



Information Sheet for Exchange Programme at Università degli Studi di Firenze 2022-2023

| Contact Information – Università degli Studi di Firenze (central offices) | |
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| Rector and Head of Institution | 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 |
| Incoming Services (for Transcript of records) | Erasmus Desk - Novoli erasmusdesk-presnovoli@unifi.it Piazza Ugo di Toscana, 5 Building D15 50127 Firenze |
| Website | www.unifi.it |

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



| Academic Calendar 2021-2022 (to be confirmed) https://www.st-umaform.unifi.it/vp-136-calendario-didattico.html | | |
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| | Fall semester | Spring semester |
| Classes | 12.09.2022 – 02.12.2022 | 20.02.2023 – 06.06.2023 |
| Examination session | 09.01.2023 – 19.02.2023 | 16.06.2023 – 23.07.2023 |
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| 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/vp-302-offerta-formativa-della-scuola.html Most of teaching at Scuola di Studi Umanistici e della Formazione is carried out in Italian (with the exception of Geography , spatial management , heritage for international cooperation 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 all our School's courses, independently of cycle of study or study area. | |



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| Courses <u>NOT</u> available for Exchange Students | <ul style="list-style-type: none">- Exams marked as “vecchio ordinamento” (four-year degree courses)- “Conoscenza lingua straniera” or “Ulteriori conoscenze linguistiche”- “Prova finale di laurea” <p>Please also mind that workshops (called "laboratorio") do not provide a final grade, just a pass/fail assessment.</p> |
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| Application for Exchange Programme 2020/2021 | | |
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| Nomination Deadline | 1 st semester – full year | 2 nd semester |
| | May 31st, 2021 | November 30th, 2022 |
| Application Deadline | 1 st semester – full year | 2 nd semester |
| | July 15th, 2022 | January 15th, 2023 |
| Language Requirements | We require a minimum of B1 level of Italian according to the Common European Framework of Reference for Languages (CEFR). Students has to provide a proof of level B1 of Italian language. | |
| Application Procedure | <p>After the University has officially nominated the students, we will contact the student with further information. <u>Please note:</u> we do not accept students' self-nominations</p> <p>In order to proceed with the application, students will need to send:</p> <ul style="list-style-type: none">• <u>Learning Agreement</u>• <u>Student Mobility Proposal Form</u> (Enrolment Form)• B1 Italian language certificate• copy of passport or national identity card <p>The above-mentioned documentation with the signatures and the stamps of your home institution must be sent before the deadline.</p> <p><u>Please note:</u> forms without signatures and stamp cannot be approved.</p> <p>All documentation for the application can be found at the following link: https://www.st-umaform.unifi.it/vp-308-modulistica.html</p> | |



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| Required Supporting Documents (can be brought by the student when he/she comes to Florence) | In order to complete the enrolment procedure at their arrival in Florence incoming students have to get also the Codice Fiscale (Italian Tax Code) |
| Website for application information | https://www.st-umaform.unifi.it/vp-358-application-procedure.html |
| Accommodation | Unfortunately, there is no accommodation service for incoming Erasmus student. Some advice at: https://www.st-umaform.unifi.it/vp-385-accommodation.html |