

## Welcome

Here is all the information you might need to get ready for your studies in Italy and to take the most out of it.

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## Before Arrival

### Visa Instructions

#### For EU applicants and non-EU applicants residing in Italy

Applicants with the following citizenship **do not require a visa for Italy**. When applying, they are required to choose “**category without reserved seats**” as their administrative category:

- citizens of the **European Union**: Austria, Belgium, Bulgaria, Croatia, Cyprus, Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Ireland, Italy, Latvia, Lithuania, Luxembourg, Malta, the Netherlands, Poland, Portugal, Romania, Slovakia, Slovenia, Spain, Sweden
- citizens of **Iceland, Liechtenstein, Norway, San Marino, Switzerland, Vatican City**
- citizens with **double citizenship**, including one EU citizenship
- non-EU citizens holding a **stay permit** (*permesso di soggiorno*) of the following types: *lungo periodo, lavoro subordinato, lavoro autonomo, motivi familiari, asilo politico, protezione sussidiaria, motivi religiosi, protezione sociale, vittime di violenza domestica, calamità, atti di particolare valore civile, protezione speciale, protezione temporanea*
- **UK citizens** holding a residence card (*carta di soggiorno*)
- **non-EU citizens who have been residing in Italian for at least one year**, holding a secondary school qualification obtained in Italy, which gives access to the chosen study programme
- **non-EU citizens holding a stay permit for study** (*permesso di soggiorno per studio*) enrolled in another Italian university and wishing to transfer to Università luav di Venezia
- **non-EU citizens holding a stay permit for study** (*permesso di soggiorno per studio*) enrolled in single courses and/or a foundation/foundation course and wishing to enrol in a related study programme
- **non-EU citizens** holding a **diplomatic ID** issued by MAECI or a ***permesso di soggiorno per missione***

#### City registry office

EU citizens are required to register at the city registry office of the municipality where they will be staying.

## For non-EU applicants residing abroad

All applicants not belonging to any of the categories listed on this page are considered **non-EU applicants residing abroad**.

To access a bachelor's or master's degree, non-EU applicants are required to carry out both the following steps (according to the deadlines and modalities established yearly for bachelor's and master's degrees):

1. Applying on the [Online Desk](#) of Università luav di Venezia
2. Pre-enrolling on the [University portal](#) ("International students" > "Pre-enrol now")

**Both steps are essential** as they have different purposes:

- the application on the Online Desk is necessary for admission to degree programmes;
- the University pre-enrolment is necessary to start the issuing procedures of visa; once validated by luav, the pre-enrolment is automatically forwarded to the diplomatic-consular mission in charge.

### Visa and stay permit

After luav validates their University pre-enrolment, non-EU applicants can contact the diplomatic-consular mission in charge for an appointment. The diplomatic-consular mission will issue a [type D study visa](#) (*visto d'ingresso di tipo D per STUDIO "Immatricolazione università"*).

The diplomatic-consular missions will issue a type D study visa also to applicants who have been **admitted under any type of condition** (for instance, applicants who do not have their study qualification yet or need to take an admission test). In this case, if these applicants are later fully admitted, they can be enrolled without having to return to their home country.

### Please note:

- being granted admission by luav does not guarantee obtaining a visa (issuing of visas is an exclusive jurisdiction of diplomatic-consular missions)
- being issued a visa does not guarantee that the applicant's enrolment can be completed (enrolment is an exclusive jurisdiction of universities)
- being granted admission by luav does not guarantee that the applicant's enrolment can be completed even if they:
  - are issued their visa
  - are already in Italy
  - have been granted or are eligible for a scholarship or other forms of financial aid

- have been admitted under condition to allow them to start didactic activities

### **Stay permit application and subsequent renewal**

Within **8 working days from their arrival in Italy**, admitted non-EU applicants are required to apply for a stay permit for study ([\*permesso di soggiorno per motivi di studio\*](#)). Applications must be submitted at a post office through the application kits offered by luav or found at specific post offices.

When submitting the request, applicants are given an appointment with the immigration police (*questura*) for fingerprinting.

At the post office, applicants also receive a receipt which legally allows them to stay in Italy until the actual stay permit card is ready.

Students shall start the **stay permit renewal procedure at least 60 days before its expiry date**, through the immigration police of the province they are staying in.

When renewing their stay permit, students are required to provide proof of their economic situation, their ongoing enrolment at the university, and the subsistence of the same conditions that had been necessary for their permit to be issued.

Stay permits for study purposes can be renewed for students who have passed at least one exam (for the 1st renewal) or two (for subsequent renewals).

### [FAQ about Immigration procedures](#)

#### **Asylum seekers and refugees**

**Asylum seekers** are equated to EU and EU-equated applicants.

Once obtained the stay permit as refugees, asylum seekers can regularly apply to luav study programmes following the provisions described in the calls for applications. If they pass the relevant admission tests, they can enrol without further administrative requirements while waiting for the necessary documentation to be sent from their country of origin.

**Refugee applicants**, once they have been granted international protection, are provided with a residence permit, with different features depending on the type of status granted.

### Available documentary evidence of qualifications

Refugee applicants who have documentary evidence of their qualifications (diploma, transcript of records etc.) are equated to EU and EU-equated applicants. Therefore, they can apply to luav study programmes by following the procedures described in the relevant calls for applications.

### Unavailable documentary evidence of qualifications

Refugee applicants who do not have documentary evidence of their qualifications (diploma, transcript of records etc.) are required to contact Gianluca Zucconelli (orientation and promotion office - [study@iuav.it](mailto:study@iuav.it)) to submit the documents in their possession (if any).

Their previous study track is **evaluated by a committee** in order to be recognized, regardless of their compliance with administrative regulations.

Universities are in charge of the recognition of refugees' qualification as per law n. 148 of 11 July 2002, which ratifies section VII of the [Lisbon Convention](#).

Once either the necessary documents or the evaluation mentioned above are available, refugee applicants can apply to luav study programmes by following the procedures described in the relevant calls for applications.

