



Università
Ca' Foscari
Venezia

GUIDELINE FOR COURSE CATALOGUE - DJD

1. COURSE CHOICE

Area Didattica e Servizi agli Studenti

Ufficio Relazioni
Internazionali /
International Office

Settore Accoglienza /
Welcome Unit

DJD Incoming students are allowed to check courses offered by their own devoted programme. 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.:

The screenshot shows the 'Course search' interface. At the top, there is a header 'Course search'. Below it, there is a dropdown menu for 'Academic year' with '2015 / 2016' selected. Underneath is a section titled 'Advanced search' with a minus sign. This section contains several search filters: 'Course title / Professor' (text input), 'Degree programme' (dropdown), 'Period' (dropdown), 'Where' (dropdown), 'Year of study' (dropdown), 'Educational sector code' (dropdown), 'Level' (dropdown), and 'Properties' (checkboxes for 'Courses for part-time students', 'Courses with sustainable contents', 'Courses with sustainable procedures', and 'English-taught courses'). At the bottom left is a blue 'Search' button with a magnifying glass icon. To the right of the button is a note: 'To start the search, please select the academic year and fill in at least one of the search fields.'

DJD Incoming Students are allowed to select courses from the course catalogue, according to the DJD programme they belong to, 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/>

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DJD Incoming students can also choose courses from the following institutions:

- [CLA](#). The University Language Center organizes several language courses, such as English, French, German, Russian, Spanish. Online registration is compulsory;
- [VIU](#). The Venice International University is an international network of universities founded by Ca' Foscari in 1995. Incoming students can attend their English-taught courses in the Island of San Servolo. Online registration is compulsory.

Students do not register to courses (except for CLA and VIU) but they must register to exams.

DJD Incoming students can only take the exams of the courses formally approved by the Academic Coordinators in the Learning Agreement.

Registration to exams is always compulsory, 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 using current year courses as a first preliminary reference.

In any case Learning Agreements will be revised and updated (if needed) by UNIVE Welcome Unit during the first month of the mobility.

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 DJD incoming students.

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.

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, DJD 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;



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3. LEARNING AGREEMENT

It must be approved and signed by DJD student, Home university and Host university. DJD students will have to meet their Departmental Coordinator, i.e., the Professor in charge of their DJD mobility programme. Students will find the Professor's details in their Welcome Kit.

CHANGING COURSES:

Incoming students can change the original Learning Agreement during the first month of the semester in Venice (30 days after the Welcome Day).

The change form must be approved and signed by the student, the home university and the host university.

4. 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 DJD students Personal Area, near to the course title. The Welcome Unit sends to all international students a guideline with the detailed procedure for the registration.

5. TRANSCRIPT OF RECORDS

At the end of the mobility period, DJD incoming students will receive their ToR, an official document with the details of each exam taken in Venice. Only passed exams will be included in the ToR.

For any doubts, DJD incoming students can ask the Welcome Unit (jointdegree@unive.it) and their Buddy.