



General information package of the University of Macerata (I MACERAT01) for the academic year 2020/2021.

UNIVERSITÀ DEGLI STUDI DI MACERATA - UNIVERSITY OF MACERATA

Erasmus ID code of the Institution	I MACERAT01
Official web page	http://www.unimc.it/it (Italian); http://www.unimc.it/en (English)
Legal Representative of the Institution	Prof. Francesco ADORNATO – Rector – Via Crescimbeni, 30/32 Palazzo Romani Adami - 62100 MACERATA - ITALIA Phone + 39 0733 258.2410 fax +39 0733 258.2689 @: rettorato@unimc.it

INTERNATIONAL MOBILITY OFFICE – UFFICIO MOBILITÀ INTERNAZIONALE

Via Pescheria Vecchia 8, 62100 Macerata - Italia

Home page: http://iro.unimc.it/it/internazionale	Incoming Erasmus: http://iro.unimc.it/en/students/incoming-students/erasmus-incoming-students	@: cri@unimc.it
	Incoming students within Extra UE Bilateral Agreements: http://iro.unimc.it/en/students/incoming-students/students-coming-within-international-agreements	
Delegate of the Rector for International Relations	Prof. Benedetta GIOVANOLA Phone: + 39 0733 2582554 fax +39 0733 258.2530 @: cri@unimc.it	
Head of the International Relations Office	Antonella TIBERI Phone + 39 0733 258.6040 fax +39 0733 258.6039 @: antonella.tiberi@unimc.it	
Incoming students Erasmus+ Study and bilateral agreements Extra UE Erasmus Agreements	Véronique GRUMEL Phone + 39 0733 258.6041 fax +39 0733 258.6039 @: veronique.grumel@unimc.it	
Outgoing students Erasmus+ Study and data processing	Enrico FERRETTI Phone + 39 0733 258.6042 fax +39 0733 258.6039 @: enrico.ferretti@unimc.it	
Outgoing students bilateral agreements Extra UE	Paola LANDI Phone +39 0733 258.6044 fax +39 0733 258 6039 @: paola.landi@unimc.it	
Outgoing students Erasmus+ exam recognition	Anna BITTARELLI Phone +39 0733 258.6067 fax +39 0733 258 6039 @: anna.bitarelli@unimc.it	
Outgoing students Erasmus+ Traineeship Grant payment		

ERASMUS DEPARTMENTAL COORDINATORS

ERASMUS+ PROGRAMME				
Name	Fields	Tel. Department	Fax. Department	e-mail
Prof. Carmen VITALE (L-1&L-15-Bachelor students) (LM-89-Master students) (LM-49-Master students)	Cultural Heritage & Tourism SFBCT Department	+39 0733 258 5816	+39 0733 258 5927	carmen.vitale@unimc.it
Marco DONDERO (L-19/LM-85) (L-M85 bis)	Education SFBCT Department	+39 0733 258 5932	+39 0733 258 5915	marco.dondero@unimc.it
Prof. Nicoletta MARINELLI	Economics Economics and Law Department	+39 0733 258 3222	+39 0733 258 3205	nicoletta.marinelli@unimc.it
Prof. John Francis McCOURT	Languages Humanities Department	+39 0733 258 4062	+39 0733 258 4380	johnfrancis.mccourt@unimc.it
Prof. Gennaro CAROTENUTO	Literature, History and Philosophy Humanities Department	+39 0733 258 4014	+39 0733 258 4380	gennaro.carotenuto@unimc.it
Prof. Antonella NARDI	Business Studies with Languages Humanities Department	+39 0733 258 4372	+39 0733 258 4380	antonella.nardi@unimc.it
Prof. Maria Elena PANICONI		+39 0733 258 4398		mariaelena.paniconi@unimc.it
Prof. Fabrizio MARONGIU BUONAIUTI (classe LMG/01)	Law	+39 0733 258 2642	+39 0733 258 2566	f1.marongiubuonaiuti@unimc.it
Alessio BARTOLACELLI (classi L-14 e LM-63 -sede di Jesi- e L-39 e LM-87 -sede di Macerata-)	Law / Giurisprudenza Department	+39 0733 258 2454		alessio.bartolacelli@unimc.it
Prof. Mathilde ANQUETIL	Political Sciences and Communication Studies SPOCRI Department	+39 0733 258 2527	+39 0733 258 2530	mathilde.anquetil@unimc.it



