

UNIVERSITÀ DEGLI STUDI DI BERGAMO

UNIVERSITY OF BERGAMO



PRE-ARRIVAL INFORMATION GUIDE FOR
INTERNATIONAL STUDENTS

CONTENTS



INFORMATION

- Useful contacts at UNIBG
- Living costs and fees
- Visa, Health Insurance, Permit of residence
- Tax code, Family income and property certificate, Scholarship
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- What is the best way to travel to Bergamo
- Pre-departure check-list



WHO? Non EU students and EU students who have already started their pre-enrolment procedures at University of Bergamo.

WHAT? pre-arrival steps, general information about University of Bergamo and compulsory procedures for foreign students in Italy

Further details about what to do on once in Bergamo will be provided with the ARRIVAL GUIDE

international.students@unibg.it

International Office
University of Bergamo
Via San Bernardino 72e
24122 Bergamo –Italy

Due Covid-19 emergency offices are closed. Please write to international.students@unibg.it or check on our University website, www.unibg.it and <http://en.unibg.it/>

on the Unibg facebook page and Unibg youtube channel:
<https://www.facebook.com/UniBergamo>
<https://www.youtube.com/user/UniBgTube>



USEFUL INFORMATION AT UNIBG



- PRE-ENROLLMENT
- ENROLLMENT PROCEDURES
- FEES PAYMENT*
- CERTIFICATES
- STUDY PLAN
- ENJOY STUDENT CARD
 - **SEGRETERIA STUDENTI- STUDENT'S OFFICE**
(all departments, except Engineering)
Room S6,
Via dei Caniana 2, Bergamo
E-mail: studenti.stranieri@unibg.it
 - **SEGRETERIA STUDENTI- STUDENT'S OFFICE (Engineering department)**
Via Einstein 2, DALMINE
E-mail: studenti.stranieri@unibg.it

- CALL FOR UNIVERSITY DORMITORY
- CALL FOR SCHOLARSHIP AND GRANTS
- CANTEENS
- ISEEU

UFFICIO SERVIZIO DIRITTO ALLO STUDIO
(STUDENT AID SERVICE) Via dei Caniana 2,
Bergamo. You can find it in the Law department
Building.

Contact them through the ticket service
<https://helpdesk.unibg.it/helpdesksegrestud/login?lang=en>

The International Office will
provide students information about
the procedure for Tax Code and
Permit of Residence application
international.students@unibg.it

Please note that the University of Bergamo has three campuses, located in town and in its industrial outskirts:

- Campus of Economics and Law (in the City of Bergamo)
- Campus of Humanities (in the "*Upper town*")
- Campus of Engineering (in Dalmine, an industrial area in the outskirts of Bergamo, and inside the Science Park "*Kilometro Rosso*").

Do you need a Visa? Apply now on University Portal

<https://www.universitaly.it/index.php/registration/firststep>

REGISTER NOW!

Once you have completed your online registration and set up your profile you can access to webservices and apply for the VISA.

An advertisement for international students. It features a woman in a yellow jacket and blue skirt, holding a green folder and talking on a phone, standing in a grand, arched hallway. The background is a blue gradient with white text.

**ARE YOU AN INTERNATIONAL STUDENT?
WOULD YOU LIKE TO COME TO ITALY?**

- Discover our academic offers
- Contact the institution for all the information you need
- Carry out the admission procedures
- Check if you need a visa

**Do you need a visa?
OK, pre-enrol now!**

COVID-19 EMERGENCY - WHAT TO DO BEFORE LEAVING YOUR COUNTRY

TRAVEL REGULATIONS

- Before entering Italy, all students are strongly advised to consider travel restrictions and warnings and obtain detailed info at the Italian Embassy or Consulate of their respective home country and on the internet about entry regulations and potential quarantine measures.
- In addition, students should consult with the airline company the conditions of flight change or refund, for anticipated returns or cancelations.

Please note that Italy and European Union has started opening their borders from July 1st 2020

However, some borders are closed to travellers from different **countries considered as risk areas**.

