



Università degli Studi del Molise
INFORMATION SHEET FOR ERASMUS APPLICANTS
ACADEMIC YEAR 2022/2023

INSTITUTIONAL DATA

Full name of the Institution	Università degli Studi del Molise
Acronym	Unimol
Type	Public University
Erasmus code	I CAMPOBA01
Main address	Via Francesco De Sanctis 1, II edificio polifunzionale, 86100 Campobasso (CB) – Italy (Map here)
Website & contacts	https://www.unimol.it https://www.unimol.it/contattaci/

INTERNATIONAL RELATIONS OFFICE (IRO)

IRO is the Erasmus incoming students' main referent for administrative matters. It is the first place where to go as soon you arrive at Unimol for the first time. Before the Erasmus mobility takes place, IRO is in charge of managing Erasmus students' nominations, and applications, and collects Erasmus Learning Agreement proposals that are approved by the Erasmus host coordinators. Upon arrival, students must go to IRO for identification, official registration, and to get their certificate of arrival. Please remember that non-EU citizen must get visa before entering Italy for study reason, and as a general rule all foreign students staying in the country must get registration at the local Police station no later than 8 days after their arrival. At the end of the mobility IRO prepares your Transcript of Records (TOR) and transmits it to your Home University. Erasmus students with special needs are asked to contact IRO before their mobility take place, in order to get them in contact with Unimol's Students with Special Needs Office.

Address	Via Francesco De Sanctis 1, III edificio polifunzionale, 86100 Campobasso – Italy (Map here)
Webpages	Main page Erasmus Incoming and International Applicants
Staff name and surname	Role and e-mail contact
Loredana Di Rubbo	Office head – relazint@unimol.it
Tiziana Todisco	Erasmus Outgoing Students – todisco@unimol.it
Loredana Di Rubbo Valentina Apicella	Erasmus Incoming Students, Nominations and Applications – erasmus@unimol.it

ACADEMIC CALENDAR

In Italy, there are three major periods of suspension of the teaching activity, which in their turns roughly correspond to religious festivities according to the Christian Catholic Calendar. They are: Christmas (25 December), Easter (usually at the beginning of Spring, but dates vary from year to year) and 15 August. For each of them, two weeks of break are usually planned.

Academic Calendar	
1 st Semester (Winter-Autumn semester)	From 21 September to end February
Teaching period	From 21 September to 22 December
Examination period	From 11 January to 28 February
2 nd Semester (Spring-Summer)	From 1 March to 30 July
Teaching period	From 1 March to 7 June
Examination period	From 8 June to 30 July

DEADLINES for ERASMUS APPLICANTS

Once nominated by your own Home Universities to Università del Molise, your main duty as Erasmus applicant is to fulfil two different processes: apply to your host institution and submit your Learning Agreement for approval to your Erasmus home coordinator and to your Erasmus host coordinator. Both processes must be fulfilled before the mobility starts. Here you find all the relevant information on that regard.

Deadlines for Erasmus applicants	
<p>Application deadlines</p> <p>1st Semester and full academic year: 30 June - <u>EXTENDED to 15 July</u></p> <p>2nd Semester: 30 October</p>	<p>Application process – The official Application form must be filled in at the following link: https://forms.gle/SNFD8Lmu6pckx4PP8</p> <p>After that, you are kindly invited to send an e-mail to the IRO in which you inform that you have completed the application online and attach a copy of your ID or passport (passport is the best choice for non-EU citizens). <u>Please note</u>: the document you send must be the same you will use for official identification at Università del Molise upon your arrival.</p>
<p>Learning Agreement (LA) submission deadlines</p> <p>1st Semester and full academic year: 30 June - <u>EXTENDED to 15 July</u></p> <p>2nd Semester: 30 October</p>	<p>LA submission process – The Online Learning Agreement is a digital solution built by universities and students, with the support of the European Commission, for one of the most important steps of any Erasmus exchange: correctly managing the Learning Agreement, which is a central document to ensure the recognition of ECTS earned abroad.</p> <p>Login here to have access to your LA and fill in it.</p> <p>Pay attention to the Erasmus coordinator of your course degree in Italy the list is available here.</p> <p>In order to choose the teachings in which you are interested in go to this page select your department and course degree and click on “Cerca”. After that you will see the list of the academic offer, when you click on the teaching of interest, you may read on the top of the page the associated code (for example 422009 - Abilità informatiche e telematiche).</p> <p>Ask the collaboration of your Erasmus home coordinator, if needed. Submit your draft LA to your Erasmus home coordinator and collect her/his approval and signature. Sign the draft on your turn and wait for receiving your LA signed and approved also by your host Erasmus coordinator.</p>

Please note also: at Università del Molise each Erasmus student will be assigned to a specific Department according to the field of study agreed upon with her/his home University. However, Università del Molise allows Erasmus students to put in their LAs also teaching activities offered by Departments different from the one in which they are expected to be accepted, provided that their choices will be approved both by their home and host Erasmus coordinators.

