



Università  
Ca' Foscari  
Venezia

We |  
come!



# INTRODUCTION

Dear student,

We warmly welcome you to Ca' Foscari University of Venice. We are glad that you have chosen our University and we hope that you will find rewarding in terms of education and personal development to study in our institution.

The Welcome Guide has been written to present Ca' Foscari University and assist you in your preparations for coming to Venice. It contains a lot of practical and detailed information about what to expect once you arrive. It is intended to be a guide to dip into whenever you need some information over the first few weeks but it will also be useful throughout your stay in Venice.

Any contribution from you is precious and it will allow us to improve our services and to understand if our efforts are going in the right direction. We would be grateful if you could provide any suggestions, comments, proposals to the following e-mail address: [International@unive.it](mailto:International@unive.it)

Thanks for your attention.

Student's Service Division  
Dott. Mario Magliari and the staff

# CA' FOSCARI HISTORICAL PROFILE

Ca' Foscari University of Venice has a national and international outstanding reputation for academic excellence in both teaching and research.

Founded on 6 August 1868 as the first Italian high school devoted to commerce and economics, it has grown and developed new relevant subject areas. The Faculty of Foreign Languages and Literatures was established in 1954, while the Faculties of Humanities and Chemistry were created in 1969. In 1990, the latter finally became the present Faculty of Science.

Since its foundation, the University has been housed in a remarkable fifteenth-century palace on the Grand Canal. Nevertheless many university seats are now hosted by various buildings all around Venice.

Ca' Foscari is now a modern and well-renowned university which offers a wide range of teaching and research activities across four main subject areas: economics, languages, science and humanities.

The Faculty of Economics provides innovative teaching programmes combining economics (theory, methods and models) with legal, mathematical and statistical subjects, with management and business. A strong operative connection is then established with areas such as tourism and information technology.

The Faculty of Foreign Languages and Literatures offers teaching programmes in 17 Western and 23 Eastern languages and literatures. The teachings offered by the Faculty cover a wide variety of cultural fields, such as: philology, language teaching, history, tourism, archaeology, philosophy and religion.

The Faculty of Humanities provides programmes in the areas of philosophy, psychology and pedagogy, history, philology, literature, anthropology and sociology.

The Faculty of Science consists of three main subject areas: chemistry – with particular focus on physical chemistry – environment and information technology.

At the moment, after the reorganization of the university academic structure, implemented by the Italian Higher Education Reform, Ca' Foscari offers 23 first level and 32 second level degrees, 13 first level masters courses, 9 second level masters courses, 16 doctoral research programmes and a specializing programme for secondary school teachers.

The students regularly enrolled at Ca' Foscari are about 17,600 at the moment, with 560 professors. The new graduates are 3,300 every year.

Ca' Foscari provides 19 academic departments, 10 research centres, an efficient library system providing access to 700,000 books and 400,600 periodicals and an extensive network of PCs and workstations.

Moreover, the University carries out research, consulting and training activities for public and private organizations; it is involved in partnerships with several Venetian cultural institutions and associations in the framework of scientific information, training and research. Every year almost 300 cultural and scientific events are organized by Ca' Foscari. It also joins other universities, public and private institutions, centres and groups: it is a partner in the Venice International University (VIU), Consorzio Venezia Ricerche, VEGA Scientific and Technology Park, La Chimica per l'Ambiente, CORILA, CISET and others.

Ca' Foscari has important contacts with national and international institutions and research centres in the framework of both training experiences for students and teachers (ERASMUS and LEONARDO DA VINCI programmes) and individual scientific agreements between some specific departments.

# THE ITALIAN UNIVERSITY SYSTEM (DM 509/99 and DM 270/2004)

Since 1999, Italian university studies have been reformed so as to meet the objectives of the “Bologna process”. The university system is now organised in 3 cycles: the *Laurea*, the 1<sup>st</sup> cycle academic degree, grants access to the 2<sup>nd</sup> cycle, and the *Laurea specialistica/magistrale*, the main degree of the 2<sup>nd</sup> cycle, gives access to 3<sup>rd</sup> cycle courses awarding the *Dottorato di ricerca*. In addition to the three sequential degrees mentioned above, the system offers other programmes with their respective degrees.

**First cycle.** First cycle studies consist exclusively in *Corsi di Laurea*, aimed at guaranteeing students an adequate command of general scientific methods and contents as well as specific professional skills. The general access requirement is the school-leaving qualification awarded on completion of 13 years of global schooling and after the relevant State examinations; also equivalent foreign qualifications may be accepted. Admission to individual degree courses may be subject to specific course requirements. *Laurea* courses last 3 years. The *Laurea* (1st degree) is awarded to students who have earned 180 credits; the completion of a training period and the defence of a thesis may also be required. The *Laurea* grants access to competitions for the civil service, to regulated and non-regulated professions, and to 2nd cycle courses.

**Second cycle.** Second cycle studies include the following typologies:

A) *Corsi di Laurea specialistica/magistrale*; they are aimed at providing students with an advanced level of education for the exercise of a highly qualified activity in specific areas. Access is usually by a *Laurea* or a comparable foreign degree; admission is subjected to specific course requirements determined by individual universities; workload: 120 credits; length: 2 years. The awarding of the degree, *Laurea magistrale* (2nd cycle degree of the “Bologna

process”) is conditional on the defence of a thesis. The change of the name from *Laurea specialistica* into *Laurea magistrale* was decided in 2004.

A limited number of 2<sup>nd</sup> cycle programmes (dentistry, human medicine, pharmacy, veterinary medicine, architecture, law), are defined *Corsi di Laurea specialistica/magistrale a ciclo unico* (one-block LS/LM courses); access is by the school-leaving diploma or a comparable foreign qualification; admission is subject to selective entrance exams; each degree course is organised in just one-block of 5 years and 300 credits (only human medicine requires 6 years and 360 credits). All *Laurea specialistica/magistrale* grant access to competitions for the civil service, to regulated and non-regulated professions, research doctorate programmes and all the other degree courses of the 3<sup>rd</sup> cycle.

B) *Corsi di Master universitario di primo livello*.

They consist in advanced scientific courses or higher continuing education studies open to the holders of a *Laurea* or a comparable foreign degree; admission may be subject to additional conditions. Length: minimum 1 year; workload: 60 credits at least. The *Master universitario di primo livello* does not give access to the 3<sup>rd</sup> cycle.

**Third cycle.** Third cycle studies include the following typologies:

A) *Corsi di Dottorato di Ricerca* aim at training students for very advanced scientific research; they adopt innovative teaching methodologies, updated technologies, training periods abroad and supervised activities in specialized research centres. Admission requires a *Laurea specialistica magistrale* (or a comparable foreign degree) and to pass a specific competition; studies last a minimum of 3 years; the doctoral student must work out an original dissertation to be defended in the final examination.

B) *Corsi di specializzazione* are devised to provide students with knowledge and abilities as requested in the practice of highly qualified professions; they mainly concern medical, clinical and surgical specialities. Admission requires a *Laurea specialistica/magistrale* (or a comparable foreign degree) and the passing of a competitive examination; course length varies in relation to subject fields. The final degree, *Diploma di specializzazione*, gives the right to the title as "specialista".

C) *Corsi di Master universitario di secondo livello* consist in advanced scientific courses or higher continuing education studies, open to the holders of an LS or a comparable foreign degree. Length: minimum 1 year; workload: 60 credits at least.

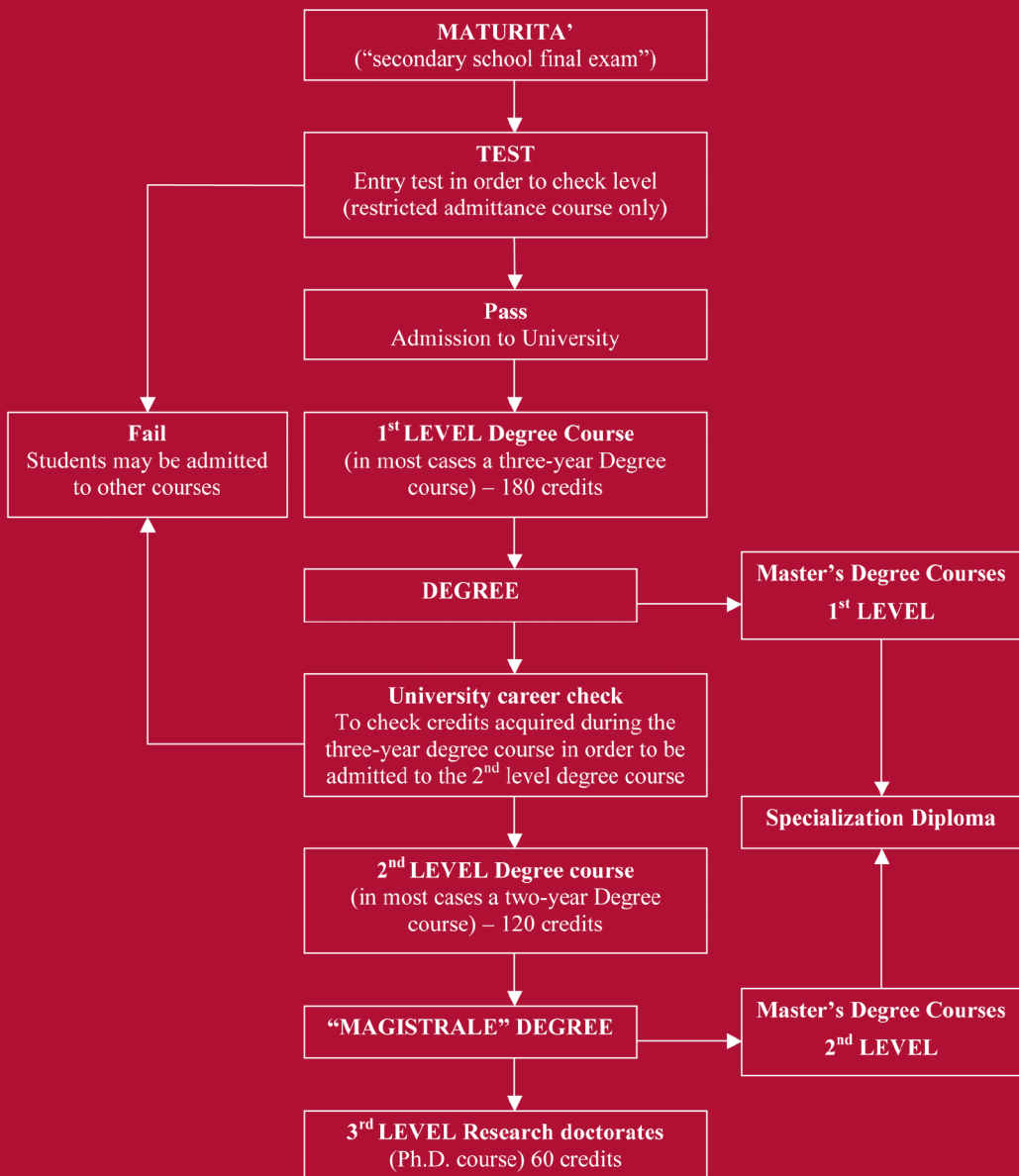
Credits: degree courses are usually structured in credits. A university credit generally corresponds to 25 hours of global work per student, time for personal study included. The average workload of a full time student is conventionally fixed at 60 credits per year.

