

WELCOME TO IULM 2024 | 2025
INCOMING STUDENTS



ACADEMIC CALENDAR 2024-25

Welcome Day

September 20th 2024

1st - semester/full-year students

February 14th 2025

2nd - semester students

Lecture period

September 23th - December 20nd 2024

1st term - Fall semester

February 17th - May 31th 2025

2nd term - Spring semester

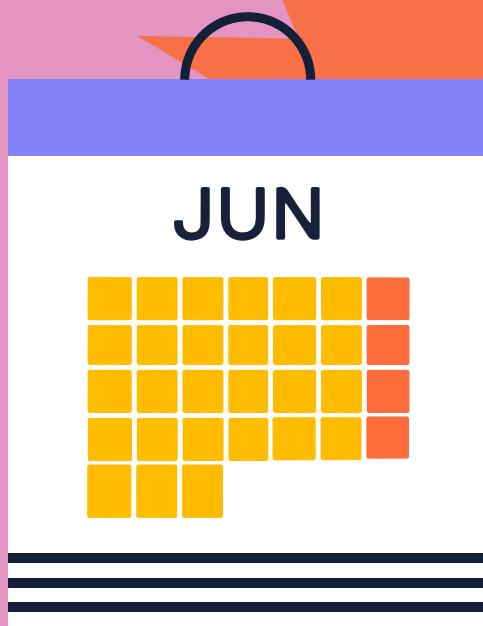
Exam period

January 8th - February 15th 2025

Winter exam session

June 3rd - July 10th 2025

Summer exam session



SEMESTER STEPS

Select your courses

- Check the courses available on the updated Course Catalogue or at iulm.it/it/myiulm/corsi. You can select courses from different degrees (both Bachelor's and Master's) and different years of study, **according to your language certification**. Please always check the number of credits, the professor(s) name(s), and the semester.
- Check the courses' timetable at aule.iulm.it/Orario.
- Check your course selection with your home university before confirming it to the IULM Study Abroad Office. After the official registration, no changes are possible.
- You will receive by email the link to fill out the **Course Registration Form (CRF)** to select all the courses you want to enroll in. Be sure you fill out all the required fields, as uncompleted forms will not be processed. **Please note that if you do not include a course in your list, you won't be able to take the exam.** CRF's deadlines will be communicated accordingly before the semester starts.

Register for the exams

- The **exam schedules** will be available around one month and a half before the start of the exam session. You have to register online for each exam on your Online Services profile. **If you don't register for the call(s), you won't be able to take the exam.**
- The **registration** period for any exam is from 30 days until 3 days before the exam.
- For language exams of SSML Carlo Bo's courses, registration modalities will be communicated later in the semester.
- Only for ILC exams, the registration period is from 30 days until 5 days before the call.
- Further information about exam registration will be given during an Exam Registration Meeting later in the semester.

Take the exams

You should study for each exam according to the guidelines and bibliography of the online course descriptions, following the instructions given by the lecturer(s) during classes. Information about the course and exam contents, programs, and materials can be found in the Course Catalogue (click on their links in column J). Please organize your stay at IULM considering the last day of the exam session. When booking your flights home, be aware that it's not possible to take exams online.

After the exams

The Study Abroad Office will prepare the **final Transcript of Records** and send it to you and your Home University. Only the exams passed with a mark between 18/30 and 30/30 will be listed on the Transcript of Records. You will receive the ToR by email within 30 days after the end of the exam session.

COURSE SELECTION



Attendance

For most courses, attendance is not compulsory. However, we strongly recommend attending classes so that you can make the most of your mobility experience and also receive all the information about study materials and exam modalities.

Admission

You can select courses from different degrees and different years of study, according to your language certification and semester of mobility, for up to 30 credits per semester.

Restriction

- To attend some specific **2-year Master's degree courses, capped courses** (with limited places available), or courses with special prerequisites, students need confirmation from the Study Abroad Office.
- **Undergraduate incoming students** are admitted to Master's courses only upon acceptance by the Study Abroad Office, except for 1-year courses from English-taught Master's degrees.
- The **language laboratories** from the Bachelor's and Master's degrees of the Faculty of Interpreting and Translation are held at SSML "Carlo Bo" and can be selected only by students attending a degree course in foreign languages and translation in their home university.
- Language courses taught by the **International Language Center (ILC)** have specific rules. For more information about these courses and corresponding requisites, ask directly to the Study Abroad Office.



DOCUMENTS

ERASMUS+ STUDENTS

Certificate of Arrival – Departure – Attendance

Your university will ask you to complete a certificate that proves the official dates of your mobility period. Ask for the document from your university, and then hand it out in our office on the day of your arrival and right before your departure.