A sanitary protocol will be therefore put in place for students arriving in Italy from these countries.

Should this be the case, students must expect to be subject to quarantine.

Please check the Italian Health Ministry webpage:



Ministero degli Affari Esteri
e della Cooperazione Internazionale

Please note that the question of whether to travel to Italy is permitted, depends on where the person travelling has previously been staying for any specific period in the last 14 days, prior to entering Italy, not on their nationality.

Please refer to the

[Ministry of Foreign Affairs website](#)

[Viaggiare sicuri](#)

Please advise the International office (e-mail: international.students@unibg.it) regarding the exact arrival date in Bergamo and the address where you will stay.

TO TRAVELLERS ENTERING ITALY

Don't let your guard down!

Ministry for Health

Covid-19, containment measures

The obligation of use of **masks** in closed places open to the public is confirmed, as well as respecting the **social distance** of at least 1 meter between people and the recommendation of **washing hands** properly and frequently.

For further information check Ministry of Health website:

<http://www.salute.gov.it/portale/nuovocoronavirus/dettaglioNotizieNuovoCoronavirus.jsp?lingua=english&menu=notizie&p=dalministero&id=5016>

**INFORMATION LINE 1500
COVID-19 EMERGENCY**

Public utility number





Lombardy emergency numbers

800 894 545

116117 (during the weekends and the nights)

For further information please check the [LOMBARDY REGION WEBSITE](#)



LIVING COSTS - FEES and TAXES (Only for International students-)

LIVING COSTS

TEMPORARY ACCOMMODATION COSTS: HOSTEL between 20-25 euro a day (breakfast included)

ACCOMMODATION COSTS: a single room in a private flat costs around 350 euro/month - A BED IN A SHARED PRIVATE ROOM COSTS AROUND 270 EUR/MONTH

A room in the students Residence costs between 110-200 euro/month according to family income

FOOD COSTS: Buying food from the supermarket is not expensive, as you could spend on average 150 euro/month

In a mid range restaurant, pasta dishes are between 6-12 euro, while main fish or meat courses will normally cost between 8 and 16 euro.

University Canteen: a complete meal cost between 5 and 6 euro

TRANSPORTATION: A monthly bus/tram/metro ticket for students is somewhere between 25 and 35 euro/month.

HEALTH INSURANCE Subscribe a private health insurance policy in their home country, and obtain from the competent Italian Consulate a statement of its validity for Italy. It should be valid for 365 days. This health insurance is compulsory to issue the PERMIT OF RESIDENCE (The travel insurance is not accepted)

PERMIT OF RESIDENCE: For period of study over 90 days : Upon arrival in Italy, Non EU students must apply for Residence Permit (Permesso di soggiorno) within 8 working days from arrival in Italy.

The cost is apprx.100,00 euro More details will be provided by the International Office on arrival.

PRE-REGISTRATION FEE – ENROLLMENT FEES

Prospective students should take into account the following costs:

- Fees:
 - **Enrollment fee + regional fee:** 156,00 € to be paid in (deadline to be defined)
 - **First Installment:** 400,00€, according to the student's family income
 - **Second installment:** from 0,00€ to 1700,00€, according to the student's family income

For further information please see our website:

<https://en.unibg.it/study/enrollment/costs>

PLEASE NOTE: due to the COVID-19 emergency all the deadlines have been postponed and some procedures have been changed. Please regularly check our website.





HEALTH INSURANCE FOR INCOMING

Health insurance

HEALTH INSURANCE

If you buy out a **private insurance** in your country, please remember that, in order to be valid in Italy for obtaining the residence permit, it needs to have the following requirements:

- It has to be taken out in the holder's name (in western characters)
- It has to be written in Italian (or in English, French, Spanish)
- validity in the Schengen Area/Italy
- it states the exact coverage period (1 year. Please notice that the duration of the residence permit will be connected to the duration of the insurance)
- it must be clearly written the type of coverage for the medical expenses and it must have € 30.000 ceiling (expressed/converted in Euros)
- The whole document has to be endorsed and stamped by the Italian Embassy/Consulate in your country

Due to the current health situation related to COVID 19, on arrival in Italy, it is highly recommended to purchase a health

insurance policy **with the Italian National Health Service**, only if you purchase this health Insurance you can have a general practitioner to contact in case of flu, cold or other symptoms.

