Erasmus Incoming Students
WELCOME DAY
Academic Year 2020/21
Arrival at Unibs

Personal documents (uploaded on personal page on unibs.it)
• ID/Passport
• passport-sized picture

Personal documents (sent by email)
• EU Health Insurance Card
• Visa for study & Private Health Insurance (non EU students ONLY)

Erasmus documents (sent by email)
• Arrival certificate (provided by your Home Institution) beginning: date of the welcome day
• Learning Agreement (if not submitted before) signed by both Universities
Fiscal Code

It is a number based on your personal details issued by the Tax Agency Required for contracts (e.g. to rent an apartment, to buy an Italian SIM, etc)

Unibs will request and provide your fiscal code in a few weeks
Once confirmed, you will find it on your personal page on unibs.it
Unibs Student Card

- student ID and debit card (optional).
- University services (canteen, printers/photocopiers, libraries)
- discounts on public transportation, museums, cinemas, etc

Make sure you have uploaded a profile picture on your personal page!

**Where:**
At the bank Crédit Agricole by appointment (mandatory)

**When:**
You will receive an email when the card is ready
Free Transportation Pass

offered by Unibs in cooperation with the Municipality of Brescia

The Card will be available and active **starting from March**. It can be used to travel on buses and underground in the city center.

Bike-sharing service can be added on request.

**Where:**
The card can be collected at the Infopoint in via Trieste, 1 (city center)

**When:**
We will inform you when the cards are ready
Residence permit
Additional requirement for non-EU students

Our tutor will help you fill in the application forms
Cost for 6 up to 12 months: 100 EUR approx.
Make an appointment with our tutors at the online desk

Where:
Application forms can be found at any Post Office at «Sportello Amico»

When:
Application must be submitted within 8 working days from arrival
Distance learning

Classes will be held only online until further notice

Requirements:
• Learning agreement
Submitting the learning agreement (correct and signed) is a requirement to attend classes.
Chosen subjects will be uploaded in your personal page (booklet)

• Microsoft Teams
Microsoft Teams is one of the platforms used for the online teaching. Download it on your pc and connect with your Unibs email address.
Instructions:
https://www.unibs.it/sites/default/files/strutture/allegati/Microsoft%20Teams%20-%20Students%20%281%29%20def.pdf

• Unibs email address (firstname.lastname@studenti.unibs.it)
It is mandatory to use institutional email address to attend online classes
Classes timetable

calendari.unibs.it/PortaleStudenti/
# Changes to the Learning Agreement

## Higher Education Learning Agreement for Studies

### During the Mobility

#### Exceptional changes to Table A

<table>
<thead>
<tr>
<th>Table A2</th>
<th>Component code (if any)</th>
<th>Component title at the Receiving Institution (as indicated in the course catalogue)</th>
<th>Deleted component [tick if applicable]</th>
<th>Added component [tick if applicable]</th>
<th>Reason for change</th>
<th>Number of ECTS credits (or equivalent)</th>
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<td>Choose an item.</td>
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</table>

#### Exceptional changes to Table B (if applicable)

<table>
<thead>
<tr>
<th>Table B2</th>
<th>Component code (if any)</th>
<th>Component title at the Sending Institution (as indicated in the course catalogue)</th>
<th>Deleted component [tick if applicable]</th>
<th>Added component [tick if applicable]</th>
<th>Number of ECTS credits (or equivalent)</th>
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</tbody>
</table>
Changes to the Learning Agreement

Only once per semester
Max 1 month from the beginning of classes
Approved by sending and receiving Institution

How to do:
• Choose the courses in our offer
• Fill in the form and have it signed by your coordinator
• Collect the signature of the Unibs coordinator
• Send the document to the International Office
Taking exams at Unibs

Booking the exams is mandatory!
30 days up to 5 days before the exam

- login to your personal page on unibs.it
- open the section «exams»
- fill in the questionnaire
- give privacy consent
- book the exam

Instructions and video tutorial

You won’t be allowed to take exams without registration. Late registration is also not allowed. The International Mobility Office can’t book the exam for you
Italian language course

Classes are going to start at the beginning of March

https://www.unibs.it/didattica/italiano-stranieri
Before leaving

• Attendance Certificate (provided by your Home Institution) to be signed and stamped by the International Student Mobility Office at check-out

• Final questionnaire (on the Erasmus experience at Unibs) to be filled in on your personal page

• Transcript of records delivered from Unibs to your Home Institution within 5 weeks from your departure
If you need assistance

**International Student Mobility Office**

Since it is not possible to meet students in person, you can make an appointment with the incoming online desk. Please follow the instructions by [clicking here](#).

**Tutors (students)**

Tutors are students that can help you with classes/timetables/practical information on university life. [Tutor online desk](#)
If you need assistance

Departmental coordinators

• **ECONOMICS & MANAGEMENT DEPARTMENT**
  
  Prof. Michael Donadelli - michael.donadelli@unibs.it

• **LAW DEPARTMENT**
  
  Prof. Luca Passanante - luca.passanante@unibs.it

• **ENGINEERING AREA**
  
  *Civil Engineering, Architecture, Environment & Maths* Prof. Roberto Ranzi - roberto.ranzi@unibs.it
  Mechanical & Industrial Engineering
  Prof. Stefano Rebay - stefano.rebay@unibs.it
  Prof. Antonio Visioli - antonio.visioli@unibs.it (for dual degree with Universidad de Almeria)
  Prof. Giovanni Legnani – giovanni.legnani@unibs.it (for dual degree with Sorbonne University)
  Information Engineering Prof. Gringoli Francesco - francesco.gringoli@unibs.it

• **MEDICINE AREA**
  
  *Medicine and Dentistry* Prof. Corrado Paganelli - corrado.paganelli@unibs.it
  Physiotherapy Prof. Luca Falciati - luca.falciati@unibs.it
  Sports Prof. Alessandro Fanzani - alessandro.fanzani@unibs.it
  Biotechnologies Prof. Giuseppe Borsani – giuseppe.borsani@unibs.it
Erasmus+
Enriching lives, opening minds.

Enjoy your stay!