



UNIVERSITÀ
DEGLI STUDI
DELL' AQUILA

INTERNATIONAL RELATIONS OFFICE

WELCOME GUIDE

INFORMATION FOR INCOMING STUDENTS (NON-EU STUDENTS)



Mobility to the University of L'Aquila

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- Accommodation
- VISA and health insurance
- The best way to travel to L'Aquila
- When to arrive and what to bring
- Pre-departure check list for non-EU students

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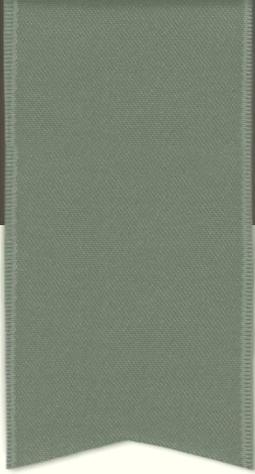
- Steps

DURING YOUR STAY

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PRE-DEPARTURE

PRE-DEPARTURE

Documents to prepare:

To complete the application procedure, remember that you have to collect the following documents and submit them to the International office the day of the appointment (please note that the mobility starts the first day you are required to stay at our university and ends the last day of stay at UnivAQ):

- A copy of health insurance (Non-Eu students have to subscribe a private health insurance policy in their home country, since the medical treatment without it is very expensive in Italy)
- A copy of valid passport and entry VISA
- One passport-size photo
- Italian fiscal code (strongly recommended to apply for it at the Italian Embassy in your country; as a second option it can be taken in Italy, but note that it takes time so you could incur in a delay in the matriculation process and in the payment of the scholarship for non-EU Students)
- SEPA bank account for non-EU Students entitled to receive the scholarship by UnivAQ
- Learning agreement (it has to be approved by your University and by the departmental coordinator at UnivAQ): courses can be found at this link: <https://univaq.coursecatalogue.cineca.it/>

Accommodation

The University has not a dormitory. So, you have to look for the accommodation in the private market. We suggest to book a temporary accommodation before your arrival and then look for another place when you arrive.

You can be supported by our student association AQUILASMUS <https://laquila.esn.it/it/node/102>

If you need help, please, fill in the form you can find in their website or if you prefer you can write to housing@esnlaquila.it to get more details about housing.



PRE-DEPARTURE

Which is the best way to travel to L'Aquila?

L'Aquila is situated about 100 kms far from Rome. The 2 main airports are Fiumicino Airport and Ciampino Airport.

From Fiumicino Airport and Ciampino Airport, you can take Gaspari Bus or Flixbus that will take you directly to L'Aquila (My Suite Hotel bus stop).

- Gaspari Bus line that will take you directly to the bus station near "My Suite hotel" (also known as "Hotel Amiternum") in L'Aquila. You can find the timetables at Gaspari website: www.gasparionline.it;

- Flixbus that will take you to the bus station near "My Suite hotel" (also known as "Hotel Amiternum") in L'Aquila. You can find the timetables at the website: <https://www.flixbus.it>

Otherwise, once you get to Rome, you can take a bus from Roma - Stazione Tiburtina (you can choose TUA, Flixbus or Gaspari Bus) that will take you to My Suite Hotel / L'Aquila Terminal Bus.

We do not recommend the train from Rome because it takes longer than going by bus.

Should you arrive at another airport, please contact us for advice.

PLEASE NOTE THAT A PICK-UP SERVICE IS NOT PROVIDED!

TAXI

Taxis are available at My Suite Hotel bus stop. You can call the phone number +39 086225165. The service is available from 7 AM up to 00:00 AM. Reservations for a period other than the opening hours can be made up to 7 PM. <https://www.radiotaxilaquila.it/>

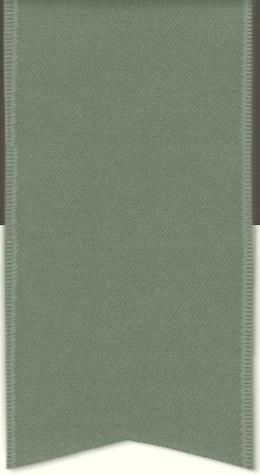


PRE-DEPARTURE

When to arrive

Students are strongly advised to arrive at least one week before courses start. This will give you sufficient time to enroll on the University of L'Aquila, organize your stay and study, apply for the residence permit, complete the accommodation procedure and open a bank account.





AFTER YOUR ARRIVAL

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Don't forget the following steps:

The first thing you have to do after your arrival is to **complete the registration** by asking an appointment to the International office. The start date of the mobility shall be the first day the participant needs to be present at the receiving institution.