Finally, **note that Università del Molise teaching activities takes place in three different cities: Campobasso, Termoli and Pesche.** We recommend to choose your accommodation accordingly to the place where the majority of the teaching activities you are interested in are expected to take place.

LANGUAGE

One of the aims of the Erasmus+ program is to favor the development of plurilingual competences and skills among participants, as well as the knowledge of English as vehicular language. Since the majority of the teaching activities are in Italian, Unimol strongly recommends that Erasmus guest students possess at least B1 level of knowledge of Italian language before the mobility starts according to the Common European Framework of Reference for Languages (CEFR). However, an official certification of competence in Italian is not required. We strongly recommend you to get the highest possible advantage from the Erasmus On Line Linguistic Support (OLS) licenses provided by your Home Universities in order to develop confidence with Italian language before and during the mobility.

Language	
<p>Language competences requested for admission:</p> <p style="text-align: center;">Italian B1</p>	<p>Further specification regarding language: Basic knowledge of Italian is recommended; however, official certification is not mandatory. Università del Molise expects Erasmus students to have basic knowledge of English as vehicular language.</p>
<p>Official language of instruction/examination:</p> <p style="text-align: center;">Italian</p>	<p>Università del Molise adopts English as vehicular language. A list of teaching activities delivered in English relating different subjects is set up yearly. However, professors are open to provide Erasmus students studying materials in English or other languages upon request, even for the teaching activities delivered in Italian. Professors may allow Erasmus students to take final exams in English or other languages different from Italian, but this must be agreed upon case by case, before the examination periods start.</p>
<p>Italian language intensive course for Erasmus students:</p> <p style="text-align: center;">Length: 40 hours ECTS: 3 Period: at the beginning of each semester</p>	<p>At the beginning of each semester, Università del Molise offers an Italian language intensive course for Erasmus incoming students. The course lasts 40 hours, it is free of charge and it is not mandatory. The Italian language course is completed via a final test and it is worth 3 ECTS. It is not possible to insert the Italian language course in the LA, but a separate Certificate of completion will be given to the students who will pass the final exam. Its recognition, however, depends on their home University policy. Information regarding the Italian language course will be available upon arrival at the International relations Office.</p>

ACCOMMODATION

Università del Molise has only a limited number of accommodation facilities available to students. Just like local students, foreign students have the possibility to apply for a place at one of the University residences (there are two located in Campobasso (near the main campus and near the separate branch of Department of Medicine, which is quite far from the city center) and in Pesche

(near the main campus of the Department of Biosciences where the teaching activities regarding Biology and Informatics take place). No residences are available in Termoli, where all the teaching activities regarding Tourism take place. All the info about University residences is available here: <https://www.unimol.it/english/services-2/student-residences/>

However, we strongly recommend to perspective Erasmus students to look for accommodation independently, since in Molise it is not hard to find accommodation outside the University facilities at very accessible prices. To this aim we recommend to get in touch with the Erasmus Student Network local section ESN Unimol, which is in charge of providing help and support to Erasmus students looking for accommodations. ESN Unimol contact details are available here: <https://www.unimol.it/english/services-2/students-association/>

Please note: Università del Molise teaching activities take place in three different cities: Campobasso, Termoli and Pesche. Look at the following Department list to check where the respective teaching activities take place, and to find out which are the most suitable to you according to your field of study. It is strongly recommended to Erasmus students to look for accommodation near the place where the majority of the activities most relevant to them are expected to take place.

DEPARTMENTS and ORGANIZATIONAL STRUCTURE

Università del Molise is organized in six Departments according to six different disciplinary fields. Departments are the organizational units regarding didactic and research matters, and their structures are located in three different cities of the region of Molise. At the end of the Application process and after their LA will be approved, each perspective Erasmus student will be assigned to a specific Department, according to the study field agreed upon in the Erasmus agreement between Unimol and their Home University. Use the following list to find out where the Departments are located, since this information will be also important for you in looking for a convenient accommodation. Should you need further info in that regard, please contact IRO staff. Each Department has its own Erasmus host coordinators. Each of them is competent on different study fields. They are in charge of approving your LA proposals and supporting you during your mobility. Use the following tables to discover where each Department is located and who are their Erasmus coordinators.