We will certify only the effective days of your mobility until the semester ends, and not more if you decide to stay in Milan longer after the exam session is over.

Learning Agreement

Some European universities are connected with the EWP Dashboard to sign Online Learning Agreements (OLA) electronically.

Check with your home university and fill out your OLA at this link: learning-agreement.eu

If your university doesn't use EWP, please send us your LA by email or hand it out in paper version at our office.

ALL STUDENTS

Tax Code

All incoming students must get an Italian Tax Code called **Codice Fiscale**. This code made of letters and numbers identifies a person in public administration forms, private contracts, and money transfers. It is free to obtain and valid for a lifetime.

If you didn't request your Tax Code at the Consular services office before arriving in Italy, you can do it once you arrive in Milan. It can be requested at the nearest Revenue Agency Office only upon appointment or by sending an application form by email.

NON-EU STUDENTS

Entry VISA

You must apply for an entry VISA for study purposes at the Italian Embassy or Consulate of your own country. It may take more than a month to complete the visa process, so we recommend you start the procedure as soon as possible.

If you are requesting a visa for studying in Italy, you have to pre-register on the **Universitaly** platform.

Once you register in the Universitaly portal, you can apply for your visa for study.

Permit of Stay

The Permit of stay is the document required for non-EU nationals to validate legal stay in Italy for a fixed period. You must apply for the Residence Permit **within eight working days** of your arrival in Italy. You can pick up the yellow application kit at the Study Abroad Office.

Private Health Insurance

To submit the request for the Permit of Stay, you must subscribe to private health insurance which covers the whole mobility period in Italy. IULM University has an agreement with the [insurance company AON](#) for health or complete insurance. If you don't have private insurance on arrival in Italy you can contact AON.

Transcript of Records

At the end of your mobility, you will receive an official Transcript of Records with all the marks of the exams you passed. It will be sent by email to you and your university in copy.

We will start issuing all students' ToR after the end of the exam session, and you will receive it within 30 days from the last day of the session.


IULM SERVICES AND FACILITIES

Online Student Services (Sportello Segreteria Online)

Go to <https://servizionline.iulm.it/Home.do> to access the Online Student Services. Click on Menu, then log in with your username and password. Through this page, you can verify your study plan, register for an exam, and see your exam results.

Institutional email address

Add your IULM email address to your Google accounts.

Connect to  mail.studenti.iulm.it and enter your username and password. The first time, authorize by clicking on "Yes, continue", and then add this mailbox to the list of your Google accounts.

IULM Community

Go to <https://community.iulm.it> and access with your username and password to check information and materials about your selected courses, articles, lecture slides, and messages from the professors.

Libraccio bookshop

The **Libraccio bookshop** is located outside IULM 1, next to the bank. You can buy new and second-hand books, university books, school materials and gadgets.

Printing Centre

At **IULM PRINT** (IULM 3, ground floor – next to the Canteen) you can pay for photocopying, printing and scanning papers, documents and study materials.

ESN IULM

ESN IULM has been created to promote student mobility within the framework of Erasmus Student Network (ESN), a non-profit international student organization. With the principle of Students Helping Students, ESN IULM offers welcoming services, assistance, and support to incoming students for their integration into the social life of IULM and Milan.

For more information, please write to:
 milano_iulm@esn.it or contact them on their Instagram page [@esniulm](https://www.instagram.com/esniulm).

Bank

The **Banca Popolare di Sondrio** is located in IULM 1, on the ground floor outside the main building on the left. It has an Automatic Teller Machine.

Library

The Library is located in IULM 1. There are 350-seat **Reading Rooms** (ground floor, 1st and 2nd) and a 100-seat **Consultation Room** (1st floor) with shelves where you can find the documentary material that cannot be borrowed (encyclopedias, dictionaries, bibliographies).

In the **Distribution Desk** (2nd floor) you can borrow and return the books requested through the online catalogue.

In the **Multimedia** room (3rd floor) you can access and watch online the whole university's digital and electronic resources.

EDUROAM WI-FI

It's an international roaming service for Higher-Education Institutions. You can log in with your username and password.

[CLICK HERE FOR THE EDUROAM WIFI INSTRUCTION](#)

Should you have any issues with your username and password or connecting to the Wi-Fi, the **IT Helpdesk** can help you and fix any bugs.

Send an email to  servicedesk@iulm.it

FOOD SPOTS

IULM Restaurant

It's a **self-service canteen** located in IULM 3, on the ground floor. You can find different [meal plans](#).

