

## FACT SHEET 2015 – 2016

<http://www.lettere.uniroma2.it/>

ACADEMIC INFORMATION		
	1 <sup>st</sup> SEMESTER	2 <sup>nd</sup> SEMESTER
<b>ACADEMIC CALENDAR</b>	<p><u>Classes begin:</u> October 1<sup>st</sup> 2015</p> <p><u>Classes end:</u> December 18<sup>th</sup> 2015</p>	<p><u>Classes begin:</u> February 22<sup>th</sup> 2016</p> <p><u>Classes end:</u> May 23<sup>rd</sup> 2016</p>
	<p><b>EXAMINATION SEASONS</b></p> <p>Winter session: January 7<sup>th</sup> 2016 – February 15<sup>th</sup> 2016</p>	<p><b>EXAMINATION SEASONS</b></p> <p>Summer session: June 1<sup>st</sup> 2016 – July 20<sup>th</sup> 2016</p> <p>Autumn session: September 1<sup>st</sup> 2016 – September 30<sup>th</sup> 2016</p>
	<p><b>VACATIONS</b></p> <p>December 22<sup>nd</sup> 2015 – January 6<sup>th</sup> 2016 (Christmas holidays)</p>	<p><b>VACATIONS</b></p> <p>April 1st 2016 April 25th 2016 May 1st 2016 June 2nd 2016</p>
<b>LANGUAGE SKILLS</b>	Italian B2 skills are required but we do not expect a certain certificate.	
<b>MAIN LANGUAGE OF INSTRUCTION</b>	<p>The 1<sup>st</sup> and 2<sup>nd</sup> Level courses are held mainly in Italian. However some professors let the Erasmus student take the exam in English.</p> <p>For further details: <a href="http://lettere.uniroma2.it/sites/lettere.uniroma2.it/files/List%20of%20exams%20that%20can%20be%20taken%20in%20other%20languages%20%20%281%29.pdf#overlay-context=it/pagina-base/information">http://lettere.uniroma2.it/sites/lettere.uniroma2.it/files/List%20of%20exams%20that%20can%20be%20taken%20in%20other%20languages%20%20%281%29.pdf#overlay-context=it/pagina-base/information</a></p>	
<b>ITALIAN LANGUAGE COURSE FOR FOREIGN STUDENTS</b>	<p>Free Italian language courses are offered before the beginning of the lessons and during the 1<sup>st</sup> and the 2<sup>nd</sup> semester.</p> <p>For further information:</p> <p><a href="http://linguaitaliana.lettere.uniroma2.it/">http://linguaitaliana.lettere.uniroma2.it/</a></p> <p><a href="http://www.scuolaiad.it/clici">http://www.scuolaiad.it/clici</a></p> <p><a href="http://linguaitaliana.lettere.uniroma2.it/?lang=en">http://linguaitaliana.lettere.uniroma2.it/?lang=en</a></p>	
	<p>Incoming students can find the list of the courses here:</p> <p><a href="http://lettere.uniroma2.it/it/pagina-base/offerta-didattica">http://lettere.uniroma2.it/it/pagina-base/offerta-didattica</a></p>	

# Università degli Studi di Roma "Tor Vergata"

<b>COURSES</b>	<p>(Exchange students may attend either the 1st level courses (corsi di laurea triennale) or the 2nd level courses (corsi di laurea magistrale).</p> <p><u>How to find the program of the course you interested in:</u></p> <p>Go to this link: <a href="http://didattica.uniroma2.it/corsi/index/4-Lettere/8-2014-2015">http://didattica.uniroma2.it/corsi/index/4-Lettere/8-2014-2015</a> and put the name of the course in the search area. After you find it, click on 'PROGRAMMA' and then you can find the name of Professor and the program of it. If you can't find it, you should write to the Professor (the name is on top of the page)</p> <p><u>LEARNING AGREEMENT NOTICE:</u> Please note that you will choose all the courses (not only the courses of your Degree Level)</p>	
<b>EXAMS CALENDAR</b>	<p><a href="http://lettere.uniroma2.it/it/calendario-lezioni-esami-tesi/calendario-degli-esami">http://lettere.uniroma2.it/it/calendario-lezioni-esami-tesi/calendario-degli-esami</a></p>	
<b>LESSONS CALENDAR</b>	<p><a href="http://lettere.uniroma2.it/it/calendario-lezioni-esami-tesi/calendario-lezioni">http://lettere.uniroma2.it/it/calendario-lezioni-esami-tesi/calendario-lezioni</a></p> <p><u>Mod. A/B:</u> Means that the course is composed of one module <u>Mod. A+B:</u> Means that the course is composed of two Modules of ECTS each.</p> <p>Incoming students may still add or drop courses once they are admitted to our university.</p> <p>*One module: 6 CFU=6 ECTS</p>	
<b>TRANSCRIPT OF RECORDS</b>	<p>The Transcript of records will be delivered to the sending University after the students fills the confirmation of departure and give back to the Erasmus Office his Libretto Giallo (a student record book where the exams are registered)</p>	
<b>GRADING SYSTEM MARK</b>	<b>ITALY</b>	<b>ECTS</b>
	30 e LODE	A
	29,28,27	B
	26,25,24	C
	23,22,21	D
	20,19,18	E