EXTRA UE _ BILATERAL AGREEMENTS COORDINATORS

EXTRA UE BILATERAL AGREEMENTS			
Name	Country	University Partner	e-mail Coordinator UNIMC
Prof. Arianna FERMANI	Argentine	National University of Litoral, Santa Fe	arianna.fermani@unimc.it
Carla CAROTENUTO	Argentine	Universidad Nacional de Quilmes	carla.carotenuto@unimc.it
Carla CANULLO	Argentine	Universidad de Buenos Aires	carla.canullo@unimc.it
Uoldelul CHELATI DIRAR	Australia	La Trobe University	uoldelul@unimc.it
Carla CAROTENUTO	Australia	U. N. E. The University of New England	carla.carotenuto@unimc.it
Massimo MECCARELLI	Brazil	Universidade Federal de Santa Catarina (UFSC)	massimo.meccarelli@unimc.it
Arianna FERMANI	Brazil	State University of Maringá	arianna.fermani@unimc.it
Viviana GABALLO	Brazil	Universidade Estadual Paulista (UNESP)	viviana.gaballo@unimc.it
Andrea CALIGIURI	Brazil	Universidade Comunitaria de Regiao de Chapecó (UNOCHAPECO)	andrea.caligiuri@unimc.it
Andrea CALIGIURI	Brazil	Complexo de Ensino Superior de Santa Catarina (CESUSC)	andrea.caligiuri@unimc.it
Andrea CALIGIURI	Brazil	Universidade Federal de Minas Gerais (UFMG)	andrea.caligiuri@unimc.it
Andrea CALIGIURI	Brazil	Universidade de São Paulo (USP)	andrea.caligiuri@unimc.it
Valerio Massimo DE ANGELIS	Canada	Dalhousie university	valerio.deangelis@unimc.it
Angelo VENTRONE	China	Università degli Studi Esteri del Guangdong	angelo.ventrone@unimc.it
Angelo VENTRONE	China	Zhejiang Yuexiu University of Foreign Languages	angelo.ventrone@unimc.it
Giorgio TRENTIN	China	Chengdu Institute Sichuan International Studies University (CISISU)	gtrentin@tiscali.it
Giorgio TRENTIN	China	Hebei Normal University of Science and Technology	gtrentin@tiscali.it
Francesca SPIGARELLI	China	Human University	spigarelli@unimc.it
Andrea CALIGIURI	China	Chinese Academy of Social Sciences (CASS)	andrea.caligiuri@unimc.it
Francesca SPIGARELLI	China	Università Normale di Pechino- Scuola di Economia e Amministrazione	spigarelli@unimc.it
Francesca SPIGARELLI	China	Università di Chung-Ang-Facoltà di Giurisprudenza	spigarelli@unimc.it
Benedetta GIOVANOLA	China	Renmin University of China - School of International Studies	benedetta.giovanola@unimc.it
Ermanno CALZOLAIO	China	(RPC) Shanghai University of Political Science and Law	ermanno.calzolaio@unimc.it
Benedetta GIOVANOLA	Japan	Kanagawa University	benedetta.giovanola@unimc.it
Francesca SPIGARELLI	Republic of Korea	Chung-Ang University - Seoul	francesca.spigarelli@unimc.it
Prof. Francesco ADORNATO / Benedetta GIOVANOLA	Russia	MGIMO University	benedetta.giovanola@unimc.it
Prof. Francesco ADORNATO / Benedetta GIOVANOLA	Russia	Southern Federal University (SFEDU)- Rostov-on-Don	benedetta.giovanola@unimc.it
Francesca SPIGARELLI	United States of America (USA)	Florida Gulf Coast University	spigarelli@unimc.it



--	--	--	--

GENERAL INFORMATION (UNIVERSITY OF MACERATA)

