

6. COURSES AND LESSONS

Attending classes, unless specified in the Syllabus, is not mandatory: it means you are not obliged to attend all the classes in order to apply for the exam or even to pass it.

Attending Laboratories is mandatory.

BUT, please remember that:

- If the course you are attending demands that you spend some hours in the laboratories, these ones can be mandatory in order to apply for that particular exam.
- Although not mandatory, it is always highly recommended to follow the lessons!!!

7. COURSES QUESTIONNAIRE

It is very important, at the end of the courses, to fill out the questionnaire, for two reasons:

- Without it, you cannot subscribe to the exam, so it is mandatory to do it before.
- If you feel that some suggestions might improve the quality of the class, this is the better place to tell it.
- Questionnaires are **completely anonymous** (your name will not be disclosed).

8. INTERNATIONAL STUDIES

- **Erasmus+ for study:** there are several destinations to go to in order for you to study at one University all over Europe (there is a dedicated webpage on Ca' Foscari for Erasmus, otherwise, you can contact Prof. Fabio Aricò for further information). Annual **Deadline for Erasmus + application is indicatively in February**.
- **Erasmus+ stage:** possibility to make an **internship abroad**.
- **Overseas:** possibility to spend a period **outside the European Union**.
- **DD (double degree) in Sustainable Development:** you will attend classes at two (or more) different universities, graduating in each of them. Details of this Double Degree master are included on a dedicated webpage of Ca' Foscari. **Annual Deadline application is in April**. The credits of your piano di studi must be fulfilled both in the home and host university (minimum 30 credits).

9. HOW TO INTERACT WITH THE PROFESSOR

All the professors are available for a meeting, and they are more than pleased to help you. What you need to do is sending an email to them (you can find their address on Ca' Foscari website), and ask them to fix a meeting. Some of them may already have a **weekly meeting hour** with students.

10. FOOD

Ca' Foscari University made an agreement with two restaurants which are close to the Campus in Mestre:

- Ristorante Donazzon, Parco Scientifico Tecnologico Vega, Via delle Industrie 7, 30121 Marghera Venezia.
- Ristorante Open, Via Paganello 9, 30172 Mestre Venezia.

In order to eat there with the preferential price, you have to log into ESU website and fill an application form in order to ask for this particular service.

11. LIBRARY

As a student of Ca' Foscari, you have the access to every library of the University. What is special with the library you can find at the campus is the following:

- You can reserve some rooms if you need a space with your colleagues and friends in order to study together or work for a project.
- You will be helped in scientific research, e.g. for the references of your dissertation.

12. HOW TO REACH THE CAMPUS

You can find all the places of interest related to the University, scientific campus included, at this link:
<https://apps.unive.it/mappe/>.

13. CARTA CONTO CA' FOSCARI/BADGE

When you are enrolled with Ca' Foscari, you receive a special card called **Cartaconto**. This card must be used to enter to the libraries and to do some photocopies. Additionally, it can also act as a prepaid card.

14. IMPORTANT CONTACTS

- **Prof. Malavasi** (coordinator): mala@unive.it
- **Prof. Aricò** (coordinator, responsible of internationalization): fabio.arico@unive.it
- **Campus secretariat:** campus.scientifico@unive.it (opening hours at page <https://www.unive.it/pag/25757/> Competences: exam lists, assistance for the study plan, calendar of classes, exams and final examinations)
- **Department secretariat:** didattica.dais@unive.it
- Each year, two international tutors will be elected by Ca' Foscari. Ask for their names and contact them for any help you might need.



Ca' Foscari
University
of Venice

Department of Environmental
Sciences, Informatics and Statistics

14 Useful Tips For Global Environmental Change Students

1. STUDY PLAN (Piano di Studio)

- You must **fulfil your study plan before the January exam section (Deadline: end of february)** in order to register for the exams. If you need some help, contact your Campus (see important contacts).
- It is possible to **edit** the study plan every academic year (before paying the first fee), **by fulfilling a new version of it.**

An example of Piano di studi for the year 2019/20 is reported in the following Table (PLEASE BE AWARE SUBJECTS MIGHT BE SUBJECT TO CHANGES)

Global Environmental Change Study plan 2019/20

1 st year			
1 st Semester		2 nd Semester	
Subject	Cfu	Subject	Cfu
Oceanography and Climatology	12	Atmospheric Chemistry	6
Biodiversity and Global Change	6	Environmental Economics and Sustainable Development	6
Environmental Data Analysis	12	Environmental Impacts Related to Climate Change	6
		The Climate of the Past	6
		Renewable Energy Sources	6