The national Health Insurance is valid from January to December every year and costs around 149,00 euros.

OFFICE IN CHARGE: ASST PAPA GIOVANNI XXII

WHERE: Via Borgo Palazzo 130 – Building 6B – 24125 Bergamo

Office Hours: from Monday to Friday: 08.30 a.m. – 1.30 p.m.

WHAT: you can submit the certificates in order to have the health insurance card and in the same time choose the practitioner.

WHERE TO PAY: at the post office

Please before going to the office in charge read carefully the following webpage and prepare all the required certificate and payment receipt:

<https://en.unibg.it/study/enrollment/foreign-students-join-us/health-insurance>

* Please note that:

- medical treatment without coverage is very expensive!
- **travel insurances for non-UE students usually only cover medical emergencies** and are valid for a limited period of time only.

** Please let the International office know if you have any problem and the staff will do its best to help you

CODICE FISCALE – tax identification number for foreign citizen

International students also have to **apply for** the *Codice Fiscale*, It is a card with the unique 16 alphanumeric digit code. The Italian **Tax Identification Code** used in all interactions with government agencies and public administration in Italy. It is an unique identity code similar to the National Insurance number in the UK or the Social Security Number in the US.

- **Why do you need a Codice Fiscale?** *It is needed when:*
- opening a bank or postal account
- signing any housing contract
- signing contracts with utility companies (mobile phones, gas, electricity, water, Internet, etc.)
- taking up employment of any kind

Where to apply?

➔ OFFICE IN CHARGE : [*Agenzia delle Entrate*](#) (the Italian Revenue Agency) of the Ministry of Economy and Finance of Italy - Via Bonomelli, 2 – Bergamo

How apply? filling the following form : [Form AA4/8 Editable version – Modello AA4/8 Editabile English version](#)
submitting a copy of the passport including valid Visa too
submitting enrolment certificate or admission letter

N.B. Citizens living abroad may apply for it at the Italian consular authorities in their country of residence before coming to Italy. (strongly recommended)

CALL FOR SCHOLARSHIP AND UNIVERSITY HALL OF RESIDENCE

SCHOLARSHIP: Competition Notice for the allocation of University Grants, International Mobility Grants and Degree Prizes for student pre-enrolled and enrolled in the University of Bergamo AY 2020/ 2021

APPLICATION ON LINE: www.unibg.it/isu

➔ Please read carefully the **Competition Notice**

➔ **DEADLINE:** 5th October 2020, 12.00 pm (MIDDAY)

OFFICE IN CHARGE: SERVIZIO DIRITTO ALLO STUDIO (<https://helpdesk.unibg.it/helpdesksegrestud/login.php>)

RANKING: see the **Competition Notice**

PAYMENTS: The first installment of scholarship will be paid to beneficiary students without accommodation place in the University Hall of Residence by bank transfer around 31st December 2020. The second installment will be paid starting from June 2021 (according to the requirements indicated in the application).

TOP INTERNATIONAL STUDENT'S SCHOLARSHIP A.Y. 2020-2021 - application now open. In order to apply you need also the GRE test (Revised General Test)

OFFICE IN CHARGE: INTERNATIONAL STUDENT OFFICE (<https://en.unibg.it/study/enrollment/foreign-students-join-us/fees-grants-and-scholarships>)

UNIVERSITY HALLS OF RESIDENCE: Competition Notice for Admission to the Accommodation Service for students pre- enrolled and enrolled in the University of Bergamo AY 2020 /2021

APPLICATION ON LINE: <https://www.unibg.it/servizi/luoghi/alloggi> (now open)

DEADLINE: 15th September 2020 12.00 pm (Midday)

OFFICE IN CHARGE: SERVIZIO DIRITTO ALLO STUDIO (<https://helpdesk.unibg.it/helpdesksegrestud/login.php>)

COST: A room in the University hall of Residence costs between 110-200 euro/month according to family income. Scholarship beneficiaries have right to free accommodation.