Classes of degree courses: all degree courses sharing educational objectives and teaching-learning activities are organised in groups called *classi*. The content of individual degree courses is autonomously determined by universities; however, when establishing a degree course, individual institutions have to adopt some general requirements fixed at national level. Degrees belonging to the same class have the same legal validity.

Academic titles: the *Laurea* confers the title *Dottore*; the *Laurea specialistica/magistrale* that of *Dottore Magistrale*; the *Dottorato di Ricerca* that of *Dottore di ricerca*.

Joint degrees: Italian universities may establish degree courses in cooperation with foreign partner universities; on completion of integrated curricula joint or double/multiple degrees are awarded.

# ITALIAN UNIVERSITY SYSTEM CHART



# CA' FOSCARI'S FACULTIES

## **Faculty of Economics**

The faculty of Economics is one of the most prestigious in Italy, boasting a great tradition in the field of economics and business studies. Ever since it was founded, its teachers have included economists and historians of economics of outstanding renown, such as Francesco Ferrara, Fabio Besta, Gino Zappa and Gino Luzzatto. In 1971, together with the Luigi Bocconi University of Milan, it was the first to be authorised to introduce a degree course in business studies.

Today the Faculty teaches general economics (theory, methods and models, policies and applied economics), law, business and management studies, as well mathematics and statistics. Furthermore, particular areas and problems are studied such as tourism, foreign trade, the application of computer science and statistics to business management.

The principal location of the Faculty is in the new campus of San Giobbe, an area in the north-west of Venice, where the Aula Magna, the Dean's offices, three departments belonging to the field of economics will soon be added.

## **Faculty of Letters and Philosophy**

In just over thirty years, the young Faculty of Letters and Philosophy in Venice has managed to grow and create its own specific profile distinct from that similar faculties that exist in Veneto. The traditional range of studies in the Faculty is that of the degree courses in Literature, History and Philosophy with the addition, in the last few years, of the other courses of social and artistic nature as well as in the conservation of architectural and cultural heritages.

The Dean's office is in the heart of the city of Venice and the activities and student life all take place within the departments and the new library which are all situated in the Malcanton Marcorà complex, in the district of Dorsoduro, near the main Ca' Foscari site.

## **Faculty of Foreign Languages and Literature**

The Faculty of Foreign Language and Literature is one of the oldest in Italy and it is also the only one to offer such a broad range of Western and Oriental languages: no less than thirty-three, ranging from Albanian literature and language to Urdu, Manchu, Sanskrit and Serbo-Croatian all with their own syllabuses following different lines of study: literally, philological, linguistic-foreign language teaching, cultural, historical, artistic for tourism or archaeological-artistic and philosophical-religious. As well as languages, literature and corresponding culture, the Faculty also offers courses of history, the civilisation and art history of the geographical areas in question, and rich programmes in Italian studies and linguistics to philology and language teaching. It recently introduced a course in Italian sign language (US), the non-verbal language of the Italian deaf community.

## **Faculty of Mathematics, Physics and Natural Science**

The origins of the Faculty of Mathematics, Physics and Natural Science go back to the Faculty of Industrial Chemistry, which was founded in the Seventies. Today the fields of study have expanded rapidly, resulting in the three main areas: chemistry, environmental science and computer science. Teaching and laboratories are currently moving from Santa Marta in Venice to the mainland in Mestre, which is to become the scientific pole of the university and is already home to the Department of Computer science and laboratories of advanced research.

# PROGRAMMES AND COURSES

## UNDERGRADUATE DEGREE COURSES

### Faculty of Economics

#### Unlimited places

- Economics and Business
- Economics and Management (English language)
- Economics and Management of Tourism
- Statistics and Computer Science for Business Management

#### Limited places

- Business Administration
- Foreign Trade

### Faculty of Humanities

#### Unlimited places

- Conservation of Cultural Heritage and Performing Arts Management
- Letters (Arts / Humanities)
- History
- Performing Arts and Media Studies
- Philosophy
- Sciences of Society and Social Service

### Faculty of Foreign Languages and Literature

#### Unlimited places

- Contemporary Language and Civilisation
- Language and Culture of the Mediterranean and the Middle East
- Language and the Science of Language
- Language, Culture and Society of Eastern Asia

#### Limited places

- Linguistic and Cultural Mediation

### Faculty of Science

#### Unlimited places

- Chemistry
- Environmental Sciences
- Industrial Chemistry
- Informatics (Computer Science)
- Material Science
- Technologies for the Conservation and the Restoration

## POSTGRADUATE DEGREE COURSES

### Faculty of Economics

- Accounting and Finance
- Business Administration
- Economics
- Economics and Finance

- International Trade Economics
- Marketing and Communication
- Statistics for Business Management

### Faculty of Humanities

- Cultural Anthropology, Ethnology, Ethnolinguistics
- Italian Philology and Literature
- Philosophical Sciences
- Work, Social Citizenship, Interculturality
- Musicology and Performative Arts
- Ancient Civilisations: Literature, History and Archaeology
- History from Middle Ages to Present Times
- History of Arts and Conservation of Artistic Heritage

### Faculty of Foreign Languages and Literature

- Comparative International Relations
- Editorial Interpreting and Translation
- European, American and Postcolonial Language and Literature
- Language and Culture of Eastern Asia
- Language and Financial and Legal Institutions of Eastern Asia
- Science of Language
- Southwest Asia: Language, Culture and Institutions

### Faculty of Science

- Chemistry
- Chemical Sciences for Conservation and Restoration
- Industrial Chemistry
- Informatics (Computer science)
- Material Science
- Environmental Sciences

### Inter-Faculty Courses

- Economics and Management of Arts and Cultural Activities

### Inter-College Courses (In collaboration with the University of Padua)

- Life-long Education Sciences
- Religious Studies
- History and Management of Archival and Bibliographic Heritage

# **INTERNATIONAL MOBILITY OFFICE**

Address:

Dorsoduro, 3246 - 30123 Venice, Ca' Foscari  
Palace, 1<sup>st</sup> floor

Link:

[http://www.unive.it/nqcontent.cfm?a\\_id=8020](http://www.unive.it/nqcontent.cfm?a_id=8020)

The International Mobility Office deals with students and faculty members coming to Ca' Foscari University in the frame of either the Erasmus programme or Cultural Exchanges programmes:

Within EU programmes such as Erasmus students/teaching staff

Within bilateral agreements between Ca' Foscari University and a foreign institution as exchange students

Within an external scholarship (governmental, from foundations, etc.) as students/researchers

And it deals with candidates for degree programmes long term studies and double and joint degree programmes.

## **CONTACTS**

### **Erasmus**

Phone: +39041 234 7570/ 7572

E-mail: [erasmus@unive.it](mailto:erasmus@unive.it)

Fax: +39041 234 7567

### **Exchange students**

Phone: +39041 234 7571

E-mail: [international@unive.it](mailto:international@unive.it)

Fax: +39041 234 7567

### **International Students for Degree Programmes**

Phone: +39041 234 7575

E-mail: [international@unive.it](mailto:international@unive.it)

Fax: +39041 234 7567

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# STUDYING AT CA' FOSCARI UNIVERSITY OF VENICE

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# ERASMUS STUDENTS

The Erasmus programme meets the educational needs of all students of European Universities allowing them to live cultural experiences abroad, to get to know a new educational system, to study a new foreign language and to get in touch with students from other countries. Ca' Foscari University has participated to LLP Erasmus programme since 1987.

## Checklist

Before you leave home there are some documents you have to prepare. Please read this Welcome Guide carefully, along with any other university information you have been sent, taking any action that is required. To help you we have prepared a checklist covering the key areas you need to think about:

## Before you leave your Country

Arrange the following:

- Valid identification document for expatriation;
- VISA (if applicable): remember to ask the International Mobility Service for an official university acceptance letter;
- Accommodation;
- Evidence of recent medical check-up (Certificate of Good Health for sporting activities);
- European Health Insurance Card (T.E.A.M. card) issued by your National Health Authorities (for EU students) or health insurance (for non- EU students).

## Arriving at Ca' Foscari University

Come first to the International Mobility Service (please check the opening hours or phone us to arrange a meeting).

You will be given:

- your Ca' Foscari University Student Card, which will entitle you to attend the courses and use the library and the canteens;
- a username (which corresponds to the ID number - Matricola) and password to access the university computer services. These can only be accessed after the student has been registered;

- the student record book;
- a registration certificate;
- the university e-mail address;

## During your stay

- check the academic timetable and the location of the different University buildings. Please look at the website: [www.unive.it](http://www.unive.it);
- check the procedures to enrol at the University Language Centre in order to attend Italian language courses.

## Extension

Foreign students who wish to request an extension of their study period at Ca' Foscari University must provide the International Mobility Service with the authorisation from their home university (an e-mail is sufficient).

## Before you leave Venice

Come back to the International Mobility Service with the student record book in order to get your transcript of records (the certification of the examinations taken during your Erasmus mobility period at Ca' Foscari). It can happen that the transcript of records is sent after the completion of your study period in Venice because it is issued when all examinations are accurately recorded.

All effort is made to send it within a reasonable time.

## JOINT DEGREE AND DOUBLE DEGREE STUDENTS

The Ca' Foscari University of Venice offers students many occasions regarding double degrees programmes and Erasmus Mundus Programmes, to study and improve their studies abroad. Studying abroad offers students the chance to acquire quality education, competence and experience that will enable them to find placement in an international market.

The double/joint degree is an integrated study programme established by two or more universities. It allows students to attend a part of their university career at the University Ca' Foscari of Venice and another at a partner university, thus achieving an Italian and a foreign qualification at the same time. The students selected can stay abroad from one to two semesters depending on the agreements made with partner universities. Students are asked to pursue a specific study plan, according to the decisions made by lecturers responsible at partner universities.

Erasmus Mundus is a cooperation and mobility programme for higher education, promoted by the European Commission in 2003 (under decision n. 2317 on 5.12.2003). Its general aim is to encourage European education in the world, making it more appealing. It supports joint, second - cycle European courses at the European level (in which at least 3 European universities are involved) and offers scholarships funded by the European Union. These scholarships are addressed to students from non-EU and EU countries, who wish to study outside Europe.

Students who have been selected to pass a study period in Venice must contact the International Mobility Office to carry out the administrative documentation required.

## BILATERAL AGREEMENT STUDENTS

Visiting students may study at Ca' Foscari University even as cultural exchange – programme students. In that case students would be selected by their universities on the basis of bilateral cultural exchange agreements that Ca' Foscari University stipulated with such foreign universities.

Bilateral cultural exchange agreements are constructed for the purpose of achieving and maintaining a common interest of study and research.

Useful information can be found at the web page <http://www.unive.it> > English version > International Students > Exchange Students, where the procedure you have to follow is available with the enclosed documents.

The documents to be presented in order to complete the enrolment are as follows:

- Application form (with two passport-size photos)
- Transcript of records
- Learning agreement
- Copy of a valid ID or passport
- If possible, a sending university professor's presentation letter

Please notice the forms must be filled in, signed and sent to our office (if you want, it is possible to send them first by fax and then by post)

Documents MUST be sent by your University International Mobility Office, they must be sent with a presentation letter written by the above mentioned office.

Please, download the zip-file version of the Application Form and of the Learning Agreement, and try to type as much information as you can.

### Deadlines

15th July - Full Year/First Semester students (First Semester: from September to January)  
15th December - Second Semester students (Second Semester: from February to July)

# INTERNATIONAL STUDENTS

## Courses Information

Information about the courses offered will be available at a later stage and in any case not before June or one or two weeks before the beginning of the courses .