UNIVERSITY REQUIREMENTS	
REGISTRATION PROCES	
<p><b><u>1<sup>st</sup> STEP</u></b>  <b>ONLINE</b>  <b>REGISTRATION</b></p>	<p>The Erasmus Office of the University of Rome "Tor Vergata" will proceed to enroll the students only after the official nomination of the Erasmus winners by the partner Universities.</p> <p><b>DEADLINES:</b>  <u>Nominations:</u> <b>1<sup>st</sup> semester: 30/04/2015</b>  <b>2<sup>nd</sup> semester: 30/09/2015</b></p> <p><u>On-line registration:</u> The students with an Erasmus scholarship (Tor Vergata doesn't accept free movers) must register to the following link: <a href="http://torvergata.llpmanager.it">http://torvergata.llpmanager.it</a></p>
<p><b><u>2<sup>nd</sup> STEP</u></b>  <b>APPLICATION FORM</b></p>	<p>After the online registration the students have to send the "STUDENT APPLICATION FORM" to <a href="mailto:erasmus@uniroma2.it">erasmus@uniroma2.it</a></p> <p><b>DEADLINE:</b>  <u>Application form:</u>  <b>1<sup>st</sup> semester: 02/05/2015 - 30/06/2015</b>  <b>2<sup>nd</sup> semester: 01/10/2015 - 30/11/2015</b></p>
<p><b><u>3<sup>RD</sup> STEP</u></b>  <b>CODICE FISCALE</b></p>	<p>Immediately upon arrival the students must go to the following address to get the <b>Codice Fiscale</b> (Income Tax Code – please click on our website's link for useful information):  Via di Torre Spaccata, 110 (Metro A – Cinecittà) (see the map enclosed)</p>
<p><b><u>4<sup>R<sup>TH</sup></sup></u> STEP</b>  <b>REGISTRATION AT THE UNIVERSITY</b></p>	<p>After this, the students must go to:  <b>Erasmus Office of the University of Rome Tor Vergata</b> - Via Orazio Raimondo, 18 - ground floor  Monday, Wednesday and Friday 9.00 - 12.00 - Wednesday also 14.30 - 16.00 - Tel. +39 06 72592555  Please book your check in : <a href="mailto:appointment.uniroma2@hotmail.com">appointment.uniroma2@hotmail.com</a></p>
DELIVERED REQUIRED DOCUMENTS FOR THE ERASMUS OFFICE	
<ul style="list-style-type: none"> <li>• A certificate issued by their home university testifying that the students are the winners an Erasmus scholarship, or a copy of their Erasmus contract</li> <li>• Two passport photos</li> <li>• Codice Fiscale (please go to Tor Vergata official website for useful information)</li> <li>• A valid document such as a passport, an identity card etc</li> <li>• E.U. Public Health Card</li> </ul> <p>After the registration the students may go to the Lazio D.I.S.U. Office – Via Cambridge, 6 – Canteen Office - Tel. +39 06204101 – from Monday to Friday 9.00-11.00, to get the canteen card;</p>	