DEPOSIT: You are required to pay 300,00 € deposit in order to enter in your room

HOW TO PAY DEPOSIT: you can pay deposit by bank transfer with the payment details that will be given by Servizio Diritto allo Studio

RANKING: please see the **Competition call accommodation**

ALLOCATION OF THE ROOM: After the publication of the Accommodation Ranking, beneficiary students have to accept or refuse the accommodation place by sending an email to residenze.accettazione@unibg.it and by attaching the documentation listed in Notice (www.unibg.it/isu > bandi e graduatorie). Then they will receive a conformation email. The participation in the competition does not assure the availability of the accommodation place.

NEW INSTRUCTIONS FOR OBTAINING ISEEU PARIFICATO FOR STUDENTS WITH INCOME PRODUCED ABROAD

In order to fill in the application online for Scholarship and Accommodation for a.y. 2020/2021 students with income produced abroad must already have the **ISEEU PARIFICATO** Certificate issued in the 2020 and submit the application online by the following deadlines:

- **ACCOMMODATION: 15TH September 2020, 12.00 PM (MIDDAY)**
- **SCHOLARSHIP (without accommodation): 5TH October 2020, 12.00 PM (MIDDAY)**

Due to a new assignment please note that, in order to obtain ISEEU PARIFICATO, students with income produced abroad must contact:

CAF CISL via Carnovali 88/A – Bergamo

By choosing one of this procedures:

- By writing to UNIBG@SICIL.EU

OR

- By registering your email adress and opening a ticket for the ISEEU request at the link

[HTTPS://PORTALE.CAFCISLLOMBARDIA.IT/](https://portale.cafcisl Lombardia.it/) (in this way you can follow the status of your request)

OR

By requesting an appointment by calling +39 035 324 152

Please specify if you are going to apply also for accommodation in order to obtain the ISEEU PARIFICATO by the deadline for submitting the application online.

For obtaining the ISEEU PARIFICATO it is necessary to present the following documentation **issued by the competent authorities of the Country in which the income is produced and translated into Italian by the Italian diplomatic authorities having jurisdiction on the territory:**

- certification of composition of the foreign family unit;
- income for the calendar year 2019 of each member of the family; the document must clearly state that the income refers to the calendar year 2019. If during 2019 one or more members of the family aged 18 years or over did not earn any income, the student must submit a declaration accordingly;
- buildings owned by the family on 31st December 2019 for residential use with an indication of the square metres (valued at €500.00 per square metre); the document must be issued by the relevant public authority. If no buildings are reported in 2019, a certificate must be produced proving the absence of buildings owned for each member aged 18 years or over;
- certification of the assets owned by the members of the family on 31st December 2019 (**current accounts**, securities, dividends, shareholdings, fractions of the net assets of any companies owned, etc.).

Furthermore, they need:

- • documentation relevant to any income and assets owned and produced in Italy (i.e. current accounts);

 - ☐ CU (sent to your University email in March 2020), only for students who received scholarship in 2019;
 - • Registration number (MATRICOLA), only for students already enrolled at the University of Bergamo;
 - • FISCAL CODE: students who have not this code yet, must submit this code later, as soon as they get it in Italy.
- In those countries where there are particular difficulties issuing the certification certified by the local Italian Embassy, the same may be issued by the competent foreign diplomatic or consular representation in Italy and legalised by the Prefectures under art. 33 of Presidential Decree no. 445 of 28th december 2020

For foreign students coming from the following ***"particularly poor and developing Countries"*** as per Miur Decree no. 62 of 6th May 2020:

Afganistan, Angola, Bangladesh, Benin, Bhutan, Burkina Faso, Burundi, Cambodia, Central African Republic, Chad, Comoros, Congo Democratic Republic, Djibouti, Eritrea, Ethiopia, Gambia, Guinea, Guinea Bissau, Haiti, Kiribati, Korea Democratic Republic, Lao People's Democratic Republic, Lesotho, Liberia, Madagascar, Malawi, Mali, Mauritania, Mozambique, Myanmar, Nepal, Niger, Rwanda, Sao Tome & Principe, Senegal, Sierra Leone, Solomon Islands, Somalia, South Sudan, Sudan, Tanzania, Timor-Leste, Togo, Tuvalu, Uganda, Vanuatu, Yemen, Zambia, Zimbabwe;

the evaluation of the economic status is carried out on the basis of a certification of the Italian representation in the country of origin certifying that the student does not belong to a family of notoriously high income and high social status. Such certification may also be issued by the student's foreign University having agreements or conventions with our University or by Italian bodies authorised to provide guarantees for financial coverage as set out in the current provisions on the enrolment of foreign students in Italian universities. In the latter case the certifying body must undertake to return the scholarship on behalf of the student in case of revocation of the same.

The student is in any case obliged to declare the income and assets held, if any, by his family unit based on Legislative Decree 31st March 1999, no. 109, as amended by Legislative Decree 3rd May 2000, no. 130.



ACCOMMODATION: general information

One of the most important things to arrange before beginning your study experience at the University of Bergamo is where you are going to live. You have to **decide in advance which type of accommodation you want and BOOK IT.**

Please check the following information:

You can participate to the Competition Notice for Admission for students enrolled in the University of Bergamo AY 2020/2021

PLEASE be aware: students will NOT enter the room in the Hall of residence immediately after the range publication.

Students will not enter they room immediately after they arrival in Bergamo.

Book a temporary accommodation

See also:

You can book a private room through the University [Accommodation Office](#)

Please note: Students will not enter they room immediately after they arrival in Bergamo, book a temporary accommodation

Please note: Due Covid-19 emergency some deadlines have been postponed and procedures have been changed please check regularly : www.unibg.it

BEFORE RENTING A ROOM CHECK ON THE MAP WHERE EXACTLY YOUR DEPARTMENT AND FLAT ARE LOCATED, TO ENSURE THE MOST CONVENIENT CONNECTION.

HOW MUCH DOES A ROOM IN THE UNIVERSITY HALL OF RESIDENCES COST?

The cost of a single room is between 110€ and 200€/month per room according to the family income. Free Wifi service provided.

HOW CAN STUDENTS GET THE ALLOCATION OF A ROOM IN THE UNIVERSITY OF HALL?

Students must submit their application for the University Hall of Residence [on-line](#). The deadline is indicated in the Competition Announcement and the service can be accessed by typing in their Username and Password.

Please read carefully the [Competition Announcement](#) (*Bando servizio abitativo*)– “contest for Admission to the Accommodation Service for Students enrolled in the University of Bergamo”.



WHERE ARE THE UNIVERSITY HALL OF RESIDENCES? Which facilities do they offer?

- **Bergamo Residence – via Caboto 12** is comprised of apartments and the general running will be in the hands of the students; the following, however, will be the responsibility of the university: • Provision of electricity, water and gas; • Maintenance of fittings (normally on report); • Provision of bed linen (weekly); washing of soft furnishings at the end of the stay; • Normal cleaning of the whole building at the end and of the communal areas at Christmas and Easter; 12 • Garden maintenance • Television licence • Wireless internet connection The Residence provides three cooking areas, washing machines and dryers.
- **Bergamo Residence – via Garibaldi 3/F**, comprised of single rooms with bathroom and an internet room, guarantees a door service in the mornings, cleaning of the communal areas, maintenance and weekly provision of bed linen. The cleaning of the room and bathroom is left to the resident. There is a local laundrette/laundry near the residence as well as a place to leave bicycles. Also guaranteed is a nightly Catering service from Monday to Friday with the same procedure and costs as exist in the other university canteens. A local kitchen is open during the period of suspension of the catering service.
- **Dalmine Residence – via Verdi 72**, comprised of double rooms with a bathroom with internal internet connection, guarantees a porter service in the mornings, cleaning of the communal spaces, maintenance and the weekly provision of bed linen. The cleaning of the room and bathroom is left to the residents. There is a local laundrette/laundry near the residence. Also guaranteed is a nightly Catering service from Monday to Friday with the same procedure and costs as exist in the other university canteens. A local kitchen is open during the period of suspension of the catering service. The Student Aid Service periodically verifies hygiene conditions of the rooms and the state of the fittings and reserves the right, if the students do not provide it directly, to have the place cleaned the bathrooms sanitized by a professional service, billing the costs to the residents of the room concerned.