[More information on residence permit for political asylum, subsidiary and humanitarian protection \[ITA\] >>](#)

[Notes to Legislative Decree 18/2014 \[ITA\] >>](#)

## Packing the bags

Here you will find a list of the most important documents you should bring with you:

- Passport or ID with a copy
- Visa ([check if applicable](#))
- Proof of accommodation
- University pre-enrollment validated
- Health certificate, if you intend to do sport in Venice
- Health insurance for travelling to Italy
- Any health certificates or receipts you deem needed and for the medicine you take
- You might want to bring 4 passport-size photos for documents with you

Here are some tips for a stress-free preparation for your trip:

- Start preparing in advance;

- If you have accommodation, ask what can you find there: for example, you might want to check if there are tupperware, scissors, towels, bottle and tin openers in the kitchen and hangers and linen in the bedroom;
- See what you can share with your roommates to buy less things for the house;
- Do not pack too much: you may have little space in your new room;
- Choose clothes in a smart way: it is better take things that go well with each other and that you can combine to have an outfit for any [weather](#);
- Do not take rubber boots / gumboots with you: they take a lot of space and you are most likely not going to use them;
- Winter clothes take less space in the luggage, if packed in a vacuum bag;
- Buy second hand and ask former students for their utensils as they leave;
- You will most likely use a lot of stationary, so buy it in bulk or cheap;
- Books and notepads can be bulky, so consider getting them at the library in Venice;
- Things like planners, umbrellas, plasters, sewing kits can be easily bought in Venice, if your bag gets too heavy;
- Check your tickets for the weight of the luggage you can bring to avoid paying for the overweight at the airport.

Here are some things you might want to bring with you to Italy:

- Laptop and phone with chargers (il caricatore)
- Headphones (le cuffie)
- Extension cable (la prolunga) or power strip (la ciabatta)
- USB stick (la chiavetta)
- Adapter (l'adattatore): check if the Italian sockets are different from those in your country.

If you forgot them, you can look for them in Venice using Italian words in brackets.

Do not bring dairy products or meat with you, if you are traveling from a non-EU country.

You can bring with you some fruit or vegetables, eggs and honey for personal consumption only. For more information on what you are allowed to take to European Union, please consult:

[https://europa.eu/youreurope/citizens/travel/carry/index\\_en.htm](https://europa.eu/youreurope/citizens/travel/carry/index_en.htm)

## Cost of living

Your budget may vary a lot depending on your accommodation and your living expenses. Here is what to expect in Venice:

- Accommodation

- Single room from euro 300 to euro 600 + utilities (approx. 50-100 euro)
    - Venice - approx. 410 euro
    - Mestre / Marghera - approx. 340 euro
  - Double room from euro 250 to euro 400 + utilities (approx. 50-100 euro)
    - Venice - approx. 320 euro
    - Mestre / Marghera - approx. 270 euro
  - Flat from euro 500 + utilities (approx. 50-100 euro)
    - Venice - approx. 620 euro
    - Mestre / Marghera - approx. 530 euro
- Food
  - Groceries for one week: 40-60 euro
  - Pizza: 6-20 euro
  - Espresso (caffè): 1,20 euro
  - Cappuccino: 1,70 euro
  - Croissant / brioche: 1,20-1,80 euro
  - Lunch at a canteen: from 2,90 to 10 euro (two-course meal) - [See website](#)
  - Aperitivo (one drink and two cichetti): 7,50-10 euro
- Transport
  - Bus/tram ticket (75 minutes): 1,50 euro
  - Waterbus ticket (75 minutes): 9,50 euro
  - Bus/tram/waterbus pass:
    - Students under 26: 230 euro (annually) or 25 euro (monthly)
    - Ordinary: from 370 euro (annually) or 37 euro (monthly)
- Entertainment
  - Cinema: from 9 euro (cheaper on weekdays, student discounts)
  - Theatre: from 7 euro (student and carnet discounts)
  - Opera: from 10 euro (student last-minute discounts)
  - For gym (from 52 euro per month) and swimming pool (from 36 euro per month) check out the [University Sports Centre \(CUS\)](#). It also offers many sport courses (callisthenics, yoga, fitness, judo, tennis, volleyball, chess, etc.) open to students at competitive costs.
- Other expenses
  - First application for residence permit / Residence permit renewal (for non-European citizens): approx. 116,46 euro in total.
  - Registration in the Italian National Health System (non-European citizens): 700 euro per calendar year. Private medical insurance: from approx. 150 euro per year.
  - Italian SIM card: approx. 10 euro per month. and 10 euro for activation.
  - Study materials: from 100 euro per month.

Considering that, one month living cost can be:

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Rent and bills: 450 euro  
 Grocery shopping and meals: 250 euro  
 Free time and sport: 150 euro  
 Study materials: approx. 100 euro  
**Total:** 900 euro

## Accomodation

Università luav di Venezia collaborates with many organisations to support students in their search for accommodation. The most popular options for accommodation are university residences and private accommodation (flat share, studio, etc.). Below you can find a list of the various options.

### Private accommodation

luav and the [Study in Venice](#) network worked together to create VeniceApartment.com Students, a **free tool to find accommodation in Venice historic centre**. In agreement with the City of Venice and the Venetian associations of landlords, the overall aim of the platform is to improve the amount and the quality of flats and rooms available for students at regulated conditions and rates.

[More information on VeniceApartment.com Students](#)

### Erasmus Play

[Erasmus Play](#) is an accommodation search engine for students, which allows you to compare a wide range of flats, rooms, residences and apartments for students from a multitude of online accommodation platforms.

### University residences, hostels, and hotels

luav has also established specific agreements to guarantee very competitive prices for the luav student community. To access these special rates, it is necessary to specify luav membership when booking. Below is the list of luav affiliated facilities:

- **Alloggi Santa Caterina da Siena** (female guests only)  
 address: Via Tassini n. 17, Venezia - Mestre  
 booking enquiries: [info@fondazionegroggia.org](mailto:info@fondazionegroggia.org)  
[luav offer overview](#) / [website](#)
- **Anda Venice Hostel**  
 address: Via Ortigara, 10, Venezia - Mestre  
 booking enquiries: [info@andavenice.com](mailto:info@andavenice.com)  
[luav offer overview](#) / [website](#)
- **Casa Catecumeni**

address: Dorsoduro, 108 — 30123 Venezia  
 booking enquiries: [catecumeni@cpuvenezia.it](mailto:catecumeni@cpuvenezia.it)  
[luav offer overview](#) / [website](#)

- **Casa Studentesca San Michele**

address: via Papa Giovanni XXIII, 4 30171 Mestre-Venezia  
 booking enquiries: [sanmichele@cpuvenezia.it](mailto:sanmichele@cpuvenezia.it)  
[luav offer overview](#) / [website](#)

- **Casa Studentesca Santa Fosca**

address: Cannaregio 2372, 30121 Venezia  
 booking enquiries: [santafosca@cpuvenezia.it](mailto:santafosca@cpuvenezia.it)  
[luav offer overview](#) / [website](#)

