

# SERVICES OPPORTUNITIES



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Download the app myAlmaOrienta (in italian) to be informed on guidance initiatives, services and degree programmes



https://www.unibo.it/en/services-and-opportunities

# Edited by

Alma Mater Studiorum – Università di Bologna AFORM - Education and PhD Division - Public Relations Office – URP

Sponsor



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# **Public Relations Office - URP**

www.urp.unibo.it/en

The University Public Relations Office supports access to and use of the university facilities, offering advice and information at its front office as well as remotely via its call centre and e-mail service.

It provides the following services:

- general administrative and teaching information
- information on the services provided by the University
- free information materials
- a service desk for reporting matters and complaints and making suggestions
- two Internet points for access to the University website
- distribution of complimentary tickets to academic ceremonies and to cultural symposia

The University of Bologna is a Multi-campus university with 5 campuses: Bologna, Cesena, Forli, Ravenna and Rimini. There is a Public Relations Office on each campus

#### URP - Bologna

www.urp.unibo.it

largo Trombetti 1 – 40126 Bologna | call center 051 2099349

fax 051 2086224 | urp@unibo.it

phone reception: Monday, Tuesday, Wednesday and Friday 11.00 – 13.00

Tuesdays and Thursdays 15.00 - 16.30

desk: Monday, Tuesday, Wednesday and Friday 9.00 – 11.15 Tuesdays and Thursdays 14.00 – 15.00

#### URP - Campus Cesena

www.unibo.it/UrpCesena via Montalti 69 – 47521 Cesena | tel. 0547 338900 urp.fc@unibo.it Monday, Tuesday, Wednesday 9.00 – 11.15 Tuesdays and Thursdays 14.30 – 15.30

# URP - Campus Forlì

www.unibo.it/UrpForli

piazzale Solieri 1 – 47121 Forlì | tel. 0543 374800

urp.fc@unibo.it

phone reception: Monday, Tuesday and Friday 9.00 – 11.15

Wednesday 9.00 - 12.00

desk: by appointment

## **URP - Campus Ravenna**

www.unibo.it/UrpRavenna

via Baccarini 27 – 48121 Ravenna | tel. 0544 936290 | fax 051 2086317

urp.ravenna@unibo.it

Monday, Tuesday, Wednesday and Friday 9.00 – 12.00

Tuesdays and Thursdays 14.30 - 15.30, or by appointment

#### **URP - Campus Rimini**

www.unibo.it/UrpRimini

via Cattaneo 17 - 47921 Rimini | tel. 0541 434234

urp.rimini@unibo.it

Facebook: @orientamentorimini.unibo

phone reception: Monday, Tuesday, Wednesday and Friday 9.00 - 11.15

# University career and administrative procedures

# Services for teaching activities

www.unibo.it/DegreeProgrammes

In the *Contacts* section of each degree course you will find the address and contacts of the offices/persons in charge. You can contact them to ask information about the organization and the admission requirements to the programme.

# **Student Administration Offices**

www.unibo.it/StudentAdministrationOffice

The student administration offices support you throughout your university career in all administrative matters

# PROGRAMMES OF ECONOMICS AND MANAGEMENT & PROGRAMMES OF STATISTICS

#### **BOLOGNA**

Via Zamboni, 33 | 40126 Bologna Tel +39 051 2099270 | segecosta@unibo.it

#### FORLÌ

Padiglione Melandri, Piazzale Solieri, 1 | 47121 Forlì Tel +39 0543 374809 | segforli@unibo.it

#### RIMINI

Via Cattaneo, 17 | 47921 Rimini Tel +39 0541 434234 | segrimini@unibo.it

# PROGRAMMES OF PHARMACY AND BIOTECHNOLOGY & PROGRAMMES OF SPORT SCIENCES

#### **BOLOGNA**

Via San Donato, 19/2 | 40127 Bologna Tel +39 051 2095640 | segfarbiomot@unibo.it

#### RIMINI

Via Cattaneo, 17 | 47921 Rimini Tel +39 0541 434234 | segrimini@unibo.it

#### PROGRAMMES OF LAW

#### BOLOGNA

Via Zamboni 33 | 40126 Bologna Tel +39 051 209 4012/4013/4014 | seggiuri@unibo.it

#### RAVENNA

Via Alfredo Baccarini, 27 | 48121 Ravenna Tel +39 0544 936251 | segravenna@unibo.it

# PROGRAMMES OF ENGINEERING AND ARCHITECTURE BOLOGNA

Via Saragozza, 8-10 | 40123 Bologna Tel +39 051 2093929 | seging@unibo.it

#### **CESENA**

Palazzo Urbinati, via Montalti, 69 | 47521 Cesena Tel +39 0547338850 | segcesena@unibo.it

#### FORLÌ

Padiglione Melandri, piazzale Solieri, 1 | 47121 Forlì Tel +39 0543 374809 | segforli@unibo.it

#### **RAVENNA**

Via Alfredo Baccarini, 27 | 48121 Ravenna Tel +39 0544 936251 | segravenna@unibo.it

# PROGRAMMES OF LANGUAGES AND LITERATURE, INTERPRETING AND TRANSLATION

#### **BOLOGNA**

Via Bertoloni, 4 | 40126 Bologna Tel +39 051 2094663 | segscform@unibo.it

#### FORLÌ

Padiglione Melandri, piazzale Solieri, 1 | 47121 Forlì Tel +39 0543 374809 | segforli@unibo.it

#### PROGRAMMES OF MEDICINE

#### **BOLOGNA**

Policlinico S. Orsola-Malpighi (Polo Murri) Via Massarenti, 9 | 40138 Bologna Tel +39 051 2094601 | segmed@unibo.it

#### RAVENNA

Via Alfredo Baccarini, 27 | 48121 Ravenna Tel +39 0544 936251 | segravenna@unibo.it

