



Dipartimento amministrativo per la ricerca,
la didattica e le relazioni esterne
Area servizi innovativi per la didattica e gli studenti
Settore III – Mobilità internazionale e accoglienza studenti stranieri
Piazza Umberto I, 1
70121 BARI (Italia)

Tel. +39.080.5714834
+39.080.5714847

Fax +39.080.5714463
E-mail l.cioce@relint.uniba.it

Università degli Studi di Bari

LIFELONG LEARNING/ERASMUS PROGRAMME

DURING YOUR STUDY PERIOD...

During your study period at the University of Bari, you have the same rights and obligations as our students, you can participate in all the University activities, you have the same study conditions as for our students: access to libraries, laboratories, reading rooms, Internet rooms. You do not have to pay any tuition fee at our University. However, our Institution could ask for a payment to enter a student association or to use specific materials such as photocopies, laboratory samples, etc.

After registration you receive:

STUDENT'S RECORD BOOK

- To demonstrate your Erasmus student identity, *see section A*;
- To enter in our Internet points (SOLE DIDATTICHE), *see section A/1*;
- To take books from our libraries, *see section A*;
- To register your exams during the sessions of them, *see section A*;
- To have reductions at cinemas, classical musical concerts, theatre you can ask for a showcard at U.R.P. (Office for Public Relations), *see section A/3*;

FOUR CERTIFICATES which could be used for the following aims:

- To obtain your residence permit (for students coming from countries not included in the EU);
- To enter in our canteens by a magnetic card;
- To have one seat in a double room in one of our University residences (if you have the right to get it);
- To have reduction of ticket prices for public transport;
- To have access to sports activities.
- For more information *see*: A.Di.S.U. (Agency for the right to University Study), *section 2/a/b/c/d/e*;
- To have reduction on urban lines at the Office called A.M.T.A.B; *see section B/2c*
- To use the sports facilities at UNIVERSITY SPORTS CENTRE (C.U.S.), *see section B/3*.

FURTHER DETAILS...

A) STUDENT'S RECORD BOOK that is valid only for your Erasmus study period. The student card may be required in the University or on any other occasion where student identity needs to be proved and/or for some services destined to Erasmus students (access to libraries, laboratories, reading rooms, Internet rooms). Your student card must be used during the session of exams, when each professor writes down, under signature, the grade you obtained in your exam. Before the examination, you have to book your exam at the faculty five days before the date, compiling a form called "statino universitario". You can take it to the Office called "Ufficio Stampati" - Economato, Palazzo Ateneo entrance, Via Nicolai, on the left. Besides a "statino universitario", a form called "Modello 100" is also necessary in order to issue the final certificate.

At the end of your study period, after the reception of these forms from the Students' Secretariats of the University of Bari, the Erasmus Office will deliver the certificate to you. If the Office does not receive the forms before your leaving, the Office will send the certificate to your house and/or to your university, after ten days from the receipt of the forms. It must be pointed out that neither a student's record book nor the learning agreement is sufficient to compile the certificate, the Erasmus Office, first of all, needs confirmation by the Students' Secretariats, and after, the certificate can be done. Besides a "statino universitario", a form called "Modello 100" is also necessary in order to issue the final certificate;

A1) INTERNET POINTS (ISOLE DIDATTICHE) You can use a computer in one of our Internet points called "Isole Didattiche". You have to bring a student's record book testifying your Erasmus student status for the registration. Each internet point is formed by five computers and a printer connected by a net. You can take advantage of different services like: web page of the University, Internet, databanks, electronic writing programmes.

Please find enclosed the list of our internet points:

- Agricultural Sciences* -Campus, Faculty of Agricultural Sciences (classroom 12)-n° 2 teaching islands;
- Faculty of Economics* n° 2;
- Faculty of Pharmacy* (ground floor classroom 4) n° 2;
- Faculty of Law* -Law Seminar (first floor)-n° 1;
- Faculty of Law* -Nearby Law Seminar-n° 1;
- Faculty of Law* -Private Law Institute (Library - second floor)-n° 1;
- Faculty of Law* -Roman Law Institute (Library - third floor)-n° 1;
- Faculty of Law* -Public Law Institute (Library - fourth floor)-n° 1;
- Faculty of Law* -Depart. of Labour relationship (fifth floor)-n° 1;
- Faculty of Law* -Depart. of International Law (Library-sixth floor)-n° 1;
- Arts and Philosophy* -Ateneo (second floor - classroom E)-n° 2
- Foreign Languages and Literature* -Library of the Faculty of Foreign Languages and Literatures (ground floor)-n° 1;
- Medicine and Surgery* -Policlinico (Poly functional Centre)-n° 1;
- Veterinary Surgery* -Medical clinic (Basement)-n° 1;
- Educational Sciences* -Depart. of Educational Sciences (Ateneo, third floor - classroom 8)-n° 1;
- Educational Sciences* -Depart. of Linguistics and Literature (Via De Rossi,233 third floor)-n° 1;
- Mathematics, Physical and Natural Sciences* -Earth Sciences Institute (first floor)-n° 2;
- Mathematics, Physical and Natural Sciences* -Biological Institutes (ground floor)-n° 1;