Non-EU student must apply for the **residence permit** in 8 days after their arrival in Italy. Forms are available at the post offices in L'Aquila. The international office can help you to fill in the forms. After the application, you will receive a receipt with the appointment at the police office. A copy of it must be sent to the international office.

Dont' forget to apply for the **Italian fiscal code**, if you did not succeed in having it before your arrival arrival (Agenzia delle Entrate VIA FILOMUSI GUELFY - PALAZZO UFFICI FINANZIARI E DEL TESORO, L'AQUILA - opening hours: from Monday to Friday 8.30-12.30; Tuesday and Thursday 14.30-16.30).



AFTER YOUR ARRIVAL

International Relations Office

Università degli Studi dell'Aquila

Palazzo Camponeschi, piazza Santa Margherita 2, 67100 L'Aquila

Website: <https://www.univaq.it/>

Head of the Office: Fausta Ludovici

Responsible for incoming non-EU students: Alessandra Imperatori

Opening hours:

Mon. - Wed. - Fri. (9:30 a.m. - 12:30 p.m.)

Tue. 14 p.m.- 17 p.m. - Thursday closed

Ticket opening is required on **Help Point**. No information will be provided via email or phone.

Link: <https://help.univaq.it/>



AFTER YOUR ARRIVAL

Documents to be provided to the international Office:

- A copy of **health insurance** (Non-Eu students have to subscribe a private health insurance policy in their home country, since the medical treatment without it is very expensive in Italy)
- A copy of **valid passport and entry VISA**
- One **passport-size photo**
- **Italian fiscal code** (strongly recommended to apply for it at the Italian Embassy in your country; as a second option it can be taken in Italy, but note that it takes time so you could incur in a delay in the matriculation process and in the payment of the scholarship for non-EU Students)
- **SEPA bank account** for non-EU Students entitled to receive the scholarship by UnivAQ
- **Flight tickets, proof of payment, original boarding passes**
- A copy of the **application for the residence permit**

NOTE:

Italian fiscal code: it is necessary to enroll you, to open an Italian bank account, to book a room in a private flat



AFTER YOUR ARRIVAL

Residence Permit

Non-Eu students must apply for it for a longer stay than 3 months. The documents required to be attached to the application to be found at the post offices are:

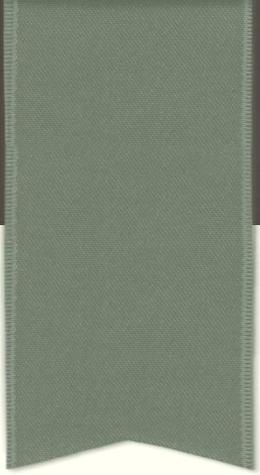
1. Invitation letter issued by the International office
2. A copy of the whole passport, including entry VISA
3. A copy of the private health insurance policy

After filling the forms:

1. Buy a duty stamp/marca da bollo € 16,00 at the tobacconist's
2. Pay € 30,46 for the electronic permit
3. Pay a fee of € 40,00
4. Pay € 30,00 for the registered mail

The post office will deliver you a receipt with the date and time of the appointment at the QUESTURA in L'Aquila (Via Strinella n.1 - 67100 (L'AQUILA - AQ))





DURING YOUR STAY

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Should you have any question regarding ECTS, courses etc., learning agreement, do not hesitate to contact your Erasmus Coordinator at your department: http://www.univaq.it/en/section.php?id=8&lang_s=en:

Please remember that learning agreement can be changed in a month after your arrival and courses must be delivered only in the period of your mobility.

MOREOVER

Course Catalogue allows an easy and fast search in the academic programmes offered by the University and is available at: https://www.univaq.it/en/section.php?id=1977&lang_s=en. Click on the year of enrolment of each study course to get full details (general info, admission requirements, tuition fees, deadlines, curricula, study material and objectives) and the study plan (select " courses").

Exams

In order to take an exam included in your learning agreement, you have to register in Segreteria Virtuale with the password provided by the international office. Please do not forget that you can take exams only for the courses scheduled in the period you are enrolled at the University of L'Aquila and approved in your learning agreement.



