



Academic Year 2019/2020

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## University Credentials for online services

After the enrollment, all students receive personal credentials that allow access to all services dedicated to students

Useful links: <https://www.unimi.it/en/study/student-services/technology-and-online-services/university-credentials>

### Unimia

It is the student homepage which gives you access to all the online services and personal information concerning your administrative and didactic situation, such as: fees, Carta La Statale, lessons timetable, plan of study, exam calendar and registration and libraries.

Useful links: <http://unimia.unimi.it>

### University e-mail

Your University e-mail address is the only channel for official communications from and to Students Secretariats, Professors, Education Secretariats, other university offices. Therefore, it is essential that you regularly check and empty your e-mail box in order to avoid exceeding quota (max. 15 MB).

Useful links: <https://securemail.unimi.it/>

### Ariel

It is the online didactic portal - which you can access also from your Unimia page - where you can find study materials, exams simulations, self-evaluation tests and laboratories for the study of foreign languages.

Useful links: <https://ariel.unimi.it/>

### Infostudenti

It is the service to contact online or reserve an appointment with the Students Secretariats, avoiding useless queues at the front-office desks.

Useful links: [www.unimi.infostudente.it](http://www.unimi.infostudente.it)

### Online services

With your credentials you can access directly or through Unimia all the online services: admissions, registrations, taxes and payments, exemptions, right to study etc. Depending on your administrative and educational position, you will have access to the permitted services.

Useful links: <https://www.unimi.it/en/study/student-services/technology-and-online-services/online-services-former-sifa>



## Badge - Carta La Statale

"Carta La Statale" is the University personal badge for access to University services that, if desired, can also become a prepaid card if activated as La Statale Flash Card or as La Statale Flash Up Studio Card.

"Carta La Statale" badge is sent to the address indicated by the student as contact address - that is present in the Unimia personal page and, once received, must be activated from the personal Unimia page.

The new badge is valid for 7 years, and you can use it:

- to be recognised at exams without having to exhibit an identify document
- as one of the Intesa Sanpaolo prepaid bank card, when activated
- for the accreditation of scholarships. It is in fact the only payment tool for scholarships and, in this case, it must necessarily be activated as a prepaid Card Flash Up Studio La Statale
- to access libraries and library services (for loans, photocopies, etc.)
- to access university refectory and other eating places at moderate price
- to use the "Water kiosk" at the campus, where you can withdraw two litres of water a day
- to take advantage of discounts and services intended for students.

Useful links: <https://www.unimi.it/en/study/student-services/carta-la-statale-badge>

## Course timetables and location

Educational activities are generally divided into two semesters: the first from 1<sup>st</sup> October 2019 to 20<sup>th</sup> January 2020 and the second from 2<sup>nd</sup> March 2020 to 19<sup>th</sup> June 2020. Lecture rooms and laboratories are located in the "Città Studi" campus of the University of Milan, mostly in the buildings of Via Celoria 26 and Via Golgi.

Search the student timetable portal to find classes timetable for degree programme, teacher or course rooms while *lezioniunimi* is the official application of the University of Milan dedicated to the timetables of the lessons.

Useful links: Student Timetable Portal <https://easystaff.divisi.unimi.it/PortaleStudenti/>

## Exams

Exam calendar defines for each course the exam sessions planned, the time and place of the exam, any notes from the teacher and the period in which it is possible to enrol.



You can register for exams online through the Unimia exam registration service, from which you can also consult and cancel your registrations. In Unimia you can also check the outcome of the exams and, when the exam committee signs it, you will also receive an email to the university e-mail address with a copy of the exam report attached.

Link: <https://www.unimi.it/en/study/bachelor-and-master-study/following-your-programme-study/sitting-exams>

## Plan of study

The plan of study is a list of academic activities (courses, exams, laboratories and other activities) that each student must complete during his/her degree programme. It includes the compulsory activities and - if provided for in the course of study - the training activities provided for as optional that can be chosen by the student by presenting a personalized study plan, in accordance with the constraints given by the educational systems.

The plan of study is submitted online by accessing SIFA online services from UNIMIA in the period indicated annually, for Master's Degree courses generally in the period March-April.

Useful links: <https://www.unimi.it/en/study/bachelor-and-master-study/following-your-programme-study/following-your-plan-study>

## Graduation

The course of study concludes with a final exam consisting of the discussion of a thesis. To take the degree exam there are annual appeals spread over three sessions:

- first session: from May to July
- second session: from September to December
- third session: from February to April

Each degree course establishes specific procedures and deadlines for submitting the degree application.

Useful links: <https://www.unimi.it/en/study/bachelor-and-master-study/graduation>

## Language proficiency

The University of Milan Language Centre offers tests and language courses for both Italian and foreign students, in particular:

- Placement tests and English courses for bachelor's degree programmes
- Tests and courses in advanced French, Spanish, German and Anglo-American/English
- Test and courses in English, French, Portuguese, Spanish and German
- Italian courses



The University of Milan is also an examination Centre for a variety of international language certificates involving other institutions.