#### RIMINI

Via Cattaneo 17 | 47921 Rimini Tel +39 0541 434234 | segrimini@unibo.it

#### PROGRAMMES OF VETERINARY MEDICINE

#### OZZANO DELL'EMILIA (BOLOGNA)

Via Tolara di Sopra, 50 | 40064 - Ozzano dell'Emilia Tel +39 051 2097302 | segvet@unibo.it

#### **CESENA**

Via Montalti, 69 | 47521 Cesena Tel +39 0547 338850 | segcesena@unibo.it

#### PROGRAMMES OF PSYCHOLOGY

#### **BOLOGNA**

Via Bertoloni, 4 | 40126 Bologna Tel +39 051 2094663 | segscform@unibo.it

#### **CESENA**

Palazzo Urbinati, via Montalti, 69 | 47521 Cesena Tel +39 0547 338850 | segcesena@unibo.it

#### PROGRAMMES OF SCIENCES

#### BOLOGNA

Viale Filopanti, 1 (entrata da Mura Anteo Zamboni 2/A) 40126 Bologna Tel +39 051 2099917 | segscienze@unibo.it

#### CESENA

Palazzo Urbinati, via Montalti, 69 | 47521 Cesena Tel +39 0547 338850 | segcesena@unibo.it

#### RAVENNA

Via Alfredo Baccarini, 27 | 48121 Ravenna Tel +39 0544 936251 | segravenna@unibo.it

#### RIMINI

Via Cattaneo, 17 | 47921 Rimini Tel +39 0541 434234 | segrimini@unibo.it

#### PROGRAMMES OF AGRICULTURE

#### **BOLOGNA**

Viale Fanin, 50 - 40127 Bologna Tel +39 051 2096501 | segagr@unibo.it

#### **CESENA**

Via Montalti, 69 | 47521 Cesena Tel +39 0547 338850 | segcesena@unibo.it

#### PROGRAMMES OF EDUCATION

#### BOLOGNA

Via Bertoloni, 4 | 40126 Bologna Tel +39 051 2094663 | segscform@unibo.it

#### RIMINI

Via Cattaneo, 17 | 47921 Rimini Tel +39 0541 434234 | segrimini@unibo.it

#### PROGRAMMES OF POLITICAL SCIENCES & PROGRAMMES OF SOCIOLOGY

#### BOLOGNA

Via Zamboni 33 – 40126 Bologna Tel +39 051 2099166 | segscpol@unibo.it

#### FORLÌ

Padiglione Melandri, piazzale Solieri, 1 | 47121 Forlì Tel +39 0543 374809 | segforli@unibo.it

#### PROGRAMMES OF HUMANITIES

#### **BOLOGNA**

Viale Filopanti, 1 (entrata da Mura Anteo Zamboni 2/A) | 40126 Bologna Tel +39 051 2095980 | seglet@unibo.it

#### RAVFNNA

Via Alfredo Baccarini, 27 | 48121 Ravenna Tel +39 0544 936251 | segravenna@unibo.it

#### RIMINI

Via Cattaneo, 17 | 47921 Rimini Tel +39 0541 434234 | segrimini@unibo.it

# Studenti Online

www.studenti.unibo.it

Students can use this portal to manage all activities relating to their University career, through to graduation.

Studenti Online can manage: entrance exams, matriculation, study plans, exams, fees, certificates and self-certification, on-line record book, graduation, change of degree programme, transfers, suspension of studies, withdrawal from studies, international mobility, internships.

#### Studenti Online Help Desk Studenti Online

tel. 051 2099882 | help.studentionline@unibo.it Monday to Friday 9.00 - 13.00 / 14.00 - 17.00

# **Part-time students**

www.unibo.it/PercorsoFlessibile

Students regularly enrolled on a first- or second-cycle degree programme (excluding certain specific programmes) may extend the duration of their studies, taking longer than usual to complete their University career without being considered late or "fuori corso" (past envisaged completion of time for the degree course).

#### "Student-Athlete" status

www.unibo.it/StudenteAtleta

The "Student-Athlete Dual Career" Project seeks to enable exceptional athletes to reconcile their University studies with a career in competitive sports (dual career), allowing them to obtain a level of training that provides assurance of a sound professional future, even after their retirement from athletics, while also pursuing an intensive sporting career and thus reducing the risk of dropping out.

# Service for students with disabilities and SLD

www.studentidisabili.unibo.it

This service supports students with disabilities and specific learning disabilities throughout their studies, from the entrance exam through to graduation. Action guarantees their access to lessons, study materials and exams, identifying the most appropriate solutions for each student, partly via discussions with the teachers concerned.

Students can arrange meetings by appointment, even at the Romagna Campuses, by contacting the operators.

#### Service for students with disabilities and SLD

via Belle Arti 42 – 40126 Bologna

**for students with disabilities in Bologna** tel. 051 2095941/942 | disabili@unibo.it

for students with SLD in Bologna

tel. 051 2095943 | dislessia@unibo.it

Service for students with disabilities and SLD in the Romagna Campuses tel 051 2095942 | ssdd.campusromagna@unibo.it

ER.GO also supports students with disabilities through study grants, barrier-free accommodation, personal support and additional funding to purchase teaching and mobility aids

#### International students

www.unibo.it/StudentiInternazionali see page 33

# **Tutoring**

almaorienta.unibo.it/tutorato

Tutors offer a support to students during their university careers. UNIBO has support tutors in the Student Residences, for degree programmes and for students with disabilities and students with learning disorders.

# Collegio superiore

www.collegio.unibo.it/en

The Collegio Superiore, part of the Institute for Higher Studies (Istituto di Studi Avanzati) along with the Institute of Advanced Studies, offers excellent additional, interdisciplinary training to deserving, highly motivated students who enrol for a Degree Programme at the University of Bologna. Collegiate students are monitored by a professor; they have exchange opportunities with other Italian and international schools of excellence and may reside at the Institute of Advanced Studies (Istituto di Studi Avanzati). They also receive an annual scholarship and other benefits that are determined each year by the Academic bodies. Access to the Collegio is governed by a formal call for applications and students are required to maintain a good record of achievement on both their degree programme and the supplementary courses provided by the Collegio.