- **Domus Civica** (female guests only)

address: San Polo 3082, 30125 Venezia  
 booking enquiries: [info@domuscivica.com](mailto:info@domuscivica.com)  
[luav offer overview](#) / [website](#)

- **Hotel Ghostell Generator Srl**

address: Fondamenta Zitelle 86, 30133 Venezia  
[luav offer overview](#) / [website](#)

- **Residenza ai Crociferi**

address: Cannaregio 4878, Campo dei Gesuiti, Venezia  
 booking enquiries: [studenti@we-crociferi.it](mailto:studenti@we-crociferi.it)  
[website](#)

- **Residenza Universitaria Gesuiti A.M.D.G.**

address: Cannaregio 4883 (Campo dei Gesuiti), Venezia  
 booking enquiries: [info@collegiogesuiti.com](mailto:info@collegiogesuiti.com)  
[luav offer overview](#) / [website](#)

- **Stacycity Aparthotels**

address: Via Ca' Marcello, 8L — 30172 Venezia - Mestre  
 booking enquiries: [mestre.sales@stacycity.com](mailto:mestre.sales@stacycity.com)  
[luav offer overview](#) / [website](#)

## ESU Azienda regionale per il diritto allo studio – accommodation

ESU Venezia annually publishes a call for application to get accommodation at a reduced price in one of the university residences in Venice or the affiliated flats.

[ESU accommodation call for 2024/2025 a.y.](#) [ITA]

### ESU Venezia

Dorsoduro 3439/a, 30123 Venezia

accommodation service – [accommodation@esuvenezia.it](mailto:accommodation@esuvenezia.it) / canteens – [ristorazione@esuvenezia.it](mailto:ristorazione@esuvenezia.it)

[More information on ESU Venezia on their website](#) [ITA]

## Camplus

To access the [Camplus Santa Marta Residence](#), students can submit an [assignment application](#).

## Accommodation tips

To consider all available opportunities for long-term accommodation, we recommend finding a **temporary option** (hotel, hostel, etc.) for a few days or weeks. Usually, you can book it, come to Italy, and look for long-term accommodation upon your arrival. However, if you need a visa, you may have to show a long-term contract or a letter of hospitality (*lettera di ospitalità*) before departure at the Italian consulate in your country. Please consult the consulate in advance regarding this matter.

If you are looking for **a room or an apartment to share**, you can:

- Check dedicated housing websites. If you have trouble finding them, contact us at [housing@iuav.it](mailto:housing@iuav.it).
- Try Facebook groups and Telegram chats to get in touch with other interested students.
- Once you arrive in Venice, browse the housing notices on the notice boards at the Iuav locations in [Tolentini](#) and [Cotonificio](#).

When searching for private accommodation, start by defining the aspects that are most important to you.

We advise everyone looking for accommodation to start their search not necessarily in the historic centre of Venice but in the mainland, in Mestre and nearby towns, where costs are lower and there are still well-connected public transport links. Also, students can benefit from discounted public transport subscriptions.

Here is a list of things to consider:

### 1. Location:

- If in Venice: how close is it to the university buildings?
- If in the surrounding areas of Venice: can you easily reach Venice by bus/train?
- Are there essential services nearby (supermarket, laundry, bar, etc.)?

### 2. Furniture and services

- Is the kitchen well-equipped?
- Is there enough space for your belongings or a storage room?
- Is there a washing machine?
- Is there Wi-Fi?
- Is there air conditioning?

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– What kind of heating is there?

### **3. Budget**

– Is it within your budget?

– Are the utility bills included?

– Is Wi-Fi included?

– Are there any extra expenses (bed linen, kitchen utensils, furniture)?

– Is there a deposit to be paid?

### **4. Safety**

– Is there a locker?

– Can you lock your room?

### **5. Flat/roommates**

– Are your flat/roommates also students?

### **6. Rental contract**

– All agreements must be made in writing as verbal agreements are not legally binding.

– The landlord will register the contract and provide you with a copy (non-EU students need a registered copy of the contract for the residence permit appointment at the Questura).

– Take the time to read and understand all clauses before signing.

– Check the period of stay and termination conditions (if any).

– Ask for a receipt for any payment made under the contract.

### **contacts**

Università Iuav di Venezia

student recruitment and orientation service – housing

Campo della Lana 601 – 30135 Venezia

[housing@iuav.it](mailto:housing@iuav.it)

## **How to get to the university**

Municipality of Venice is composed of the lagoon area and the mainland area.

- Lagoon area (main transport is waterbus vaporetto):
  - Venice
  - Murano
  - Burano
  - Lido
  - Pellestrina
- Mainland area, connected to Venice with Ponte della Libertà bridge:
  - Mestre
  - Marghera

- Favaro Veneto
- Chirignago-Zelarino

In Venice city buses arrive at Piazzale Roma, trains arrive at Venezia Santa Lucia railway station, cars and buses from other cities arrive at Tronchetto island. At each spot you will find a waterbus stop (la fermata di vaporetto).

The least expensive way to get from an airport to Venice or to Mestre is by taking a public bus.

To get from Venice Marco Polo Airport to Mestre, take [route No. 15](#) and [route No. 45](#) (cheaper) or [ATVO Venezia Bus Express](#) (comfortable).

To get from Venice Marco Polo Airport to Venice, take route [No. 5-AeroBus](#) (cheaper) or [ATVO Venezia Bus Express](#) (comfortable) and [airport-waterbus \(Alilaguna\)](#)

You can buy tickets by the exit from the airport in a vending machine.

Please note that the airports are not connected 24/7 neither to Venice, nor to Mestre: they are closed at night and there is no way to reach them with public transport between 1:10 and 4:08, only with a taxi which costs a lot and may be unavailable, so please check the timetables.

To get from Treviso Canova Airport to Mestre or Venice, take [ATVO Treviso Bus Express](#).

From other airports or other areas you can reach Venice by train (Venezia Mestre train station or Venezia Santa Lucia train station) or by bus with a private bus company.

For more information on airports

- Venice Marco Polo [www.veniceairport.it/en](http://www.veniceairport.it/en)
- Treviso [www.trevisoairport.it/en](http://www.trevisoairport.it/en)

### Venice Access Fee

As of 25 April 2024, the Venice Access Fee will be applied on an experimental basis to the historic city centre of Venice.

**Students (including commuters)** of schools, universities and post-graduate institutes of any level based in the historic city centre of Venice or other islands of the lagoon **are exempt from payment of the Access Fee**. Nonetheless, they are **required to get a digital exemption voucher** for the period in which they will be attending the historic city centre for study purposes.

**For 2024** it is necessary to register and download the exemption **voucher only for the dates indicated by the Municipality of Venice**. On the other days access is free and no registration will be required.