Dipartimento Agricoltura, Ambiente e Alimenti

Department of Agriculture, Environment and Food

Address & webpages	Via Francesco De Sanctis 1, III edificio polifunzionale, 86100 Campobasso – Italy (Map here) Main page
Academic Erasmus Coordinator – <u>Agriculture and Forestry</u>	Prof. Giuseppe Maiorano
e-mail	maior@unimol.it
Personal page	http://docenti.unimol.it/index.php?u=maior&l=it
Academic Erasmus Coordinator – <u>Food Sciences and Technologies</u>	Prof. Raffaello Castoria
e-mail	castoria@unimol.it
Personal page	http://docenti.unimol.it/index.php?u=castoria

Dipartimento di Bioscienze e Territorio

Department of Biosciences and Territory

Address & webpages	<p><u>Dept. of Biosciences and Territory teaching activity</u> take place in three different locations:</p> <p>Degree courses in <u>Computer sciences</u> (BA, MA); Degree courses in <u>Biology and Natural Sciences</u> (BA, MA): Contrada Fonte Lappone, 86090 Pesche (IS) – Italy (Map here)</p> <p>Degree courses in <u>Tourism</u> (BA, MA): Via Duca degli Abruzzi, 86039 Termoli (CB) – Italy (Map here)</p> <p>Degree course in <u>Civil Engineering</u> (MA): Via F. De Sanctis 1, Il edificio polifunzionale, 86100 Campobasso – Italy (Map here)</p> <p>Main page</p>
Academic Erasmus Coordinator – Biology, Environmental Sciences	Prof. Maria Laura Carranza
e-mail	carranza@unimol.it
Personal page	http://docenti.unimol.it/index.php?u=carranza
Academic Erasmus Coordinator – Civil Engineering, Tourism	Prof. Rossella Nocera
e-mail	rossella.nocera@unimol.it
Personal page	http://docenti.unimol.it/index.php?u=rossella.nocera
Academic Erasmus Coordinator – Computer Sciences	Prof. Gennaro Parlato
e-mail	gennaro.parlato@unimol.it
Personal page	http://docenti.unimol.it/index.php?u=g.parlato

Dipartimento di Medicina e Scienze della Salute

Department of Medicine and Health Sciences

Address & webpages	Contrada Tappino, 86100 Campobasso (CB) – Italy (Map here) (Main page)
Academic Erasmus Coordinator – <u>Medicine</u>	Prof. Laura Recchia
e-mail	laura.recchia@unimol.it
Personal page	http://docenti.unimol.it/index.php?u=laura.recchia
Academic Erasmus Coordinator – <u>Nursing</u>	Prof. Klara Komici
e-mail	klara.komici@unimol.it
Personal page	http://docenti.unimol.it/index.php?u=k.komici&l=en
Academic Erasmus Coordinator – <u>Nursing</u>	Prof. Fabrizia Abbate
e-mail	fabrizia.abbate@unimol.it
Personal page	http://docenti.unimol.it/index.php?u=f.abbate
Academic Erasmus Coordinator – <u>Sports</u>	Prof. Francesca Baralla
e-mail	francesca.baralla@unimol.it
Personal page	http://docenti.unimol.it/index.php?u=f.baralla

Dipartimento di Scienze Umanistiche, Sociali e della Formazione - SUSEF

Department of Human, Social and Education Sciences

Address & webpages	Via Francesco De Sanctis 1, Il edificio polifunzionale, 86100 Campobasso – Italy (Map here) Main page
Academic Erasmus Coordinator – Humanities, Primary Education	Prof. Fulvia Ciliberto
e-mail	fulvia.ciliberto@unimol.it
Personal page	http://docenti.unimol.it/index.php?u=fulvia.ciliberto
Academic Erasmus Coordinator – Communication	Prof. Flavio Felice
e-mail	flavio.felice@unimol.it
Personal page	http://docenti.unimol.it/index.php?u=f.felice1

Dipartimento di Economia

Department of Economics

Address & webpages	Via Francesco De Sanctis 1, Il edificio polifunzionale, 86100 Campobasso – Italy (Map here) Main page
Academic Erasmus Coordinator – Economics, Social Work	Prof. Maria Cipollina
e-mail	cipollina@unimol.it
Personal page	http://docenti.unimol.it/index.php?u=cipollina
Academic Erasmus Coordinator – Political Sciences	Prof. Matteo Luigi Napolitano
e-mail contact	matteo.napolitano@unimol.it
Personal page	http://docenti.unimol.it/index.php?u=matteo.napolitano

