

FACT SHEET 2017 – 2018

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

ACADEMIC INFORMATION		
ACADEMIC CALENDAR	1st SEMESTER <u>Classes begin:</u> October 2 nd 2017 <u>Classes end:</u> December 20 th 2017	2nd SEMESTER <u>Classes begin:</u> February 20 th 2018 <u>Classes end:</u> May 22 nd 2018
	EXAMINATION SEASONS Winter session: January 8 th 2018 – February 15 th 2018	EXAMINATION SEASONS Summer session: June 1 st 2018 – July 21 st 2018 Autumn session: September 1 st 2018 – September 30 th 2018
	VACATIONS December 22 nd 2017 – January 6 th 2018 (Christmas holidays)	VACATIONS April 1 st 2018 April 25 th 2018 May 1 st 2018 June 2 nd 2018
	LANGUAGE SKILLS Italian B2 skills are required but we do not expect a certain certificate.	
MAIN LANGUAGE OF INSTRUCTION	The 1 st (BA) and 2 nd (MA) Level courses are held mainly in Italian. However some professors let the Erasmus students take the exam in English. For further information, please contact the Erasmus Office Responsible : erasmus@lettere.uniroma2.it	
ITALIAN LANGUAGE COURSE FOR FOREIGN STUDENTS	Italian language courses are offered before the beginning of the lessons and during the 1 st and the 2 nd semester. For further information, CLICI (Centro di Lingua e Cultura Italiana) : http://www.scuolaiad.it/clici info.linguaitaliana@uniroma2.it	
	Incoming students can find the list of the courses here: http://lettere.uniroma2.it/it/pagina-base/offerta-didattica (Exchange students may attend either the 1st level courses (corsi di laurea triennale) or the 2nd level courses (corsi di laurea magistrale).	



<p>COURSES</p>	<p><u>How to find the program of the course you interested in:</u></p> <p>Go to this link: http://didattica.uniroma2.it/corsi/index/4-Lettere/10-2016-2017 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>	
<p>EXAMS CALENDAR</p>	<p>http://lettere.uniroma2.it/it/calendario-lezioni-esami-tesi/calendario-degli-esami</p>	
<p>LESSONS CALENDAR</p>	<p>http://lettere.uniroma2.it/it/calendario-lezioni-esami-tesi/calendario-lezioni</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>	
<p>TRANSCRIPT OF RECORDS</p>	<p>The Transcript of Records will be delivered to the sending University after the students fill the Confirmation of Departure and give back to the Erasmus Office all the concerned documents.</p>	
<p>GRADING SYSTEM MARK</p>	<p>ITALY</p>	<p>ECTS</p>
	<p>30 e LODE</p>	<p>A</p>
	<p>29,28,27</p>	<p>B</p>
	<p>26,25,24</p>	<p>C</p>
	<p>23,22,21</p>	<p>D</p>
	<p>20,19,18</p>	<p>E</p>

UNIVERSITY REQUIREMENTS	
REGISTRATION PROCESS	
	<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>DEADLINES: <u>Nominations:</u> 1st semester: 30/05/2017 2nd semester: 30/10/2017</p> <p>(If you received our email, you have already been nominated by your university)</p>
1st STEP ONLINE REGISTRATION & APPLICATION FORM	<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: http://torvergata.llpmanager.it/incoming/menu_principale.aspx</p> <p>DEADLINE: <u>Application form:</u> 1st semester: 02/05/2017 - 30/06/2017 2nd semester: 02/10/2017 - 29/11/2017</p>
2nd STEP CODICE FISCALE	<p>Immediately upon arrival the students must go to the following address to get the Codice Fiscale (Income Tax Code – please click on our website's link for useful information): Via di Torre Spaccata, 110 (Metro A – Cinecittà)</p>
3rd STEP REGISTRATION AT THE UNIVERSITY	<p>After this, the students must go to: Erasmus Office of the University of Rome Tor Vergata The office is located in Via Orazio Raimondo 18, ground floor and the <u>receiving hours</u> are : <u>Mon, Wed, Fri (h 9:00-12:00), Wed also (h 14:30-16:00)</u> for further information : incoming@erasmus.uniroma2.it</p>
DELIVERED REQUIRED DOCUMENTS FOR THE ERASMUS OFFICE	
<ul style="list-style-type: none"> • A certificate issued by their home university testifying that the students are the winners an Erasmus scholarship, or a copy of their Erasmus contract • Two passport photos • Codice Fiscale (please go to Tor Vergata official website for useful information) • A valid document such as a passport, an identity card etc • E.U. Public Health Card <p>After the registration the students may go to the Lazio DI.S.U. Office – Via Cambridge 6, 1st floor, 00133 Rome (BUS n. 20) – Canteen Office - Tel. +39 06204101 – from Monday to Friday 9.00-11.00, to get the canteen card;</p>	

GENERAL INFORMATION	
ABOUT THE DEPARTMENT OF HUMANITIES	<p>The Department of Humanities is located in two symmetrical buildings called Edificio A and Edificio B.</p> <p>EDIFICIO "A": 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>EDIFICIO "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 : MON-FRI 8.30 - 22.30, SUN 10.00 - 20.00</p>
HOUSING	ON-CAMPUS HOUSING
	<p>UNIVERSITY RESIDENCE "CAMPUS X" http://www.campusx.it/en/roma-2/</p> <p><i>Address: Via di Passolombardo, 341 00133 – Roma</i></p> <p>Info: info.roma@campusx.it</p>
	OFF-CAMPUS HOUSING
	<p>Many students live 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> http://www.idealista.it/</p> <p><u>BAKECA</u> http://www.bakeca.it/</p> <p><u>EASY STANZA</u> http://www.easystanza.it/</p> <p><u>TROVIT</u> http://case.trovit.it/</p> <p>PORTAPORTESE www.porta-portese.it (click on "Immobiliare")</p>

	<p>Moreover, the University of Rome 'Tor Vergata' is member of :</p> <ul style="list-style-type: none"> - Housing anywhere https://housinganywhere.com/ - Uniplaces https://www.uniplaces.com/university/rome/university-of-rome-tor-vergata
COST OF LIVING	<p>Transports One way ticket (Local Transport) - 1,50€ Monthly Pass (Regular Price) - 35,00€ Taxi Start (Normal Tariff) - 3,50€</p> <p>Housing Single room 350€- 500€ Bed in a shared room 250€ - 350€</p>
MEDICAL INSURANCE	<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.</p>

CONTACTS	
ERASMUS OFFICE	
Department of Humanities	
<p><u>Erasmus Office Responsible:</u> Dott.ssa Giuseppina Grimaldi Monday, Wednesday and Friday 9.00 - 12.00 - Wednesday also 14.30 - 16.00</p>	<p>E-mail: erasmus@lettere.uniroma2.it giuseppina.grimaldi@lettere.uniroma2.it Tel. 0039.06.72595186 Fax. 0039.06.72595219 Adress: Via Columbia, 1 00133 Roma Erasmus Website: http://lettere.uniroma2.it/it/pagina-base/incoming-students-ufficio-erasmus</p>
ERASMUS CENTRAL OFFICE	
<p><u>International Coordinator:</u> Dr. Gianfranco Tarquini Monday, Wednesday and Friday 9.00 - 12.00 - Wednesday also 14.30 - 16.00</p>	<p>E-mail: erasmus@uniroma2.it Tel. +390672592225- 0672592555 Fax +39067236605 Adress: Via O. Raimondo, 18 - 00173 ROMA</p>