How can a student book a private room through the UNIBG accommodation service?

The Accommodation Service assists Exchange Students, and Students (Italians and Foreigners) enrolled at Bergamo University (Degree Courses and Phd Programs), in finding accommodation in private apartments and in signing the relevant contracts.

The Service is free of charge.

Before applying, please make sure you have first completed the pre-enrollment/enrollment procedure. You may then complete the [form](#) in order to request your password and to view available rooms.

The accommodation service will send to students all useful information by email.

You will not receive the key of the room until you have completed all payments and documentation in full.

Please note: A deposit fee is required

Rents should be paid to the owners at the beginning of each month.

The contract registration fee is approximately €80,00.

Before departure students are required to pay the owner a final cleaning charge of € 30,00.

When you book a room or a flat make sure that the Internet connection is working and check the speed because you will attend some courses online!

Write to: accommodation.service@unibg.it

UniBG – via Moroni, 255 - 24127 BERGAMO
Tel. +39035 2052511 / Fax. +39035 2052614

Office Hours:

Mon-Wed-Fri 10.00-12.30 am /Tue-Thu 2.30-5.00 pm

Check the following webpage: <https://en.unibg.it/services-facilities/facilities/accommodations>



TEMPORARY ACCOMODATION

Before leaving your country it is highly recommended to book a room in a hostel, hotel, B&B in Bergamo for 4-7 days!

Nuovo Ostello della Gioventù di Bergamo: <http://www.ostellodibergamo.it/>

Via G. Ferraris, 1 - 24123 Bergamo

Telephone number: +39 035 361724 / +39 035 343038

The Hostel offers hospitality in single, twin, triple, five or six-bedded rooms with private bathroom (breakfast included).

CENTRALHOSTELBG <https://www.centralhostelbg.com/>

via Ghislanzoni 30 (Città Bassa) (tel.: + 39 035 211359)

SAN SISTO HOSTEL <http://www.sansistohostel.com/page.asp?cat=184&desc=hospitality>

The Hostel offers hospitality in single, twin, triple or five-bedded rooms with private bathroom (breakfast included).

The Hostel offers two apartments with bathroom and kitchen too.

Strada S. Sisto Vecchio, 23 - 24126 Bergamo

Email: info@sansistohostel.com

CASA DEL GIOVANE : <http://patronatosanvincenzo.it/casa-del-giovane-2/> The Residence offers hospitality to students and young workers. It offers double and single rooms with private bathroom – Canteen and Food Bar Casa Gavazzeni – Bergamo

Email: casadelgiovane@patronatosanvincenzo.it

Student can check the following webpages:

<http://easy-apartments-to-rent.com/> ; <https://www.vrbo.com/it-it/> ; www.airbnb.it

When you book room or a flat make sure that the Internet connection is working and check the speed because you will attend some courses online.



If you are doing your quarantine, please do your shopping online: give your correct postal code (cap), address and phone number when register on the following websites:

[CARREFOUR SPESA ON LINE](#)

[ESSELUNGA A CASA](#)

[CONAD SPESA A CASA](#)

[DELIVERO ITALIA](#)

[BERGAMO A DOMICILIO](#)

[RESTAURANT FARINA &CO.](#)

[PRONTO PIZZA](#)

[PHARMACY -FEDERMARMA](#)



WHAT IS THE BEST WAY TO TRAVEL TO BERGAMO



IMPORTANT NOTICE:

Adequate amount of cash to sort out the initial payments at least 800€ (remember that you will have to pay immediately for the Residence Permit – “Permesso di Soggiorno”, 100,00 €, health insurance, about 150,00 €, enrolment fee 156,00 €, temporary accommodation, transport and dinner).

