



UNIVERSITÀ
DEGLI STUDI
FIRENZE

**Scuola di
Economia e
Management**

Dear Erasmus+/Exchange student,

Thank you for your interest in the School of Economics and Management in Florence!

Please, visit our website <https://www.economia.unifi.it> to get more information about our School of Economics and Management.

If you want to join us here in Florence as Erasmus/Exchange student, you need to have a good knowledge of the language in which you wish to study: **a B1 level to study in ITALIAN and a B2 level to study in ENGLISH are required.**

Moreover, a basic knowledge of the ITALIAN language is recommended to enjoy the experience in Florence.

We suggest you to check carefully the web page of our School - Incoming Student: <http://www.economia.unifi.it/vp-227-incoming-students.html>

Courses

On the Homepage of our School website you can find information about the courses clicking on **Scuola - Didattica - Offerta formativa - Offerta formativa A.Y.**

Currently on the website is available the offer 2022-23 is <https://www.unifi.it/p-lis2-2022-101223-0-0.html>

The academic year is divided into semesters. In each semester there are courses of 3, 6, 9 or 12 CFU (**Crediti Formativi Universitari, 1 CFU = 1 ECTS**).

Please bear in mind that a subject held in the first semester won't be repeated in the second semester. There are only a few courses offered all the year long.

As Erasmus/Exchange student, you can choose subjects from any Bachelor's Degree (Laurea Triennale) or Master's Degree (Laurea Magistrale) you wish to.

Please find the dates below concerning the [Academic Calendar for the year 2023-24](#):

- First semester (autumn/winter): September 13th 2023 - December 7th 2023
Exams period: 11th December 2023 - 22nd December 2023
8th January 2024 - 16th February 2024
- Second semester (spring/summer): February 19th 2024 - May 31st 2024
Exams period: 3rd June 2024 - 19th July 2024

Servizio Relazioni Internazionali - International Relations Office
Scuola di Economia e Management - School of Economics and Management
Via delle Pandette, 32 - 50127 Firenze Italia
Tel. +39.055.275 9030 - 9031
relint@economia.unifi.it
incoming@economia.unifi.it



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The timetable of your classes is available soon:

<https://kairos.unifi.it/agendaweb/?view=home&include=homepage& lang=en>
<https://kairos.unifi.it/agendaweb/?view=home&include=homepage& lang=it>

Italian Language

The first course of Italian (starting from A2 level) is offered to the Erasmus/Exchange students **free of charge**

You may enrol yourself on line at *Centro Linguistico dell'Ateneo* (CLA). Please visit www.cla.unifi.it page or consult directly the guide for Erasmus students:

<https://www.cla.unifi.it/ls-15-italian-l2.html>

<https://www.cla.unifi.it/vp-351-enrolment.html>

You can take more information to infoitaliano@cla.unifi.it

The course of Italian language is not a subject of the School of Economics and Management; therefore, **it cannot be part of your Learning Agreement** or of your Transcript of Records and it doesn't give you mark or ECTS but only a certificate of attendance. Nevertheless, your University - on the base of the certificate issued by *Centro Linguistico di Ateneo* - may give you ECTS depending on the level obtained.

Accommodation

The University of Florence is not dealing with the accommodation of incoming students, but offers a help service:

Servizio Informazione, Orientamento, Cultura - Viale Gramsci, 36 - 50132 Firenze

Tel. +39 055 2261314, email: info@dsu.toscana.it

So, we recommend to take information in time using internet and advertisements that are also on the notice boards in our Campus.

In case you need some help we suggest you to visit www.HousingAnywhere.com a platform where outgoing students can rent their rooms to incoming exchange students during the time that they are abroad.

It is a platform that matches the supply and demand of short stay accommodation in the private market.

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Useful information can be found on the following websites:

- [Housinganywhere](#) (international housing platform)
- [Hometogo](#) (accommodation search platform)
- [The Social Hub](#) - Florence
- [Cercoalloggio](#) (by Azienda Regionale per il Diritto allo Studio Universitario della Regione Toscana - DSU in Italian only)

To find houses or apartments to rent you can also get in contact with any estate agency based in Florence.

Cost of living

The price to rent a single room here in Florence goes from 350 to 450 Euros per month while you can find a double room for approximately 250 Euros.

Students attending the School can get the canteen card to have meals for approximately 4,00 Euros.

The monthly bus ticket for students costs about 35,00 Euros.

According to the rules regarding the Erasmus+ and Exchange program, incoming students are exempted from paying tuition fees at the University of Florence. However, the material cost of books, photocopies, certificates, etc. are borne by the student, as well cost of living (including rent, food and health care costs, recreation), travel and transportation, including travel insurance, Health Insurance. And for non-EU citizens, with a mobility period of more than 90 days, the fees to obtain the Italian residence permit.

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Moreover, at the end of the Erasmus/Exchange study period at our School, if students would like to have a personal certificate of the results (Transcript of Records), they'll have to pay an Italian tax of 16,00 Euros (so called "marca da bollo") otherwise, the certificate will be sent directly via email to their home University for free.



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Enrolment

Due to the COVID emergency measures in place, the Enrolment procedure will be done by email, so there is no need to come to the office.

ERASMUS+ students will be emailed by erasmusdesk-presnovoli@unifi.it which is the enrolment office for the Erasmus students and they'll explain you the enrolment procedure.

EXCHANGE students within Cooperation Agreement will be emailed by internationaldesk@unifi.it which is the enrolment office for the Exchange students within Cooperation Agreement and they'll explain you the enrolment procedure.