HOME PAGE	http://www.unimc.it/en?set_language=en
ERASMUS STUDENTS WEB PAGE	Erasmus students: http://iro.unimc.it/en/students/incoming-students/erasmus-incoming-students
INTERNATIONAL STUDENTS COMING FROM EXTRA UE BILATERAL AGREEMENTS WEB PAGE	International students coming in the framework of Extra UE Bilateral Agreements: http://iro.unimc.it/en/students/incoming-students/students-coming-within-international-agreements
ERASMUS STUDENTS ENROLLMENT PROCESS	<p>APPLICATION PROCEDURE Students must be nominated by their home university as soon as possible and no later than the 30th June for Semester 1 (fall semester/full year) and the 15th November for Semester 2 (spring semester). Please email veronique.grumel@unimc.it with students "full names, email, subject area & Agreement ISCED code and semester of the mobility". Then students will receive a welcome email from UNIMC with information about how to apply online for Academic Year 2020/21.</p> <p>ON-LINE APPLICATION FORM http://iro.unimc.it/en/students/incoming-students/erasmus-incoming-students/erasmus-incoming-students/administrative-procedures/before-arrival</p> <p>ERASMUS INCOMING HOME PAGE http://iro.unimc.it/en/students/incoming-students/erasmus-incoming-students/erasmus-incoming-students/administrative-procedures/before-arrival</p> <p>LETTER OF ACCEPTANCE The University of Macerata does not automatically send official acceptance letters. All nominated students covered by Student Mobility numbers featured in the Bilateral Erasmus Agreements are automatically accepted. The letters of acceptance will be sent only for Extra EU students who need a visa for Italy. If acceptance letters are required the sending University has to address a specific request to veronique.grumel@unimc.it</p> <p>Please, note that the Extra EU students coming from a European University do not longer need to apply for a residence permit within 8 days from their arrival in Italy but only need to fill in a Declaration of Presence for the Police Headquarters in Macerata. To fill in the Declaration of Presence, the students will need to attach a copy of their residence permit issued by the country where they study.</p>
INTERNATIONAL STUDENTS COMING FROM EXTRA UE BILATERAL AGREEMENTS ENROLLMENT PROCESS	<p>APPLICATION PROCEDURE Students must be nominated by their home university as soon as possible and no later than the 30th June for 1st Semester (fall semester/full year) and the 15th November for 2nd Semester (spring semester). Please email veronique.grumel@unimc.it with students "full names, email, subject area of the Agreement and semester of the mobility". Then students will then receive a welcome email from UNIMC with information about how to apply online for Academic Year 2020/21.</p> <p>ON-LINE APPLICATION FORM http://iro.unimc.it/en/students/incoming-students/students-coming-within-international-agreements/enrollment-process</p> <p>EXTRA UE INCOMING STUDENTS WITHIN INTERNATIONAL AGREEMENTS HOME PAGE http://iro.unimc.it/en/students/incoming-students/students-coming-within-international-agreements</p> <p>LETTER OF ACCEPTANCE The letters of acceptance will be sent only for Extra EU students, who need a visa for Italy. If acceptance letters are required, the sending University has to address a specific request to veronique.grumel@unimc.it</p> <p>Please, note that the Extra EU students who will stay in Italy for more than 3 consecutive months need to apply for a residence permit within 8 days from their arrival in Italy.</p>
APPLICATION DEADLINES For ALL INCOMING students	1° semester or full Academic Year: JUNE, 30TH 2° semester: NOVEMBER, 15TH (the date was postponed from 30 th October because of the Covid-19 epidemic situation)
SEMESTER DATES	<p>STARTING DATES 1° semester: 1st week of October 2° semester: 2nd /3rd week of February http://iro.unimc.it/en/students/incoming-students/erasmus-incoming-students/erasmus-incoming-students/didactics/academic-calendar</p>