#### Collegio Superiore Institute of Higher Education Section

via Marsala 26 – 40126 Bologna tel .051 2099262

secretariat: collegio@unibo.it Facebook: @collegio.superiore

Study and job guidance

# Study and job guidance

# **Study Guidance**

www.unibo.it/Guidance

Guidance services are available on all Campuses for incoming students seeking the right study programme for them and registered students wishing to review their university careers.

# Orièntati con Unibo

www.orientati.unibo.it

This innovative project offers on-line self-guidance paths aiming to help incoming students choose the right study programme.

# MyAlmaOrienta

almaorienta.unibo.it/MyAlmaOrienta

This free App provides guidance on choosing a University career.

#### **Guidance Service Bologna**

largo Trombetti 1 – 40126 Bologna | tel. 051 2099935 orientamento@unibo.it | Facebook: @almaorientaunibo

#### **Guidance Service Cesena**

via Montalti 69 – 47521 Cesena | tel. 0547 338900 orientamento.fc@unibo.it

#### Guidance Service Forli

piazzale Solieri 1 – 47121 Forlì | tel. 0543 374800 orientamento.fc@unibo.it

#### **Guidance Service Ravenna**

via Baccarini 27 – 48121 Ravenna | tel. 0544 936297 campusravenna.tirocini@unibo.it

#### **Guidance Service Rimini**

via Cattaneo 17 – 47921 Rimini | tel. 0541 434369/370/118/251 campusrimini.orientamento@unibo.it

# School-Work experience

The University runs integrated School-Work experience programmes for 3rd, 4th and 5th year secondary school students.

These projects, agreed between the secondary school and the University host structure, enable students to focus their thoughts on possible curricula, transversal competencies and University life in general. The Coordination Office arranges both welcome and wrap-up meetings. Students are accompanied by a tutor from the host structure at all times

 $\frac{almaorienta.unibo.it/scuole-superiori/alternanza-scuola-lavoro}{alternanza.scuolalavoro@unibo.it}$ 

Tel. 051-2099815

# **Curricular internships**

www.unibo.it/CurricularInternships

A curricular internship is an experience that completes the training programme with practical work in structures within or outside the University and qualifies for University educational credits. A curricular internship for dissertation or final examination purposes involves carrying out the practical work necessary to prepare the final report or dissertation, based on a project agreed with the supervisor.

See the degree programme website for information about how to activate an internship, or contact the relevant Internship office.

# Internships abroad - Erasmus+ Mobility for internship

www.unibo.it/it/internazionale/tirocini-estero see page 29

# **Curricular and guidance internships**

www.unibo.it/TirociniFormativi

The University of Bologna offers graduates internship opportunities with businesses, public bodies and professional firms. Although not a working relationship, an internship is an important opportunity to obtain professional training and make initial contact with the world of work.

# The contact details of the Internship Offices can be found on the relevant webpages of the degree programme websites.

This Service is also available at the following Campuses:

Cesena: www.unibo.it/CampusCesena/Tirocini Forlì: www.unibo.it/CampusForli/Tirocini Ravenna: www.unibo.it/CampusRavenna/Tirocini Rimini: www.unibo.it/CampusRimini/Tirocini

# Career guidance

#### www.unibo.it/CareersGuidance

The career guidance services provide tools and assistance to undergraduates and new graduates, helping them to join the job market via: simulated job interviews, on-line self-assessment questionnaires about employability, small group workshops on CV preparation and the identification of personal professional objectives, seminars for enhancing the skills needed to prepare an effective CV, manage job interviews and apply proactive job search techniques.

#### Careers Guidance Service Bologna

largo Trombetti 1 – 40126 Bologna | tel. 051 2088600 orientalavoro@unibo.it

#### **Careers Guidance Service Cesena**

via Montalti 69 – 47521 Cesena | tel. 0574 338900 orientalavoro.fc@unibo.it

#### Careers Guidance Service Forli

piazzale Solieri 1 – 47121 Forlì | tel. 0543 374857/800 orientalavoro.fc@unibo.it

#### Careers Guidance Service Rimini

via Cattaneo 17 – 47921 Rimini | tel. 0541 434118/369/370/251 campusrimini.orientamento@unibo.it

# **Job Placement**

www.jobplacement.unibo.it/en

A service helping graduates and graduating students to get in contact with the job market, aiming to match supply and demand. The on-line tools available include a job vacancy notice board and a CV consultation service for companies. The service runs presentations and assessments, recruiting events and job counselling initiatives.

#### Joh Placement Office

largo Trombetti 1 – 40126 Bologna tel. 051 2099872/99783/98931/88564 jobplacement@unibo.it

#### From the 2017/18 A.Y., all students pay fees based on their ISEE:

www.unibo.it/TuitionFees consult the page to find out how and when to input the ISEE (Economic Condition Indicator) in order to calculate the fee.

The University of Bologna and ER.GO (Regional Authority for the Right to Higher Education) support the right to higher education via calls for applications for benefits and assistance based on income and merit.

# **Unibo** benefits

www.unibo.it/StudyGrants

The University also promotes other incentives, offering the possibility to apply for grants and financial support for Italian and international students.

# Applications for paid student collaboration – 150 hours Right to Higher Education Agreement Office

via delle Belle Arti 42 – 40126 Bologna tel. 051 2094656/642/641 | fax 051 2086167 abis.dirittoallostudio@unibo.it

# Grants and financial aid to deserving students and paid tutoringactivities

#### **Grants and Scholarships Office**

via delle Belle Arti 42 – 40126 Bologna tel. 051 2094637/638/639 | fax 051 2086167 uborstudio@unibo.it Monday, Tuesday, Wednesday, Friday 9.00 – 11.15 Tuesday and Thursday 14.30 – 15.30

# Financial aid to international students (Unibo Action 1 and Unibo Action 2) International Desk

see page 33

# **ER.GO Benefits**

www.er-go.it/eng

The Regional Authority for the Right to Higher Education – ER.GO may be able to help you with your university expenses, through study grants and discounts on meals, residential services, international mobility grants, specific funding and financial support for disabled students.

