



UNIMORE

UNIVERSITÀ DEGLI STUDI DI
MODENA E REGGIO EMILIA

UNIMORE
it's time to explore

UNIMORE welcomes all of you and it's happy to introduce you a project dedicated to incoming International Students, enrolling to our university from all over the world: **UNIMORE it's time to explore.**

The aim of this project is to give you the main information about our services for international students and we will give you contact info of the main offices for questions or support.

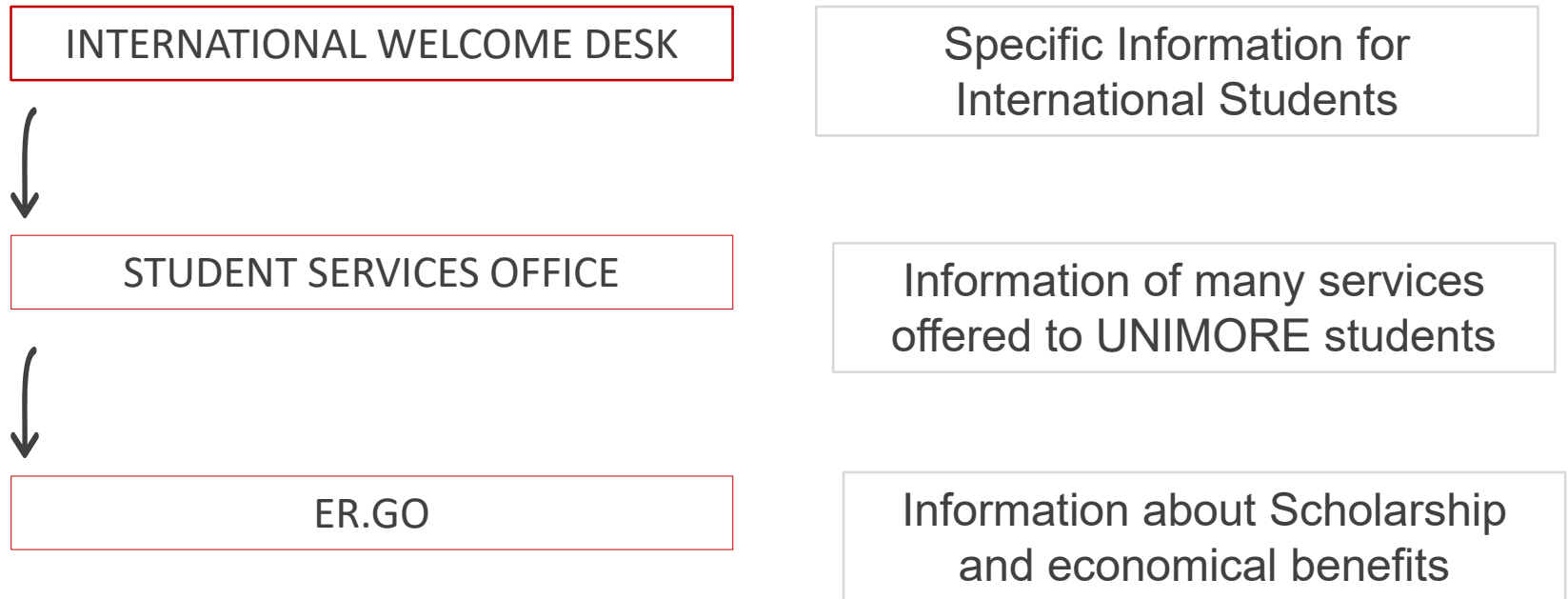
We will also share precious information about scholarships application, online application procedure, services aimed at international students.

For those of you attending live the online meeting, please note that to maintain a lighter connection all participants camera and microphone are off. Please note that session can be recorded.

You can **write your questions in the chat**, a moderator is there to report them to colleagues and we will do our best to answer all your inquires at the end of the presentation.

We will share the link containing the slides at [UNIMORE it's time to explore](#) page. Within the slides you can find several useful links in blue

UNIMORE it's time to explore is developed in 3 steps as followed





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**INTERNATIONAL
WELCOME DESK**

As the **INTERNATIONAL WELCOME DESK**, we provide international students with **consulting service** and **guidance in finding accommodation** and **carrying out bureaucratic procedures** related to their arrival and stay in Italy.



ARRIVAL PROCEDURES

ACCOMMODATION

STAY PROCEDURES

Tax Code

Residence Permit

Bank Account & Health Insurance

ARRIVAL PROCEDURES

Upon request, we can provide you with guidance about the pre-enrollment procedure on the UNIVERSITALY website or with information in case you need to modify or delete your pre-enrollment application.

Upon request, we can also provide you with the accommodation certificate that is usually required by an Embassy to issue the visa.

We can issue this certificate only upon a real booking confirmation on our online portal dedicated to the accommodation service.