Please be informed that, in case you will get the scholarship, the first installment will be paid only by the 31st December 2020

When to arrive

We advise...

- ➔ International students (EU and Non-EU students pre-enrolled in MA and BA Degree Courses) **to get to Bergamo a few days before the Admission interview.**
- ➔ International students (EU and Non-EU students pre-enrolled in MA and BA Degree Courses) who have already taken the admission interview via skype **a few days before the beginning of the academic year.**
- ➔ Academic Calendars (please see our website)



PLEASE be aware:

students will NOT enter the room in the Hall of residence immediately after the range publication.

Students will not enter their private room immediately after they arrival in Bergamo.

Therefore: before leaving your country it is highly recommended to arrange a [temporary accommodation](#) in Bergamo for 4-7 days!



COVID-19 EMERGENCY : travelling to Italy



Covid emergency Before leaving your country please check the website
of the Italian Ministry of Foreign Affairs
<https://www.esteri.it/mae/en/>

check FOCUS CORONAVIRUS

HOW TO REACH BERGAMO

Bergamo is situated in the North of Italy. It is in the centre of Lombardy, about 60 km from Milan.

It can be reached by:

- **AIR**; Orio al Serio Airport ; Malpensa Airport , Linate Airport
- **TRAIN** (check on the [National Railroad website](#) and look for Bergamo);
- **CAR** (Autostrada A4 Torino-Venezia, uscita Bergamo)

Please check regularly Airport website in order to get update information

Please note: Taxis are quite expensive.



FOR NON-EU STUDENTS

Send an email and arrange an appointment with the **student office** (studenti.stranieri@unibg.it)

Take your valid **Passport** including the valid Visa (make two hard copies and a digital copy)

Purchase a **medical insurance** valid in Italy and Schengen Areas for 12 months (make a hard copy and a digital copy)

Secure adequate **accommodation** (to avoid time consuming house searching)

Take 4 **passport-sized photos** and a passport size photo in jpg format

take the **admission letter** ((make a hard copy and a digital copy)

Other documents necessary for the enrolment at UNIBG (“transcript of records, declaration of value”), both original, hard copy and digital copy

Copy of the payment of 52,00 euro (make a hard copy and a digital copy)

Family income and property certification issued by the competent authorities of your country (make a hard copy and a digital copy)

Codice Fiscale (Tax Code) (IF AVAILABLE) (make two hard copies and a digital copy)

Adequate amount of cash to sort out the initial payments at least € 800 (eighthundred euro) (remember that the Residence Permit – “Permesso di Soggiorno” is worth € 100 (one hundred); the health insurance about €150,00, the enrolment fee € 156,00 and you will have to pay\ for the temporary accommodation, the transport and dinner)

Copy of documentation certifying the availability of adequate financial resources (e.g. scholarship certification, print out a bank account) to issue the Residence permit – you will find more information our INFORMATION POINT in Bergamo University



ITALIAN LANGUAGE AND CULTURE COURSES

Every year the University of Bergamo offers semester courses of Italian language and culture.

The general courses consist of two two-hour classes a week during the semester. Classes will then be formed according to the different levels, from A1 to C2.

The first semester course will be held from 3rd October 2019 to 17th January 2020.

Students are obliged to take an ASSESSMENT/ENTRY TEST .

The course is strongly recommended in order to better integrate and make your stay in Italy more pleasant and easier.

Ask for more information at infocis@unibg.it and at the University Information Point on your arrival





On your arrival

**Please advise the International Office and book an appointment with the
Student Office**

(e-mail: studenti.stranieri@unibg.it)

See you soon in Bergamo! We will be glad to welcome you!

International Office Staff