



UNIVERSITÀ
CATTOLICA
del Sacro Cuore

Institutional Information Sheet Academic Year 2019/2020

1. INSTITUTION CONTACT

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Laura Ferrari, laura.ferrari@unicatt.it, +39.02.7234.5802
Gloria Lupo Pasini, gloria.lupopasini@unicatt.it, +39.02.7234.5816
Francesca Pasta, francesca.pasta@unicatt.it, +39.02.7234.5217

Primary contact for all types of inquiry: international.advisor@unicatt.it. Students are invited to contact the office via this e-mail address prior to their arrival and to make general inquiries regarding the planning of their study period abroad.

Staff	Programme(s) of responsibility	Contacts
Laura Ferrari	Academic Curriculum Courses Italian Language Courses	laura.ferrari@unicatt.it +39.02.7234.5802
Francesca De Martini	International Curriculum Courses	francesca.demartini1@unicatt.it +39.02.7234.5221
Gloria Lupo Pasini	Internship Programme Service Learning Opportunities	gloria.lupopasini@unicatt.it +39.02.7234.5816

Office hours: from Monday to Friday 9.30AM – 12.30AM. Afternoon: 2.00PM – 5.00PM. Friday afternoon the office is closed.
Instructions if contact person is not available:
Central Office: 02.7234.5801 (from 9.00AM to 5.00PM, Mon-Fri)

Instructions and contact information in case of emergency occurring outside of business hours:
Mobile phone: Léa Senn (Emergency number only) +39 3316222874

2. OFFICIAL ARRIVAL DATE

Official Arrival Date

Semester 1 (Fall 2019)	August 26, 2019 September 9, 2019
Semester 2 (Spring 2020)	February 3, 2020 February 17, 2020

3. ACADEMICS

Students can choose to build their own semester of study by selecting courses from two curricula:

- UCSC University Academic Curriculum
- UCSC International Curriculum.

Before applying participants should be aware of the requirements, these can be found at the following link

<https://ucscinternational.it/spend-a-semester-with-us/exchange-in-milan#program-options>

Note that applicants for UCSC coursework in Italian must provide an Italian Language Proficiency Report indicating a minimum proficiency level of B2. Applicants will have access to the form upon application. The form needs to be filled both by the student and an Italian language instructor. Applicants that cannot provide the Italian Language Proficiency Report upon application or those who, upon application, do not meet the proficiency level of B2 are required to enrol in the pre-session Italian Language Course before beginning of classes in order to be accepted at UCSC.

Note that applicants for UCSC coursework in English who are non-native speakers need to submit a min. TOEFL score of 79 iBT, an IELTS score of 6 or an equivalent certificate (First Certificate of English - Cambridge ESOL / ISE II - Trinity College, London); or have successfully completed a degree programme taught in English; or currently studying in English at their home institution.

UCSC UNIVERSITY ACADEMIC CURRICULUM

<https://ucscinternational.it/spend-a-semester-with-us/exchange-in-milan#ucsc-university-academic-curriculum>

UCSC INTERNATIONAL CURRICULUM

<https://ucscinternational.it/spend-a-semester-with-us/exchange-in-milan#ucsc-international-curriculum>

Academic Calendar

UCSC UNIVERSITY ACADEMIC CURRICULUM

<https://ucscinternational.it/spend-a-semester-with-us/exchange-in-milan#program-dates>

<i>Semester 1 (Fall 2019)</i>	<i>Semester 2 (Spring 2020)</i>
Arrival 1: August 26, 2019 Orientation 1: August 27-29, 2019	Arrival 1: February 3, 2020 Orientation 1: February 4-6, 2020
Italian pre-session intensive language course: September 2, 2019 – September 13, 2019	Italian pre-session intensive language course: February 10 - 21, 2020
Arrival 2: September 9, 2019 Orientation 2: September 10-12, 2019	Arrival 2: February 17, 2020 Orientation 2: February 18-20, 2020
Beginning of classes: September 16, 2019 Public Holidays: November 1, 2019; December 7, 2019 End of classes/exams: December 20, 2019 Christmas holidays: December 23, 2019 - January 6, 2020 Examination session: January 7, 2020 - February 22, 2020	Beginning of classes: February 24, 2020 Spring/Easter Break: April 9 - 13, 2020 Public Holidays: April 25, May 1-2, 2020, June 1-2, 19-20, 2020 End of classes/exams: May 29, 2020 Examination session: June 3, 2020 - July 25, 2020