**The following groups are also exempt** from acquiring a digital voucher

- > residents in the Municipality of Venice
- > people born in the Municipality of Venice
- > minors up to the age of 14.

[More information on the Municipality website](#)

## Arrival and Orientation

### City map

Here you can find a useful city map with luav buildings and some other places important for your stay in Venice.

 Mappa\_Welcome-Guide.pdf

For more touristic information

- Veneto Region [veneto.eu](http://veneto.eu)
- Italy [www.italia.it/en](http://www.italia.it/en)
- Europe [visiteurope.com/en](http://visiteurope.com/en)

### Welcome day

Welcome day for the regularly enrolled international students is an event where you can meet other international students and receive the most important information about your stay in Italy from luav firsthand.

The next welcome day is in September 2024, TBA. The online session will be recorded, so in case you miss it, please contact us for the presentation or other materials.

### Checklist upon arrival

First days

- Complete your enrollment (if applicable)
- Apply for residence permit within 8 working days (if applicable)

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- Register in comune, if you are EU citizen
- Check that you have an Italian tax code and contact luav if not
- Get an Italian sim card

#### First weeks

- Find a long-term accommodation
- Get a public transport card, if needed
- Get a luav card (bank card)
- Get a tessera sanitaria health insurance or a long-term private insurance
- Check your study timetable and location of the lectures

#### Later

- Join us on the welcome day online or in person
- Talk to a current student or tutor and ask any questions you have about student life

#### student life

- Check out the Students' Union and see what it has to offer
- Check out the financial help luav offers
- Follow the University and your programme on social media
- Get in touch with other students
- Check out the luav library
- Let us know if you've previously been diagnosed with a mental health condition for us to signpost you to our support and wellbeing services should you need them during your stay. It's confidential and won't affect your studies.

## Enrolment procedures

According to the programme you have applied for, you are required to follow the instructions below to enrol.

[Documents required for admission to Bachelor's degree](#)

[Documents required for admission to Master's degree](#)

[Credit transfer and recognition of international qualifications](#)

### > bachelor's and master's degrees

Enrolments of new bachelor's and master's students are generally carried out remotely upon receiving digital copies of the following documents:

- **high school or bachelor's degree diploma** in original language
- **certificate of school subjects or transcript of records/diploma supplement** in original language

- **Italian or English translations** (in case the original documents are not in any of these languages)
- **Italian tax code** (*codice fiscale*)
- copy of your **residence permit** or your **application receipt** and **student visa** (*only for non-EU applicants*) In any case, after publication of the ranking lists all admitted applicants will receive an **individual communication** about the necessary documents (according to the country of origin of their qualification), and about the **verification modalities** of the authenticity of their qualification. Once everything is complete and documents are verified, enrolments will be finalised within the dates specified in each call for admission.

Please note:

— additional documents such as Declaration of value, CIMEA Statements of Comparability and Verification, legalisation or Apostille etc. will be necessary only upon request by the admission office, in case it is not possible to perform the necessary checks on the above-mentioned documents

— in case it is not possible to verify digital documents, applicants may be required to enrol in person by bringing the original paper documents (or certified copies); all applicants are therefore recommended to bring all the documents related to their qualification when travelling to Italy.

Once the enrolment is complete, you can download all certificates related to your student career (e.g. certificate of enrolment) from the Student Web Service (SPIN).

For more information

Admission service

[info.immatricolazioni@iuav.it](mailto:info.immatricolazioni@iuav.it)

### > **international mobility programmes**

Incoming students (attending either Overseas or Erasmus+ programmes) are required to make an appointment at the international mobility service (Campo della Lana, Santa Croce 601).

To complete your enrolment, you need to hand in:

- 2 passport-size pictures
- the original copies of the **application documents** you already sent online
- a copy of your **Italian tax code** (*codice fiscale*)
- your **Learning Agreement** (LA), signed by your home university

Once you complete this procedure, the international mobility service can provide you with all certificates related to your student career (e.g. certificate of enrolment).

For more information  
International mobility service  
[mobilita.studenti@iuav.it](mailto:mobilita.studenti@iuav.it)

### > **postgraduate specialisation programmes**

New postgraduate specialisation students are required to register online complete the online enrolment procedure and send the following documents to [master@iuav.it](mailto:master@iuav.it):

- **enrolment form**, duly signed and dated
- receipt of **payment of the first instalment** of the enrolment fee
- copy of a valid **ID document** (for EU students) or **passport**, front and back
- copy of your **Italian tax code** (*codice fiscale*).

Once you complete this procedure, you can download from the Online Desk (SPIN) all certificates related to your student career (e.g. certificate of enrolment).

Please note that to proceed to enrolment, you must be previously admitted to the courses: for all information on how to submit your request for admission, visit the postgraduate specialisation programmes and advanced specialisation courses home page > how to do > enrollment procedures and carefully read the guidelines.

Please note that in Italian a postgraduate specialisation programme is called “master” but it is not to be mistaken with a master’s degree programme.

For more information  
Postgraduate Specialisation Programmes service  
[master@iuav.it](mailto:master@iuav.it)

## **Residence permit and registration**

### Stay Permit

If you are a **non-EU citizen** and plan to study in Italy for a period exceeding 90 days, you need to request a stay permit (*permesso di soggiorno*) **within 8 working days from your arrival to Italy**. The procedure requires the following steps:

#### **STEP 1 – Pick up application kit at Campo della Lana’s reception or at Post Office and fill in application form**

How to pick up the application kit?

If there are not more application forms at Iuav reception (Campo della Lana, 601), go to any Post Office (Poste Italiane) and ask for a residence permit kit (*kit permesso di*

*soggiorno*), you will receive a white and yellow envelope. We advise the following offices as they have a *Sportello amico* service (useful for the stay permit):

**> in Venice:**

Fondamenta del Gaffaro, 3510 (near Tolentini)  
Calle dello Spezier, 233/D (near the railway station)  
San Polo 2022 (in Campo San Polo)  
San Marco 5016 (behind San Salvador church – near Rialto)

**> in Mestre:**

Via Milano 20 (sideroad of Corso del Popolo)  
Viale San Marco 102/R (bus/tram stop San Marco)

You can check the opening hours of post offices and book an appointment online at [www.poste.it](http://www.poste.it)

How to fill in the application form?

Inside the envelope, you will find the application form. Follow the instructions [for the first application](#) / [for the renewal](#) to fill it in.

