



Fact Sheet - I FIRENZE01 - Università degli Studi di Firenze

Contact Information – Università degli Studi di Firenze (central admin)	
Rector and Head of Institution	Prof. Alessandra Petrucci
Central Erasmus Office (Bilateral Agreements, central organization, monitoring and coordination of Erasmus programs and procedures)	Area Servizi alla Didattica/ Mobilità Studentesca erasmus@adm.unifi.it via della pergola, 60 50121 Firenze Italy
Services for Incoming Students (Enrolment, Transcript of Records)	Erasmus Desk Novoli erasmusdesk-presnovoli@unifi.it Piazza Ugo di Toscana, 5 Building D15 50127 Firenze Opening hours: Monday, Tuesday and Thursday (h 10-13)
Website	www.unifi.it

Contact Information – School of Humanities and Education		
	Humanities	Education
School Erasmus Delegates	Prof.ssa Donatella Pallotti donatella.pallotti@unifi.it	Prof.ssa Rossella Certini rossella.certini@unifi.it
Erasmus Office Coordinators (for nomination and application)	Beatrice Pelacchi, Sonia Torretta erasmus@st-umaform.unifi.it	
Address	Ufficio Relazioni Internazionali - Scuola di Studi Umanistici e della Formazione Via Laura, 48 – second floor, Room 220 50121 Firenze Italia	
School's Website	http://www.st-umaform.unifi.it/	



Academic Calendar 2023-2024		
	Fall semester	Spring semester
Classes	18.09.2023 – 23.12.2023	19.02.2024 – 08.06.2024
Examination session	08.01.2024 – 18.02.2024	10.06.2024 – 21.07.2024
Holidays	24.12.2023 – 07.01.2024	28.03.2024 – 02.04.2024
Italian language course	Free courses are offered for Erasmus students at the Language Centre of the University of Florence. All information can be found here: http://www.cla.unifi.it/ <i>Please note:</i> Italian language courses cannot be included in students' Learning Agreements.	
List of courses	https://www.st-umaform.unifi.it/upload/sub/erasmus/offerta%20formativa%2019-20.pdf ALL the courses at our School are taught in Italian (with the exception of <u>Geography, spatial management, heritage for international cooperation</u> degree course).	
Course load per semester	30 ECTS	
Average credits per course	6 /12 ECTS	
Examination	In order to sit the exams, online registration is necessary. It is possible between 14 and 3 days before the date of the exam. The mark is out of 30, from a minimum of 18 to a maximum of 30. The exams are predominantly oral.	
Courses available for Exchange students	Erasmus incoming students can choose freely from most our School's courses, independently of cycle of study or study area. The only courses that are not allowed are Laboratorio courses and "Conoscenza della lingua XX" courses which are only for domestic students.	



Courses NOT available for Exchange Students	The examinations written on “vecchio ordinamento” (four-year degree courses) - “Conoscenza lingua straniera” or “Ulteriori conoscenze linguistiche” - “Prova finale di laurea” - Please mind that the exam named "laboratorio" is a pass/fail system exam, without grade, only credits (ECTS).
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Application for Exchange Programme 2023/2024		
Nomination Deadline	1 st semester – full year	2 nd semester
	May 31st, 2023	November 30th, 2023
Application Deadline	1 st semester – full year	2 nd semester
	July 15th, 2023	December 31st, 2023
Language Requirements	Students are required to have a proof of level B1 of Italian language. The University of Florence strongly advises foreign students to have a B2 level, as defined by the Common European Framework of Reference for Languages in order to successfully understand the lectures and	



Application Procedure	After the University has officially nominated the students, we will contact the student with further information. <i>Please note:</i> we do not accept students' self-nominations In order to proceed with the application, students will need to send: • a high-quality PDF of the <u>Learning Agreement</u> • a high-quality PDF of the <u>Student mobility Proposal Form</u> (Enrolment Form) • B1 Italian language certificate • high-quality PDF of the passport or national identity card • make sure ALL documents are named with SURNAME_[name of document].pdf The above-mentioned documentation with the signatures and the stamps of your home institution must be sent before the deadline to: erasmus@st-umaform.unifi.it <i>Please note:</i> forms without signatures and stamp will not be approved. All Documentation for the application can be found at the following link: https://www.st-umaform.unifi.it/vp-308-modulistica.html
Required Supporting Documents	In order to complete the enrolment procedure at their arrival in Florence incoming students have to get a Codice Fiscale (Italian Tax Identification Number). Visit this page for further info: https://www.unifi.it/index.php?module=CMpro&func=viewpage&pageid=10833&newlang=eng
Website for application information	https://www.st-umaform.unifi.it/vp-358-application-procedure.html
Accommodation	Unfortunately, the University does not manage any student housing. We strongly suggest students secure accommodation as soon as nominated. Florence is very popular, and affordable rooms are scarce and sell out fast. Check this link for suggested search sites: https://www.st-umaform.unifi.it/vp-385-accommodation.html