N.B.: For courses belonging to the School of Economics, Undergraduate and Graduate degrees in English running on a Quarter System, do take note of the following course schedule:

- Quarter 1: September 16 – December 20 (Including mid-term and final exams)
- Quarter 2: January 7 – April 3 (Including mid-term and final exams)
- Quarter 3: April 6 – July 24 (Including mid-term and final exams)

Should your students choose courses belonging to Quarter 2, which falls between the first and second semester, they will be required to arrive in Milan on January 6, 2020 since on January 7, 2020 they will have to attend a dedicated info-session.

Academic Notes

The home institution sets the policy regarding the award of credits for coursework completed at UCSC. Participants are responsible for knowing their home institution's policies and procedures regarding this matter.

UCSC University Academic Curriculum:

- Students will be allowed to take classes from LAUREA TRIENNALE* and LAUREA MAGISTRALE
- Students will be allowed to take classes from all Faculties/Departments
- Note that the Faculty of Law offers ONLY year-long courses
- Students are advised to enrol in the pre-session intensive Italian language course since most classes and exams are totally run in Italian
- Students will not have to register for courses prior to arrival; they will be required to submit their Study Plan on-site and register for examinations
- Course attendance is strongly recommended. Professors may take attendance
- Students may opt among three possible final examination dates for most of the courses; the Faculty of Economics in English has only two possible final examination dates per each session
- Non-European students can request an early exam session in December / May, except for courses that are run on the Quarter calendar system.

*N.B.: courses offered in English the first 2 years of the LAUREA TRIENNALE in ECONOMICS/MANAGEMENT will have limited spaces available and Cattolica cannot guarantee registration for these courses. Restrictions are however lifted for all 3rd year courses and at the LAUREA MAGISTRALE.

UCSC INTERNATIONAL CURRICULUM

<https://ucscinternational.it/spend-a-semester-with-us/exchange-in-milan#program-dates>

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Arrival 1: August 26, 2019 Orientation 1: August 27-29, 2019	Arrival 1: February 3, 2020 Orientation 1: February 4-6, 2020
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Beginning of classes: September 16, 2019 Fall Break: November 1 - 3, 2019 Public Holidays: November 1, 2019; December 7, 2019 End of classes/exams: December 13, 2019	Beginning of classes: February 24, 2020 Spring/Easter Break: April 9 - 15, 2020 Public Holidays: April 25, May 1-2, 2020 End of classes/exams: May 29, 2020

Academic Notes

The home institution sets the policy regarding the award of credits for coursework completed at UCSC. Participants are responsible for knowing their home institution's policies and procedures regarding this matter.

UCSC International Curriculum:

- The International Curriculum courses are elective courses within the Facoltà di Scienze Linguistiche e Letterature Straniere degree course. Elective courses account for 6 ECTS and 45 contact hours. **Erasmus+ students are allowed to take 1 course only from the International Curriculum and will likely have to complement their course load with UCSC Academic Curriculum Courses in order to satisfy their home institution course load requirements**
- Students will be asked to pay an activity registration fee of 45 € (except for participants admitted through Direct-Enrolment)
- Non-E.U. students taking courses within the International Curriculum usually enrol in 4 area courses and 1 of the Italian Language course options (pre-session intensive or semester)
- Students will receive all the information related to course schedule and registration instructions about six weeks before the beginning of classes
- Students will be required to register online. Detailed information will be sent directly to students on this matter. The registration will be on a first-come, first-served basis.
- Students will be required to regularly attend courses. They will have one midterm and one final examination (other forms of assessment may be used and may vary depending on the course)

4. TRAVEL INFORMATION

From International Milan Airport to institution:

Please attempt to arrive at **Malpensa International Airport**, 40 Km from Milan City Center. The connections from Malpensa Airport to Milan City Centre are the following:

- MALPENSA EXPRESS train to Cadorna Station: every 30 minutes, single ride ticket € 13.00 on average
- MALPENSA EXPRESS train to Centrale Station: every 30 minutes, single ride ticket € 13.00 on average

From within city/town to institution:

Underground system: Red line, stop at Cadorna Station, 10-minute walk from campus central building (Gemelli Building).