Every year on the website www. er-go.it (usually from July) calls are published for financial aid granted to students according to set requirements based on income and merit

Please note that applications for financial support have different deadlines to those set for registration.

Either if you are transferring to Bologna University, or if you decide to change your study programme, in order to be granted subsidies or reduced fees, your career will be assessed from the year you first enrolled at university, regardless of the university credits you obtained or of the course year you will be enrolled in. That could lead to the loss of any assigned benefits..

# **ER.GO Bologna and Romagna offices**

Talk to ER.GO

051 19907580

Monday to Friday 9.30 – 16.00

**ER.GO Answers** (www.er-go.it/ErgoRisponde): the answers to the most

frequently asked questions about grants **WRITE TO US**: www.er-ao.it/Scrivici

Chat ER.GO online: www.er-go.it/ErgoOnline

Monday to Friday 8.30 - 10.00

#### Bologna

via Schiavonia 3/A – 40121 Bologna | tel. 051 6436711

#### Cesena

via Montalti 69 – 47521 Cesena | tel. 0547 364311 Thursday 9.30 – 12.30

#### Forlì

piazzale Solieri 1 – 47121 Forlì | tel. 0543 374810 Thursday 14.30 – 16.00

#### Ravenna

via Baccarini 27 – 48121 Ravenna | tel. 0544 936256 Tuesday 10.30 – 13.00 / 14.00 – 17.00

#### Rimini

via Cattaneo 17 – 47921 Rimini | tel. 0541 434196 Wednesday 10.00 – 13.00

To qualify for support, submit an application following the instructions given in the call for applications published in July on the ER.GO website, www.er-go.it and the University of Bologna website www.unibo.it/eng.

## Important information for obtaining benefits

The deadlines for applications are: early August for accommodation, late September for study grants, "150 hour" collaboration contracts and other benefits. Applications for benefits may be submitted even before completing registration to the programme.

The deadlines indicated in the ER. GO calls are binding.

Read the calls for application carefully, to check that you meet the income and merit requirements.

# Contact ER.GO by July 2019 for information about any changes in how to apply for benefits.

Transfers from another University or change of degree programme: the assessment of merit is made with reference to the first year of matriculation, regardless of the course year in which the student is registered. This might result in the loss of benefits. Please read carefully the ER.GO calls for applications.

www.unibo.it/AgevolazioniEconomiche | www.er-go.it

#### UniCredit ad Honorem loan

www.unibo.it/StudentLoan

Renewable annual loans granted to students registered on schedule to their degree programme who meet certain merit requirements.

To apply follow the methods and deadlines given in the call for applications.

# Right to Higher Education Agreement Office

via delle Belle Arti 42 – 40126 Bologna | tel. 051 2094656/646/641 fax 051 2086167 | info.prestitofiduciario@unibo.it

#### **Benefits for international students**

The University offers study grants and waivers to international students based on merit (Unibo action 1 and Unibo action 2). Awards are made following calls for applications that are published from January onwards for matriculation in the following academic year.

www.unibo.it/Admissions

# **University Language Centre - CLA**

www.cla.unibo.it

The Language Centre (CLA) is the reference point for students wishing to learn foreign languages, or Italian as a second language, for personal or academic purposes. In Bologna, Cesena, Forlì, Ravenna and Rimini, students can enroll in language courses delivered in the classroom, or in "blended" (classroom + e-learning) mode to prepare for the foreign language exams required in their degree programme. Self learning programmes and traditional language courses in English, French, German, Spanish and Arabic (only in Bologna) are also available.

# Italian language courses for international students

www.cla.unibo.it/ItalianCourses

The University Language Centre offers Italian language courses starting from A2 level (CEFR) to degree seeking or exchange international students of the University of Bologna. The first course is free with the exception of international students enrolled in Professional Masters and Postgraduate Vocational Training Programmes..

# AlmaEnglish

www.unibo.it/AlmaEnglish

This CLA project offers certification exam preparation courses (IELTS, PET) in English and subsidizes student enrollment in the certification exams.

# Language tests and certifications

The CLA offers testing and certification of students' foreign language competency, to satisfy the requirements of degree programmes and international exchange programmes (Erasmus, Overseas).

Studying Studying

#### CLA - Bologna

#### **Student Services Office**

via Filippo Re 10 – 40126 Bologna | tel. 051 2097750/99890 cla.bo-segreteria@unibo.it

# Classes and language laboratories

piazza San Giovanni in Monte 4 | via Filippo Re 10 e 2/II | via Foscolo 7

# CLA - Romagna Campuses

Cesena: via Martiri della Libertà 14 – 47521 Cesena | tel. 0547 338727 cla.ce-segreteria@unibo.it

Forli: viale Marconi 7 – 47122 Forli | tel. 0543 374350 cla.fo-segreteria@unibo.it

Ravenna: via Oberdan 1 – 48121 Ravenna | tel. 0544 936626 cla.ra-segreteria@unibo.it

Rimini: via Angherà 22 – 47921 Rimini | tel. 0541 434186 cla.rn-segreteria@unibo.it

# BOOK - UniBo Open Knowledge

book.unibo.it

This platform is designed to host MOOCs, on-line distance learning courses on specific topics (development of soft skills, lessons on Italian language and culture). Enrolment for the courses, free and open to all, is followed by the issue on completion of a certificate of participation.