## **STEP 2 – Deliver application kit at Post Office and pay application fees**

Go to any Post Office (Poste Italiane) and ask to deliver your residence permit kit (*kit permesso di soggiorno*). You will need to pay about 120€ of application fees. The **delivery is personal**, and it is not possible to send someone else on your behalf.

Which documents are required?

[Check the document list](#)

Which documents do you receive?

- The **Post Office receipt** (the so-called *accettazione assicurata* or *ricevuta*). It will be valid as a temporary residence permit until you get the final residence permit card.
- The **appointment sheet** with the date and time of your fingerprinting appointment at the Questura Police Office. In Venice it is a common practice that you can be told that you will get the fingerprinting appointment date and time by sms.

## **STEP 3 – Fingerprinting appointment at the Questura Police Office**

The **appointment is personal**, and it is not possible to send someone else on your behalf. We suggest going there as early in the morning as possible, as they normally

follow the order of arrival. The office is usually very crowded so be prepared to be patient. As soon as you arrive, you should show your appointment sheet or sms to the officer in charge. They will give you a numbered ticket and you will have to wait until they call your number. They will then proceed to check your documentation: if everything is fine, they will stamp your Post Office receipt and let you finalise the procedure by leaving your fingerprint.

Which documents are required?

- Documents received at Post Office (Post Office receipt + appointment sheet);
- Originals and copies or integrations from the [document list](#)

Which documents do you receive?

They will not give you any new documents. Instead, they will just stamp your Post Office receipt (*accettazione assicurata* or *ricevuta*) received at the Post Office. It will still be valid as a temporary residence permit until you get the final residence permit card.

## **STEP 4 – Pick up the residence permit card at the Questura Police office**

How do I know when the residence permit card is ready?

On the Post Office receipt, you will find two personal identification codes (user ID and password), that you can use on the website [www.portaleimmigrazione.it](http://www.portaleimmigrazione.it) to check the status of your residence permit application. It will be ready when the status is *in consegna*. If you have previously indicated an Italian mobile phone number in the application kit, you will also receive a text message, as soon as your stay permit card is ready.

How to pick up the residence permit card?

The **appointment is personal**, and it is not possible to send someone else on your behalf. You can go to Questura on the date specified on the website or in the text message, but you can go as soon as it is ready on Mon/Wed/Thu/Fri. Please come as early in the morning as possible.

Which documents are required?

- Valid passport
- Visa (only for first application) / Expiring residence permit card (for renewal)
- Post office receipt

Which documents do you receive?

Residence permit card. The card is valid for a maximum of one year, starting from the application date (kit submission at the Post Office). Please consider that the duration

is decided only by the Questura. If the documents you provide in the application (enrollment certificate, insurance, accommodation contract) are shorter than 1 year, the residence permit duration may be shorter than 1 year.

## Stay Permit Renewal

Within **60 days before the expiry** of your residence permit, non-EU students must apply for a 1-year renewal with the application package kit found in post offices. In order for a renewal to be granted, students must meet the **same conditions which originally granted their residence permit's issuing** (financial conditions, ongoing enrolment etc.)

Entry visas and residence permits can be renewed only to students who have passed at least an exam in their first academic year, and at least two in the following years.

Please remember that the **enrollment certificate** with stamp and signature from University must be required to the Gestione Carriere office ([studenti.magistrale@iuav.it](mailto:studenti.magistrale@iuav.it) for Master's degree students and [studenti.triennale@iuav.it](mailto:studenti.triennale@iuav.it) for Bachelor's degree students).

## Useful addresses and links

### [FAQ about Immigration procedures](#)

### Post Offices

Find the closest post office [on Google Maps](#)

We suggest bigger post offices, since they are more likely to have available application kits:

[Ufficio Postale - Calle dello Spezier, 233/D, 30121 Venezia VE](#)

[Ufficio Postale - P.le Donatori di Sangue, 4, 30171 Mestre VE](#)

### Questura

Questura di Venezia, Ufficio Immigrazione

[Via Aurelio Nicolodi 21, 30175 Marghera](#)

PEC Email: [dipps192.00P0@pecps.poliziadistato.it](mailto:dipps192.00P0@pecps.poliziadistato.it)

[Complete residence permit application procedure \[ITA\]](#)

[Contacts](#)

### Università Iuav di Venezia

Contact our international tutors to receive support with the application procedure:

[iuavinternationaltutor@gmail.com](mailto:iuavinternationaltutor@gmail.com)

### Student recruitment and orientation office

[Up to the first page](#)

[Campo della Lana 601, 30135 Venezia](#)  
[study@iuav.it](mailto:study@iuav.it)

## Registration (for all students)

Both EU and non-EU citizens spending more than 3 months in Italy are required to register at the **Local Registry Office** (*Anagrafe*) by presenting the following documents:

- certificate of enrolment at luav
- ID/passport
- Italian tax code
- health insurance
- documents demonstrating that you are economically self-sufficient

According to Italian law, if a foreigner stays legally in Italy and is registered at the Local Registry Office for five years in a row, they can obtain a five-year residence permit. So if you plan on immigrating and building your career in Italy, you might want to register. To obtain Italian citizenship, a foreigner must be registered at the Local Registry Office and live in Italy for ten years in a row.

For more information on Venice Registry Office  
[www.comune.venezia.it/it/content/anagrafe](http://www.comune.venezia.it/it/content/anagrafe) [ITA]  
[comunitari@comune.venezia.it](mailto:comunitari@comune.venezia.it)

## Italian Tax code

The Italian tax code (*codice fiscale*) is a 16-digit code, which identifies citizens in their relations with public bodies and administrations and it is necessary to sign a contract, a rental agreement, to have a bank account or to buy an Italian SIM card.

Università luav di Venezia has an agreement to provide to the international students their Italian tax code. The admission team will send you a form to fill in to require your Italian tax code, and you will receive it by email as soon as it is ready.

Other students request their Italian tax code by appointment at the Venice Revenue Agency (*Agenzia delle Entrate Venezia 1*) located in Campo Sant'Angelo - San Marco 3538 presenting these documents:

- ID or passport
- stay permit receipt
- proof of your enrolment

For more information

[Up to the first page](#)

Agenzia delle Entrate

[www.agenziaentrate.gov.it](http://www.agenziaentrate.gov.it) > english > tax identification number

## Phone calls

If you have a **mobile phone**, you can buy an Italian SIM card for national and international calls. SIM cards usually cost around 20 euros and can be purchased at mobile phone shops, post offices or supermarkets. To activate the SIM card you need your Italian tax code, ID or passport and an Italian address of reference.