GENERAL INFORMATION	
<b>ABOUT THE DEPARTMENT OF HUMANITIES</b>	<p>The Department of Humanities is located in two symmetrical buildings called Edificio A and Edificio B.</p> <p><b>EDIFICIO "A":</b> It's the building where teaching activities take place. Most of the classrooms are located along the corridors of the ground floor. In building A students will find also a reading room, a Language Laboratory and a computer room. The Erasmus Office is located at the -1 floor at Room S05.</p> <p><b>EDIFICIO "B":</b> it's the building in which you can find the departments, the professors' offices and the Library.</p> <p>To use the Library the student have to make a valid identification card. (the student have to make it directly at the Library reception) Opening hours are generally from 9 a.m. to 6.45 p.m.</p>
<b>HOUSING</b>	<b>ON-CAMPUS HOUSING</b>
	<p><b>UNIVERSITY RESIDENCE "CAMPUS X"</b> www.campusxroma.it/</p> <p><i>Address: Via di Passolombardo, 341 00133 – Roma</i></p> <p>Info: <a href="mailto:info@campusxroma.it">info@campusxroma.it</a> Booking: <a href="mailto:booking@campusxroma.it">booking@campusxroma.it</a></p>
	<b>OFF-CAMPUS HOUSING</b>
	<p>Many students lives off the campus.</p> <p>We recommend you to take a look to the following websites to find a Room (single or shared):</p> <p><u>IDEALISTA</u> <a href="http://www.idealista.it/">http://www.idealista.it/</a></p> <p><u>BAKECA</u> <a href="http://www.bakeca.it/">http://www.bakeca.it/</a></p> <p><u>EASY STANZA</u> <a href="http://www.easystanza.it/">http://www.easystanza.it/</a></p> <p><u>TROVIT</u> <a href="http://case.trovit.it/">http://case.trovit.it/</a></p>

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<b>COST OF LIVING</b>	<p><b>Transports</b>            One way ticket (Local Transport) - 1,50€            Monthly Pass (Regular Price) - 35,00€            Taxi Start (Normal Tariff) - 3,50€</p> <p><b>Housing</b>            Single room 350€- 500€            Bed in a shared room 250€ - 350€</p>
<b>MEDICAL INSURANCE</b>	<p>1) European Union Countries: The students which have the health card from origin country can be assisted in any public Healthcare centre.            2) If you don't have the European Health Insurance Card, you should sign-up for a private medical insurance (Mapfre, Sanitas, etc.,)</p>

<b>CONTACTS</b>	
<b>ERASMUS OFFICE</b> Department of Humanities	
<p><u>Institutional Coordinator:</u>            Giuseppina Grimaldi            Monday, Wednesday and Friday 9.30 - 12.30 - Wednesday also 15.00 - 16.30</p>	<p>E-mail: <a href="mailto:erasmus@lettere.uniroma2.it">erasmus@lettere.uniroma2.it</a>  <a href="mailto:giuseppina.grimaldi@lettere.uniroma2.it">giuseppina.grimaldi@lettere.uniroma2.it</a>            Tel. 0039.06.72595186            Fax. 0039.06.72595219            Adress: Via Columbia, 1 00133 Roma  <b>Erasmus Website:</b>  <a href="http://lettere.uniroma2.it/it/pagina-base/incoming-students-ufficio-erasmus">http://lettere.uniroma2.it/it/pagina-base/incoming-students-ufficio-erasmus</a></p>
<b>ERASMUS CENTRAL OFFICE</b>	
<p><u>International Relations Coordinator:</u>            Dr. Gianfranco Tarquini            Monday, Wednesday and Friday 9.00 - 12.00 - Wednesday also 14.30 - 16.00</p>	<p>E-mail: <a href="mailto:erasmus@uniroma2.it">erasmus@uniroma2.it</a>            Tel. <a href="tel:+390672592225">+390672592225</a>- 0672592555            Fax <a href="tel:+39067236605">+39067236605</a>            Adress: Via O. Raimondo, 18 - 00173 ROMA</p>
<p><b>ERASMUS COORDINATORS FOR INCOMING STUDENTS</b>            Department of Humanities            You can find the list of the Erasmus Coordinators  <a href="http://lettere.uniroma2.it/sites/lettere.uniroma2.it/files/Erasmus-Coordinator%20Incoming.pdf">http://lettere.uniroma2.it/sites/lettere.uniroma2.it/files/Erasmus-Coordinator%20Incoming.pdf</a></p>	