<p>LIST OF COURSES AVAILABLE</p>	<p>The University of Macerata has five Departments:</p> <ul style="list-style-type: none"> - Education, Cultural Heritage and Tourism; - Political Sciences, Communication and International Relations; - Law; - Humanities – language, mediation, history, literature, philosophy; - Economics <p>All International/Erasmus students have to choose the MAJORITY of their courses and ECTS/credits within the field of study of the relevant Bilateral Agreement. However if necessary they may also choose a MINORITY of their courses and ECTS/credits from other departments in order to widen the choice of courses available to them. It is important that the courses chosen will run during the semester they will be in Macerata as some courses only run in either the first or the second semester.</p> <p>http://iro.unimc.it/en/students/incoming-students/erasmus-incoming-students/didactics/courses</p> <p>Furthermore, you have the possibility to take exams of both the Bachelor's degree (Laurea Triennale, indicated with L) and Master's degree (Laurea Magistrale, indicated with LM).</p>
<p>ERASMUS STUDENTS LEARNING AGREEMENT</p>	<p>The Learning Agreement (before/during/after the mobility) has to be signed by the student, by the responsible/coordinator at the sending institution and by the responsible/ coordinator at the receiving institution.</p> <p>Any modification to the Learning Agreement needs to be agreed by the three parties.</p> <p>The responsible/coordinator at University of Macerata is the <u>Erasmus departmental Coordinator (list above)</u>. The student has to refer to the Erasmus departmental Coordinator corresponding to the field of study of the relevant Bilateral Agreement.</p> <p>The maximum amount of credits rule:</p> <ul style="list-style-type: none"> - A full-time study workload per semester is 30 credits - A full-time study workload for the full year is 60 credits
<p>INTERNATIONAL STUDENTS COMING FROM EXTRA UE BILATERAL AGREEMENTS LEARNING AGREEMENT</p>	<p>The Learning Agreement has to be signed by the student, by the responsible/coordinator at the sending institution and by the responsible/ coordinator at the receiving institution.</p> <p>The responsible/coordinator at the University of Macerata is the <u>Extra UE Bilateral Agreement Coordinator (list above)</u>.</p> <ul style="list-style-type: none"> - A full-time study workload per semester is 30 credits - A full-time study workload for the full year is 60 credits
<p>ERASMUS STUDENTS ITALIAN LANGUAGE AND CULTURE COURSES</p>	<p>The official language at the University of Macerata is the Italian language.</p> <p>The MINIMUM RECOMMENDED LEVEL OF ITALIAN LANGUAGE is A1 of the European Framework</p> <p>Students will be expected to have reached at least a A1 level in the Italian language and <u>provide a certificate</u> for Italian language (minimum A1 of the European Framework).</p> <p><u>The CLA (University Language Center) will decide about the validity of the certificates.</u></p> <p>Please find below the list of certificates that the university of Macerata will recognize as valid:</p> <ol style="list-style-type: none"> 1. CELI - Università per Stranieri di Perugia / CVCL: www.cvcl.it 2. CILS - Università per Stranieri di Siena / Centro CILS: http://cils.unistrasi.it/ 3. IT - Roma Tre / Ufficio della Certificazione – Dipartimento di Linguistica: www.certificazioneitaliano.uniroma3.it 4. PLIDA - La Società Dante Alighieri / Progetto PLIDA: http://www.societadantealighieri.org/it/ <p>The certificates have to be released after 1 January 2015 Other types of certificates will not be accepted.</p> <p>The certificates have to be sent in attachment with the Application form from September, 22th to November,15th</p> <p>If the certification is NOT APPROVED by the CLA, or if the student CANNOT PROVIDE a certificate for Italian language (minimum A1 of the European Framework), the student will have to take a compulsory entrance test of the Italian Language Proficiency (see below).</p> <p>Students who have not an international certificate validated by the CLA and need to perform the online placement test</p> <p>Students who have not submitted an International certificate of Italian language approved by the CLA have to register on the platform http://CLAcourses.unimc.it/ from the 22th of September to the 15th of November 2020.</p> <p>With the information provided during the registration (email + password) you have to carry out the placement test via the link http://moodle.unimc.it, at the end of which you are redirected to the courses' page http://clacourses.unimc.it which, based on the result obtained, allows you to enrol at the corresponding level's course.</p> <p>Students who have to attend the compulsory intensive Italian language course A0 / A1 level</p> <p>The student who does not pass the placement test, that means does not reach the minimum level A1, has to attend a 50-hour intensive Italian language course, which is compulsory, but free of charge. The course will take place in Macerata either in September (for students who arrive during the first semester) or in Mid-January (for students who arrive during the second semester), before University lectures begin.</p>