Mathematics, Physical and Natural Sciences -Depart. of Computer Science (Library)-n° 1;
Mathematics, Physical and Natural Sciences -Depart. of Chemistry (Library)-n° 1;
Mathematics, Physical and Natural Sciences -Depart. of Physics (Library)-n° 1;
Mathematics, Physical and Natural Sciences -Depart. of Mathematics (first floor - laboratory)-n° 1.

For further information, please, contact: The Right to study area – Sector I – Ateneo – Via Nicolai, 70124 Bari Monday - Friday, 10.00 – 12.00 Tuesday – Thursday: 15 – 17.00 telephone number: +39.0805714279, fax number: + 39.0805717588, e-mail: a.volpe@area.dirstud.uniba.it

A2) SHOWCARD You can have a showcard which gives the possibility to have reductions at cinemas, at the price of 2.00€. You can provide a student's record book. You can buy tickets for classical music concerts organised by the "Camerata Musicale Barese", at the price of 2.50€. Free tickets for performances at Kismet theatre in Bari are available for those students who ask for them.

For further information, please, contact: Office for Public Relations (U.R.P.) Ateneo – 1, Piazza Umberto I, 1 – Bari Monday - Friday, 10.00 – 13.00 and 16.00 – 18.00 telephone number: +39.0805714488-4413; fax number: + 39.0805714830; free phone number: 800.883046; e-mail: urp@urpuniba.it

B) FOUR CERTIFICATES which demonstrate your Erasmus status during your study period for Residence Permit, A.Di.S.U. (Agency for the right to University Study), Showcard, Internet Points, University Sports Centre, etc.) They can be used for the following aims:

B1) RESIDENCE PERMIT. If you belong to the EU you are not obliged to get your residence permit. After three months from your arrival in Italy, you must enrol at the registry office of the municipality of the town. On the contrary, students from countries not included in the EU, need to get a residence permit from the police headquarters, Via Murat 4, tel. 080/5291111/1201/1313, fax.080/5291154. First, you are obliged to register, no later than eight days after your arrival taking a kit from the post office. After that, you have to compile it and give it back to the post office. To obtain the release of the residence permit you are asked to fill in a form and provide the following documents:

- **four ID photos;**
- **a 14.62 € tax stamp** (for students coming from countries not included in the EU);
- a photocopy of **identity card or passport;**
- a copy of the **documentation concerning your study period** you provided at the Italian Consulate of your country to obtain a visa to study abroad. (for students coming from countries not included in the EU (Middle Eastern Europe);
- **a proof of accommodation:**
 - if you live in a University residence, you must ask the Officer of A.Di.S.U. (The agency for students' right to study) for an accommodation certificate or the same organisation can send a list with all Erasmus students accommodated in one of our university residences to the local police;
 - if you live in a flat in the city, you need to show the lodging contract that you signed with the owner or a declaration by the owner who hosts you as a foreign student;
- **proof of the amount of the grant;**
- **a health care form.** If you come from countries not included in the EU (Middle Eastern Europe) you are obliged to provide health insurance, completed with a declaration in Italian, released by the Italian Consulate of your country, indicating

that the health insurance covers illness and personal accidents, recognized in your own country and at an international level;

The residence permit is valid for the whole duration of the study grant and it cannot be used or be renewed for the attendance of other academic courses. It is forbidden to stay longer than the duration of the study period for which the residence permit allows.

B2) A.Di.S.U. (Agency for the right to University Study). The A. Di.S.U offers its students some services and facilities:

a) accommodation. If you have the right to get a seat in one of our university residences, you must bring a certificate and an Erasmus student's record book to A.Di.S.U, issued by the: "Settore III – Mobilità internazionale e accoglienza studenti stranieri" – Università degli Studi di Bari.

