



**SAPIENZA**  
UNIVERSITÀ DI ROMA

# **Sapienza Bilateral Agreements for Student Exchange**

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## **Application Procedures**



## **BILATERAL AGREEMENT MOBILITY PROGRAMME**

This information sheet provides instructions for international students interested in the bilateral exchange agreement programme between Sapienza and other universities.

If you read this information carefully, you should be able to easily complete your application procedure and become one of our international students.

For an initial glance at what Sapienza offers to international students, we advise you start on our website:

- <http://www.uniroma1.it>
- <http://en.uniroma1.it/study-us> (English version)

You will find a complete **Guide for International Students** at the following link:

- <http://en.uniroma1.it/sites/sitoen/files/International%20Student%20Guide%202016.pdf>

## **PRESENTATION**

**Sapienza University of Rome** is Rome's first university and one the oldest in Europe. It was founded in 1303 by Pope Boniface VIII. Over the course of seven centuries, it has established its reputation as a distinctive centre for teaching and research. With nearly 122,000 students, 4,600 professors and 4,000 administrative staff members, Sapienza is the largest university in Europe. Indeed, it is a city within the Sapienza's broad range of academic programmes courses includes over 270 degree programmes and courses.

Sapienza is engaged in virtually every area of research, achieving excellent results both at the national and the international level, thanks to the activities of its 11 faculties, 63 departments and respective research centres. In fields of Science, Technology, Engineering and Mathematics (STEM) fields, Sapienza provides students with a blend of tradition and innovation, forging its long educational heritage and reputation with modern teaching methods and tools that equip graduates with the right skills to enter the global job market.



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From the Faculty of Civil and Industrial Engineering to the modern Faculty of Information Engineering, from the innovative Faculty of Pharmacy and Medicine to the internationally-ranked Faculty of Mathematical, Physical and Natural Science, Science without Borders students will be spoiled for a choice! And do not forget that Rome (which



is often referred to as an open air museum) hosts Italy's first Faculty of Architecture.

Sapienza welcomes students from all around the world and is becoming increasingly attractive at the global level. International students have nearly doubled in the past five years. In 2012, over 8000 students joined the university from other parts of Europe and from overseas, with nearly 1000 Erasmus and Erasmus Mundus incoming and outgoing students. Thus, while the University is a publicly funded institution committed to the education of Italian students, it is also a resource for people from around the world who wish to acquire, exchange and disseminate knowledge and practices.

Sapienza is a modern and vibrant community that celebrates other cultures and traditions. Aware of the fact that integrating into the daily life of the and the city can be a challenge for international Sapienza pays special attention to student services. International students and staff are through various units, including: HELLO Office for Foreign Students); CIAO (Information and Counselling Centre); (Career Services); centres devoted to the for people with disabilities, etc. Moreover, in to Sapienza's 59 libraries and 21 museums, large number of student societies, sports, arts cultural groups in which international students participate.



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## GENERAL INFORMATION

Please take note of the following information that might be crucial to you in planning your exchange period. Our Academic Calendar is structured in semesters, dividing the academic year into two terms.

Fall term	September - December
Winter term	<i>No Winter term</i>
Spring term	March - June
Summer term	<i>No Summer term</i>

Our academic year starts in September and ends in July. All academic activities are suspended during the month of August. Class lectures are followed by exam sessions (called "Appelli") that are held in September, January-February and June-July. In order to take an exam, students must register with the INFOSTUD University IT system upon arrival. There are no limitations to the number of times an exam can be taken should you fail or not achieve the grade you desire. **Attending classes is mandatory in Sapienza.**



## ITALIAN HIGHER EDUCATION SYSTEM

In Italy the total number of credits per 1 academic year is 60 credits or CFU (1 CFU= 1 ECTS).

A full EU ECTS guide can be found at: [http://ec.europa.eu/education/tools/docs/ects-guide\\_en.pdf](http://ec.europa.eu/education/tools/docs/ects-guide_en.pdf).

The credits represent the total student workload (class time, individual study, exam preparation, practical work, etc.), equivalent to 25 hours. Italian Bachelor, Master degrees and PhD degrees are organized as follows:

No. credits per semester (for both bachelor's and master's degree)	30 ECTS
No. credits required for completion of a bachelor's degree	180 ECTS
No. years required for completion of a bachelor's degree	3
No. credits required for completion of a master's degree	120 ECTS
No. years required for completion of a master's degree	2
No. years required for completion of a doctorate's degree	3
No. years required for a single cycle master's degree	5/6

## CHOOSING YOUR COURSES

Sapienza courses are mostly taught in Italian, so our students must have a good knowledge of Italian to attend classes. At the same time, many courses are also taught in English, either fully or partially. Exchange students can pick individual courses or entire degree programmes available in English:

<https://corsidilaurea.uniroma1.it/en>



Please, note that bachelor exchange students are allowed to pick courses from the Master level as well.