# Libraries

www.sha.unibo.it

The University Library System comprises a broad network of libraries and service points that provide learning support, as well as support for teaching, research, professional and cultural activities. For guidance or help with bibliographic research, either contact the library concerned or use the "Ask the librarian" service (<a href="https://www.chiedialbibliotecario.unibo.it">www.chiedialbibliotecario.unibo.it</a>). It is also possible to use the training and self-training services available on-line or offered by each library (<a href="https://www.sba.unibo.it/Formazione">www.sba.unibo.it/Formazione</a>). University students can also use the libraries of the Municipality of Bologna (<a href="https://www.sba.unibo.it/PrestitoCircolante">www.sba.unibo.it/PrestitoCircolante</a>). There are reciprocal arrangements with these libraries for the free loan of books (<a href="https://www.sba.unibo.it/PrestitoCircolante">www.sba.unibo.it/PrestitoCircolante</a>).

# **Bibliographic resources**

Printed documents and electronic collections can be found from the on-line catalogues (www.sba.unibo.it/CataloghiAteneo) and via Almastart (www.sba.unibo.it/AlmaStart), the University discovery tool. The University offers access to a large collection of electronic resources, which can even be consulted from home.

#### **AlmaRE**

www.sba.unibo.it/it/almare

Collections acquired: databases, electronic magazines, e-books, on-line dictionaries and encyclopaedias that can even be consulted from home using the assigned username and password via EZproxy AlmaRE (www.ezproxy.unibo.it).

# **Alma Digital Library**

www.sba.unibo.it/almadl

Collections produced by the University: dissertations and theses, University magazines and collections, research publications and data, digitised versions of ancient and valuable works

Studying Studying

# **Museums and collections**

www.sma.unibo.it

The University Museum System (SMA) is a coordinated system of facilities for the classification, protection and enhancement of the University's historical, artistic and scientific heritage. There are 14 museums:

- Museum of Palazzo Poggi
- European Museum of Students MEUS
- Specola Museum of Astronomy
- Zoological Collection
- Comparative Anatomy Collection
- Anthropological Collection
- "G. Ciamician" Chemistry Collection
- Geological Collection "G. Capellini Museum"
- Mineralogical Collection "L. Bombicci Museum"
- "L. Cattaneo" Anatomical Wax Collection
- Physical Collection
- Botanic Garden and Herbarium
- Domestic Animal Anatomy Collection
- "Alessandrini Ercolani" Collection of Anatomical Pathology and Veterinary Teratology

#### **University Museum System**

via Zamboni 33 – 40126 Bologna sma.segreteria@unibo.it | sma.musei@pec.unibo.it (PEC)

# AlmaMathematica

almaorienta.unibo.it/AlmaMathematica

The platform offers on-line courses to help prepare for the entrance exams and knowledge assessments for Unibo students and school leavers. It aims to provide teaching support to improve the mathematical skills required to complete Additional Learning Requirements or prepare for an entrance exam requiring basic mathematical skills.

In the forum you can also chat to other students registered on AlmaMathematica or receive assistance from the tutors

#### AlmaMathematica

tel. 051 2094354 | mat.almamathinfo@unibo.it

# **AlmaMathematica Study Tutor**

mat.almamathtutor@unibo.it | Skype: mat.almamathtutor

#### **Distribution lists**

www.unibo.it/DistributionLists

Using this service, students can receive messages, information and any teaching material made available by the professors.

Simply sign up to one or more distribution lists managed via this service.

**Studying** 

# Study rooms

www.unibo.it/StudyMultimediaRooms

The study rooms are available to read, study and collect information material, often also in the evening and at weekends.

# Also available at the Romagna Campuses:

Cesena: www.unibo.it/CampusCesena/SaleStudio Forlì: www.unibo.it/CampusForli/SaleStudio Ravenna: www.unibo.it/CampusRavenna/SaleStudio

Rimini: www.unibo.it/CampusRimini/SaleStudio

# "UNIone", the multi-purpose facility

via Azzo Gardino 33 – 40122 Bologna Monday to Friday 9.00 – 22.00 Saturday and Sunday 11.00 – 19.00

A student centre offering a range of services: classrooms, computer rooms, study rooms, a gym, catering facilities, a co-working area and a video room.

# International mobility for Unibo students

www.unibo.it/InternationalRelations

The University of Bologna offers many different opportunities for study (Erasmus + Mobility for Studies, Overseas) and internships (Erasmus+Mobility for Traineeships) abroad.

# **AlmaRM**

www.unibo.it/AlmaRMSystem

The system implemented by the University of Bologna to manage all student mobility programmes on-line.

# **Erasmus+ Europa**

This mobility programme promoted by the EU enables students to spend a period of study or do an internship at a European University or firm.

# **European Geographical Area Unit**

via Filippo Re 4 – 40126 Bologna postal address: via Zamboni 33 – 40126 Bologna

#### **Erasmus+ Mobility for Studies**

tel. 051 2088100 erasmus@unibo.it Monday, Wednesday, Friday 10.00 – 12.00 Tuesday and Thursday 14.30 – 16.00

# **Erasmus+ Mobility for traineeships**

tel. 051 2088102 erasmus.placement@unibo.it Monday, Wednesday, Friday 10.00 – 12.00 Internationalisation Internationalisation

# **Overseas**

The Overseas programme enables students to carry out part of their University curriculum at a non-EU partner University. This programme, organised independently by the University of Bologna, derives from collaboration agreements signed by Unibo with Universities in non-EU countries.

#### for destinations in North America, Oceania, Russia and Asia Near East, Russia, Asia, Oceania and North America Geographical Area Unit

via Filippo Re 4 – 40126 Bologna mail address: via Zamboni 33 – 40126 Bologna tel. 051 2088480 | fax 051 2086175 diri.area2@unibo.it Monday, Wednesday, Friday 10.00 – 12.00 Tuesday and Thursday 14.30 – 16.00

#### To destinations in Latin America, Africa and the Mediterranean Latin America, Africa, Middle East and Western Balkans Geographical Area Unit

via Filippo Re 4 – 40126 Bologna mail address: via Zamboni 33 – 40126 Bologna tel. 051 2088103 | fax 051 2086175 diri.area3@unibo.it Monday, Wednesday, Friday 10.00 – 12.00 Tuesday and Thursday 14.30 – 16.00

# Erasmus+ Outside the EU

This mobility programme promoted by the EU enables students to spend a period of study at a non-EU University.