The programmes of the courses and the lecture hours are at the web page:

[http://www.unive.it/nqcontent.cfm?a\\_id=7725](http://www.unive.it/nqcontent.cfm?a_id=7725)

If you need more information or details concerning your programme of study. Once in Venice, you could speak to a Tutor for Foreign Students, who will help you to choose the courses you would like to follow and how they are organized.

Exchange students at Ca' Foscari university are eligible to apply to Venice International university, too. Information about courses and their application procedure are at <http://www.univiu.org>.

Only a few courses at the Faculty of Economics and all the courses at the V.I.U (Venice International University) are taught in English. In order to successfully attend courses, it is highly recommended an intermediate level of knowledge of Italian language at the beginning of the exchange period.

Courses of Italian language for foreign students are offered by CLA (Centro Linguistico di Ateneo). Students can enter those courses paying a very cheap fee.

## Important

When you arrive in Venice you are requested to come to the International Mobility Service — Ca' Foscari main building, Dorsoduro 3246 — 30123 Venezia for the enrolment.

Before your arrival you will be asked to arrange an appointment with the International Mobility officer.

## Introduction

If you are an International student and would like to enrol at our University for an entire degree course, the administrative procedures you have to follow are different, depending on your status of:

- EU citizen residing in any Member State
- Non-EU citizen with valid Italian residence status
- Non-EU citizen residing abroad

### 1. Eu Citizen Residing in any Member State

Citizens of one of the Member States of the European Union: Austria, Belgium, Bulgaria, Cyprus, Denmark, Estonia, Finland, France, Germany, Great Britain, Greece, Ireland, Latvia, Lithuania, Luxembourg, Malta, Holland, Portugal, Poland, Czech Republic, Romania, Spain, Sweden, Slovakia, Slovenia, Hungary. You are considered the same as an EU citizen if you are a citizen from Norway, Iceland, Liechtenstein and Switzerland.

### 2. Non-Eu Citizen with Valid Italian Residence Status

If you are a non-EU citizen, but reside in Italy and you are in possession of:

Residence card or residence permit for dependent or independent job, for family reasons, for political or humanitarian asylum, for religious reason.

Residence permit of any kind, with qualification obtained in Italy or abroad, though equivalent.

If you are political refugee or staff on duty in the foreign diplomatic delegations and in the international bodies having their headquarters in Italy – recognised by the Italian State or the Holy See – and relevant dependency burden, limited to the consort and children.

### 3. Non-Eu Citizen Residing Abroad

Citizens of a non-EU state residing abroad at the time of submission of the University pre-enrolment application. Your enrolment is limited to some places available for foreigners that is defined by each course of study on a yearly basis. The University pre-enrolment application must be addressed to the Italian Authorities of your country of residence, within the deadline defined by the Ministry Circular.

For any further info visit the website: <http://www.study-in-italy.it> or write an e-mail to: [international@unive.it](mailto:international@unive.it)

#### Enrolment on the Undergraduate and Postgraduate Degree Courses

1. If you are a EU citizen residing in any Member State, you can enrol at the University courses without any limitation, provided you are in possession of a valid and recognised qualification and you pass any possible admission tests, if required by the degree course chosen. Then, you will have to address to the Administrative Service with the following documents:

For enrolment on **Undergraduate Degree course** (that is the Italian "Triennale" Degree course):

Secondary school leaving qualification (original).

If such document is not Italian:  
official translation of the school leaving certificate in Italian;

authentication of the school leaving certificate;

declaration of value of the school leaving certificate.

The authentication and "declaration of value" must be carried out by the Italian Authorities in the awarding country. However, the official translation, if performed in the country of origin, must be confirmed by the Italian Authorities

abroad; if the translation is performed in Italy you should address to your local Court, or to the official or sworn translators, or to the diplomatic delegations -in Italy- of the country where the document has been issued.

Academic eligibility certificate, if required for university admission in your country of origin, or self-certification.

Any certificates attesting to partial academic studies or non-University post-secondary qualifications (with the exams passed and the official documentation about the relevant syllabi, to obtain a course curtailment or to complete the years of schooling needed for the diploma) and a certificate attesting withdrawal from studies.

Two photos;

Duly completed enrolment form.

Receipt of the pre-enrolment on the degree course.

Payment receipt of the first instalment of the fees, made at a Post Office (payment is recommended only after the above-mentioned documents have been checked by the Administrative Service).

For enrolment on **Postgraduate Degree course** (that is the Italian "Magistrale" Degree course) you will have to address to the Administrative Service with the following documents:

Original degree certificate.

If such document is not Italian:

official translation of the qualification in Italian;

authentication of the qualification;

declaration of value of the qualification.

The authentication and declaration of value must be carried out by the Italian Authorities in the awarding country. However, the official translation, if performed in the country of origin, must be confirmed by the Italian Authorities abroad; if the translation is performed in Italy you should address to your local Court, or to the official or sworn translators.

Certificate issued by the Academic competent Authority, duly confirmed by the Diplomatic Delegation, attesting to the exams passed and detailed syllabus and hours of theoretical and practical activities for each subject course.

Identity document.

Two photos;

Enrolment form duly completed and undersigned.

Payment receipt of the first instalment of the fees, made at a Post Office (payment is recommended only after the above-mentioned documents have been checked by the Administrative Service).

Receipt of the pre-enrolment on the degree course.

The **deadlines for enrolment** are the same as for Italian students:

Degree courses with unlimited admittance:

from August 1st to October 17th 2008;

Degree courses with limited admittance and entrance tests: as established in each public announcement available on the website:

<http://www.unive.it>

For further information, the University has a special office that helps international students deal with all the administrative aspects related to the enrolment: Ca' Foscari, Dorsoduro 3246, Venezia, First floor, open on Tuesday 9.30 – 12.30; Wednesday 9.30 – 12.30 and 2.30 – 4.30 pm; Friday 9.30 – 12.30.

To contact: Call Center 041 2347575, e-mail: [international@unive.it](mailto:international@unive.it)

2. If you are a non-EU citizen with valid Italian residence status, the enrolment procedure is the same as for the Italians. If you fall within one of the conditions described on the previous page, your enrolment at the University is not subject to any limitations, except for the limited-admission courses.

## **How to Enrol in a General Degree Course or Specialist Degree Course**

To enrol on **Undergraduate Degree courses** (that is the Italian "Triennale" Degree course) come to the Administrative Service with the following documents:

Residence permit that shows your regular status;

Secondary school leaving qualification (original);

If such document is not Italian:

official translation of the school leaving certificate in Italian;

authentication of the school leaving certificate;

declaration of value of the school leaving certificate.

The authentication and declaration of value must be carried out by the Italian Authorities in the awarding country. However, the official translation, if performed in the country of origin, must be confirmed by the Italian Authorities abroad; if the translation is performed in Italy you should address to your local Court, or to the official or sworn translators, or to the diplomatic delegations - in Italy- of the country where the document has been issued.

Academic eligibility certificate, if required for university admission in your country of origin or self-certification.

Any certificates attesting to partial academic studies or non-University post-secondary qualifications (with any detail of the exams passed and the official documentation about the relevant syllabi, to obtain a course curtailment or to complete the years of schooling needed for the diploma) and a certificate attesting withdrawal from studies.

Two photos;

Duly completed enrolment form.

Receipt of the pre-enrolment on the degree course.

Payment receipt of the first instalment of the fees, made at a Post Office (payment is

recommended only after the above-mentioned documents have been checked by the Administrative Service).

For enrolment on **Postgraduate Degree** (that is the Italian "Magistrale" Degree course) come to the Administrative Service with the following documents:

Original degree certificate.

If such document is not Italian:

official translation of the qualification in Italian;

authentication of the qualification;

declaration of value of the qualification.

The authentication and declaration of value must be carried out by the Italian Authorities in the awarding country. However, the official translation, if performed in the country of origin, must be confirmed by the Italian Authorities abroad; if the translation is performed in Italy you should address to your local Court, or to the official or sworn translators.

Certificate issued by the Academic competent Authority, duly confirmed by the Diplomatic Delegation, attesting to the exams passed and detailed syllabi and hours of theoretical and practical activities for each subject course;

Identity document;

Two photos;

Payment receipt of the first instalment of the fees, made at a Post Office (payment is recommended only after the above-mentioned documents have been checked by the Administrative Service dedicated to International Students).

Duly completed and undersigned enrolment form.

The **deadlines for enrolment** are the same as for Italian students:

Degree courses with unlimited admittance:

from August 1st to October 17th 2008;

Degree courses with limited admittance and entrance tests: as established in each public announcement available on the website:

<http://www.unive.it>

For further information, the University has a special office that helps international students deal with all the administrative aspects related to the enrolment: Ca' Foscari, Dorsoduro 3246, Venezia, First floor, open on Tuesday 9.30 – 12.30; Wednesday 9.30 – 12.30 and 2.30 – 4.30 pm; Friday 9.30 – 12.30.

To contact: Call Center 041 2347575, e-mail: [international@unive.it](mailto:international@unive.it)

3. If you are a non-EU citizen residing abroad, i.e. you are a citizen of a non-EU state and reside abroad at the time of submission of the University pre-enrolment application, your enrolment is limited to some places available for foreigners that is defined by each course of study on a yearly basis.

The University pre-enrolment application must be addressed to the Italian authorities of your country of residence, within the deadline defined by the Ministry Circular.

For enrolment on **Undergraduate Degree courses** (that is the Italian "Triennale" Degree course), you must submit to such Authorities: secondary school leaving qualification (original, which you will have back as authenticated);

certificate attesting to the successful result of the academic eligibility test, if required for university admission in your country of origin; any certificate attesting to partial academic studies or non-University post-secondary qualifications (with any detail of the exams passed and the official documentation about the relevant syllabi, to obtain a course curtailment or to complete the years of schooling needed for the diploma) and a certificate attesting withdrawal from studies.

Two photos;

The same Italian Authorities abroad will take care of:

authentication of the school leaving certificate and declaration of value of the school leaving certificate (these should be

carried out by the Italian Authorities of the awarding country, if different from that of the country of residence);  
authentication of one of the photos.

For enrolment on **Postgraduate Degree courses** (that is the Italian "Magistrale" Degree course), you must submit to such Authorities: secondary school leaving qualification (original, which you will have back as authenticated);  
original degree certificate (which you will have back as authenticated);  
certificate of the studies carried out, with any detail of the exams taken;  
translation and authentication of each syllabus; two photos;  
The same Italian Authorities abroad will take care of authentication of the degree certificate, of the certification of exams and syllabi and declaration of value of the school leaving certificate and degree certificate (these should be carried out by the Italian Authorities of the awarding country, if different from that of the country of residence);

The Degree Course Evaluation Board will assess the above documentation and pass its judgement on the suitability to enrol on the Postgraduate Degree within a short time. Any documents written in a foreign language must be accompanied by official translations in Italian. Should the translation be carried out by local translators, it must be confirmed by the relevant Italian Authorities, otherwise it can be carried out by the local Court, by official or sworn translators, or by the Diplomatic Delegations in Italy representing the Country where the document was originally issued.

You will be required to take a test in Italian language on 2nd September 2008, a Italian language test and any admission test required for the course of study with limited admission.

If you have one of the qualifications specified in Annexe 2 of the Ministerial Circular providing for the regulations concerning the enrolment of foreign students on the University courses, you do not need to take the Italian language test.