Green line, stop at S.Ambrogio Station, 5-minute walk to campus. Additional information will be provided by e-mail. Single ride ticket €1.50

Should students decide to commute by taxi from Malpensa International Airport to Milan City Centre the cost will be around 110 €.

5. PLACES TO STAY for participants who cannot avoid arriving before official arrival date or after business hours:

B&B Hotel Milano Central Station Via Napo Torriani, 9 - 20124 Milano Phone number: +39 02 66711210 Distance from institution: 20 minutes by metro. Very closed to Milan Central Station.	Ostello Bello Via Medici 4 - 20123 Milano Phone Number: +39 02.36582720 Distance from institution: 10 minutes walking distance
Ostello Bello Grande Via Lepetit, 33 - 20124 Milano Phone Number: +39.02.6705921 Distance from institution: 20 minutes by MM2 – Green Line	B&B Hotel Milano Sant'Ambrogio Via degli Olivetani, 4 – 20123 Milano Phone Number: +39. 02.48101089 Distance from institution: 5 minutes walking distance

6. DESCRIPTION OF ORIENTATION PROGRAMME

UCSC International organizes two Orientation Events at the beginning of each semester. Orientation Event dates: check paragraph 3 – Academics – Academic calendar.

<i>Orientation Event 1 is MANDATORY for students:</i>	<i>Orientation Event 2 is MANDATORY for students:</i>
- planning to arrive by August 26, 2019 (Fall 2019) or by February, 3 2020 (Spring 2020) - enrolled in the pre-session intensive Italian Language Course - who applied for the Internship Programme/Service Learning Opportunities - enrolled in the Study Abroad Impact Lab	- planning to arrive by September 9, 2019 (Fall 2019) or by February 17, 2020 (Spring 2020) - who did not attend the Orientation Event 1 - who did not attend the pre-session intensive Italian Language Course

The 3-day Orientation Event **programme** consists of:

Day 1 (Applicable to Orientation events 1 and 2 – Tuesday morning/afternoon): Students who have selected to enroll in the pre-session intensive or semester Italian language courses will have to attend the oral interview.

Day 2 (Applicable to Orientation events 1 and 2 – Wednesday morning/afternoon): Registration on Campus (collection of the personalized kit – student ID), UCSC International Welcome Address, Health and Safety and Info-session on Campus Services, lunch/aperitivo offered by Cattolica; informative desk on the university services for international students, campus tour with the representatives of student associations.

Day 3 (Applicable to Orientation events 1 and 2 – Thursday all day for non-EU students; morning only for EU students): Information sessions on Academic and International Curriculum courses, Permit of Stay.

During the orientation students will be informed on how to organize their course schedule, select courses, find classrooms, have access to campus facilities (cafeteria, library, health center and sport service etc.).

7. PRE-SESSION INTENSIVE LANGUAGE COURSES

Pre-session intensive Italian language courses are offered before the beginning of each semester. The courses are recommended for all participants but not compulsory.

Pre-session language courses are fee-paying courses. (see table below). Participants will receive further information upon acceptance. Specific deadlines will be given to enrol.

Dates: Check paragraph 3 – Academics

Level of instruction: from Absolute Beginner to Advanced.

For more information, contact Laura Ferrari (laura.ferrari@unicatt.it).

Course Description: the pre-session intensive Italian Language course consists in 45 hours (45 minutes each) over 2 weeks (6 ECTS credits). It includes grammar workshops and Upon payment of the course fee students will have to take an online placement test in order to assess which level is the most appropriate. This also applies to absolute beginners. During orientation, students will have an oral interview with the Italian Language instructors in order to confirm the level of placement. Attendance is mandatory.