Dipartimento Giuridico

Department of Law

Address & webpages	Viale Alessandro Manzoni, I edificio polifunzionale, 86100 Campobasso – Italy (Map Here) Main page
Academic Erasmus Coordinator – Law	Prof. Federico Pernazza
e-mail	federico.pernazza@unimol.it
Personal page	http://docenti.unimol.it/index.php?u=federico.pernazza

ITALIAN EXAMINATION SYSTEM and GRADES

In the Italian university system, each teaching activity is considered completed after passing a final exam, which may be written, oral, or a mix of the two. On-the-run tests during the development of the teaching activity may be also put in place, accordingly to the professors choices. The final examination result is graded on a scale from 0 to 30 points. To pass the final examination it is needed to reach at least 18 points. Indicatively, each numerical grade corresponds to a qualitative grade as follows: 18-23: Sufficient to pass; 24-27: Good; 28-30: Excellent; 30 cum laude: Mention of honour.

Statistical distribution of grades according to the descriptions in the ECTS users guide is available at:

<http://oldweb.unimol.it/unimolise/allegati/51552/ECTS.pdf>

UNIVERSITÀ del MOLISE EXAMINATION SYSTEM – SPECIAL RULES

- 1) To take an exam, you must book it online by logging in on the students portal from 15 to 5 days before the date of the exam. IF YOU DO NOT BOOK AN EXAM ON TIME, YOU WON'T BE ALLOWED TO SIT. This means that all Erasmus incoming students must register themselves in the Università del Molise Student's Portal (Portale dello studente) as soon as they arrive. Instruction on that regard will be delivered by IRO.
- 2) On line registration is COMPULSORY.
- 3) All students (Erasmus included) will take the exam on the official date. No exams taken outside those dates will be deemed valid (therefore, they will not appear on your transcript of records) .
- 4) The grade will be registered via on line registration by professors: this is the only way in which the IRO will be able to report the results in your official transcript of records.
- 5) ECTS will be acquired after passing exams or successfully attending traineeships: no other form of acquisition is possible than those formerly agreed upon on the learning agreement.
- 6) Erasmus students are compelled to take the exams referred to the academic year of enrolment (e.g. a student enrolled for the academic year 2020/2021 will not be allowed to sit in examination sessions referred to the previous year).
- 7) Students must exhibit a valid ID document before sitting.

Before the examination period starts:

Notify to the IRO any changes to your Learning Agreement during your mobility. This will allow the Office to enter on the web portal the exams you are going to take. As the examination period approach (February for the 1st semester, end of May for the 2nd), enter your account on the Student's portal to check for examinations dates you will be allowed to take. Afterwards, go to your students portal and book on line your exams, at least five days before the exam date. Remember:

No special exam dates apply for Erasmus students. Therefore, make sure you do not terminate your Erasmus period before the examination period starts.

IRO will report on your transcript of records ONLY the exams that are registered on line.

STEP BY STEP TIPS for INCOMING ERASMUS STUDENTS...

Before the mobility:

- 1) Follow Università del Molise IRO's instructions to fulfill the Application procedure and to prepare the draft of your LA.
- 2) Ask your Home University coordinator assistance to choose the right teaching activities to put in your LA draft; ask Università del Molise IRO assistance in case you miss relevant information about specific teaching activities.
- 3) Be sure your Home University coordinator approve your choice before submitting your LA draft to Università del Molise IRO.
- 4) Once your draft is ready, use this information sheet to find out WHERE the most of the teaching activities you choose will take place, and look for a suitable accommodation accordingly contacting ESN Unimol (see the previous ACCOMODATION section for contacts details)

During the mobility:

- 1) Upon arrival, go to IRO to complete identification and registration at Università del Molise and to get your official CERTIFICATION OF ARRIVAL.
- 2) Participate to the Erasmus Welcome Day organized by IRO at the beginning of each semester.

- 3) Be sure to inform your Home and Host coordinators and to collect their approval to ANY change to your LA. Before the exam period starts, inform also Università del Molise IRO about the changes.
- 4) ORGANIZE your mobility according to the exam dates! DO NOT PLAN TO COME BACK HOME BEFORE YOU HAVE THE POSSIBILITY TO TRY EXAM TESTS!
- 5) Before departure go to IRO to get your official CERTIFICATION OF DEPARTURE, and to check if all the teaching activities for which you passed the final exam have been recorded.

IRO will send your Transcript of Records (TOR) directly to you and to the Erasmus referent in your Home University, after the end of your mobility.