	<p>COMPULSORY INTENSIVE ITALIAN LANGUAGE COURSE– 50 hours of basic level A0-A1</p> <ul style="list-style-type: none"> • First semester/fall semester: from September 14th 2020 until October 08th 2020; • Second semester/spring semester: from 25th January 2021 until 19th February 2021. Students should arrange their arrival to Macerata accordingly. <p>To be able to take the final exam, the student must attend 75% of the on-site classes (38 hours). If you pass the final exam, you have 8 CFU/ECTS.</p> <p><u>We remind all the international students (Erasmus and Bilateral Agreements) that they can ONLY attend Italian language courses organized by the CLA (University Linguistic Center) and not by the university Departments.</u></p> <p>DURING THE FIRST AND THE SECOND SEMESTER - 40 hours of level A2/B1/B2/C1</p> <p>ENROLLEMENT at the Italian language courses of level A2/B1/B2/C1</p> <ul style="list-style-type: none"> • The students must register in advance on the platform: http://CLAcourses.unimc.it/ • With the information provided during the registration (email + password) the students have to carry out the placement test via the link http://moodle.unimc.it. • At the end of the test the students will be redirected to the courses' page http://CLAcourses.unimc.it/ which, based on the result obtained, allows the students to enroll at the corresponding level's course. <p>To be able to take the final exam, the student must attend 75% of the onsite classes (30 hours min.). If you pass the final exam, you have 8 CFU/ECTS.</p> <p>More information about Italian Language courses is available at the following links: http://iro.unimc.it/en/students/incoming-students/erasmus-incoming-students/minimum-recommended-level-of-italian-and-english-language http://iro.unimc.it/en/students/incoming-students/erasmus-incoming-students/erasmus-incoming-students/italian-language-courses/information http://iro.unimc.it/en/students/incoming-students/erasmus-incoming-students/erasmus-incoming-students/italian-language-courses/italian-language-courses-free-on-site-courses</p>
<p>ERASMUS STUDENTS <i>COURSES TAUGHT IN ENGLISH</i></p>	<p>The MINIMUM RECOMMENDED LEVEL OF ENGLISH LANGUAGE is B1 of the European Framework</p> <p>We wish to draw your attention to the fact that only a few courses are taught in English here in Macerata. In order to attend courses taught in English, students will be required to have a good level of English language (B1 recommended). The students have to send a certificate of English proficiency in attachment with the application form.</p> <p>Attention: Students who don't have any previous Italian language knowledge must attend the intensive Italian course for beginners, even if all the courses that they will follow in Macerata are entirely held in English. This Italian course is a way to facilitate the students' integration, as the official language in Macerata is Italian and not English.</p>
<p>INTERNATIONAL STUDENTS COMING FROM EXTRA UE BILATERAL AGREEMENTS ITALIAN LANGUAGE AND CULTURE COURSES</p> <p><i>COURSES TAUGHT IN ENGLISH</i></p>	<p>The official language at the University of Macerata is the Italian language. Therefore, in order to succeed in an academic context, it is essential that students quickly develop a working knowledge of the language and we strongly advise students to begin studying the language before they come to Macerata. All students who want to attend an Italian Language Course will have to take a compulsory entrance test of the Italian Language Proficiency. The entrance test will be organized on-line.</p> <p>How to register at the compulsory entrance test of the Italian Language Proficiency:</p> <ul style="list-style-type: none"> • From 22th of September to the 15th of November 2020, the students must register in advance at the online services of the University of Macerata through the link: http://CLAcourses.unimc.it/ • Then the student must log in to the test platform (with username and password provided during the registration) at the link http://moodle.unimc.it and carry out the placement test. • At the end of the test, the student will be directed to the web page: http://clacourses.unimc.it and will be able to enroll to the corresponding course level based on the obtained results. <p>We wish to draw your attention to the fact that only a few courses are taught in English here in Macerata. In order to attend courses taught in English, students will be required to have a good level of English language (B1 recommended). You can send a certificate of English proficiency in attachment which shows your level (at least level B1, the certificate can be released also from your University) with the application form.</p>
<p>ACCOMMODATION</p>	<p>There are very few rooms available in University Residences. Students who want to get a room must tick the relevant section on the application form (first come first served).</p> <p>In mid-July / mid-December, students will receive an e-mail that will inform them if they have been assigned or not an accommodation in the University Residences.</p>