IULM Café

The **central cafeteria** is located in IULM 1, on the ground floor. It offers a wide range of coffee products and culinary options for lunch: sandwiches, salads, or pizza.

IULM Food Academy

IULM Food Academy is located in IULM 6, under the Auditorium. You can enjoy a healthy and balanced meal.

Caffé letterario

This **cafeteria** is located on the ground floor of the Residence Santander (next to IULM 5). You can eat, relax and study.

Our Food

In **IULM Open Space** (IULM 6, ground floor) you can enjoy your packed lunch brought from home.



SPORT IN IULM



CUS Milano

IULM cooperates with **CUS Milano** (University Sports Centre) to promote and support the active participation of students in many sporting activities.

For more information, please write to:

✉ cus.iulm@cusmilano.it

IULM Fitness Center

The **IULM gym** (IULM 6, -1 floor) has a weights/ cardio room and a training room, as well as many fitness classes. You can buy monthly subscriptions.

Please check [this page](#) for more information.

IULM SPORT

IULM Sport is a student association where students can participate in the Milan Universities' Men's and Women's Championships, including football, basketball, and volleyball. During the academic year, there are also opportunities for challenge and growth through recreational sports activities such as running, "snow days", and beach volleyball tournaments.

You can contact the staff at ✉ iulmsport@iulm.it

SUPPORT SERVICES

PSYCHOLOGICAL COUNSELING

You may request a meeting to see one of our counselors in a private, confidential and one-to-one space. They are certified psychologists and their role is to help you evaluate and assess your own situation, to find resources to cope with it. The meetings may cover everything that goes from a personal difficulty, up to a moment of crisis. Listening, empathy and support are the basic ingredients of each session.

To book an appointment, write an email to:

✉ counseling@iulm.it

PEER-TO-PEER TUTORING

The Peer Tutors are senior students who offer their experience to support other students. They answer your questions and provide useful and practical advice on how to best approach your university career.

To book an appointment, write an email to:

✉ tutor@iulm.it



CAMPUS MAP



M2

Cascina Moncucco



VIA MONCUCCO

IULM 7

VIA O. VALLA



VIA P. FILARGO

IULM 3

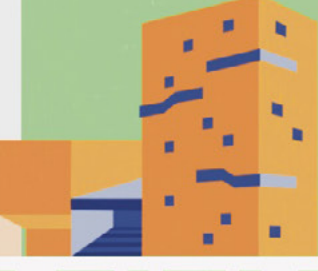


VIA F. RUSSOLI

IULM 1



IULM 6



VIA C. BO

IULM 4

VIA E. CALINDRI

IULM 2



VIA SANTANDER

IULM 5



Residence Santander

SEDE SSML CARLO BO



STUDY ABROAD OFFICE CONTACTS



Opening Hours:

Mon – Fri: 9:30 am – 1 pm; 2 pm – 4:30 pm

Book an appointment [here](#) (select “Mobilità internazionale/Study Abroad – In presenza”).

Contact people: **Sara Kim, Chiara Lupo**

E-mail address: ✉ incoming@iulm.it

Tel: +39 02 89141 2396 - +39 02 89141 2344

Whatsapp: +39 3666096508

For more information regarding incoming students, check [this link](#)

A stylized illustration on a blue background. A pink hand with black lines on the fingers is pointing upwards and to the left. A long, thin, orange and pink arrow extends from the hand towards a small white airplane icon in the upper left quadrant. The background is decorated with white clouds that have yellow outlines.

LIVING IN MILAN

YesMilano

Register to YesMilano, your personal guide for the city of Milan. By creating an account, you will get useful information about mandatory documents for living in Italy and Milan. Moreover, you will have access to the latest news, events and discounts to explore and live the city as a true Milanese.

With YesMilano you can also get the digital Students Card. To access exclusive discounts and experiences.

Find more information at:
www.yesmilano.it/en/study.

Public transport

ATM (Azienda Trasporti Milanese) is the public transportation company of Milan. Check the official website (atm.it/en) or app for more information about one-way tickets and monthly subscriptions. There are 5 metro lines, an urban railway and a wide network of surface transports.

Click [here](#) for Yes Milano guidelines.

Taxis & Radiobus

Taxi services available:

- (+39) 02.8585
- (+39) 02.6969
- (+39) 02.4040

Doctors

General emergency number: **112**
(Ambulance, Police, Fire service)

The **Centro Medico Sant'Agostino** is a private comprehensive network of specialized clinics with affordable prices and has different locations around Milan. You can book different health-care examinations. Some doctors at the Centre can make inspections in different languages.

Find more information at www.cmsantagostino.it/en