2 nd year			
3 rd Semester		4 th Semester	
Subject	Cfu	Subject	Cfu
Environmental Modelling	6	Interdisciplinary Case Study	6
Ecosystem Functioning and Climate Change	6	Integrated Management of Natural Resources	6
Elective course / internship	6	Final Examination	24
Elective course / internship	6		

2. EXAMS (Esami)

- Remember to complete your study plan before registering to an exam, otherwise you will not be able to register to any exam.
- There are **3 exam sessions per year.**
- You must pass all the exams** in your piano di studio in order to graduate.
- You must register to the exams you intend to take:** the registration window will open 15 days before the exam date, and it will close three days before the exam day (**do not wait until the last minute to register!**).
- When you register for an exam, you are asked to give an **evaluation of the course and of the teacher:** please, answer to all the questions seriously, because this is a vital tool to improve the course for the next years.
- You are allowed to try to pass each exam of your study plan **4 times each academic year.**
- If you pass an exam, but you are not satisfied of the grade, **you have the right to refuse the grade and repeat it** (as many times as you want).
- 18/30** is the minimum mark to pass the exam, while **30 L/30** is the maximum.
- In case you want to register for an exam, and you see the sentence: **“talk to the teacher”**, it means that:
 - you have to arrange an **appointment** with the professor and agree on the exact date of the exam (it happens mostly for oral exams)
 - the exam will take place the **first day of the section** so you must **subscribe as soon as possible**
- For any doubt, please contact the course teacher and they will give further informations**
- It might also happen that a professor allows you to take an **exam out of the calendar:** if you pass the exam, you have to register the mark in the next exam section (**remember to register to the next available exam session**).

3. STAGE/TRAINESHIP (Tirocinio)

- It is **not mandatory**, meaning that you can use the 12 free credits to follow two elective courses instead of taking part into a stage. Remember that 1 credit = 25 hours of work.
- It can be **internal or external:** internal means within the University, external means within a company or an association.
- If you find a company that is not registered into the Ca Foscari system, **you can always activate a new agreement between the company and the University.** The agreement is fundamental for insurance issues.
- If you want to start an **internal stage:** you have to decide your topic and find a professor that will help you organising the work (professors can belong to other departments).
- If you want to start an **external stage:** you have to decide your topic, find a company with a person who will be responsible

of the project (**company tutor**). You will also have to find a professor at the University who will follow you and that will be in contact with the company tutor (this **professor** will be your second **tutor**).

- It is possible to do the **stage abroad** (see below).
- If you want to find out which companies have an agreement with your University, you can ask directly to professors or to the company you are interested in. You can even ask professors about some companies that may not have an agreement but may call your attention, and then you can see if you can make the agreement.
- Further information at: <https://www.unive.it/pag/27247/>

4. FREE CREDITS (12 CFU)

There are three possibilities to obtain these credits:

- Tirocinio/Stage/Traineeship (300 hours = 12 CFU):** *tirocinio* means stage/traineeship. The stage might be **internal** (within the University) or **external** (within a company or an association). It might concern the topic you intend to develop in your master thesis (in this case it would be a preparatory experience for your thesis), as well as be completely separated from it.
- Elective course (6 CFU) + tirocinio/Stage (150 hours = 6 CFU):** you can choose one English course **among the English courses of any Department of the University**, and opt for a 150-hour-stage.
- Elective course (6 CFU) + Elective course (6 CFU):** you can choose two English courses **among the English courses of any Department of the University**.

5. INTERNSHIP, THESIS AND FINAL EXAMINATION

University regulation and MSc Regulations are available at: www.unive.it/pag/25776/

Students enrolled in a Master's Degree can apply for a thesis by presenting their request to the Teaching Committee > module (IT). If you need help, you can ask to campus scientific secretariat.

“Internship” and **“Thesis preparation”** are used as synonyms and they mean the period in which a student is collecting data in order to write his/her own thesis.

The overall amount of credits among internship, thesis and final examination is 24 CFU (corresponding to 600 hours). You have to decide a topic for your thesis and a professor who will follow you (supervisor). In order to fulfil an experimental thesis, you need to discuss with your supervisor how many hours of laboratory you should do in order to collect enough data (there is no formal distinction of hours between practise and elaboration of data). If you had a *tirocinio* (stage/traineeship) in your study plan, you could use, in accordance with your supervisors, the data and experiences collected during the stage/traineeship, to develop, elaborate and write your thesis work within the internship phase.