	<p>We offer some places in the University residences but the majority of our incoming students finds a room in private flats (average rent 150,00-350,00 Euros per month). Students usually check, by themselves or supported by their Italian Erasmus Buddies, the offers on our on-line notice boards and see the available flats when they are in Macerata. Furthermore, students can also ask help and support to Macerasmus, which is always available to help incoming students in University and everyday life. http://iro.unimc.it/en/students/incoming-students/erasmus-incoming-students/erasmus-incoming-students/macerasmus-esn-erasmus-student-network</p> <p>All information on accommodation (university residences and private flats) are available on: http://iro.unimc.it/en/students/incoming-students/erasmus-incoming-students/erasmus-incoming-students/accommodation-1</p>
<p>VISA & POLICE REGISTRATION</p>	<p>For NON-EUROPEAN students only:</p> <p>Please, note that the NON-EUROPEAN students coming from a EUROPEAN UNIVERSITY who will stay in Italy for more than 3 consecutive months do not longer need to apply for a residence permit within 8 days from their arrival in Italy but only need to fill in a Declaration of Presence for the Police headquarters in Macerata. To fill in the Declaration of Presence, the students will need to attach a copy of their residence permit issued by the European country where they study.</p> <p>Please, note that the NON-EUROPEAN students coming in the framework of an EXTRA UE BILATERAL AGREEMENT, who will stay in Italy for more than 3 consecutive months must apply for a E.U. Residence Permit for Study Reasons within 8 days from their arrival in Italy.</p> <p>All the information is available on the following link: http://iro.unimc.it/en/students/incoming-students/erasmus-incoming-students/erasmus-incoming-students/practical-information/police-registration</p>
<p>INSURANCE</p>	<p>All students must possess a health insurance certificate valid in Italy for the entire duration of their stay in the country. This applies to both EU and Non EU citizens. We advise students to come to Italy with this health insurance in order to avoid delays relating to the delivery of the residence permit for the Extra EU students. The documents will have to be readable and written in Italian or in English. All the information is available on the following link: http://iro.unimc.it/en/students/incoming-students/erasmus-incoming-students/erasmus-incoming-students/practical-information/italian-healthcare-system</p>
<p>HOW TO REACH MACERATA and the INTERNATIONAL MOBILITY OFFICE</p>	<p>http://iro.unimc.it/en/students/incoming-students/erasmus-incoming-students/erasmus-incoming-students/practical-information/travel-information</p>
<p>OTHER REMARKS</p>	<p>Macerata is located in central Italy, in the Marche region. It rises up on a hill of 313 meters, 30 km away from the Adriatic sea and 60 km from Umbria-Marche Apennines. It is an ideal position that allows students to travel all over the country. The University of Macerata since its foundation in 1290, plays a very remarkable role. It is one of the oldest university in Italy, boasts more than 13.000 students and five Departments to choose from, which are located within the medieval walls of the old centre. Macerata is an art town, with a typical medieval atmosphere and high quality of life. "International", "young" and "friendly" are commonly-used words to describe this city. The historical centre cultural vivacity invites you to learn something about the past or to enjoy a meal or a drink in a wide choice of cafes and bars.</p> <hr/> <p>- THE APP "ITALIAMO" Before coming to Macerata, students who desire to learn basic Italian and improve their knowledge of the Italian culture could download the app ItaliAmo, created by the Italian Ministry of Foreign Affairs, available at the following link: iOS https://itunes.apple.com/us/app/italiamo/id1341662965?l=it&ls=1&mt=8 Android https://play.google.com/store/apps/details?id=com.italia.ovosodo</p> <p>ItaliAmo is interactive, fun and intuitive! The language course is structured as a travel through Italy and its Regions, along with Leo and Lisa, two characters that resemble the well-known Leonardo Da Vinci and Monna Lisa. Each stage consists of four sections: dialogue, phrases, exercises and culture. Nowadays, the App is available only in English and Chinese but later this year it will be translated in other languages.</p> <p>Surely, ItaliAmo is a very useful tool to learn basic Italian before your arrival to Macerata.</p>