ACCOMMODATION

Through our online platform, where we will invite you to register, you can look for accommodation and eventually book it.

Accommodations provided by our office are single or double rooms offered by private landlords and real estate agencies we have been working with for many years.

In case you find accommodation on your own, we can help you understand the contract conditions (since it is usually written in Italian language only) or find out whether that accommodation/landlord is reliable or not.



Pay attention to fake accommodation announcements, especially when the alleged landlord asks for an advanced payment on a fake reservation website.

STAY PROCEDURES

ISU SERVICES ONLINE DATABASE

We will invite you to register on our online database, to easily request our support for the following services and book an appointment with our office.

NOTE: in the next few months there will be significant changes on our database. We will send you a communication to explain how you can continue to use our services and be in touch with our office.

STAY PROCEDURES

TAX CODE

The “**Codice Fiscale**” is the Italian Tax Identification Number, which is an alphanumerical code, strictly personal and which can be **requested to carry out several procedures**, like opening a bank account or signing contracts.

We can quickly request it on your behalf before your arrival in Italy. Please, pay attention to the fact that we strictly **needs specific documents and information to apply for your tax code**, that are: your passport and your entry visa.

NOTE: you are highly recommended to inform ER.GO. of your Italian official tax code as soon as you receive it, so that ER.GO. can update this information on its database.

STAY PROCEDURES

RESIDENCE PERMIT

Non-EU citizens who stay in Italy for more than 90 days for study purposes must apply for a student residence permit within 8 days of their arrival in Italy.

We will ask international students for any update about their visas and arrival date to schedule an appointment to help them apply for a residence permit.

Students are usually invited to attend appointments at our office in Modena or in Reggio Emilia. Upon request, we can schedule online appointments by video call.

During the appointment, we will guide you in filling in the application forms and in preparing the necessary documents. We will also explain all the steps and payments required to apply for your residence permit.

STAY PROCEDURES

BANK ACCOUNT

We can provide you with information and guidance in opening an Italian bank account or obtaining valid health insurance, if needed.

For the purpose of opening a bank account, we can suggest some banks in Modena and Reggio Emilia which have accounts and services that also international students can access.

Furthermore, we will explain which are the required documents and can contact the bank to schedule the appointment on your behalf.

STAY PROCEDURES

HEALTH INSURANCE

We will guide you if you are interested in:

- Registering with the public health service (“Servizio Sanitario Nazionale”), whose annual cost for students is €700
- Buying private health insurance.

Please, note that a non-EU citizen has to purchase health insurance since this is a compulsory requirement to apply for the residence permit.

Health insurance must be valid for 1 year at least and cover the student in Italy in case of illness, injury and pregnancy.

STUDENTS PLATFORM & CREDENTIALS

[Esse3](#) is the reference online platform for students and their university career.

We invite you to register on Esse3 as soon as possible, if you haven't done it yet.

The registration allows you to receive your personal UNIMORE credentials (username and password) which are essential to access to different university services.

Link for registration: <https://www.esse3.unimore.it/Root.do>

NOTE: the registration to Esse3 allows you to get your UNIMORE credentials, not to complete the enrollment process.

These credentials can be also used to login at [ER.GO](#).

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GET IN TOUCH WITH

INTERNATIONAL WELCOME DESK

internationalwelcomedesk@unimore.it

Phone number: +39 320 922 2848

[Web site: https://www.isu-services.it/en/home](https://www.isu-services.it/en/home)

By appointment only in [Modena](#) and [Reggio Emilia](#).



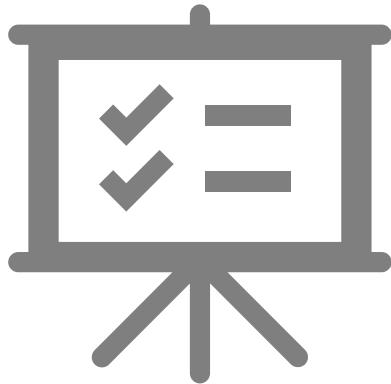
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**STUDENT SERVICES
OFFICE**

As **STUDENT SERVICES OFFICE** we provide you with benefits and services, in collaboration with ERGO and private institutions and companies.



FEE EXEMPTION and REDUCTION

PAID INTERNSHIP

OTHER FINANCIAL AID

STUDENTS' ASSOCIATION

TRANSPORT PASSES

CULTURAL EVENTS

SPORT FACILITIES

UNIMORE AND ER.GO PARTNERSHIP

UNIMORE and ER.GO together they support students throughout their career, issuing the calls and setting out terms and conditions to access benefits. Through ER.GO's website you can apply for:



Scholarship

Accommodation

Catering/dining service



NoTax area/fee reduction

Flat Tax

Top Student

Paid Internship

Every institution is responsible for its own benefits. Make sure you refer to the right one.