8. SEMESTER ITALIAN LANGUAGE COURSES

Semester Italian language courses are offered throughout the semester and in conjunction with the other academic coursework. The courses are recommended for all participants but not compulsory.

Semester language courses are fee-paying courses (see table below). Participants will receive further information upon acceptance. Specific deadlines will be given to enrol

Dates: During the semester

Level of instruction: from Absolute Beginner to Advanced.

For more information, contact Laura Ferrari (laura.ferrari@unicatt.it).

Course Description: the semester Italian Language course consists in 45 hours (45 minutes each, 6 ECTS credits). It includes grammar workshops. Upon payment of the course fee students will have to take an online placement test in order to assess which level is the most appropriate. This also applies to beginners. During orientation, students will have an oral interview with the Italian Language instructors in order to confirm the level of placement. Attendance is mandatory.

For students who have chosen the pre-session intensive language course, placement in the semester Italian language course will be accordingly to the results obtained in the pre-session intensive language course exam.

<i>Exchange students</i>	<i>Fee-paying students (direct enrolment)</i>
Pre-session intensive only € 400	Pre-session intensive only € 30
Semester only € 400	Semester only € 30
Both pre-session intensive and semester courses € 600	Both pre-session intensive and semester courses € 50

9. HOUSING & MEALS

A. HOUSING

Our institution offers accommodation options via a third-party provider, MIL Service. Type of housing provided: Off-campus apartment or single dorm room w/bathroom. For more information please check the MIL Service website: <http://www.milservice.com/>. Visit our website for other options: <http://www.ucscinternational.it/life-at-cattolica-2/life-in-milan/accommodation-in-milan>

Admitted students will receive communications and reminders about housing throughout the pre-arrival process.

Note for Students admitted via Direct-Enrolment: housing benefits begin on the official date of arrival and last through the end of the placement period inclusive of all examination and vacation periods between academic sessions. Housing costs will be included in the request of payment that will be sent one month before the starting of the program.

B. MEALS

Students may choose to use the university campus cafeteria. As enrolled students, participants will have access to the student discounted rate of €7.70 (full meal) or €5.00 (lunch meal).

10. ESTIMATED PERSONAL EXPENSES

In addition to room and board, participants are responsible for all additional personal expenses including: fees not required to all participants (e.g. computer, language, and science lab fees), books, local transportation, entertainment, etc. The amount below is provided as a guide; the actual amount needed will vary depending on courses and personal habits.

Transportation (monthly pass): € 22 (+€ 10 for activation one time only)

Text books/readers: €150

Additional expenses per month are estimated at: € 250-300 (minimum)

11. MEDICAL REQUIREMENTS/HEALTH SERVICES

UCSC recommends that Non-E.U. participants take an international insurance before their departure. The health insurance should cover medical evacuation and repatriation.

Students that do not have an international insurance upon arrival will be required to sign up for a university insurance policy. Contact the International Student Services to activate coverage.

Should students need medical attention, they can turn to the following center and the service is free of charge:

Student Health Center

Largo A. Gemelli, 1

20123 - Milano

Palazzo Dominicanum

First Level

Tel. 02.7234.2217

Hours of operation:

Mon to Fri 9.00AM -4.30PM

Consultation are free of charge. English-speaking Medical Specialist are available on demand.

Psychological counselling is available on a fee-paying basis.

12. TRANSCRIPT ISSUANCE

Semester 1 Late February

Semester 2 End of July

Full Year End of July

Procedure in order to ensure timely processing of transcripts: students need to provide a list of completed exams before returning home (Cattolica International Office Staff will provide an EXIT FORM to students before the end of the semester).

Students who take late exams may experience some delay in receiving transcript. Please notify International Student Services of any home institution deadline for receiving transcript for graduation, etc.

Final Transcript of Record is issued only at the end of the study period at Cattolica. If students need to receive a provisional transcript before the official end of the study period, a formal request has to be sent to international.advisor@unicatt.it and will have to pay a fee of € 20.00 online (link will be provided).