Those who completed less than twelve years of school prior to University must also provide for a translated and authenticated certificate of the studies completed, even though partial, specifying the exams taken, from which - added to the number of University years- you obtain a total number of twelve.

In case of partial studies, the certificate must also specify that you are no longer enrolled at the University of origin.

The **deadlines for enrolment** are the same as for Italian students:

Degree courses with unlimited admittance: from August 1<sup>st</sup> to October 17<sup>th</sup> 2008;

Degree courses with limited admittance and entrance tests: as established in each public announcement available on the website: <http://www.unive.it>.

For further information, the University has a special office that helps international students deal with all the administrative aspects related to the enrolment: Ca' Foscari, Dorsoduro 3246, Venezia, First floor, open on Tuesday 9.30 – 12.30; Wednesday 9.30 – 12.30 and 2.30 – 4.30 pm; Friday 9.30 – 12.30.

To contact: Call Center 041 2347575, e-mail: [international@unive.it](mailto:international@unive.it)

### **Financial aid for international students from outside the European Union**

International students from outside the European Union have the same rights to the services and procedures for the right to education as Italian students.

The student's economic and financial situation must be certified with the relative documentation issued by the respective authorities of the country in question and must

## MINISTERO AFFARI ESTERI (MAE) SCHOLARSHIP

be translated into Italian by the Italian authorities responsible for the area. For countries with difficulties in issuing certified documentation by the local Italian Embassy, this can also be done by the relative foreign diplomatic authorities or consuls in Italy and legalised by the prefectural offices.

As regards eligibility for benefits, foreign students are recognised no matter where they reside in Italy, unless their family of origin resides in Italy.

As regards the evaluation of the economic conditions of students who have been recognised as political and stateless refugees, if existing, only income and property in Italy is taken into consideration.

Students with a Ministero degli Esteri scholarship must enrol at the International Mobility office immediately after their arrival in Venice. Students will need the following documents to enrol: a copy of your passport, a copy of the document proving your status as MAE scholarship student, a copy of the letter inviting you sent by the Ca' Foscari professor concerned (if issued), two recent passport photos. Students will be asked to fill in an application form containing information about the activities they intend to carry out during their period at Ca' Foscari. The International Mobility office will send the necessary documents to the MAE in compliance with Ministry instructions in order to enable the scholarship to be paid out.

# ACADEMIC CALENDAR 2008/2009

## Holidays

21<sup>st</sup> November (Madonna della Salute)  
 Christmas Holidays:  
 from 24<sup>th</sup> December 2008 to 7<sup>th</sup> January 2009  
 Easter Holidays:  
 from 9<sup>th</sup> to 15<sup>th</sup> April 2009

## Bank holidays in Italy

1<sup>st</sup> November;  
 8<sup>th</sup> December;  
 25<sup>th</sup> April;  
 1<sup>st</sup> May;  
 2<sup>nd</sup> June.

<b>FACULTY OF ECONOMICS</b>			
<b>Term 1</b>		<b>Term 2</b>	
15 September – 31 October 2008	Courses	16 February – 04 April 2009	Courses
03 – 08 November 2008	Exams	06 – 18 April 2009	Exams
10 November – 10 January 2009	Courses	20 April – 06 June 2009	Courses
12 January – 14 February 2009	Exams	08 June – 11 July 2009	Exams
		31 August – 12 September 2009	Exams
<b>FACULTY OF FOREIGN LANGUAGES AND LITERATURES</b>			
<b>Term 1</b>		<b>Term 2</b>	
22 September – 20 December 2008	Courses	16 February – 23 May 2009	Courses
19 – 31 January 2009	Exams 1°	08 – 20 June 2009	Exams 1°
02 – 14 February 2009	Exams 2°	22 June – 04 July 2009	Exams
2°		31 August – 19 September	Exams
<b>FACULTY OF HUMANITIES</b>			
<b>Term 1</b>		<b>Term 2</b>	
15 September – 18 October 2008	Courses	16 February – 21 March 2009	Courses
27 October – 08 November 2008	Exams	30 March – 18 April 2009	Exams
10 November – 13 December 2008	Courses	20 April – 23 May 2009	Courses
07 January – 14 February 2009	Exams	01 June – 31 July 2009	Exams
		24 August – 12 September 2009	Exams
<b>FACULTY OF SCIENCE</b>			
<b>Term 1</b>		<b>Term 2</b>	
08 – 20 September 2008	Precourse	23 February – 30 May 2009	Courses
22 September – 20 December 2008	Courses	08 June – 18 July 2009	Exams
12 January – 21 February 2009	Exams	01 – 12 September 2009	Exams

# VISA

## EU Students

According to the Italian law, starting from April 11th 2007, EU-citizens are allowed to move without restrictions throughout Italy without applying for the stay permit for a period of 90 days.

During the first 3 months of stay there is no law requirement to fulfil, provided you have a valid identity document.

## Non-EU Students

According to the Italian law it is no more necessary to apply for a stay permit for stays in Italy of less than 90 days but you will have to register your presence following one of the above mentioned procedures: in case you entered in Italy from a non-Schengen border, you will have to declare your presence to the Border Authority; in case you entered in Italy from a Schengen border, the declaration must be presented, within eight working days from the day of the arrival, to the competent Police headquarters.

# HEALTH INSURANCE

## European citizens or equivalent

The European Health Insurance Card (EHIC) entitles you to medical treatment in all European Union States. If you don't have a health card you should contact the health service in your country prior to your departure for Italy and ask for your healthcare cover to be extended to Italy. Free health treatment includes: GP appointments, emergency medical service in case of illness, accident or maternity (costs are covered by your country of residence). For more information go to the Venice health authority site: <http://www.ulss12.ve.it>



# TAXPAYER CODE AND STAY PERMIT

## Non-EU citizens

When applying for a permit of stay non-EU students are required to provide proof of health insurance certified by the Italian Consulate or Embassy. Students without health insurance will be required to purchase an Italian health insurance policy when applying for their permit of stay. The insurance policy must: cover emergency treatment and/or emergency admission (Casualty Ward services); cover the entire period of stay in Italy; provide for the return journey to the country of residence in case of serious illness; be written in English or translated into Italian and legalised by the Italian Embassy (if drawn up with a foreign insurance company); also be valid for Schengen states.

Alternatively, non-UE students may request the standard cover of the Italian Health Service by going to a post office and paying 149.77 euros into the Veneto Region current account. Cover is valid from 1st January to 31st December and includes free GP appointments and specialist visits following payment of a subsidised fee (known as a "ticket"). After paying for healthcare cover you will need to register at your local health authority office (ASL). After registering and receiving your health card you can choose your GP.

If you have a dual nationality (Italian) and are going to become an Italian resident you will be entitled to free healthcare. In this case you will need to go to the *Azienda Provinciale per i Servizi Sanitari* (Provincial Health Services Authority) taking your Italian passport and proof that you have applied to the Comune for residence.

For further information, please visit the site: <http://www.ulss12.ve.it>

In compliance with Italian laws, within 8 working days from the day of the arrival in Italy all non-EU citizens who hold a study visa for our country must apply for a study residence permit.

Here below the exact procedure you will have to follow for applying.

Briefly:

1. Go to to Agenzia delle Entrate in Campo Sant'Angelo to get the Codice Fiscale (Taxpayer code) that is necessary to fill out the residence permit application. Bring along:
  - Ca' Foscari enrolment certificate
  - Passport along with your visa.



Taxpayer code is a personal identity document with a univocal alphanumeric code that is necessary for a series of economic or tax-related activities like receiving payment; opening a current account in a post office/bank; registering with the Italian Health Service; and last but not least, completing your enrolment at the University. To get your taxpayer's code you need to go to the Agenzia delle Entrate (local Revenue Office) taking the following with you:

- your ID (original document not a copy);
- signed and completed taxpayer's code application form (the forms are available at the Agenzia delle Entrate).

The taxpayer's code issued by the Agenzia delle Entrate is the only code to be legally valid. Some Italian Consulates may issue Taxpayer's Codes; you are advised to ask the Consulate in your country for information concerning the Taxpayer's Code before leaving for Italy. You can obtain it free of charge from:

- Territorio Estuario (Estuary area)  
Agenzia delle Entrate – San Marco 3538, Venezia  
Tel. +39 041 2718111  
E-mail: [ul.venezial@agenziaentrate.it](mailto:ul.venezial@agenziaentrate.it)  
Opening hours:  
Monday – Friday: 8:45 a.m. – 12:45 p.m.  
Tuesday and Thursday 14:45 a.m. – 16:45 p.m.

- Territorio Terraferma (Mainland)  
Agenzia delle Entrate – Via G. De Marchi, 16 –  
30175 Marghera Venezia  
Tel. +39 041 3693411  
E-mail: [ul.venezia2@agenziaentrate.it](mailto:ul.venezia2@agenziaentrate.it)

**2. To obtain your Permit of Stay you need to:**

- go to your local post office and request the Permit of Stay application kit;
- fill in Modulo 1 contained in the kit (in capital letters and black ink), sign it and attach a 14.62 euro revenue stamp. If you are a working student you will also need to fill in Modulo 2;
- pay 27.50 euros at any post office using the pre-printed payment slip available at the designated post offices only;
- place the signed and completed form/s, copy of the documentation required and receipt for your payment (27.50 euro) in the envelope supplied with the kit, but don't close the envelope!;
- hand in the open envelope at one of the designated post offices showing your ID to the counter staff and paying 30 euros (fee for sending your application to the Questura);

- you will be issued a receipt that you must keep and always produce with your passport. The receipt contains a User-ID and password that allow you to check the status of your application.
- a registered letter will be sent to the address supplied on the form summoning you to the Questura where you will be fingerprinted. Take the following with you when you go to the Questura:
  - the registered letter containing the date of your appointment;
  - originals of all the documentation submitted with your application;
  - 4 passport photos with light-coloured backgrounds;
- if your entry visa has run out or is due to run out in a few months' time, make sure you also take all the documentation necessary for the renewal of your permit of stay in order to obtain a permit of stay that is valid for a longer period than your visa. You will be asked to provide proof of income (min. 500 euros per month) and show your university enrolment certificate. The Questura may refuse to accept this application;
- you will be summoned to the Questura for a second appointment to receive your permit of stay in electronic card format.

Before signing and collecting your permit, check that your personal data and the permit expiry date are correct. Once you have collected your permit it can no longer be modified!

If you need help to accurately fill out the forms necessary for the permit of stay, you can schedule an appointment at the "Patronato CISL" Office, located in Mestre, Via Ca' Marcello 10 by phoning at the following number 041 2905811. Office hours are Monday to Friday 9 a.m. – 12 a.m.; Monday, Wednesday and Friday 3 p.m. – 6 p.m.

