active username for the esse3 on line services (e.g. s123456), matriculation number (you can view it on your esse3 profile), room and time of the lesson.

ACCESS TO UNIVERSITY BUILDINGS

- By using the app, you will be requested to fill in the self-declaration form about safety measures related to COVID19.
- Remember that the «Green Pass» is always necessary in order to get access to University buildings, lessons and activities!

ON LINE CLASSES AND RESOURCES

You can get access to courses through

<https://corsi.units.it/didattica-a-distanza>

Username: s(your number)@ds.units.it

and your password for esse3

- or through the TEAMS platform

In case of problems, please contact the teacher of the course

MOODLE

- If your username and password work but you can not access MOODLE platform, please contact:
 - moodle@units.it

Beyond University

- Register with the National Health System (Infopoint International Students: via Sai 7, 1st floor, tel. 040 3997451)
- Get your “codice fiscale”
- Get your meal card at ARDIS
- Contact ESN Trieste <https://linktr.ee/esntrieste>
- Welcome Office FVG <http://www.welcomeoffice.fvg.it/>

Green Pass

- Please be sure to always have with you a certificate of vaccination or the negative PCR result (not older than 48 hours).
- For particular situation (e.g. non EU students) please contact greenpass@asugi.sanita.fvg.it or profilassi.dip@asugi.sanita.fvg.it for general information

Codice fiscale

- ***Agenzia delle entrate***
Via L. Stock 2/3

Please find here the request form:

https://staging.agenziaentrate.gov.it/portale/schede/istanze/riciesta-ts_cf/modello-e-istruzioni-cf-aa4_8

Instructions already sent by e-mail to you all!

ARDIS

- You can get your meal card at ARDIS (Building E1, Campus Piazzale Europa) after your arrival and immatriculation
- Please wait for the confirmation from our office: we will inform you when your card is ready
- The card is free of charge

ristorazione.trieste@ardis.fvg.it

Learning Agreement

- To be sent to: incoming.students@amm.units.it
- Changes? Use the section «During the mobility»... 1 MONTH TIME after arrival
- Credits will be validated **ONLY** for courses included in LA/Changes
- It enables your registration to courses
 - WE register you to the courses!
- Always take it with you to exams

Learning Agreement

- NB: RESPONSIBLE PERSON at the receiving institution = ITALIAN COORDINATOR (Teacher) has to sign the LA

The Staff of the International Mobility Service can not sign the LA

How to fill out your Learning Agreement

- Each course must have:
 - Component code
 - Component title in Italian
 - Number of **Italian** CFU/ECTS credits

Link:


<https://esse3.units.it/AddressBook/ABStartProcessoRegAction.do>

ON LINE GUIDE

Foto - guida online 1.png

Mostra tutte le foto + Aggiungi a

Modifica e crea Condividi

 **UNIVERSITÀ DEGLI STUDI DI TRIESTE**


Servizi on line

MENU

Guida Online 2021/2022

Sei nella pagina principale della Guida Online di questo ateneo, da qui puoi raggiungere tutte le informazioni utili.

Sistema universitario italiano:



The diagram illustrates the Italian university system as a pyramid. At the base are 'Scuola Primaria', 'Scuola Secondaria di Primo Grado', and 'Scuola Secondaria di Secondo Grado'. Above these are three paths: 'Laurea Specialistica/Magistrale a Ciclo Unico' (green), 'Laurea Specialistica/Magistrale' (green), and 'Laurea' (orange). From 'Laurea Specialistica/Magistrale' and 'Laurea' lead to 'Master 1° livello' (orange). From 'Laurea Specialistica/Magistrale' and 'Laurea Specialistica/Magistrale' lead to 'Master 2° livello' (green). At the top is the 'Dottorato di Ricerca Corso di Specializzazione' (blue).

Utility

- [Ricerca Corsi](#)
- [Ricerca Insegnamenti](#)
- [Ricerca Docenti](#)
- [Ricerca Appelli](#)

Offerta Formativa

- Dottorati
- Corso di Specializzazione
- Master 2° livello
- Master 1° livello
- Specialistica / Magistrale
- Specialistica / Magistrale a ciclo unico
- Laurea

Scrivi qui per eseguire la ricerca



24°C 10:55 27/09/2021

Search courses

Courses running during the selected academic year

Enter one or more search criteria and click on the "Search" button. The same course may be held by different lecturers and will be displayed several times according to the number of lecturers. In order to refine your search insert the name of the course and the lecturer (full or partial).