# for destinations in the Near East, Russia, Asia, Oceania and North America

# Near East, Russia, Asia, Oceania and North America Geographical Area Unit

via Filippo Re 4 – 40126 Bologna mail address: via Zamboni 33 – 40126 Bologna tel. 051 2088480 | fax 051 2086175 diri.ecw@unibo.it Monday, Wednesday, Friday 10.00 – 12.00 Tuesday and Thursday 14.30 – 16.00

# for destinations in Latin America, Africa, Middle East and Western Balkans

# Latin America and Africa, Latin America, Africa, Middle East and Western Balkans Geographical Area Unit

via Filippo Re 4 – 40126 Bologna mail address: via Zamboni 33 – 40126 Bologna tel. 051 20988103 | fax 051 2086175 diri.ecw@unibo.it Monday, Wednesday, Friday 10.00 – 12.00 Tuesday and Thursday 14.30 – 16.00

Internationalisation Internationalisation

# **Internationalisation on Campus**

www.unibo.it/CampusesInternationalRelations

#### **International Relations Offices**

**Cesena:** via Montalti 69 – 47521 Cesena | tel. 0547 339006

campuscesena.uri@unibo.it

Forli: piazzale Solieri 1 - 47121 Forli | tel. 0543 374847

campusforli.uri@unibo.it

**Ravenna:** via Baccarini 27 – 48121 Ravenna | tel. 0544 936258

campusravenna.internazionale@unibo.it

**Rimini:** via Cattaneo 17 – 47921 Rimini | tel. 0541 434101

campusrimini.relint@unibo.it

# **Incoming exchange students**

www.unibo.it/incoming

# **Exchange Students Desk**

This desk welcomes the incoming exchange students who will spend a period of study at the University of Bologna.

#### **Exchange Students Desk**

via Filippo Re 4 – 40126 Bologna mail address: via Zamboni 33 – 40126 Bologna tel. 051 2088101 | fax 051 2086113 incoming.diri@unibo.it Monday, Wednesday, Friday 10.00 – 12.00

Monday, Wednesday, Friday 10.00 – 12.00 Tuesday and Thursday 14.30 – 16.00

Service available in the Romagna Campuses, at the International Relations Offices

# **International Students**

www.unibo.it/internationalstudents

#### **International Desk**

This desk supports and welcomes international students who register for degree programmes. Study grants and other assistance are also available.

#### International Desk

via Filippo Re 4 – 40126 Bologna mail address: via Zamboni 33 – 40126 Bologna tel. 051 2088101 | fax 051 2086113 internationaldesk@unibo.it Monday, Wednesday, Friday 10.00 – 12.00

Ravenna: www.unibo.it/CampusRavenna/InternationalDesk Rimini: www.unibo.it/CampusRimini/InternationalDesk

# **China Association College**

Tuesday and Thursday 14.30 - 16.00

www.collegiocina.it

A Chinese mother-tongue tutor informs and guides Chinese students wanting to study at the University in Bologna, Forlì, Rimini, Ravenna or Cesena.

# Associazione Collegio di Cina - General secretariat

via Zamboni 25 – 40126 Bologna tel. 051 2099767 | fax 051 2098540 segreteria@collegiodicina.it

# **Cross-cultural Counseling Service**

www.unibo.it/CrossCulturalService

Accommodation www.unibo.it/Accommodations Accommodation

# University residence halls (ER.GO)

www.er-go.it/UnifiedLodgings

Students with the required academic achievements and income can be assigned an accommodation in ER.GO Residences by paying an assisted monthly charge, as provided for by the relevant call for application.

Alternatively, in case of availability, it is possible to book accommodations directly on our "Borsino" (our Online Booking Service), by paying a full charge.

# **ER.GO Bologna and Romagna offices**

Call Centre

051 19907580 Monday to Friday: 9.30 alle 16.00

**ER.GO Risponde** (www.er-go.it/ErgoRisponde): the answers to the most

frequently asked questions

WRITE TO US: www.er-go.it/Scrivici Chat ER.GO online: www.er-go.it/ErgoOnline

Monday to Friday: 8.30 – 10.00

# Online platforms offering student accommodation

www.unibo.it/AccommodationPlatforms

Students who do not meet the requirements to apply for ER.GO assisted accommodation can consult the on-line platform for accommodation available/wanted (www.unibo.it/PiattaformeAlloggi), which helps them to find somewhere to live on favourable terms. Students can also contact the Right to Higher Education Sector for information and advice about rental contracts.

# Registering a rental agreement

www.unibo.it/LeaseContractRegistration

If you have to register a lease contract, or take the place of another student and have to register a new contract, you may contact the Lease Contract Registration Desk at the University, run in collaboration with the Italian Inland Revenue (Agenzia delle Entrate). A tax official will be able to help you; see the opening times published on the web page.

# **Lease Contract Registration Desk Bologna**

via delle Belle Arti 42 – 40126 Bologna tel. 051 2094656/646/641 infoaffitti@unibo.it

# **Lease Contract Registration Desk Rimini**

via Cattaneo 17 – 47921 Rimini | tel. 0541 434234 urp.rimini@unibo.it

www.unibo.it/campusrimini/sportelloaffitti

# Opportunities for international and exchange students

www.unibo.it/alloggiBologna

International and exchange students at the Bologna Campus can use a service dedicated to helping them find accommodation.