**Important information:**

Your first permit of stay will normally be valid for the same period as your visa;

make sure you check the permit of stay expiry date and make your renewal application at least 30 days before expiry

if you are still waiting to receive your permit of stay and only have your permit of stay application receipt you are allowed to return to your country and come back to Italy provided you cross the same border (both on your way there and on your way back) and do not travel through other Schengen countries. You are only allowed to make a stopover in airports in other countries (whether Schengen or non-Schengen) IF THERE ARE NO DIRECT FLIGHTS FROM ITALY TO YOUR COUNTRY. Make sure that the border control staff place an exit stamp on the aforementioned receipt in addition to your passport.

provided you have a valid permit of stay you are entitled to return to your country temporarily and come back to Italy or travel within the Schengen area for reasons of tourism for a maximum of 90 days per term. You will be obliged to declare your presence, within 3 working days of your entry, to the competent Public Safety Authorities;

you must not be absent from Italy for more than half of the total period of validity of your permit of stay (if your permit of stay is valid for 12 months you may be absent from Italy for no more than 6 months);

before planning trips outside the Schengen Area we advise you to contact the Consulate/Embassy in Italy of the country in question well before your departure to request information relative to entry visas. You will usually need to be in possession of a valid Italian permit of stay in order to be issued with an entry visa;

a permit of stay for study purposes entitles you to work for a maximum of 1040 hours per year with an employee's work contract (includes the 150 hours of student work, Italian Law 390 of 1991);

a permit of stay for study purposes can be converted into a work permit (provided the annual quotas for foreign workers set by Italy are not exceeded).

# HOW TO REACH CA' FOSCARI BUILDING

If you travel to Venice **by train**, be careful to get off at Venezia "Santa Lucia" railway station, not at Venezia Mestre.

In order to get to the International Mobility Service, please cross the Bridge "Ponte degli Scalzi" (1), which you will find right out of the railway station. Then, turn right to arrive at Fondamenta dei Tolentini (2) and go straight on to reach Fondamenta Minotto (3) then walk along Salizada San Pantalon, Calle dei Preti and Calle Crosera (4) until you reach Calle Lunga Foscari (5) where you have to turn right. Cross the bridge at the end of the calle and find Ca' Foscari University main building entrance on your left hand side. Our office is on the first floor.

If you travel to Venice **by car**, you should park at Tronchetto and walk to Piazzale Roma (10 minutes). Cross Campazzo Tre Ponti (I) and go along Fondamenta Magazzen (II). Then, you can reach Fondamenta Minotto (3) on your left and, from there, please follow the instructions above, since the way is the same.

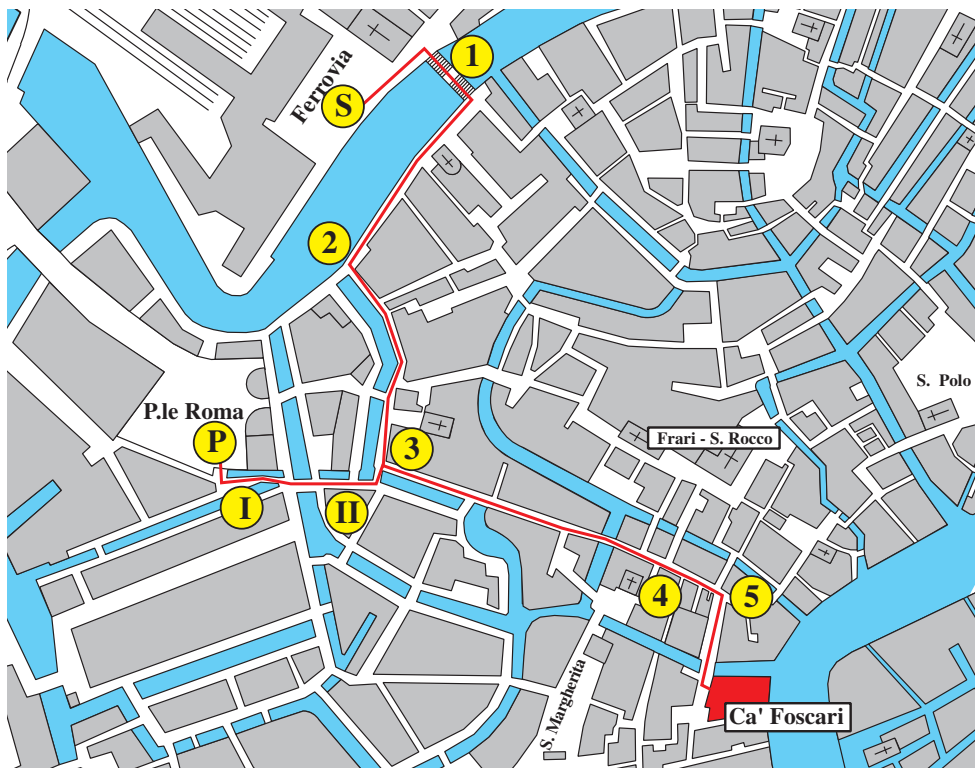
If you travel to Venice **by plane**, you will have to reach the Venice city centre from the Airport in Tessera.

VENICE AIRPORT "MARCO POLO"

Tel. +39 041 2609260

Website: [www.veniceairport.it](http://www.veniceairport.it)

Both buses and boats are available.



# THE LANGUAGE CENTRE - CLA

## **Buses:**

You can catch both ATVO shuttles and ACTV n° 5 local service buses. Tickets are on sale at the tobacconist's inside the airport.

In both cases, you will have to get off at Piazzale Roma, which is the bus terminal in Venice. Then, follow the instructions given above to reach the International Mobility Service at Ca' Foscari building. For any information about the timetable and the ticket price, you can visit the following website: <http://www.actv.it>

## **Boats:**

You may catch an Alilaguna boat, which leaves approximately every hour from the airport. Once you arrive in Venice, get off at Zattere stop and ask for the Ca' Foscari building. Please note that private water taxis are VERY expensive.

The "Centro Linguistico di Ateneo" (CLA) is the University Language Centre, which offers daytime and evening courses for the teaching of foreign languages and of Italian to foreigners. It primarily focuses on communication skills for students both within or outside the University. The courses are composed of 60 hours, of which 50 are classroom lessons (4 or 6 hours per week) and 10 are delivered in self-access, on a 3-term basis (approximately, courses start in November, January and April).

Classroom teaching and self-access activities are planned in order to maximize language learning and achieve the best possible results in a short time. No more than 24 students are allowed for each course. The available language courses are: English, French, German, Spanish and also Italian for foreign students.

Depending upon the enrolment category you belong to, the enrolment procedures and the cost of the course differ (normally Italian courses for foreign students cost Euros 55,00). Please check whether your EU Programme includes linguistic preparation. If this is the case, you are entitled to a reimbursement by the Coordinator of the Programme at your home institution, when you present the receipt of payment.

Address:

San Sebastiano, Dorsoduro 1686 - 30125 Venezia

Phone: +39 041 2349711

Website: <http://venus.unive.it/cli/>

E-mail: [cli@unive.it](mailto:cli@unive.it)

Secretariat Opening Time

Monday: 10am – 12am

Tuesday: 10am – 12am / 3pm – 5pm

Wednesday: 10am – 12am

Thursday: 10am – 12am / 3pm – 5pm

Friday: 10am – 12am

Self Access Opening Time:

From Monday to Friday: 9am – 6pm

# COMPUTING FACILITIES

Ca' Foscari University encourages the application of computers to support teaching and learning and it provides a specific main university computer centre – CENTRO SERVIZI INFORMATICI E DI TELECOMUNICAZIONI DI ATENEIO (CSITA) – where an extensive network of PCs and computer workstations is available, together with professional assistance. As a Ca' Foscari student, as soon as you turn up at the International Mobility Service on your arrival, you will be allocated a password and have free access to the internet. More workstations are also available in several departments and in the libraries.

The CSITA address is the following:  
Dorsoduro 3861  
30123 Venezia  
Tel. +39 041 2347139

## University WiFi network

The University WiFi network gives students access to university resources and the Internet. All you need to access the network is your student number and the password you were given during your enrolment. You can access the University WiFi network using a laptop with a WiFi connection card (802.11b o 802.11g). The following operating systems are supported:  
Microsoft Windows (2000, XP e Vista)  
Macintosh OS (PPC e Intel)  
Linux

## Computer labs

All foreign students, according to the faculty at which they are enrolled, can enter the University computing classrooms, by exhibiting the Ca' Foscari University Student Card. As follows, the list of all computing classrooms:

- Faculty of Economics:  
Palazzo ex Poste San Giobbe  
Tel. +39 041 2348769  
Website:  
[http://venus.unive.it/economia/new/xhtmll/it/Servizi/?doc=aula\\_informatica](http://venus.unive.it/economia/new/xhtmll/it/Servizi/?doc=aula_informatica)
- Faculty of Literature and Philosophy:  
San Sebastiano Dorsoduro 1686  
Tel. +39 041 2347341 – Fax +39 041 2340279  
Website: <http://venus.unive.it/pmlett/>
- Faculty of Foreign Languages and Literatures:  
San Sebastiano Dorsoduro 1686  
Tel. +39 041 2347341 – Fax +39 041 2340279  
– E-mail [cmm@unive.it](mailto:cmm@unive.it)  
Websites: <http://lingue.cmm.unive.it/>
- Faculty of Mathematical, Physical and Natural Sciences:  
Santa Marta, Dorsoduro 2137  
Website:  
[http://www.unive.it/nqcontent.cfm?a\\_id=14881#Orario](http://www.unive.it/nqcontent.cfm?a_id=14881#Orario)  
Tel. +39 041 2348616 / 8613

# UNIVERSITY LIBRARY SYSTEM

The University library system has recently been restructured. There are to be four libraries for the different fields (scientific, economics, linguistic and humanities). The Economics Library and the Scientific and the Library for the Humanistic Area have already been opened and their facilities are described below.

The linguistic libraries are still being created; in the meanwhile the students may use the facilities offered by the individual department libraries, the list of which can be seen on the university website at [www.unive.it/sba](http://www.unive.it/sba).

Ca' Foscari General Library is Biblioteca di Servizio Didattico located at the following address: Zattere - Dorsoduro 1392 - 30123 Venezia Tel. 041 2345820/5811 Fax. 041 2345855 e-mail: [bsd@unive.it](mailto:bsd@unive.it)

Website: [www.biblio.unive.it/biblioteche/zattere.asp](http://www.biblio.unive.it/biblioteche/zattere.asp)

## **Opening hours:**

from Monday to Thursday from 9.00 am to 11.00 pm., Saturday from 9.00 am to 2.00 pm  
The library offers different kinds of services:

- inter-library loan service (for information contact [ill-dd@unive.it](mailto:ill-dd@unive.it))
- reference for doctoral and degree dissertations (for information contact [archivio.tesi@unive.it](mailto:archivio.tesi@unive.it))

For specific books and works, not available at the General Library, you can visit the Departmental Libraries. You can find the list of all these libraries, together with all the updated opening hours, at the University Libraries website: [www.biblio.unive.it/biblioteche](http://www.biblio.unive.it/biblioteche).

The library facilities are available to all students in possession of the Ca' Foscari University Student Card, which you will receive from the International Mobility Service when you register on your arrival.

## **Library of Economics (LEC)**

The Library of Economics opened on December 15 2004 and includes all the collections of the department libraries of Business Management and Economics, Economic Sciences and Statistics as well as that of the Centre of

Statistical Documentation (Cestado).

The library is open from Monday to Friday from 8.30 to 18.30 and on Saturdays from 9.00 to 13.00. The library has around 120,000 volumes.

The collection of periodicals includes 1,700 titles, of which around 850 are active. The LEC offers the following facilities: book loans, reference, bibliographical assistance, reference assistance for data bases and photocopying. Anyone enrolled at Ca' Foscari is allowed to use the library facilities, as are the teaching and administrative personnel.

## **The Centre of European Documentation**

**(CED)** has been moved to the Library of Economics and offers users publications and documents that have been produced by European Union Institutions, facilitated access to EU data bases (CELEX, Eurostat, etc.) and specialised bibliographic-documentary research facilities and Union documents.