Useful links: <https://www.unimi.it/en/study/language-proficiency>

## Fees, contributions and exemptions

University fees are divided into two instalments of different amounts and with different payment deadlines.

### First instalment

The first instalment of € 156.00, comprising a Regional Tax for the Education Incentive Programme (Diritto allo Studio) of € 140.00 plus a € 16.00 revenue stamp, is payable by all students enrolled on bachelor's, master's and single cycle degree programmes.

First-year students must pay the first instalment at the time of enrolment. Re-enrolling students must pay the first instalment online by using the Payment Service accessed through UNIMIA.

### Second instalment

The second instalment is calculated on the basis of three variables:

- the economic situation of the family unit, as stated on the University ISEE (Indicator of Economic Situation) certificate. Students must request the certificate from any CAF (Authorized Fiscal Assistance Centre) or INPS (Italian Social Security Authority)
- the student's chosen bachelor's degree programme belonging to one of three areas of contribution (A/B/C - study area)
- the number of university credits earned.

The second instalment must be paid by 31 January 2020. The amount to pay will be available online on UNIMIA.

### Fees exemption

Students enrolled on a bachelor's degree programme can be exempted from payment of university fees on account of merit, income or disability, or if they meet other specific requirements.

Exemptions can be total or partial and are granted either by request of the student or automatically, without the need for a formal request to be made.

Useful links: <https://www.unimi.it/en/study/bachelor-and-master-study/fees-and-how-pay-them>

## Financial support

### Dsu regional scholarships

Regional scholarships consisting of a sum of money and free access to refectory services are related to DSU benefits (Education incentive Programme - Diritto allo studio).

The scholarships are awarded annually, through a competition, to students enrolled who meet certain requirements of merit, income and academic regularity.

Useful links: <https://www.unimi.it/en/study/financial-support/dsu-regional-scholarships>



## University scholarships

**Service grants:** Offered by the University, these grants are reserved for students whose income exceeds the limit set in calls for applications for DSU regional scholarships covered by the Education incentive programme (Diritto allo Studio).

**Merit scholarships:** Merit scholarships are additional allowances for those holding DSU regional scholarships and service grants.

Link: <https://www.unimi.it/en/study/financial-support/university-scholarships>

## Refectory services and meals

The University offers to all regularly enrolled students a refectory service that includes an economically priced meal at the following University canteens: Festa del Perdono, Via Conservatorio, L.I.T.A., S.Sofia, Valvassori Peroni e Polo di Lodi.

Useful links: <https://www.unimi.it/en/study/financial-support/refectory-services-and-meals>

## Accommodation

The University of Milan offers to deserving enrolled students accommodation in halls of residence and apartments situated close to the university buildings, at favorable conditions, in order to guarantee them the right to education. Accommodations are assigned through call for applications published every year around July.

Guestrooms are reserved to students, teachers or researchers who have to stay in Milan even for a single week when engaged in educational and research activities.

Useful links: <https://www.unimi.it/en/study/financial-support/accommodation>

## Study awards

Thanks to its own or external funding, the University of Milan offers study awards to students and graduates.

The complete list of open calls for application can be found on the University portal. A call for applications is published for each award: it indicates the deadlines and requirements for submitting an application. Awards may be funded by the University of Milan or externally.

Useful links: <https://www.unimi.it/en/study/financial-support/study-awards>

## Libraries

The University Library Service (Servizio bibliotecario d'Ateneo, SBA) comprises 21 libraries, each of them specialized in one of the areas of teaching and research at the University of Milan. They provide access to 1,700,000 printed books and 26,000 journals. In addition, the Digital Library gives access to 370,000 ebooks, 65,000 ejournals and about 200 databases.

The main campus library is the Biblioteca Biologica Interdipartimentale, Via Celoria 26.

Useful links: <https://www.unimi.it/en/study/libraries>



## Student life

### Sports and leisure activities

The CUS (University Sports Centre) is an amateur sports association that for over 70 years has promoted and organised university sports activities, allowing Milanese university students to practise various sports (both in the activities directly organised by the body and in the sports circuits affiliated with the body itself) at truly convenient rates and conditions.

### Cultural activities

The University has a network of relationships and agreements with cultural institutions and associations in Milan and other cities, which promotes the exchange between the academic cultural life and the initiatives that animate the territory.

Students, staff and collaborators of the University, can participate in cultural initiatives and contribute, also through their associations, to organize new ones.

### Student associations

The University of Milan supports - both financially and by guaranteeing freedom of assembly in its own spaces - the cultural, social and sports initiatives promoted and managed by its students and aimed at the entire student component.

Useful links: <https://www.unimi.it/en/study/student-life>

## Student desks

For information on all administrative aspects of your career you can contact the Student Desks:

- Online: writing through Infostudenti online help desk
- Telephone: by calling the call center 199 188 128
- Counters: consulting the opening hours, you can access freely or book an appointment through Infostudenti

To protect your privacy, information regarding your personal and career data is not provided over the phone but only personally or by contacting the online help desk.

Useful links: <https://www.unimi.it/en/study/student-services/welcome-desk-infostudenti>