



UNIVERSITÀ DEGLI STUDI DI PALERMO

DEAR ERASMUS STUDENT,

The International Relations Office of the University of Palermo welcomes and invites you to read and follow these steps:

1. **Once you have done your check-in at the International office** you are a real UNIPA Student! It means that since this moment you can use all UNIPA facilities like wifi, library, etc...
2. With your “Erasmus-for-study-certificate” **go to the main canteen “SANTI ROMANO”** (1° floor) which is on the University campus in viale delle Scienze, building n°2. The office is open on Monday, Wednesday and Friday morning from 09,00 a.m. until 12,30 a.m. and on Wednesday afternoon from 3,00 p.m. until 4,30 p.m.. There, you will receive a **student card** for the canteen service (€ 3.50 for a full meal).
3. **Go to your school and speak with your Departmental Coordinator.**
This is the most important step because your coordinator will talk to you about didactic information: lectures, examinations, credits, etc..
In particular, check with your coordinator your online Learning Agreement, make some changes, if you need, and **be sure that your learning agreement becomes approved online by your professor.**
4. **Contact ITASTRA for your Italian language course.**
erasmusitastra@unipa.it; www.itastra.unipa.it; Tel: +39 091 23869601
Address: Piazza Sant'Antonino n° 1 - 90134 Palermo
5. **Accommodation:** You can find information on: <http://www.unipa.it/target/studenti/segreteria-e-tasse/borse-di-studio-e-alloggi/>.
Health Care: in case of need, you can book a specialist visit at the Ambulatorio Medico Universitario: <http://www.unipa.it/strutture/ambulatorio/>. The Ambulatory can be contacted at the following numbers: 091/23864218/19/20, amu@unipa.it, University Campus – Edificio 14;
University Sport Center: Please follow this link: www.cuspalermo.it/iscrizioni/come-iscriversi.html;
ESN (Erasmus Student Network): palermo@esn.it; www.esnpalermo.com. The Erasmus Students Association is a student network that takes care of incoming students and can provide them help for searching accommodation, linguistic tandem, etc.;
6. **At the end of your Erasmus period don't forget to complete and collect all the documents you need for your University.** Meet your Coordinator to receive your signed “Transcript of records” with all examinations and credits you passed. Then, come personally to the International office to ask for your **certificate of stay**. These documents are very important and you should bring the original ones to your home University.
7. **For any doubt or problem** concerning your staying in Palermo, please contact us:

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