Università Ca'Foscari Venezia

Area Didattica e Servizi agli Studenti

Ufficio Relazioni Internazionali /
International Office

Settore Accoglienza /
Welcome Unit

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Ca' Foscari
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welcome@unive.it

GUIDELINE FOR COURSE CATALOGUE: VISITING STUDENTS

1. COURSE CHOICE

Visiting Students are generally allowed to choose courses from all the Departments.

The **course catalogue** is available through two different paths:
- the detailed Degree programmes catalogue
  at http://www.unive.it/pag/17839/;
- the Course search at http://www.unive.it/data/9639/.

Clicking in particular on the Course search, the website will display the following screen, giving the possibility to filter the search by academic year, course title, period, level, etc.:

Visiting Students are free to select all the courses from the course catalogue, except for:

- PHD courses
- "Minor" courses
- *Collegio Internazionale* courses (*Centro di Eccellenza*)
- courses that give you 0 credits
- courses of the Joint Master Programme "Crossing the Mediterranean: towards Investment and Integration MIM)": http://www.unive.it/pag/21087/
- "interateneo" courses (i.e., held in other universities)
- courses from the BA Digital Management
- courses from the BA *Mediazione Linguistica Culturale*: http://www.unive.it/pag/4022/
- SIE (School for International Education) courses

- CLA (*Centro Linguistico di Ateneo*) language courses
- VIU (Venice International University) courses

Students do not register to courses <u>but must register to exams</u>.
Visiting students can attend all the courses they want, but they can only take the exams of the ones formally approved, registered and for which they paid for on their Application Form.
<u>Registration to exams is compulsory</u>, with an easy online procedure to be done about one week before the exam date.

ACADEMIC YEAR:
Official academic calendars are generally published between March and April of every year for the following year starting in September.
If the academic calendar of the year of the scheduled mobility is not yet available at the moment of the application, we suggest students should use current year courses.
In case there will be changes in the period of the chosen courses, you may send an email to the Welcome Unit (welcome@nive.it) for support.

PERIOD:
Students have to identify the period of the scheduled mobility. The academic year is divided into two semesters: Autumn (first semester) and Spring (second semester). Moreover, for the Economics and Humanities Areas, each semester is divided into two terms. The exact dates are detailed in the Academic Calendar sent by the Welcome Unit to all Visiting students.
Students must choose courses offered in the semesters corresponding to their mobility.

LEVEL:
The level of the courses students wish to attend should correspond to their study level, as previous competences are required. For ex., students attending a 1st cycle/undergraduate/1st level programme at their sending institution should choose only 1st level courses, while 2nd cycle students are allowed to attend undergraduate courses.
However, if the home university agrees, Visiting students are allowed to choose courses from different levels.

WHERE:
Please choose from the course catalogue courses held in Venice, Mestre and Treviso only.

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2. **COURSE PAGE**

When a course has been identified, students should carefully check all the details in its specific webpage:

ANALYSIS OF VISUAL LANGUAGE OF REPRODUCTION

Academic year	2015/2016	Syllabus of previous years ▶▶
Official course title	ANALISI DEL LINGUAGGIO VISUALE IN RIPRODUZIONE	
Course code	FT0001 *(AF:214080 AR:98732)*	
ECTS credits	6	
Degree level	Laurea	
Educational sector code	L-ART/06	
Period	4th Term	
Where	VENEZIA	

Professors and degree programmes	Programme	Timetable

Pre-requirements

None

Modalità di esame

oral

Teaching language

Italian ←

In particular the "Programme" label should be clicked and the page should be scrolled down in order to check "Teaching language". We highly recommend students to choose only courses whose teaching language matches with their English / Italian language skills.

Concerning courses description, Ca' Foscari suggests international students to consider the following indications:

✓ Be careful of the course codes in square brackets: T (ex. FT1) means "Triennale", which refers to 1st cycle/undergraduate/1st level courses, M (ex: EM50) stands for "Magistrale", which refers to 2nd cycle/master's level courses;

✓ Visiting students will not be allowed to attend two or more equivalent courses. In order to check this, it will be sufficient to click on the course webpage, then on the "Professors and degree programmes" label, scroll down to check the label "Equivalent courses for other degree programmes".

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CHANGING COURSES:
Visiting students cannot change the courses chosen and written on their Application Form: only in some cases, they can replace a previously chosen course with another one that has the same amount of credits (for ex. you can replace a 6-credit-course with another 6-credit-course; or a 12-credit-course with another 12-credit-course. You cannot replace a 12-credit-course with two 6-credit-course). The change must be communicated in due time and approved by the Welcome Unit.

3. EXAMS

Registration to exams is a compulsory procedure, to be done online, with the student's credentials, about one week before the exam date. The exact dates for the online registration are indicated in your Personal Area, near to the course title. The Welcome Unit sends to all international students a guideline with the detailed procedure for the registration.

4. TRANSCRIPT OF RECORDS

At the end of the mobility period, Visiting students may ask their Final certificate, an official document with the details of each exam (or research activity) taken in Venice that will be released upon the payment of the € 16,00 revenue stamp. Only passed exams will be in the ToR.

For any doubts, visiting students can ask the Welcome Unit (welcome@unive.it) and their Buddy.