UNIMORE and ER.GO benefits are in **different sections** of the online **application form**.
If you meet the requirements fill them all out

FEE EXEMPTION and REDUCTION: 2 OPTIONS

Students can choose between these 2 options and then apply online through the Er.Go website

NoTax area/fee reduction

collect your foreign income and assets documentation and apply online at www.er-go.it. Your fees will be calculated according to your economic condition. Those documents will also be required for ERGO'S benefits.

NoTax Area/Fee Reduction

- Documentation about economic condition is required
- **Amount of fees may change after ERGO's checks**

Flat tax

without collecting your foreign income and assets documentation just apply online at www.er-go.it Your fees will be calculated according to your home country GDP.

FLAT TAX

- No documentation is required
- **Fee amount will not change under any circumstances**

NoTax area/Fee reduction

By choosing the procedure **NoTax area/fee reduction** **documentation about foreign income and assets is required.**

Check on the [dedicated page](#) what documents are required, apply on line at www.er-go.it

NoTax area

Low income students - 27,000 € or less - are **eligible for total fee exemption**, which means that no tuition is required except for a minimum amount, approx. 160 €.

As a freshman, you have this exemption according to your household income, **on second year onwards also academic requirements must be met.**

Fee reduction

For **higher incomes** between 27,000.01 and 45,000 € the **fees increase on a sliding scale.**

High performance student exemption – **TOP Student**

[CLICK FOR AN OVERVIEW](#)

FLAT TAX FOR INTERNATIONAL STUDENTS

Flat Tax

If you come from specific extra-UE countries, you can apply for a fixed-amount fee, which is called FLAT TAX.

Apply on line at www.er-go.it

Low income students -27,000 € or less- are **eligible for FLAT TAX**, which allows you to pay approx. 510 €.

As a freshman, you have this exemption according to your household income, **on second year onwards also academic requirements must be met.**

NO DOCUMENTATION ABOUT FOREIGN INCOME AND ASSETS IS REQUIRED.
Fee amount will not change under any circumstances

For **higher incomes**, the **fees increase on a sliding scale.**

[CLICK FOR AN OVERVIEW](#)

PAID INTERNSHIP

Master degree students can experience **staff jobs** in academic departments or libraries, and **get paid**.

First cycle freshman can apply for staff jobs only from 2nd year onwards.

Applications must be submitted at www.er-go.it

Students have two options for applying:

- Apply using your foreign income and assets documentation
- Apply using flat tax for international students, according to the ISEE value of your home country.

OTHER FINANCIAL AID

Some examples of other financial aid UNIMORE can offer to students:

- STEM (Science Technology Engineering and Mathematics) courses benefit from specific grant to boost students' education, especially for women
- Advanced Automotive Engineering students can apply for a scholarship granted by Formula 1
- Local/national institutions and companies provide our students with scholarships and economic award.

Calls are spread through Department homepage and
weekly newsletter "UNIMORE Informa"
[don't miss it every Wednesday](#) on your university inbox

STUDENTS' ASSOCIATION

With activities, classes, societies, and sports to suit your interests and help you get involved, you can make lifelong friends and find a place to belong at UNIMORE.

You can join other groups based on your academic, sporting, cultural, and social interests.

[CLICK AND LEARN MORE](#)

TRANSPORT PASSES

UNIMORE students can purchase annual public transport passes for Modena and Reggio Emilia at reduced prices.

Students enrolled in first cycle, second cycle, and single cycle degree programmes can purchase annual public transport.

[CLICK AND LEARN MORE](#)

CULTURAL EVENTS

UNIMORE Students can have reductions on theater tickets and subscriptions

In MODENA

[Theatre Pavarotti Freni](#)

[StorchiTheatre together with ERT](#)

[Associazione Musicale Estense](#)

In REGGIO EMILIA

[Fondazione I Teatri](#)

Latest News are spread through weekly newsletter “[UNIMORE Informa](#)”

[**CLICK AND LEARN MORE**](#)

SPORT FACILITIES AND SERVICE

Sport club are run by CUS (University Sport Center). These activities include yoga, pilates, dance fitness and football with special discounts reserved for university students.

CUS offers its members various facilities dedicated to sports: gyms, swimming pools, tennis and football fields, basketball and volleyball arenas

[CLICK AND LEARN MORE](#)

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GET IN TOUCH WITH

STUDENT SERVICES OFFICE

Online meeting: [LINK](#)
servizi.studenti@unimore.it

Please use the UNIMORE email address
(e.g. 123456@studenti.unimore.it)
You will get it when your application is finalized



Azienda Regionale
per il Diritto agli Studi Superiori

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ER.GO

ER.GO is the Regional Authority for the Right to Higher Education. We work very closely with the Universities to ensure that the students' needs are met.