## LANGUAGE CERTIFICATES

In order to attend Sapienza:

- **Courses in Italian** - students must provide us with a Language Test Certificate attesting a **B2** minimum level of proficiency.
- **Courses in English** - students must provide us with a Language Test Certificate attesting a **B2** minimum level of proficiency.

Other language courses are available at the faculty of Arts and Philosophy in English, Spanish, French, German, Arabic, Chinese, Korean, Russian.

Each Faculty provides English Language courses, some also have French, German and Spanish Languages.

## APPLYING TO SAPIENZA

To apply for a mobility period at Sapienza as part of a bilateral agreement you have to follow 3 easy steps:

1. Download, fill out and print our Application Form. Make sure you gather all the required documents to attach to the form.

The full application form is available online at the following link:

- [http://en.uniroma1.it/sites/sitoen/files/allegati/ApplicationFormSapienza\\_0.pdf](http://en.uniroma1.it/sites/sitoen/files/allegati/ApplicationFormSapienza_0.pdf)

Please don't forget to indicate which Italian Embassy/Consulate you refer to in your country!

2. Collect all the documents and the signed application and present them to the International Office at your University

The complete list of the documents that are mandatory for the application procedure includes:

- a personal **Motivation Letter** explaining your study plan and your choice to apply to Sapienza;
- your **CV** (in English or Italian);
- a scanned copy of your **valid Passport** (please, if you need a visa to enter Italy, check the validity of your passport: no visa can be issued for passports that are valid for less than 6 months);
- a complete **Transcript of Records** from your home University;
- one **Letter of Recommendation** from a professor of one of your major topics.

On the application form, you will also find a blank chart to be filled out. This is your personal **Learning Agreement** with the courses you have chosen to attend in your exchange experience. The Learning Agreement must be signed and approved by your home University before being sent to our offices for acceptance.

3. All of the documents must be sent by e-mail in digital format (please do NOT send us any originals by regular mail) by your International Office to our International Office to Mrs. Graziella Gaglione at [graziella.gaglione@uniroma1.it](mailto:graziella.gaglione@uniroma1.it).

Please, pay attention to our application terms and respect the following **deadlines**:

Admission deadline for exchange students

**April the 30<sup>th</sup>** for the fall semester

**October the 31<sup>st</sup>** for the spring semester

After our International Office receives your application, it will be evaluated both administratively (to check that all the documents and information is complete and correct) and academically (to verify that your academic profile matches our academic offer /available courses).

This process will take about six weeks. If your application is deemed eligible, you will be informed and a letter of invitation will be sent to our Italian Consulate (as indicated in your application) in your country via certified post. You will receive a scanned copy, with which you can start applying for a visa (if required).

Once you receive your visa, if the Consulate does not provide you with one, you will also need a tax code (requested on our invitation letter).

The tax code is necessary to fill out your residence permit application once you arrive in Rome, if you plan to stay more than 90 days/3 months and to get a student canteen card.



## HOUSING/ACCOMMODATION

Sapienza does not provide university dormitories for exchange students. International students usually look for their own accommodation on the private housing market. The International Office provides assistance to incoming students by informing them about the different available opportunities and agencies.

Housing assistance <http://en.uniroma1.it/campus-life/housing-sapienza>

Living expenses about 750-800 euro per month, for more information: <http://en.uniroma1.it/campus-life/life-rome/cost-living-rome>

## WELCOME SERVICE FOR STUDENTS

**Free Airport Pick-up Service:** Not available

**Mandatory Welcome + orientation week:** End of September

**(Intensive) language courses offered before the beginning of the semester:** Upon request, information is available

**(Intensive) language courses offered during the semester (free of charge for all Erasmus Mundus, bilateral agreement mobility and Erasmus+ students):** September – January  
March – June  
3 credits

## **LOCAL CONTACT PERSON**

**Address** International Office  
SAPIENZA University of Rome  
Piazzale Aldo Moro, n.5 (Palazzina Tumminelli 2° Piano – ARI – CU007)  
00185 Roma

**Contact for  
incoming exchange  
students** Graziella Gaglione  
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