We strongly recommend purchasing an Italian sim card: it will cost you from 6 euro per month and approx. 10 euro for the activation. Our tutors can help you with the purchase ([iuavinternationaltutor@gmail.com](mailto:iuavinternationaltutor@gmail.com)).

## Bank card

**Iuav Card** is an identification card issued to Iuav students, useful for access to university canteens, library services and other University services. You can use your card to prove that you are a student at Iuav to access museums, cinemas, theatres at a reduced price. Developed in collaboration with Crédit Agricole, it can be activated as a pre-paid bank card.

Iuav Card can be collected at the admission service for students enrolled in a bachelor's, master's degrees, postgraduate specialisation programmes and the school Specialisation School in Architectural and Landscape Heritage - SSIBAP.

Iuav Card is the only means for Iuav to manage financial relationships (e.g. scholarships) with students. Therefore, it is highly recommended to activate the **pre-paid card function** by following the instructions provided during delivery.

For the activation of the pre-paid bank card function Crédit Agricole has created two information and operations points for international students:

- Crédit Agricole Hub in Mestre, Via Pepe 10 (first floor). For an appointment call 041 5330426 / 041 5330427 / 041 2381935 or write to [CU02326CAITALIA@credit-agricole.it](mailto:CU02326CAITALIA@credit-agricole.it)
- Branch office in Vicenza at Contrà Porta Padova 51/53, phone 0444 302500, reference manager for students: Santo Barone [Santo.Barone@credit-agricole.it](mailto:Santo.Barone@credit-agricole.it): priority for students enrolled in the degree programme based in Vicenza.

For any questions or assistance you can also contact [carta.ateneo@iuav.it](mailto:carta.ateneo@iuav.it).

## Public transportation

### In Venice

What are the best ways to move around in a city without cars?

While walking is the best option to explore the city there are a few options you shall consider for longer distances:

- > within the city of Venice and the islands of the lagoon: waterbuses (*vaporetti*)
- > to the mainland: buses or trains

Waterbuses and buses are managed by ACTV through **VeneziaUnica**, a card to store transport tickets and passes, it is valid for 5 years and lets you travel at reduced fares

You can purchase it at the dedicated office in Piazzale Roma (open every day from 6.30 am to 7.30 pm)

You need to bring the following documents:

- > a copy of your ID or passport
- > your Italian tax code (*codice fiscale*)
- > a certificate of enrolment at luav

For more information on **waterbus and buses** [actv.avmspa.it/en](http://actv.avmspa.it/en)

For more information on **tourism in Venice** [www.visitvenezia.eu](http://www.visitvenezia.eu)

### Exploring the Veneto Region, Italy, Europe

Venice is very well-connected to all main sites in the Veneto Region and with the rest of Italy and Europe. Trains leave from Venezia Santa Lucia train station, buses/coaches from Piazzale Roma, and you can catch a flight from Marco Polo and Treviso airports.

For more information on **trains**

Trenitalia [www.trenitalia.com/en](http://www.trenitalia.com/en)

Italo [www.italotreno.it/en](http://www.italotreno.it/en)

For more information on **buses/coaches**

ACTV [actv.avmspa.it/en](http://actv.avmspa.it/en)

ATVO [www.atvo.it/index.php?lingua=en](http://www.atvo.it/index.php?lingua=en)

Flixbus [global.flixbus.com](http://global.flixbus.com)

## Health insurance

**For EU students, SEE State students (Iceland, Liechtenstein, and Norway) and students from Switzerland**

**There is the European Health Insurance Card (EHIC)** that ensures access to the public health care sector under the same conditions and at the same cost as people insured in Italy. It is issued by the national health insurance provider of your home country. EHIC does not cover payments for private-sector health care providers.

### **For students from countries with bilateral agreements**

In some cases, the health insurance provider of your home country can issue a form that ensures access to the Italian health service thanks to a bilateral agreement.

Below you can find a list of countries and related certificates:

**Australia** – Medicare Card (valid for 6 months after the start of your stay in Italy)

**Brazil** – I/B 2 Certificate

**Croatia** – 111 Certificate

**Bosnia Herzegovina, Macedonia, Serbia and Montenegro** – OBR7 Certificate

**Principality of Monaco** – I/MC 8 Certificate

**Republic of San Marino** – I/SMAR 8 Certificate

These forms do not cover payments for private-sector health care providers.

If you did not ask for the certificates mentioned above before your departure, see the section dedicated to non-EU students.

### **Non-EU students**

To obtain a stay permit you need to provide evidence of health insurance coverage with:

1. **private insurance, released by any insurance agency, either in Italy or abroad**, with the following features:
  - it is valid in Italy
  - it covers all risks of illness
  - it covers the entire period of your stay in Italy
  - it includes a description of the procedures needed to ask for a reimbursement
  - it is legally translated in Italian if issued by an international provider
2. **voluntary registration to the National Health Service** that ensures access to the public health care sector under the same conditions and at the same cost as people insured in Italy. This registration is valid for one calendar year (January – December) and entails the payment of a fee that may vary according to the type of your stay permit.

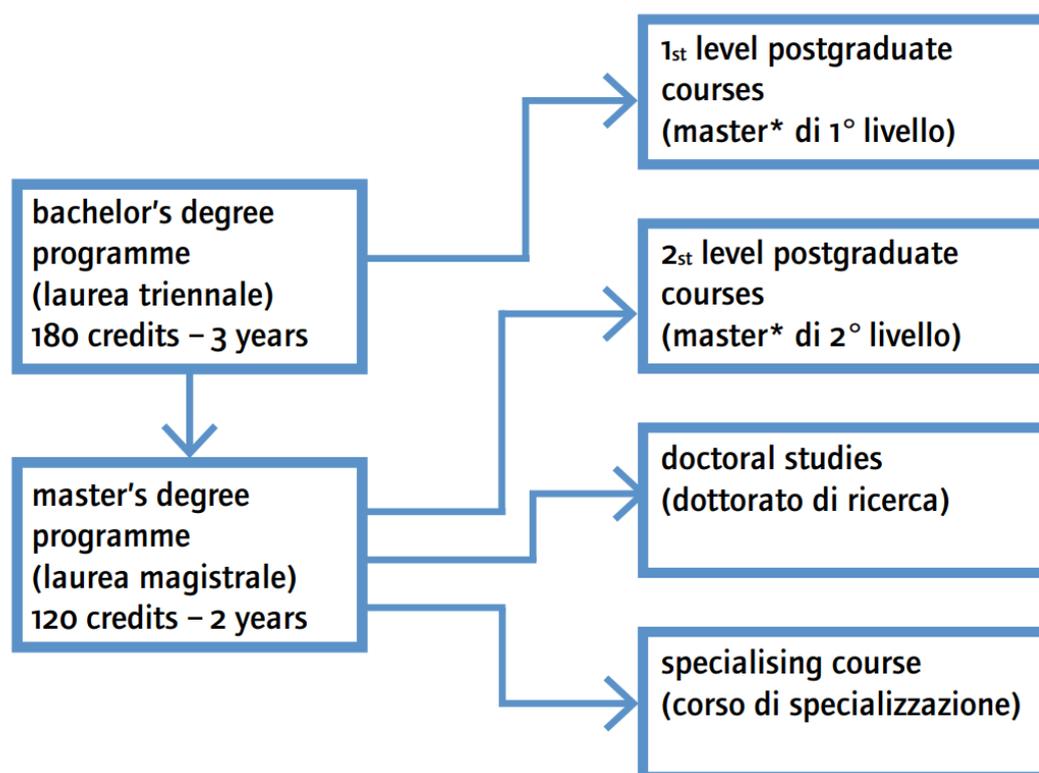
This second option is highly recommended because it is the only one that gives you free access to the local health services, but it also costs much more (approx. 700 euro per year).