The **International Relations Office** of the **School of Economics and Management** is located in **Via delle Pandette 32 (Novoli Campus, Building D1), 50127 Firenze** and it is **open every Monday, Wednesday and Thursday from 10:00 to 12:30**. You can contact us both by email: incoming@economia.unifi.it and by phone **+39 055 2759031**. We can also arrange a **Google meet if needed**.

How to reach the Novoli Campus and the School of Economics and Management?

From the town center by **bus routes 57 and 23** and alternatively by the **Line T2 Tramvia** from the centre of Florence - Piazza Unità (near Santa Maria Novella) to Novoli, get off at the stop "San Donato Università".

We are looking forward to meet you in Florence. **Ciao, a presto!**

Some useful links: Please visit the Official site of the City of Florence to know everything about the place where you are going to live for some months! <http://en.comune.fi.it/>

- UNIFI webpage for Erasmus students: <https://www.unifi.it/vp-10340-erasmus-students.html>

- A video of 2 minutes on UNIFI in the visual gallery: <https://www.unifi.it/vp-10729-visual-gallery.html>

- Brochure Studying in Florence:

https://www.unifi.it/upload/sub/relazioni_internazionali/studying_florence.pdf

- International Students Guide

https://www.unifi.it/upload/sub/relazioni_internazionali/international_students_guide.pdf

- Brochure Presentation of UNIFI:

https://www.unifi.it/upload/sub/ateneo/brochure_presentazione.pdf

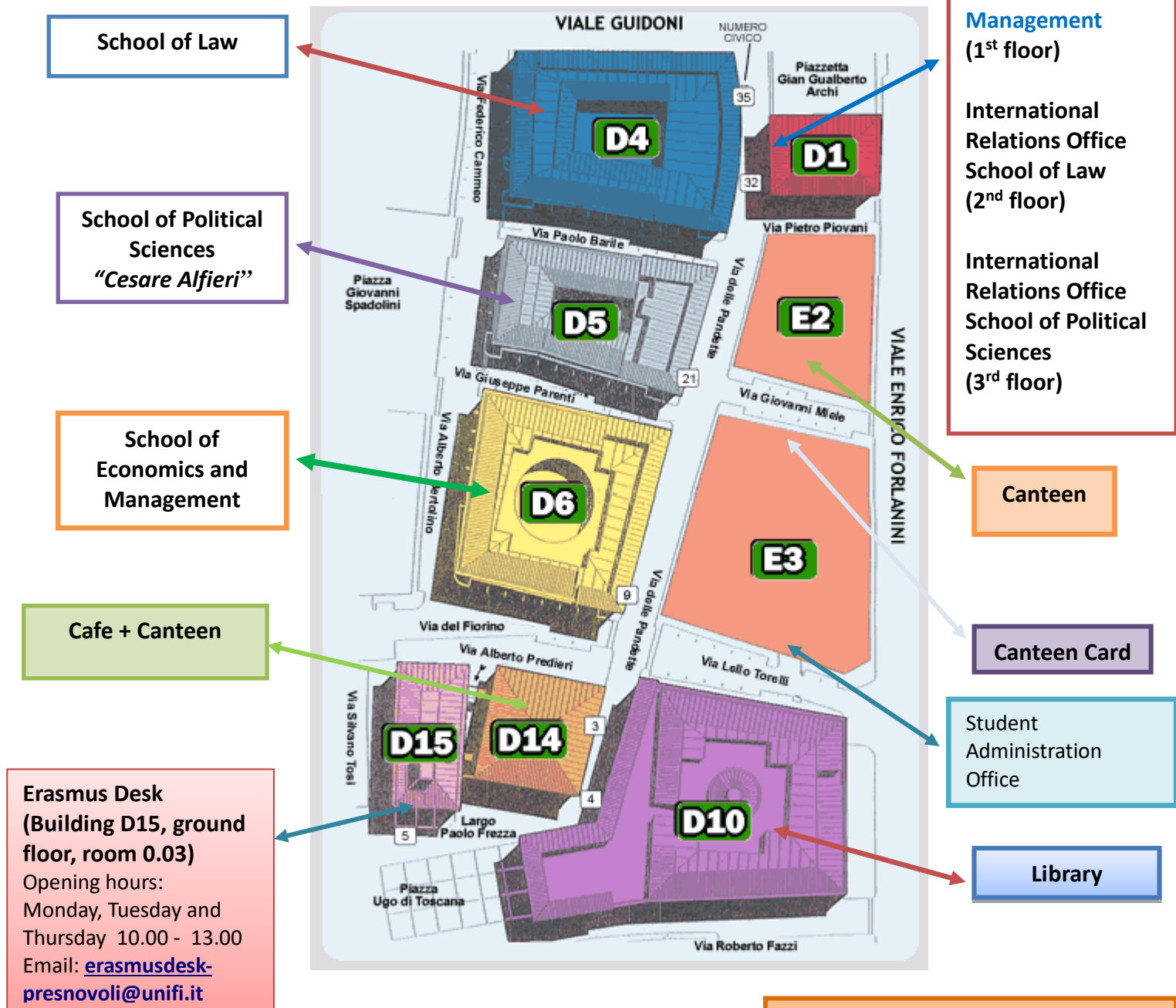
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**IRO - International Relations Office
School of Economics and Management,**

Via delle Pandette, 32 - 50127 Florence,
Italy - Building D1 - 1stFloor

Opening hours:
Mondays, Wednesdays and Thursday
from 10:00 to 12:30