Health www.unibo.it/Health Health

# Healthcare for Italian students away from home and international students

www.unibo.it/MedicalAssistance

If you are an Italian student away from your usual place of residence, you may choose a General Practitioner at your Campus, as an alternative to that of your place of residence. To do so, contact the CUP — Central booking service (www.cup2000.it/en) with your ID card and health card.

If you are an international student, consult all the information on how to obtain healthcare assistance in Italy on www.unibo.it/MedicalAssistance.

# **Right to Higher Education Unit**

via delle Belle Arti 42 – 40126 Bologna tel. 051 2094656 | abis.dirittoallostudio@unibo.it

#### **Regional Healthcare Service**

www.saluter.it free call center 800 033 033 CUP bookings: 800 884 888 Monday to Friday 8.30 - 17.30 Saurday 8.30 - 13.30

Italian students away from their usual place of residence, enrolled in Cesena Campus, in Forlì Campus or in Rimini Campus can receive free primary health care from General Practitioners and, at the same time, keep the right to be assisted in their place of residence.

www.unibo.it/AssistenzaSanitariaCesena www.unibo.it/AssistenzaSanitariaForli www.unibo.it/AssistenzaSanitariaRavenna www.unibo.it/AssistenzaSanitariaRimini

# **Accident insurance**

www.unibo.it/InsuranceForStudents

As a student, you are insured against accidents that may occur on the university premises or any other place in which studies and research activities authorised by the University are performed.

#### Insurance Contracts Office

■ via Acri 3 – 40126 Bologna | tel. 051 2098806/807/808

## **Dental** care

www.dibinem.unibo.it/clinicaodontoiatrica

Students may use the dental care services available at the Dental Clinic of the Department of Biomedical and Neuromotor Sciences (DiBiNeM)

The first appointment with the service is free of charge, and a 30% discount is offered on all services with the exception of dental prostheses, orthodontics, maxillofacial prostheses, for which a 10% discount is offered. No discount is available for dental implants.

#### Dental Clinic

via S. Vitale 59 – 40125 Bologna | tel. 051 2088111

Health Health

# **Podiatric care**

# www.dibinem.unibo.it/ambulatoriopodologia

Students can use the podiatric care services available from the Podiatric Teaching Clinic of the Department of Biomedical and Neuromotor Sciences (DiBiNeM). Innovative equipment is available for targeted assessments and analyses of posture, biomechanics and gait, footwear selection and the prescription and production of custom orthotic insoles. There is a 20% discount on all services, including orthotics.

#### **Podiatry Teaching Clinic**

via Pupilli 1, Bologna c/o IOR Istituto Ortopedico Rizzoli 40136 – Bologna tel. 051 6366322

Monday - Thursday: 8.30 - 12.30 / 13.30 - 16.00

Bookings: Monday - Thursday 8.30 - 12.30 / 13.30 - 16.00

Friday: 8.30 – 12.30

# **Psychological support - SAP**

# www.unibo.it/PsychologicalSupport

SAP is a free psychological support service. The Service assists young people with emotional or interpersonal problems, behavioural or affective disorders, or difficulties with their University or working lives. Support is free for all students of the University of Bologna, regardless of age, and all persons aged between 20 and 28 registered with the Bologna USL (local health authority). The Service is also available to all students enrolled at the Cesena, Forlì, Ravenna and Rimini Campuses.

# Secretariat of Clinical Services – Department of Psychology

viale Berti Pichat 5 – 40127 Bologna | tel. 051 2091832/348 dippsic.sap@unibo.it Monday to Friday 9.30 – 12.30

#### SAP Place

viale Berti Pichat 10 – 40127 Bologna | tel. 051 2091910/921

#### Cesena - Guidance Service and Public Relations Office - URP

via Montalti 69 – 47521 Cesena | tel. 0547 338900 urp.fc@unibo.it Monday, Wednesday, Friday 9.00 – 11.15 Tuesday and Thursday 14.30 – 15.30

# Forli - Guidance Service and Public Relations Office - URP

piazzale Solieri 1 – 47121 Forlì | tel. 0543 374800 Monday, Wednesday, Friday 9.00 – 11.15; Wednesday 9.00 – 12.00 or by appointment

#### Ravenna – Public Relations Office – URP

via Baccarini 27 – 48121 Ravenna tel. 0544 936290 | fax 051 2086317 | urp.ravenna@unibo.it Monday, Wednesday, Friday 9.00 – 12.00 Tuesday 9.00 – 12.00 / 14.30 – 15.30 Thursday 14.30 – 15.30, or by appointment

#### Rimini - Public Relations Office - URP

via Cattaneo 17 (second floor) – 47921 Rimini tel. 0541 434369/370 campusrimini.orientamento@unibo.it by appointment

Lunch & Dinner www.unibo.it/CanteensandCatering Lunch & Dinner

# **University canteens**

www.unibo.it/CanteensandCatering

Students can enjoy special rates and discounts in ER.GO canteens and other affiliate bars and restaurants, simply by showing their badge.

On the basis of their income and academic achievements, they can also have a pre-paid contribution to be spent in canteens, as provided for by ER.GO. Announcement on <a href="https://www.er-qo.it">www.er-qo.it</a> every year.

#### Bologna

# **Bononia University Restaurant**

piazza Puntoni 1 | closed: Saturday and Sunday

Servizio di Ristorazione Ingegneria

viale Risorgimento 2 | closed: Saturday and Sunday

#### Servizio di Ristorazione Scuderia

piazza Verdi 2

La Veneta

via Zanolini 41 | closed: Saturday and Sunday

#### Forli

#### Canteen "Campus Forli"

piazzale Igino Lega 2

Many facilities in the cities hosting the university campuses also offer discounts for Unibo students. The list of facilities offering discounts is published on the University Portal.

# **Refreshment Points**

Equipped areas (microwave ovens, drinks vending machines etc.) where students can eat food brought from home or purchased elsewhere.