DURING YOUR STAY

Our **Departments** promote, coordinate and organize research activities for one or more sectors or scientific-disciplinary areas sharing the same objectives or research methodologies and promote, organize and carry out academic teaching within our University. The Departments of the University of L'Aquila are the following:

Biotechnological and Applied Clinical Sciences

<http://discab.univaq.it/>

Edificio Angelo Camillo De Meis, via Vetoio, Coppito - 67100 L'Aquila

Civil, Construction-Architectural and Environmental Engineering

<http://diceaa.univaq.it/>

Piazzale Ernesto Pontieri 1, Monteluco di Roio - 67100 L'Aquila

Human Studies

<http://scienzeumane.univaq.it/>

Edificio Ernesto Pontieri, viale Nizza 14 - 67100 L'Aquila

Industrial and Information Engineering and Economics

<http://diiie.univaq.it/>

Piazzale Ernesto Pontieri 1, Monteluco di Roio - 67100 L'Aquila

Information Engineering, Computer Science and Mathematics

<http://www.disim.univaq.it/>

Edificio Renato Ricamo, via Vetoio, Coppito - 67100 L'Aquila

Life, Health and Environmental Sciences

<http://mesva.univaq.it/>

Edificio Paride Stefanini (Blocco 11), piazzale Salvatore Tommasi 1, Coppito - 67100

Physical and Chemical Sciences

<http://www.dsfc.univaq.it/it/>

Edificio Renato Ricamo, via Vetoio, Coppito - 67100 L'Aquila



DURING YOUR STAY

DEPARTMENTAL COORDINATORS	DEPARTMENTS
Di Ludovico Donato donato.di.ludovico@univaq.it	Department of Civil, Construction-Architectural and Environmental Engineering
Nesi Monica monica.nesi@univaq.it	Department of Information Engineering, Computer Science and Mathematics
Anatone Michele michele.anatone@univaq.it	Department of Industrial and Information Engineering and Economics
Barbonetti Arcangelo arcangelo.barbonetti@univaq.it	Department of Life, Health and Environmental Sciences
Di Giulio Antonio antonio.digiulio@univaq.it	Department of Biotechnological and Applied Clinical Sciences
Villante Francesco Lorenzo francescolorenzo.villante@univaq.it	Department of Physical and Chemical Sciences
Vogt Barbara Maria barbaramaria.vogt@univaq.it	Department of Human Studies

DURING YOUR STAY

GENERAL INFORMATION

Academic calendar

The academic year begins on 1st October and ends on 30th September of the following year. The type of terms or teaching cycles adopted for courses are indicated in students handbooks.

Holidays:

1st November (All Saints Day)

8th December (Immaculate Conception)

from the 23rd of December through the 6th of January

from the Thursday before Easter Sunday through the following Tuesday

6th April (Day of Mourning in memory of the 6th April 2009 earthquake victims)

25th April (Liberation)

26th April (University holiday day)

1st May (Labour Day)

2nd June (Anniversary of the Italian Republic)

10th June (St. Massimo – Patron Saint of L'Aquila)



DURING YOUR STAY

University Library System

The University Library System is a network of five library units which offer support for teaching and research activities carried out within the University of L'Aquila.

The five library units are organized and distributed as follows:

Polo Centro ([Humanities Library](#) - [Economics Library](#))

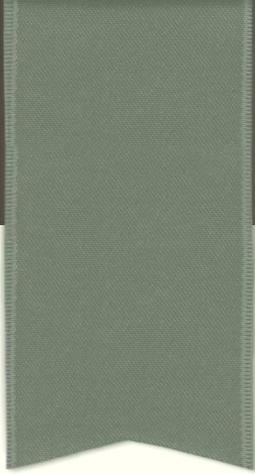
Polo Coppito ([Sciences Library](#) - [Medical Library](#))

Polo Roio ([Engineering Library](#))

Linguistic center

Italian language courses are offered to incoming students for level A1 – A2 – B1- B2 (3 ECTS). If you want to have the exam recognized, you have to include it in your learning agreement.





AT THE END OF YOUR MOBILITY

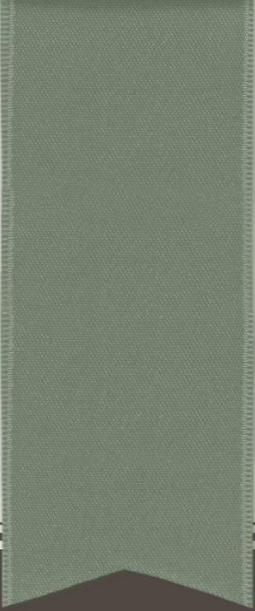
AT THE END OF YOUR MOBILITY

AT THE END OF YOUR MOBILITY

1. Fill in the satisfaction questionnaire received by email
2. Fill in the Eu survey received by email (only for International credit mobility students)
3. Check all exams, taken and passed, are registered in the student book and in the system called Segreteria virtuale
4. Send a ticket to <https://help.univaq.it/> to ask for an appointment at the International office
5. Take your student book, received at the time of the enrolment, to the International office



Please note that the transcript of records will be sent to your home university only if points 1-2-3 are completed



CONTACTS:

Università degli Studi dell'Aquila
International Relations Office

Palazzo Camponeschi, piazza Santa Margherita 2, 67100 L'Aquila
<https://help.univaq.it/>

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