The multi-media room of the Faculty of Economics has 28 personal computers and is in the LEC.

## **Address:**

San Giobbe, Cannaregio, 873 - 30121 Venezia.

Tel: 0412348763, fax: 0412347455,

e-mail: [bec@unive.it](mailto:bec@unive.it), website: [www.unive.it/bec](http://www.unive.it/bec)

## **Scientific Library (BAS)**

The Scientific Library manages and develops the facilities needed to access the information and documentary sources needed for study and research in the scientific field. In particular, the Library is in charge of the purchasing, cataloguing and maintenance of documentary materials, fulfilling the functions of Bibliographic and Information Centre and offering its users the appropriate assistance. Particular attention has been paid to the following scientific areas: chemistry, physics, nanotechnology, bio-sciences, environmental sciences, patents, material sciences and technologies, territorial planning and management.

The facilities offered are as follows: consultation, bibliographic reference, providing documents, loans, photocopies, purchase proposals. All these facilities are available during the library opening

hours: Monday-Friday, 8.30-19.00.

The Library also organises user education courses and collaborates with the study course of Bibliographic Sources and data bases for material science.

**Address:**

Administration: Santa Marta, 2137 - 30123 Venezia  
tel.: 0412348941 (administration);  
0412348516/8956 (in Venice);  
0412348454/8472 (in Mestre);  
fax: 0412348954; e-mail: bibliobas@unive.it;  
sito internet: www.unive.it/bas

**Humanities Library**

The Humanities Library opened to the public on November, 16th 2006, in the seat of Palazzo Malcanton-Marcora.

The new Library is located on the ground and first floor of the building plus two underground floors where books and journals are shelved. It has a surface of 2500 mq and 300 seating places. A significant part of the books and all journals are open-shelf.

The Humanities Library supports the Humanity Faculty's programs of study and research.

Five major department libraries, Department of Philosophy, Department of Italian studies, Department of the Arts, Department of History and Department of Antiquity and Near East Studies, joined together to offer access to a wide range of materials, both print and electronic.

It is worth mentioning the collection of Archaeology library, from the Department of Antiquity and Near East Studies. Both for the number and for the value of the volumes, it can be considered the most important Library of Ca' Foscari University and the second archaeological library in Italy.

It collects material of archaeological and all related subjects. Its collection of journals is very important because most of the time the whole series are present, from the first published to the present.

The Humanities Library includes more than 250.000 printed volumes, 3651 journals, over 600 electronic journal titles licensed for access on the University's network

The university offers various forms of economic support to students enrolled in bachelor's and master's degree courses:

- scholarships and grants,
- special student loans,
- total or partial exemption from university fees,
- "Collaborazioni 150 ore" (jobs within the university allocated to students for a total of 150 hours during the course of the year)
- allowances for disabled students.

For more information about taxes and the possibility of obtaining economic aid, please visit: [http://www.unive.it/nqcontent.cfm?a\\_id=10182](http://www.unive.it/nqcontent.cfm?a_id=10182)

## DISABLED STUDENTS

The university offers a disabled student service designed to help the disabled student fully take part in all aspects of university life. Disabled students are also entitled to economic aid depending on their individual need.

Services offered: induction interview, personal assistance, sign language interpreter, reserved place in lecture rooms, personalised exams in agreement with lecturers, accessible learning material, specific supports and software.

### CONTACT

Ca' Foscari - Dorsoduro 3246 - 30123 (VE)

Tel. 041 2347575 - 7961

Fax 041 2347946

E-mail [disabilita@unive.it](mailto:disabilita@unive.it)

## VENICE INTERNATIONAL UNIVERSITY (V.I.U.)

Venice International University was founded in 1995 as an international center of higher education and research. Its campus is on the Island of San Servolo in Venice, where a community of international professors, researchers and students gather in a young and dynamic environment and engage in subjects belonging to the undergraduate, graduate and research programmes.

Isola di San Servolo  
30100 Venice - Italy

Tel. +39 041 2719511

Fax +39 041 2719510

[viu@univiu.org](mailto:viu@univiu.org)

For further information please visit:  
[www.univiu.org](http://www.univiu.org)

/  
**LIVING  
IN VENICE**  
/

# ACCOMMODATION

The University of Venice DOES NOT directly provide accommodation for students. However E.S.U (Ente per il Diritto allo Studio), an institution of the Regione Veneto, is in charge of accommodation for both Ca' Foscari national and foreign students. ESU will provide the cheapest student accommodation in University student buildings.

Please try to arrange your accommodation well in advance before leaving (for example within June for starting courses in September), because available affordable accommodation in the Venice city centre is very limited.

## **ESU B. A. S. E. – Ufficio CASA**

Palazzo Badoer, San Polo 2480  
30125 Venezia  
Tel. +39 041 721025 – Fax +39 041 5244038  
Website: [www.esuvenezia.it](http://www.esuvenezia.it)

Opening hours:

Monday and Thursday: 3:30 p.m. – 5 p.m.;  
Tuesday, Wednesday and Friday: 10 a.m. – 12 p.m.  
(or with an appointment at other times).

If no place can be provided in ESU housing, the ESU CASA Office will help you to find alternative solutions: a list of private flats, bedsits and lodgings is available (Sportello CERCOCASA Service, same contacts as above).

All students who contact ESU but cannot be provided accommodation will be given useful addresses to find alternative accommodation in Venice.

To find temporary accommodation you can contact the Junghans guest-house:

## **Residenza Junghans**

Terzo Ramo della Palada, Giudecca 394  
30133 Venezia  
Tel. +39 041 5210801  
Fax +39 041 5210980  
Website: [www.residenzajunghans.com](http://www.residenzajunghans.com)  
E-mail: [info@residenzajunghans.com](mailto:info@residenzajunghans.com)

Temporary accommodation in other ESU student houses is possible. Contact ESU Ufficio CASA.

## **Where to sleep the first nights:**

### **Ostello della Gioventù** – Giudecca 86

Tel. +39 041 5238211  
Fax +39 041 5235689

### **Suore Canossiane** – Giudecca (ONLY FOR WOMEN) Tel. +39 041 5222157

Vaporetto-boat n. 82 to "Giudecca", boat-stop "PALANCA". You have to book at least the day before the arrival.

### **Suore Canossiane** – San Trovaso (ONLY FOR WOMEN) Tel. +39 041 2409711 for 34 people; for a short stay (few days).

### **ARCHIE'S** – Strada Nuova (vaporetto stop: S. Marcuola), Cannaregio, S. Leonardo 1814/B Tel. +39 041 720884, only for foreigners, males and females.

## **Hostels / RELIGIOUS INSTITUTES**

(it is possible to stay during the whole semester):

### **Casa Caburlotto** – Santa Croce, 316 - Venezia Tel. +39 041 710877

Only for women; single rooms with breakfast included in the fee; max 1-month-stay.

### **Casa Capitanio** – santa Croce, 596/a – Venezia Person in charge : suor Alba Sponga Tel. +39 041 5203099 – Fax +39 041 5209836

### **Casa Capitanio** (Suore di Santa Maria Bambina) - Santa Croce, 561 – Venezia - (in front of the railway station) Tel. and fax: +39 041 5223975

Only for women; single and double rooms with WC and kitchen. Long stay is also possible – Curfew: 10:30 p.m.

**Casa del Giovane Don Orione** – Via Nicolodi, 9  
– 30175 Marghera (Ve)  
Tel. +39 041 920636 – Fax +39 041 924637  
e-mail: s.piox@tin.it  
Person in charge: don Fausto Franceschi

**Casa per Ferie "L. Murialdo"** – Cannaregio,  
3512 – Venezia  
Tel. +39 041 719933 – Fax: +39 041 720002 –  
E-mail: anspive@tin.it  
Only for men. Double room, no linen, cleaning  
on Saturdays, it's possible to use the kitchen.  
Only for a long stay (October/ May).

**Casa studentesca San Michele** – Via Carducci  
– 30170 Mestre Venezia  
E-mail casastudentesca@duomodimestre.it  
For male and female students. Longer stay  
(whole academic year) are preferred. 70 places  
(mostly in single rooms), kitchen available. Send  
an e-mail for applying.

**Domus Cavanis** – Accademia 912 – Venezia  
Tel. +39 041 5287374 – Fax: +39 041 5228505  
newly restructured - also for a long stay - single  
and double rooms with WC, TV and telephone –  
Curfew: 11pm. It's possible to agree upon a  
monthly price for a long stay.

**Domus Civica** (female university boarding  
house) – Santa Croce, 3082 – Venezia  
Tel. +39 041 721103 – Fax 041 5227139  
Website: www.domuscivica.com – E-mail:  
info@domuscivica.com  
In summer short stay for men and women. From  
October, only for women for the whole  
academic year or for a long stay (ex 3 months)  
upon agreement with Mrs. Caterina Tonello.  
Single and double rooms (no WC and no linen)  
+ dinner and lunch from Monday to Friday; on  
Saturdays it's possible to use the kitchen.  
Curfew: 12 p.m.

**Foresteria Valdese** - Castello, 5170 - Venezia  
(near Campo Santa Maria Formosa)  
Tel. +39 041 5286797 – Fax +39 041 2416238  
Website: www.foresteriavenezia.it – E-mail:  
foresteriavenezia@diaconiavaldese.org  
Only for a short stay (few days). Breakfast and  
linen included.

**G.B. Giustinian** - Santa Croce, 326 - Venezia  
(Rio Terà dei pensieri, before the jail building)  
Tel. +39 041 710667  
Only for max. 25 women, for the whole academic  
year (but not always necessarily), familiar  
atmosphere. Earnest-money (you lose it if you  
leave before the booked period of staying).

**Istituto Artigianelli** – Fondamenta Zattere,  
919 – 30123 Venezia  
Tel. +39 041 5224077 – Fax +39 041 5286214

**Istituto Berna** – Via Bissuola 93 – 30170  
Mestre (Ve)  
Tel. +39 041 5341993 – Fax +39 041 5341983  
Person in charge: don Giuseppe Velo

**Istituto Buon Pastore** – Castello 77 – Venezia  
Person in charge: rag. Alberto Dosaggio  
Tel. +39 041 5222689 – Fax +39 041 5222353

**Istituto Canossiano** – Dorsoduro 1323 – 30123  
Venezia  
Tel. +39 041 2409711 – Fax +39 041 2406712  
Website www.collegiocanossave.it – E-mail for  
applying: cvenezia@fdcc.org  
Only for women.

**Istituto Ciliota** – San Marco, 2976 – Venezia  
Tel. +39 041 5204888 – Fax +39 041 5212730  
Website: www.ciliota.it – E-mail: info@ciliota.it  
With WC, linen and breakfast. Curfew: 11 p.m.

# / EATING /

**Istituto Solesin** – Dorsoduro, 624 – 30123 Venezia  
Tel. +39 041 5224356 – Fax +39 041 5238124  
Only for max. 36 women, for a long stay from October to May/June, in single rooms and double rooms with WC. No breakfast. July and August for all people, also for few days. Curfew: 11 p.m.

**Ostello Santa Fosca** – Cannaregio, 2372 – Venezia  
Tel. e fax +39 041 715775  
Website: [www.santafosca.com](http://www.santafosca.com) – E-mail [ostello@santafosca.it](mailto:ostello@santafosca.it)

It's a student-house belonging to the Curia of Venice (max 100 students). Short stay (max. 7/10 days in rooms with other students).