Academic year: 2021/2022 ▾

Faculty / department: All faculties / departments ▾

Programme: All programmes ▾

SSD: Tutti i settori ▾

Lingua della didattica: Tutte le lingue ▾

Enter the name (full or partial) of the teaching staff you are searching for

Teaching staff:

Enter the name (full or partial) of the course you are searching for

Course:

Search

Utility

- [Search programmes](#)
- [Search teaching staff](#)
- [Search for exams](#)

Legend

- Course type "D1":**
Doctoral Programme
- Course type "LM":**
5-year Single-Cycle Master Degree Programme
- Course type "LT":**
Bachelor Degree Programme
- Course type "M1":**
Vocational Master Programme
- Course type "M2":**
Advanced Master Programme

Glossary

Bachelor Degree ("Laurea")

How to fill out your Learning Agreement

- Always indicate the exact number of credits: any change to the standard number of credits must be explicitly motivated by the Italian coordinator of the exchange.
- Choose only courses offered by your own Department at UniTS; courses from other Departments can be chosen only exceptionally and upon authorization by the coordinator/delegate.

During the exchange

- Learning Agreement & Changes
- Register on line for classes and exams
- Attending lessons is important!
 - Is an extension needed?

Extension Form (see webpage)

- Must be asked for BEFORE the normal expiration of the exchange
- Must be confirmed by the student's sending university
- Lacking a request of extension, all the exams given after the exchange normal expiration SHALL NOT BE VALIDATED

Exams registration

- Whenever you want to take an exam, you must sign up on-line
- All the exam procedures are completed on-line

Erasmus Italian course

Start in the 2° semester: about Mid March –
A1, A2 and B1 levels

- Italian courses for Erasmus students are free and extracurricular! You can not get marks, but you can get credits...
- ...and you can get credits only if the Italian course appears in your Learning Agreement!! («CORSO ITALIANO ERASMUS»)
- Possibility of getting 4 credits, if you reach a minimum of attended hours (30).

Before leaving

- Contact the International Mobility Service in order to get your certificate of Departure signed
- NB: all exams must have been completed then!

The Departure

- When you request the Statement of Departure to the Int. Mobility Service, your on line profile will be frozen
- No exams will be valid after that date
- ⇒ Be careful! Request the Statement of Departure to the Office only AFTER completing all your exams!!

After the exchange

- Transcript of records (will be sent to you and to your home University)
- Full recognition of the performed activities (if included in the Learning Agreement!)

Academic calendars

- HUMANITIES

- https://disu.units.it/sites/disu.units.it/files/all_pagb/calendario2122.pdf

- ECONOMICS

- <https://deams.units.it/it/didattica/informazioni-studenti/node/14935>

- POLITICAL SCIENCES

- <https://dispes.units.it/it/didattica/informazioni-studenti/calendari-didattici>

- MATHEMATICS & EARTH SCIENCES

- <https://dmg.units.it/it/didattica/corsi-studio/Calendario-didattico>

Academic calendars

- **PHYSICS** <https://df.units.it/it/didattica/informazioni-studenti/calendario>
- **LIFE SCIENCES**
 - <https://www.biologia.units.it/pagine/211/Calendario-Didattico-e-Orario-Lezioni>
 - <https://www.biologia.units.it/pagine/210/Calendario-Didattico-e-Orario-Lezioni>
- **CHEMISTRY**
 - <https://dscf.units.it/>
- **MEDICINE**
 - <https://corsi.units.it/me03/calendario-didattico>

Academic calendars

- ENGINEERING

- <https://dia.units.it/it/dipartimento/node/26388>

- ARCHITECTURE

- <https://corsi.units.it/ar03/calendario-didattico>

- Classes timetable:

- <https://dia.units.it/it/didattica/corsi-studio/Orario-delle-lezioni-attivo---Tabella-completa>

Academic calendars

- LAW
- <https://iuslit.units.it/it/node/6609>
- <https://iuslit.units.it/it/node/6734>
- SCHOOL FOR INTERPRETERS/TRANSLATORS
- <https://iuslit.units.it/it/node/9750>
master level:
- <https://iuslit.units.it/it/node/9851>

Contact

- E-mail: incoming.students@amm.units.it
- Erasmus Incoming info page:
https://www2.units.it/internationalia/en/erasmusplus-in/?file=stu_studio.html

Enjoy your exchange!