The Student recruitment and orientation service ([study@iuav.it](mailto:study@iuav.it)) can provide more details on how to complete the registration.

## Academic life

### Italian university system

This scheme summarises the structure of the Italian university system:



\*In Italy, a postgraduate specialisation programme is usually called “master”.

For more information on the Italian university system  
 Ministry of Foreign Affairs and International Cooperation  
[studyinitaly.esteri.it/en/](http://studyinitaly.esteri.it/en/)

The Italian **grading system** is based on a scale from 18 to 30: 18 is the lowest passing grade and 30 is the highest. You may also be awarded a 30 *cum laude* for excellence.

**Credits** (CFU or ECTS) are awarded if you pass the final exam of the related course/workshop. 1 credit (CFU) corresponds to 25 hours of work, including lessons, exercises, etc., as well as home study.

**Attendance** is highly recommended in consideration of the practical approach of the

courses. For all laboratories, for example, the attendance is usually compulsory up to 70% of the total number of hours of lessons.

## Academic calendar and timetable

**Academic calendar 2024/2025** is as follows:

First semester

**Start:** 30 September 2024

**End:** 24 January 2025 (including make-ups)

**Examinations** third session 2023/2024 and first session 2024/2025:  
27 January to 14 February 2025

Second semester

**Start:** 17 February 2025

**End:** 30 May 2025 (including make-ups)

**Examinations** summer session 2024/2025: 3 to 20 June 2025

Summer intensive period

23 June - 11 July 2025

Examinations autumn session 2024/2025: 8 August to 26 September 2025  
(depends on the course of study).

Please note that in 2024 the University will be closed:

- Friday 1 November 2024 – All Saints' Day
- Thursday 21 November 2024 – recovery of patron saint's day
- Friday 8 December 2023 – Immaculate Conception
- from Christmas to Epiphany (25 December 2024 - 6 January 2025)
- Monday 21 April 2025 – Easter Monday
- Friday 25 April 2025 – Anniversary of Liberation
- Thursday 1 May 2025 – Workers' Day
- Monday 2 June 2025 – Republic Day.

On Saturdays and Sundays the University's premises are always closed.

**Timetable** will be published at this [link](#) by mid September.

## Tuition fees and financial aid

[Find here all the information about fees and financial aid \(scholarships and fee waivers\) for Bachelor's and Master's degrees](#)

For more information

Fees and financial aid service

[diritto.studio@iuav.it](mailto:diritto.studio@iuav.it)

[Up to the first page](#)

[study@iuav.it](mailto:study@iuav.it)

## Exam registration

Exams can be written or oral, or both. To take an exam, you are **required to register on SPIN** (Online desk) from 14 to 4 days before the date of the exam itself.

Registration for exams permits the professor to confirm and digitally sign your results. Without registration, students are not allowed to take the exam.

Please remember to fill in the evaluation questionnaire before registering for the exam of a course, workshop, or atelier.

You can search for the desired exam by using the [Exam Sessions Board](#) (*bacheca appelli*) in the public area of the internet desk. Only the appeals of those courses for which the registration period is open will be visible.

To register for an exam, access the reserved area by clicking the Login button and entering their credentials (userID and password). Then there are two ways of registering for calls depending on whether the didactic activities are present in the student's online booklet or not:

### didactic activities present in the booklet

- Access the reserved area by clicking the Login button and entering their credentials (userID and password);
- Select the "Appelli" link in the Exams section on the left-hand menu, from which you can access the list of courses in the booklet with an open exam call;
- Select the "roll call information" icon in the row of the desired teaching;
- Select the "booked to roll call" button, then follow the instructions until the exam registration is confirmed.
- The list of courses with an open exam call can also be accessed from the student's computer booklet via the "Available appeals" icon.

### didactic activities not present in the booklet

- select the "Appelli" link in the Exams section in the menu on the left and the "search appelli" link;
- enter the name of the course they wish to enrol in and start the search;
- select the "list of teaching activities" icon present in the row of the desired teaching;
- select the "insert activity in booklet" icon and the subsequent "proceed" button which confirms the insertion;
- select the "booked for the exam" button and then follow the guided path until

the confirmation of enrolment.

#### **How to cancel exam registration:**

- Access the reserved area by clicking the Login button and entering their credentials (userID and password);
- select the "booking board" link in the Exams section in the menu on the left;
- select the "cancel" icon present in the row of the desired course.

It is only possible to cancel an exam booking during the period in which registration for the exam is open.

For more information

Didactic Unit

[segreteria.corsidistudio@iuav.it](mailto:segreteria.corsidistudio@iuav.it)

## **Library and study spaces**

The University library together with the project archive, the video library and the media library, provides a valuable support system to all study and research activities connected to Iuav areas of expertise.

Iuav library is located at Tolentini (Santa Croce, 191) and offers a wide collection of books and periodicals. There are 380 places available and 17 computer stations, lockers for small bags, self-borrowing and returning machines, online catalogues and copy machines.

For more information on opening hours, to book a seat and to browse the catalogue please visit our website or contact [biblioprestito@iuav.it](mailto:biblioprestito@iuav.it)

## **Canteens and cafés**

You can access the university **canteens** and buy menus at a reduced price thanks to a personal QR code issued by ESU Venezia through the dedicated website.