Price, at present, is 110€ for a double room, in all University residences.

b) canteens. You can be provided by A.Di.S.U. with a magnetic card that will permit you to use our canteens located near the main faculties. The price of a meal is about 3.00€. University canteens are at:

- "Renato dell'Andro" University Residence, via C. Rosalba, 55, Bari tel. 080/5042636;
- Students' house, via Murat 2, tel. 080/5439053;
- Faculty of Medicine Canteen, via Garrone 64, tel. 080/5617585;
- Male University Residence, via Amendola 165, tel. 080/5538055;
- Near Business Economics, via Lago Maggiore 1, Taranto.

Canteens are open from Monday to Saturday, from 12.00 to 14.30 and from 19.00 to 20.30. On holidays, canteens work shifts;

c) reduction of ticket prices for public transport:

- a transport service which links Largo Ciaia to the faculty of Medicine Veterinary (Valenzano), at 5,16€/month.
- reduction on urban lines. A.Di.S.U. has a convention with the local office for urban lines called A.M.T.A.B., Corso Italia., 39. You can have a reduction on urban lines providing a certificate and one ID photo. The price is 6€/month;

d) access to the following sports activities, situated at the "Renato dell'Andro" University Residence, via C. Rosalba, 55, Bari:

- two tennis courts. The price is 4€/hour for the court;
- football ground. The price is 20€/hour for the ground;

e) facilities for the disabled;

For further information, please, contact: Sig. Bellomo Giuseppe at A.Di.S.U. (Agency for the right to University Study), Via Giustino Fortunato, 4/G, 70124 Bari, telephone number: +39.0805438011; fax number: + 39.0805576028; free phone number: 800.637979; e-mail: edisu_Università@tin.it

B3) UNIVERSITY SPORTS CENTRE (C.U.S.). You may use the sports facilities of the University Sports Centre if you request enrolment to the Centre. CUS sees to the pertaining insurance coverage. To be enrolled you need the following documentation:

- a certificate released by the Erasmus Office;
- identity card or passport;
- one ID photo;
- a medical certificate declaring that you do not suffer from any illnesses that can endanger public health;
- an enrolment form with the fee of 10 euros.

Enrolment starts on 1st September and lasts till 31st August of the following year. All the Erasmus enrolled students may practice the following sports activities:

- indoor swimming pool
- outdoor swimming pool
- indoor sports facilities and skating rink
- tennis court
- football ground
- basketball
- athletics tracks and fields.

You are entitled to use locker rooms and showers, as well as bathroom. CUS organises inter-faculty tournaments in: athletics, football, swimming, basketball and tennis. The best students who distinguish themselves in one of the sport activities can participate in the competitions organised by C.O.N.I

Finally, CUS organises courses of: fitness (1st September – 30th June), swimming for the duration of three months (1st October – 30th June), body-building, aerobics, toning gymnastics and personal training.

For further information, please, contact: The Registrar's Office C.U.S., Lungomare Starita 1/A – B; Reception telephone number: +39.0805341779 fax number: +39.0805344865 Monday - Friday, 9.15 – 13.00, 15.00 – 20.00, Saturday 9.15 – 13.00, e-mail: info@cusbari.it

OTHER SERVICES AND FACILITIES FOR ERASMUS STUDENTS:

- **SERVICE FOR THE DISABLED** The University of Bari, in accordance with the law n. 17/99, promotes the assistance and University integration for the disabled students providing a series of initiatives to guarantee services and technical and didactical aids like the other students enrolled at the University of Bari, as listed below:
 - a welcome room at our University, Ateneo, Piazza Umberto I, 1 Bari, called "Sala d'Accoglienza";
 - a laptop (PC) to be used either at the university or at home;
 - the assignment of a personal tutor;
 - one Internet web-site: www.uniba.it/disabilita/index.htm dedicated to the disabled students to get information about services;
 - special learning aids such as: Braille translations, audio books, books in an electronic format;
 - the creation of five "Teaching islands/internet points equipped with computer aids, for deaf and blind and physically impaired at the Faculty of Economics, Campus, Ateneo - P.za Umberto I, 1, Educational Science - Via De Rossi 23 and Faculty of Law – Taranto.