**Suore Salesie** – Dorsoduro, 108 – 30123 Venezia  
Tel. +39 041 5223691  
Only for max 45 women in double or single room. No meals during the week ends. Official curfew is at 9:30pm, but variations are possible for individual needs.

Students are entitled to discounts in various external catering facilities. If you want to eat at the university canteen you will need to have your university card. You can choose between a full menu at the full price or a "reduced" menu at a reduced price. The price of a meal varies according to your academic results/income and to eventual scholarships – grants - accommodation assignment.

Weekly menus are actually displayed at the entry of the restaurants.

A wide range of menus - vegetarian and dietetic - is offered.

These are the kinds of meal you may have:

- Complete meal: first course, second course, side-course, fruit or dessert, bread, drink
- Reduced meal: first or second course, side-course, fruit or dessert, bread, drink

The first course can be replaced by: n° 1 yogurt, n° 1 piece of cheese (mozzarella, stracchino cheese, ricotta)

The second course can be replaced by: n° 2 yogurts

The second course + the side-course can be replaced by: a mixed salad (insalatona) / main course.

Further changes of the menu above are allowed at the discretion of the staff.

All students can make use of the student's restaurant, paying each meal € 4,50 (complete meal) or € 3,50 (reduced meal or pizza), but for ERASMUS students prices are € 3,50 (complete meal) or € 2,50 (reduced meal or pizza).

Students have access to the restaurants by exhibiting the Ca' Foscari University Student Card.

The student restaurant service is open during the whole year.

There are three canteens in Venice:

### **Mensa "Rio Novo"**

Fondamenta Rio Novo, Dorsoduro 3467 (close to the ENEL building) Tel. +39 041 713049

Opening hours:

lunch: Monday – Friday 11:30 a.m. – 3 p.m.;

# / BANK ACCOUNT /

Saturday: 11:45 a.m. – 2:30 p.m.  
dinner: Monday – Friday 6:30 p.m. – 8:30 p.m.;  
Sunday: closed

## **Mensa “Badoer”**

P.zzo Badoer, San Polo, 2840 (close to Frari)  
Tel. +39 041 716696

Opening hours:

lunch: Monday – Friday 11:30 a.m. – 3 p.m.;

Sunday: 11:45 a.m. – 2:30 p.m.

dinner: suspended

Saturday: suspended

## **Risto-DLF**

Fond.ta Santa Lucia (from THE Venice railway station, turn right when you go out of the station).

Opening hours:

lunch: Monday – Sunday 12:30 p.m. – 2:30 p.m.

dinner: Monday – Sunday 6 p.m. – 9 p.m.

Other University student canteens (outside Venice):

## **Mensa “La Ronde”**

Via Torino, 105 – Mestre (VE)

Opening hours:

lunch: Monday – Friday: 12 p.m. – 3 p.m.

dinner: suspended

Saturday and Sunday: suspended

## **BREK-Treviso**

Corso del Popolo, 25/27 - TREVISO. (at a 5 minute-walk from the railway station, close to the theatre).

Opening hours:

lunch: Monday – Sunday: 11:30 a.m. – 3 p.m.

dinner: Monday – Sunday: 6:30 p.m. – 10 p.m.

Bar: 7:30 a.m. – 3 p.m. – 6:30 p.m. – 10 p.m.

## **Mensa “Portogruaro Campus”**

Sala Pilastrì – via Seminario, 25 – Portogruaro (VE)

Opening hours:

lunch: Monday – Friday 12:30 p.m. – 2 p.m.

dinner: suspended

Saturday and Sunday: suspended

If you wish to open a bank account you will need an identification document, such as your passport or identity card. You are advised to contact several banks to find out whether they offer special rates for students. There is no fee for opening a current account although you may be charged to close it.

So you can actually use travellers' cheques and international credit cards.

Opening times of banks may vary from branch to branch, but they are approximately as it follows: from 8:30am to 1:30 p.m. and from 2:30 p.m. to 3.30 p.m.

# TRANSPORTS

If you're new to the city you might think getting around Venice is difficult. Actually the ACTV public navigation service is an incredibly efficient way of getting from A to B and the vaporetto, or waterbus, is the city's preferred form of transport. It takes no more than 30 minutes to cross the city from side to side. If you're staying in Mestre or Marghera the first part of your journey will be by bus (it might not be as pleasant as travelling by boat but the service is just as efficient). The public transportation system consists of a series of main lines that intersect with the secondary lines. For more information see: <http://www.actv.it/english/home.php>

## **Imob**

Imob is the new electronic ticketing system that replaces the old paper ticket with a new smartcard available in two different versions to answer your transport needs: Imob.venezia allows you to store single tickets, travel pass and/or carnets on the same card and lets you travel at reduced rates on ACTV boats. You can charge up your Imob.venezia card at the Hellovenezia ticket offices or authorised agents. The card is valid for 3 years and can be renewed upon expiry.

Travel pass. Students under 26 and those enrolled on research doctorate courses are entitled to discounts on their travel passes.

Chip on paper, electronic card with the same format as the imob.venezia card made from a less rigid material; it will replace the old paper tickets. For information on how to apply for your imob.venezia card and costs, see the sites: <http://www.hellovenezia.com/jsp/en/transport/index.jsp>

Where to buy your Imob.Venezia card  
At the authorised agencies: in Venice, Vela/ACTV ticket offices at San Marco MVE, Line 1 landing stage at Rialto, Piazzale Roma and Tronchetto. In Mestre: at the ACTV ticket office in Via Cardinal Massaia (side road crossing Via Cappuccina) and in Piazza Barche. The card is also on sale at the ticket offices at the Lido di Venezia, Sottomarina, Chioggia, Punta Sabbioni and Dolo.

## How to apply

You will need to provide valid ID and attach a passport photo. It costs 40 euros for non-residents in the Veneto Region; 10 euros for residents in the Veneto Region and for non-residents studying or working in the Comune di Venezia; free of charge for residents in the Comune di Venezia.

## PHONE

### Cell Phone

If you are in possession of a cell-phone, we suggest you to buy an Italian SIM CARD, so that you can cheaply call Italian numbers and be called from your country without spending money.

A new Italian SIM costs about 5-10 euros, and you can choose between 4 main mobile operators: 3, Tim, Vodafone, Wind. To buy it in a cell-phone shop, you need to produce your passport together with your Italian address.

### Call Abroad

In order to call abroad from a phone booth, a private telephone or a cell phone it might be cheaper for you to buy a prepaid card. You can get one at the tobacconist's, at the newsagent's, in a bar or in a phone centre. There are various kinds of cards depending on the country you wish to call and prices may vary according to the offers of the company you choose. Cards have a validity period of a certain number of days starting from the first call and cannot be used after their expiration date.

## THE COST OF LIVING

Students' budgets will need to include the general expenses listed below. Obviously the amounts given are approximate.

a place in one of the ESU student residences: minimum of 40.50 euros to a maximum of 300.00 euros per month;

meals in the university canteen: around 200.00 euros per month (€ 4.50 for a full menu, € 3.50 for a reduced menu);

request/renewal of permit of stay: 30.00 euros for permit of stay application, 14.62 euros for revenue stamp, 27.50 euros for the electronic permit of stay card;

for registration with the Italian Health Service (non-EU citizens only): € 150.00/calendar year;

for public transport: € 1.10 per trip; € 20 for a student's monthly travel pass;

to attend an Italian course at the C.L.A (University Language Centre) : € 55.00 (50-hour course);

cinema ticket: € 4.50 - € 7.50

museum admission fee: € 2.50 - € 6.50 (Museum pass € 18)

theatre/concert ticket: € 15.00 - € 40.00;

coffee: € 0.75 – € 1.20;

If you want to renew your permit of stay for study purposes you will have to prove to the *Questura* that you have an income of at least € 350.00/month for a minimum of 6 months. However this sum is unlikely to cover your basic expenses. We advise you to calculate a minimum budget of € 600.00/€ 700.00 per month.

# BOOKSHOPS

In order to buy books and lecture notes you can go to:

## **Cafoscarina Bookshop**

Books concerning humanities, languages and science (books at 10% discount prices for Ca' Foscari students):

Dorsoduro 3259 – Tel. +39 041 2404802

Books concerning economics:

Cannaregio 701 – Tel. +39 041 2404801

Website: <http://www.cafoscarina.it/>

Opening Time:

From Monday to Friday: 9am –7pm

## **Toletta Bookshop**

Books concerning all the subjects (books at discount prices)

Dorsoduro 1213 – Tel. +39 041 5232034

Website: <http://www.libreriatoletta.it/>

Summer opening time (until 1st September)

From Monday to Saturday: 9.30am -1pm

3.30pm – 7.30pm

Sunday: Closed

Winter opening time (from 1<sup>st</sup> September)

From Monday to Saturday: 9.30am to 7.30pm

Sunday: 3.30pm – 7.30pm

# STUDENTS FACILITIES

## **Call center**

Telephone service running from Monday to Friday and from 9 am to 2 pm; Wednesdays until 4 pm.

Supplies information on expiry dates, application and enrolment, fees, grants, administrative procedures, certificates, student services.

## **Course guidance**

The university organises course guidance talks, for both individuals and groups, to help you choose the course best suited to your skills and career aims. You can ask the university for information material, guides and leaflets on courses, or take part in open days and induction meetings for new students held at the start of every academic year. Get in touch with:

Sezione Orientamento e Tutorato (Course guidance office)

Ca' Foscari, Dorsoduro 3246 - 30123 Venice

tel.: 0412347540-7503, fax: 0412347946

e-mail and web site: [orienta@unive.it](mailto:orienta@unive.it),

[www.unive.it](http://www.unive.it)> Offerta formativa

visiting hours Tuesdays and Fridays from 9.30 am to 12.30 pm; Wednesdays 9.30am-12.30pm and 2.30-4.30pm.

By appointment only from 9.30-11am and from 2.30-3.30pm. Book online at

[www.unive.it/prenotazione-servizi-studenti](http://www.unive.it/prenotazione-servizi-studenti).

Drop-in from 11am-12.30pm and from 3.30-4.30pm.

## **Mentors**

Mentors are senior students who are willing to share their experience with you and provide you with support and information during the induction period, for course planning and in your studies.

## **Mentors for international students**

Mentors help foreign students adapt to Venetian university life • overcome language-related difficulties and settle in • become familiar with life in Italy.

## **Faculty tutors**

The Faculty Tutors are based on the faculty premises and provide help: • with choosing and writing your dissertation • to part-time students • in drawing up your study plan, recognition of credits, enrolment in master's degree courses • with tutorials.

Tutors' visiting hours are listed in the web site

# BEYOND STUDYING

## Sports

Ca' Foscari provides a range of indoor and outdoor sports facilities. There are opportunities to play socially, to have lessons, to learn a new sport or improve your standard.

The main sports halls are located in the Venice city centre, close to Piazzale Roma and Campo Santa Margherita, while others lie in Mestre or in Lido island.

The sports facilities for Ca' Foscari students are managed by the Italian University Sports Centre. The Venice University Sports Centre (CUS) offers university students the possibility to participate in a wide variety of sports in the facilities at Calle dei Guardiani: judo and personal defence, aerobics and other kinds of gymnastics, fitness, volleyball, basketball, tennis, handball and five-a-side-football. There is also a sauna.

In the city centre and on the mainland there are also the facilities for rowing and voga alla veneta (<http://www.vogaveneta.it>), sailing, canoeing and kayaking, golf, horse riding, free climbing and swimming.