# Pausa Pranzo @Unibo - Bologna

- via Petroni 33
- via Azzo Gardino 33 (Spazio Polifunzionale UNIone) Monday to Friday: 11.30 – 15.30

# Pausa Pranzo @Le Residenze Universitarie (ER.GO)

- at *Residenza Morgagni*, largo Trombetti 1/2 Bologna I Monday to Friday
- at Residenza ex Hotel Palace, via Roma 47 Rimini I everyday 10.00–24.00

# Refreshment points-Campus Ravenna

- Palazzo dei Congressi, largo Firenze 1 Ravenna I lMonday to Friday: 12.00 –18.00
- at Law building, via Oberdan 1 Ravenna I Monday to Friday:8.30–18.30
- at Medicine building, via San Giovanni Bosco, 1 Faenza (RÅ), Monday to Friday: 8.30 - 18.30
- at Sciences building via Sant'Alberto 163 Ravenna I Monday to Friday:

#### Pausa Pranzo @Campus Cesena

- Refreshment point Ex Arrigoni in Piazzale Aldo Moro at the Psychology building I Monday to Friday: 12.00 – 15.00
- Refreshment point at the new Cesena Campus: Via Pavese, 50 | Monday to Friday: 12.00 - 15.00

# **TPER public transport**

www.unibo.it/agevolezionetperstudenti

Under this new agreement, University students can purchase a Bologna urban area annual pass for 180€ and obtain discounts on long-distance public transport. The University will also make an annual call for applications from 4,000 students wishing to purchase an urban pass at an even lower cost.

# Start Romagna public transport

www.startromagna.it

Students registered to programmes running at Cesena, Forlì, Ravenna and Rimini can use local public transport at discounted rates.

# By train: Trenitalia public transport

www.trenitalia.com

Students enrolled can purchase a  $2^{\rm nd}$  class annual season ticket at a reduced price.

# With "Mi muovo": Integrated transport (train + bus)

www.unibo.it/MiMuovoTravelCard

"Mi Muovo Studenti" is a single annual ticket (train + city bus) at a discount. You can use the regional rail service for a set route (stating the place of departure/arrival) and travel on public transport in the city (trains and buses) in all provincial capitals in Emilia-Romagna, as well as Imola, Faenza and Carpi.

You can purchase "Mi Muovo" in Trenitalia and FER ticket offices in Emilia-Romagna.

# **Sport: CUSB**

www.cusb.unibo.it

Students can become members of the Bologna University Sports Centre – CUSB. CUSB members can practice sports, competitively or otherwise, at University facilities and at external structures, participate in championships and national/international tournaments, rent pitches and use the various CUSB services.

Competitive-level members may even represent the University at the National University Championships. A complete list of activities is available on the CUSB website.

#### CUSB - Bologna secretariat

via San Giacomo 9/2 – 40126 Bologna tel. 051 4212611 cusb.segreteria@unibo.it

and c/o UNIBOSTORE, piazza verdi 2/A

#### CUSB - Cesena secretariat

via Montalti 69 – 47521 Cesena tel. 338 7210837 cusb.ce@unibo.it

#### CUSB - Forlì secretariat

viale Corridoni 20 (Padiglione D, Teaching HUB Forli) tel. 0543 374692 cusb.fo@unibo.it Leisure & opportunities

# Leisure & opportunities

#### **CUSB** - Ravenna secretariat

via Baccarini 27 – 48121 Ravenna tel. 0544 936207 cusb.ra@unibo.it

#### CUSB - Rimini secretariat

via Q. Sella ufficio 2.3 – plesso Alberti – 47921 Rimini tel. 347 3667141 cusb.rn@unibo.it

# **Music: University Choir and Orchestra**

www.collegiummusicumbologna.com

The Collegium Musicum represents the official choirs and orchestra of the University of Bologna. The three choirs (mixed, chamber and female) and a symphony orchestra feature more than 250 members every year, most of whom are Italian or international university students.

# **Collegium Musicum**

via Zamboni 33 – 40126 Bologna tel. 051 2099069 | fax 051 2099068 collegium@unibo.it

# Discounts for cultural events

www.unibo.it/DiscountsCinemasTheatres
www.unibo.it/AgevolazioniEventiCulturali
University students can benefit from discounts on cinema, museum and
theatre tickets, and reductions on entry to events organised by bodies and

# Cultural events: UniboCultura

www.unibo.it/UniboCultura

associations.

The UniboCultura Newsletter lists shows, meetings and cultural events promoted by the University: exhibitions, concerts, master classes, conferences, art shows, music, cinema, dance and theatrical events, poetry readings and science talks.

Updates on the cultural events promoted by the University of Bologna can be obtained by registering for the Newsletter at the webpage www.unibo.it/

# "UNIone", the multi-purpose facility

via Azzo Gardino 33 – 40122 Bologna Monday to Friday 9.00 – 22.00 Saturday and Sunday 11.00 – 19.00

A student centre offering a range of services: classrooms, computer rooms, study rooms, a gym, catering facilities, a co-working area and a video room.

# Leisure & opportunities



www.unibo.it/AssociationsAndCooperatives

Student Associations and Cooperatives can apply for recognition by the University of Bologna by registering with a special register. They can apply to grant schemes for funding.

#### **Promotion of Cultural Activities Office**

via delle Belle Arti 42 – 40126 Bologna tel. 051 2094643 | fax 051 2086167 abis.dirittoallostudio@unibo.it

# Informagiovani Multitasking - Comune di Bologna

www.flashgiovani.it

A workshop and facility where young people can find:

- Information and guidance about employment, training, mobility, etc.
- Thematic meetings
- Language Tandems
- PsyinBO psychological support desk
- Accounting desk
- Careers Guidance Desk
- Videomaker desk
- Internships with the Flashgiovani portal editorial service
- Promotion of youth creativity
- youngERcard, the free regional card for the under-30s living and working in Emilia-Romagna



#### Design

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www.unibo.it/en