In addition, other services have been created:

- an urban transport between the student's house and the faculty where the student is enrolled;
- tutoring and assistance during lessons by senior students;
- interpreting for deaf-mutes, distance teaching.
-

For further information, please, contact: Office for the disabled, Ateneo – Piazza Umberto I, 1 70121 Bari, Monday – Friday 10.00 – 13.00 telephone number: +39.0805714058/4360; fax number: +39.0805714936 web site: www.uniba.it/disabilita/index.htm

- **UNIVERSITY CENTRE FOR THEATRE, VISUAL ARTS, MUSIC AND CINEMA (CUTAMC)**

The University Centre for Theatre, visual Arts, Music and Cinema has the following purposes:

- development of studies and research, in the field of the visual arts, music, theatre and cinema;
- realisation/the purchasing of scientific books and laboratories;
- promotion and the organization of meetings, conferences, performances and documentary, artistic and bibliographic shows, workshop and exchange experience even if abroad.

For further information, please, contact: CUTAMC, Via San Giacomo, telephone number:+39.0805243270/3273, fax number: +39.0805243282

- **HARMONIA (UNIVERSITY CHOIR AND ORCHESTRA)** Harmonia is an association which includes the Choir and Orchestra of the University. The main aim of the association is to promote musical and choral activity among university students and young people. The association coordinates the activity of the Polyphonic Chorus. Harmonia organises courses of solfeggio, oboe, clarinet, flute, trumpet, trombone, saxophone, horn, singing, music laboratory, composition, improvisation, participating at national and international events.

For further information, please, contact: Harmonia, Via San Giacomo, telephone number:+39.0805243270/3273, fax number: +39.0805243282

- **PSYCHOLOGICAL COUNSELLING SERVICE** The service has been created by the Department of Psychology for university students with psychological problems. Students can participate in individual conversations (five per week) and workshops (once per month) with a staff of experts and psychologists.

For further information, please, contact: Registrar's Office, Ateneo – Piazza Umberto I, 1 70121 Bari, fax number:+39.0805561228

- **COUNSELLING CENTRE** The centre has been created to help students solve their difficulties in the relationship with the other students and with administrative staff of the university. This centre is connected with the Psychological counselling service and the Authority guarantees for students.

For further information, please, contact: Counselling centre, Ateneo Tuesday and Thursday 11.00 – 13, Via G. Petroni 15/ F (7th floor), free phone number: 800.354644, fax number:+39.0805714897

- **THE UNIVERSITY CHAPEL** The University Chapel is located in the court of the Ateneo. It is open to all students and staff. It offers debates about religious themes, celebrations of Mass (from Monday to Friday 8.00 and 12.30). Jesuit priests are in the Chapel during the week except Saturday.

For further information, please, contact: Jesuit Friars' Community, Piazza Armando Diaz, 11 – 70121 Bari telephone number: +39.0805559434 telefax number: +39.0805524381 e-mail: gesuiti.bari@gesuiti.it; web-site: <http://www.gesuiti.it>

AFTER REGISTRATION...

After registration, you have to keep in touch with your academic coordinator to verify your study programme with him/her. Naturally, the Erasmus Office will inform you at the registration about your academic coordinator and your faculty. At this stage, the Office

is glad to receive students for any information, during the following days and opening hours:

Monday: 10.00 – 12.30
Tuesday: 15.30 – 17.30
Wednesday: 10.00 – 12.30
Thursday: 15.30 – 17.30
Friday: closed
Saturday: closed

In addition, there is also one Erasmus Office at the Faculty of Economics , Department of Economic Science, Via Camillo Rosalba, Bari, and another one at the Faculty of Foreign Languages and Literature, Via Garruba, Bari. Students belonging to these faculties, can ask for programmes at these departments.

For further information, please, contact:

Dott.ssa Luisa D’Aniello, Faculty of Economics, Department of Economic Science, Via Camillo Rosalba, Bari, telephone number: +39.0805045249 telefax number: +39.0805045436, e-mail: erasmus.economia@dse.uniba.it
opening hours: monday, and thursday 10,00 – 12,00 a.m. thursday p.m. 15,30 – 17,00

Dott.ssa Pina Tarricone, Faculty of Foreign Languages and Literature, Via Garruba, Bari
opening hours: Monday - Friday a.m., telephone number: +39.0805717496 fax number: +39.0805717543 e-mail: f.tarricone@lingue.uniba.it
opening hours: monday – friday 10,00 - 12,00 a.m.

Content and editing: Lucia Cioce – Erasmus Office