It is also possible to use the sports centre at S. Giuliano for athletics.

The CUS also offers university members the possibility to take part in summer and winter camps. They organise interfaculty tournaments of football, volleyball, basketball, tennis and five-a-side football, with reduced enrolment fees. You can address the following website for detailed information and on-line applications: [www.unive.it/cus](http://www.unive.it/cus)

Address:

Fondamenta dei Cereri, Dorsoduro 2407

I-30123 Venezia

Tel. +39 041 5200144 – Fax +39 041 5246619

Website: <http://www.2772.kreativo.it/> – E-mail: [venescus@unive.it](mailto:venescus@unive.it)

Opening hours:

Monday - Friday: 10:30 a.m. – 12:30 p.m.  
and 4 p.m. – 7 p.m.

Please, remember that you need some documents in order to register:

- your Ca' Foscari Student Card: you will collect it on your arrival from the International mobility Service;
- evidence of recent medical check-up (Certificate of Good Health for sporting activities). Note that it is better for you to bring it from your own doctor at your native country (in English), because it would be quite expensive for you to get it here;
- enrolment fee.

## Ca' Foscari student associations

Ca' Foscari alumni who wish to take part in leisure, learning, cultural, learning support activities or organise and manage study areas may form groups or associations of at least 30 students. Registered student associations may request funding for their initiatives: announcements for the allocation of funds are made twice-yearly.

## RCF | Radio Ca' Foscari

Radio Ca' Foscari (RCF) is the university's new communication tool created by students for students. To tune in just go to [www.radiocafoscari.it](http://www.radiocafoscari.it).

The radio station gives Ca' Foscari students the chance to contribute to the organisation, according to their individual abilities, potential and experience.

## University Orchestra and Choir

For over 25 years the University Orchestra and Choir have offered students the opportunity of beginning or continuing to cultivate a passion for vocal or instrumental music. Following agreements with the individual Faculties, participation in the choir and orchestra can be assessed for the purposes of credits.

The repertoire changes every year and ranges from medieval and Renaissance music to contemporary and avant-garde music and easy listening (Beatles, Cole Porter, etc.).

There is also a choir for the more demanding polyphonic Renaissance and early Baroque pieces.

Choir practice involves breathing exercises, singing techniques and note reading, as well as studying the score. Anyone can join provided you've got an ear for music and/or adequate playing skills.

### **Theatre**

If you're interested in theatre why not get in touch with Shylock - Centro Universitario Teatrale di Venezia. Shylock is a cultural association aimed at promoting technical-artistic innovation in the field of theatre. It organises training and experimental workshops, hosts visiting productions and shows, as well as carrying out research and production projects. The activities involve a wide range of disciplines and professional figures.

### **Palio Remiero Delle Università Veneziane (Venetian University Boat Race)**

On the day of the Regata Storica (held every year on the first Sunday in September) Venice's two universities - Ca' Foscari and IUAV – challenge each other to a race in 8-oared boats; a tradition started in 2005.

The race involves two stretches around 750 metres long, starting at the Rialto bridge and with the finishing line opposite Ca' Foscari. The competition boats, supplied by the Comune di Venezia, are the same vessels used for the Palio delle Repubbliche Marinare (the yearly Regatta of the Ancient Maritime Republics). The crews are selected from sportsmen and women attending the university. You don't have to be an expert rower, just fit and keen!

### **Student discounts**

Young people and university students are entitled to discounts in various cultural institutions, cinemas, theatres, etc. by showing their university card or the cards listed below.

### **Carta Ateneo**

A service card accepted in numerous stores and entitling the bearer to participate in initiatives and benefit from discounts on wide range of products (study, sports, leisure-time, culture, etc).

### **Carta Giovani**

A card issued free of charge to young people including a booklet listing the names and addresses of shops offering discounts as well as a guide to resources and opportunities available at local level. The Carta Giovani entitles the bearer to discounts in various sectors (culture, leisure-time, and shopping).

### **Rolling Venice Card**

The Venice card is a discount card created and guaranteed by the Comune di Venezia. As well as discounts in shops and cultural venues, the card entitles you to a discount on the 72-hour transport pass valid for all water-bus and bus lines.

### **Giovani A Teatro Card**

"Giovani a Teatro" is a project set up by the Fondazione di Venezia to promote live theatre as a cultural and learning experience for students in secondary schools and higher education in the Province of Venice. Leading Italian and international artists take part in a wide range of events including classic, contemporary and avant-garde plays; classical, world music, and jazz concerts; art of movement, ballet, modern dance and dance theatre. Just ask for your card in one of the local distribution points. The card for the 2007/2008 season allowed holders to pay ?2.50 to attend shows in theatres participating in the GIOVANI A TEATRO project by booking tickets free of charge at the following freephone number 800.831.606 (tickets will be issued as long as places are available).

/  
**USEFUL  
INFORMATION**  
/

## USEFUL NUMBERS

### Emergency telephones

**113** Emergency Services

**118** Ambulance

**115** Fire Brigade

**0415206344 - 0415207722** Centro Previsione  
Maree di Venezia - tides forecasting

**0499925409** A.R.P.A.V.: weather forecasting

## USEFUL LINKS

**Italy** [www.enit.it](http://www.enit.it)

**Venice** [www.comune.venezia.it](http://www.comune.venezia.it)

**Venice Public Transports** [www.actv.it](http://www.actv.it)

**Tourist Board of Venice**

[www.turismovenezia.it/eng](http://www.turismovenezia.it/eng)

**Venice Mainland Site**

[www.venicemainland.com](http://www.venicemainland.com)

**Italian Higher Education for International Students** [www.study-in-italy.it](http://www.study-in-italy.it)

**Erasmus Student Network** [www.esn.org](http://www.esn.org)

**Ministry of Instruction** [www.miur.it](http://www.miur.it)

**Ministry of Foreign Affairs** [www.esteri.it](http://www.esteri.it)

**Ministry for Cultural Assets and Activities**  
[www.beniculturali.it](http://www.beniculturali.it)

## POST OFFICES

There are many agencies of the post office in Venice, most of them are open in the morning from Monday to Friday (8.30am - 2pm)

The principal agencies are in Piazzale Roma and near Rialto bridge, these two are open also during the afternoon. (8.30am - 6.30pm)

## SUPERMARKETS

In Venice there is a great variety of little shops selling almost every thing you may need, but the biggest supermarkets are in Piazzale Roma, Zattere and Strada Nuova, where you can find cheaper prices.

Supermarkets usually are open every day from 8am to 8pm.

There are also market places in the Rialto Bridge area, where you can buy good quality fresh vegetables and fruit or fish.

## FREE TIME

Venice is a little town where the easiest way to move is on foot. In the tourist areas (San Marco, Mercerie, San Lio) there is often a big crowd and prices are high, but there are also many places where young people meet and prices are affordable.

The heart of university area is Campo Santa Margherita, where there are many bars and café where to sit outside, drinking and eating and chatting with friends.

In the evening and at night this is also a place where many young people go to spend a good time with friends.

Another area where people meet is close to Rialto bridge. That area comprehend Campo Bella Vienna and the Erberia, where in the last years many bars and little restaurants have opened attracting a large number of Venetians and tourists.

It is usual to go there at 7 pm to drink a *spritz* (the typical aperitif in Venice) with friends and, especially in the week end, to spend the night in that area eating, drinking and meeting new people.

# MUSEUM, THEATRE AND CINEMA

## Museum

Venice is a town very rich in museums and art.

Here you can find the links to the main ones:

Musei Civici Veneziani:

<http://www.museiciviviceneziani.it/>

Peggy Guggenheim Collection - Collezione

Peggy Guggenheim:

<http://www.guggenheim-venice.it/>

Bevilacqua La Masa Foundation - Fondazione

Bevilacqua La Masa:

<http://www.bevilacqualamasa.it/>

Gallerie dell'Accademia di Venezia:

<http://www.gallerieaccademia.org/>

Galleria Giorgio Franchetti alla Ca' d'Oro:

<http://www.cadoro.org/>

Museo d'Arte Orientale:

<http://www.arteorientale.org/>

Museo di Icone:

<http://www.istitutoellenico.org/museo/>

Jewish Museum of Venice - Musei Ebraico:

<http://www.museoebraico.it/>

Museo Querini Stampalia:

<http://www.querinistampalia.it/museo/>

Palazzo Grassi: <http://www.palazzograssi.it/>

Sale Monumentali della Biblioteca Marciana:

<http://marciana.venezia.sbn.it/>

Scala Contarini del Bovolo:

<http://www.scalabovolo.org/>

Scuola Grande di San Rocco:

<http://www.scuolagrandesanrocco.it/>

Museo Storico Navale:

<http://www.marina.difesa.it/venezia/storia.asp>

## Theatre

In Venice there are different theatres. Some of them are more classical, some of them are little and more experimental. The opera house is the famous Teatro La Fenice where every year a very interesting production of operas, ballets and concerts is offered.

Please visit the following webpage:

<http://www.comune.venezia.it/flex/cm/pages/ServeBLOB.php/L/IT/IDPagina/180>

## Cinema

There is not a large number of cinemas in Venice and Mestre, but they offer a quite wide choice of movies. In Italy movies are dubbed, but there are a few cinemas that in certain days show them in the original language. There are student cheap tickets available and very cheap tickets if you go to the movies in special days during the week.

Please visit the following web page:

<http://www.comune.venezia.it/flex/cm/pages/ServeBLOB.php/L/IT/IDPagina/192>

## FESTIVAL

### La Biennale di Venezia

Founded in 1895, it is an well renown institution which promotes new artistic trends and organises international exhibitions of contemporary art with an interdisciplinary perspective. The artistic fields involved are: art, architecture, cinema, dance, music and theatre. If you would like to learn more about it, please check the following website:

<http://www.labiennale.org/en/>

# / GLOSSARY /

## Italian

Attenzione!  
 Biglietti  
 Quotidiani  
 Lettere  
 Francobolli  
 Direzione  
 A sinistra  
 A destra  
 Sempre dritto  
 Ferrovia  
 Partenze  
 Arrivi  
 Fermata Bus  
 Polizia, Carabinieri  
 Vigili del Fuoco  
 Ospedale  
 Farmacia  
 Medico  
 Pronto Soccorso  
 Emergenza  
 Banca  
 Ufficio Postale  
 Ufficio  
 Scuola  
 Panificio  
 Fruttivendolo  
 Negozio  
 Aperto  
 Chiuso  
 Conto  
 Sconto  
 Entrata  
 Uscita  
 In ferie fino a...  
 Torno Subito  
 Soon  
 Occupato  
 Vietato Fumare  
 Ingresso Vietato

## English

Attention!  
 Tickets  
 Newspapers  
 Letters  
 Stamps  
 Direction  
 On the left  
 On the right  
 Straight ahead  
 Train Station  
 Departure  
 Arrivals  
 Bus Stop  
 Police  
 Fire Brigade  
 Hospital  
 Pharmacy  
 Physician  
 First Aid  
 Emergency  
 Bank  
 Post Office  
 Office  
 School  
 Bakery  
 Grocery  
 Store  
 Open  
 Closed  
 Bill  
 Sale  
 Entrance  
 Exit  
 Holiday till...  
 Come Back  
  
 Busy  
 No smoking  
 No entry

## Only in Venice:

Calle, Rio, Salizada  
 Campo  
 Vaporetto  
 Sestiere  
  
 Street  
 Square  
 Ferry Boat  
 District