We provide University students with a variety of services, including financial assistance, residential accommodations, dining facilities, counselling and support, job and careers guidance and more.



BENEFITS PROVIDED

BENEFITS BASIC RULES

HOW TO APPLY

AFTER THE APPLICATION

ALERT! these are generic but practical instructions. Updated info are available in the official calls.

Rules and deadlines set in the calls must be respected.

BENEFITS PROVIDED

Through **ER.GO** website www.er-go.it you can apply for:

- **scholarship:**
<https://www.er-go.it/international-students/focus-on-scholarship>
- **accommodation** in ER.GO students' residences
<https://www.er-go.it/international-students/focus-on-accommodation>
- **catering vouchers** to be used in the canteens affiliated with ER.GO.

ER.GO also offers specific services for disabled students, careers service, guidance and assistance throughout your study experience.

On **ER.GO** website you can also apply for benefits given by **UNIMORE:**

- University **fee exemption**
- University **fee reduction**
- **paid internships** in UNIMORE

BENEFIT BASIC RULES

You must apply by the **deadlines**, because they are **mandatory** for **all students**. This is why it's possible for you to **apply before your University application is finalized** and your enrolment is approved.

Check out official calls at [our website](#) to make sure you meet the deadlines and comply with all the requirements.

<https://www.er-go.it/international-students/how-to-apply>

You can log in to ER.GO's website using your UNIMORE Esse3 credentials, as mentioned by International Welcome Desk.

Important: you must apply every academic year to have the benefits

BENEFIT BASIC RULES

In order to be eligible for benefits you must meet:

- **economic requirement**
- **merit requirement**
- **enrolment requirement**

Please, **get in touch** with ER.GO staff **before applying**:

- if **you already attended a university course** and you would like to change course
- if you would like to **apply as an independent student**, without submitting your household incomes and assets

In these cases there are specific requirements to meet.

Attention! Being eligible for a benefit only means that you meet all these requirements.

BENEFIT BASIC RULES

Please, note that **all benefits are assigned according to ranking lists**. This is particularly important regarding accommodation.

The scholarship amount varies according to the economic condition, type of course, possible disability and student status: resident/commuter/non resident student

Even if we cannot assign a bed in our residences, you can get the **“non resident students”** scholarship.

In order to have it, you must submit a rental contract of at least 10 months in the academic year.

Please respect deadlines related to this specific procedure.

For further infos:

<https://www.er-go.it/international-students/focus-on-scholarship/student-status>

HOW TO APPLY

In order to apply, you must:

1. Fill in the online application forms: please don't wait the very last day for online application as there could be malfunctioning of the system or you could have connection problems
2. Submit all the required documents by the deadline
3. For NO reason we do accept late application.
4. Check in your Dossier Utente – “Corrispondenza” e “Protocollo” section to make sure that the application is registered
5. Make sure you uploaded all the required documents in Dossier Utente – “Corrispondenza” e “Protocollo” section

HOW TO APPLY

1. FILL IN THE ON LINE APPLICATION FORMS

You must complete:

- personal data section
- economic data section
- benefits application forms/sections

Make sure that you finalize the application with the PIN Code sent by mail since you applied with your UNIMORE Esse3 credentials.

Please, note that you can generate a provisional Italian tax code. Once you arrive in Italy and you get the definitive one, as mentioned by International Welcome Desk, please inform ER.GO through your “Dossier Utente”

HOW TO APPLY

2. SUBMIT ALL REQUIRED DOCUMENTS

Documents are related to the composition and the economic condition of your family of origin. Documents **must be translated into Italian** and **legalized** by the **specific deadline**.

For a complete list of documents:

<https://www.er-go.it/international-students/what-you-need>

Please note that ER.GO has **NO agreement with agencies or intermediaries**. You are personally responsible for the documents you submit. We warmly suggest to check the website dedicated pages and **if you have doubt contact ER.GO staff**.

Don't decide on your own about what is necessary and what is not!

AFTER THE APPLICATION

Remember to **finalize your enrollment** as soon as you can!

Note that **all benefits need to be confirmed by getting a specific number of credits** by mandatory deadlines. If you are a bachelor freshmen, pay attention to OFA (additional learning requirements)

After applying, you can check your application, submit the required documents and contact ER.GO staff through your “**Dossier Utente**” page. Remember to **check the communications** received by ER.GO, **at least once a week**.

ER.GO staff will support you and answer in English by:

Scrivi: Access for students 24/7. Answers during working days. Mail ticketing service for **personal issues and specific cases**

ER.GO

Azienda Regionale
per il Diritto agli Studi Superiori

GET IN TOUCH WITH ER.GO

WEB SITE: <https://www.er-go.it/>

DOSSIER UTENTE: <https://dossier.er-go.it/>