The main university canteens are:

> Ristorante Universitario Rio Novo

Fondamenta del Rio Novo, Dorsoduro 3647, Venezia

open from Monday to Sunday both at lunchtime and dinnertime (Sunday dinner time excluded) + takeaway service

> Food & Art

Giudecca 487-487B, Venezia

[Up to the first page](#)

For more information on university canteens

[www.esuvenezia.it](http://www.esuvenezia.it) [ITA]

**University cafés** are located at the Cotonificio Veneziano and at Tolentini.

## Internet access and online resources

### Digital identity and services

#### Student ID

Once you register to the / **Online Desk** (usually called SPIN, *SPortello INternet*), you receive a username and a password.

These unique login details allow you to:

- monitor your academic career in the reserved area (check your academic records, browse internship opportunities, download certificates)
- follow online classes - if available - through MS Teams platform
- borrow books from the library and browse the catalogue
- access the wifi

To retrieve or change your username and password

[cambiopw.iuav.it/](http://cambiopw.iuav.it/) [ITA]

#### Email account

Your student email account (<n.surname>@stud.iuav.it) is managed by Google E Suite for Education. It is highly recommended to check it very often as all institutional communications are sent to this email.

To enter your student email account

[mail.stud.iuav.it/](http://mail.stud.iuav.it/)

#### Internet access

All university buildings are covered by **wi-fi**. Iuav has its own dedicated network Iuav and it is also a member of the **Eduroam** federation and partner of **VeniceConnected** network. To access Eduroam you can use the same username and password as the Online Desk.

#### Partnerships with Microsoft and Autodesk

Iuav offers all students the opportunity to use for free many useful software in partnership with Microsoft and Autodesk.

The agreement with **Microsoft** provides an unlimited number of “Office 365 student” annual licences. To activate your licence, go to

<http://products.office.com/it-IT/student/office-in-education>

Under a special three-year licence, **Autodesk**, through Autodesk Education Community, makes more than 30 years of its popular professional programmes available (Autodesk Inventor®, Autodesk Revit®, Autodesk 3ds Max®, Autodesk Maya®, AutoCAD®, etc.). To benefit from this offer, you shall register at Autodesk Education Community ([www.autodesk.com/education](http://www.autodesk.com/education)), by using your institutional email address.

**MS Teams** is the platform where all online teaching and learning activities take place. Please, activate your luav account once you complete your enrolment, as only this account is valid for MS Teams.

For more information and assistance  
ICT service

[helpdesk@iuav.it](mailto:helpdesk@iuav.it)

## Other learning opportunities

### Learn Italian

Find out about courses to learn Italian at all levels.

#### Ca' Foscari Foundation Year

[Ca' Foscari Foundation Year](#) is a **year-long programme, designed to prepare international students for undergraduate studies at an Italian university.** Students take courses on modern Italian history, English or Italian language, as well as a basic introduction to the main subjects of their future study programme.

Università luav di Venezia provides a **set of courses on architecture, art and design** ([track D](#)) for students wishing to apply for a degree course in the fields of architecture, arts, design, fashion or urban planning. This track is taught mainly in English with some lectures in Italian.

In line with the national admissions policy for undergraduate studies in architecture, students have the opportunity to take two admission test simulations in Italian during the course.

#### S.i.E. School for International Education

[Up to the first page](#)

Ca' Foscari School for International Education offers Italian language courses at all levels (CEFR A1 to C2) throughout the academic year with a special intensive programme in the summer and programmes especially designed for exchange students. Courses are open to luav international students as well for a discounted price.

[Italian language courses for exchange students at SIE](#)

[Italian language courses for all students at SIE](#)

[Summer intensive on-campus courses at SIE](#)

### **ItaliAmo – Viaggio in italiano**

The free app ItaliAmo designed by the European Institute of Design with the support of the Italian Ministry of Foreign Affairs and International Cooperation offers different learning stages with dialogues, common expressions, linguistic exercises, together with cultural and culinary curiosities. It is available for both Android and iOS devices.

Download app [for Android](#) / [for iOS](#)

### **Basic vocabulary lists from luav**

We have prepared a set of [basic vocabulary lists](#) on the Quizlet platform. You can use the lists in a flashcard, test or game mode to remember the words you might need to live and study in Venice.

### **Venice International University**

Venice International University (VIU) is an international higher education network of 11 universities on the island of San Servolo, just a few minutes away from Piazza San Marco.

The Globalization Program is the flagship of VIU academic offer that focuses on globalisation and its economic, social, environmental, and cultural implications and consequences with an interdisciplinary and multicultural approach. The courses are taught in English by professors from member universities and can be recognised in your academic career.

For more information about deadlines and procedures and available places

[www.univiu.org/study/globalization-program](http://www.univiu.org/study/globalization-program)

[viu@univiu.org](mailto:viu@univiu.org)

### **Specialisation School in Architectural and Landscape Heritage - SSIBAP**

The Specialisation School in Architectural and Landscape Heritage - SSIBAP is a two-year postgraduate programme.

New SSIBAP students are required to complete the online enrolment procedure through the Student Web Service area (SPIN) and send the following documents to

[ssibap@iuav.it](mailto:ssibap@iuav.it):

- **enrolment form**, duly signed and dated
- **receipt of payment of the first instalment** of the enrolment fee
- Master's degree **diploma**
- **transcript of records** translated either into Italian or English
- **declaration of value** (*dichiarazione di valore*) by the Italian Embassy in the country that issued your high school degree or else **statement of comparability** issued by CIMEA centre regarding your master's diploma > copy of a **valid ID document** (EU students) **or passport**, both front and back
- copy of your **Italian tax code** (*codice fiscale*).

Once you complete this procedure, you can download from the Student Web Service (SPIN) all certificates related to your student career (e.g. certificate of enrolment).

For more information

Specialisation School in Architectural and Landscape Heritage - SSIBAP service  
[ssibap@iuav.it](mailto:ssibap@iuav.it)

## Glossary of common terms and acronyms used in the university

[Here](#) you can find an interactive exercise to learn some common terms and acronyms you might hear in an Italian University

## Student Life

### Student clubs and organisations

#### Student senate

Iuav student senate is the representative body of all students enrolled in Iuav Bachelor's and Master's degrees. 20 representatives at a maximum are elected by Iuav student community every two years. The student senate is an advisory body to the academic senate and the administration council on teaching, student services and initiatives.

The student senate organises many cultural activities (exhibitions, conferences, performances, etc.) to foster the sense of community and promote networking and socialisation. Every year all students can participate in a call for ideas to organise cultural activities funded directly by the student senate.

For more information

[sds@iuav.it](mailto:sds@iuav.it)

[Up to the first page](#)

FB: sdsiuav

Instagram: sds\_iuav

### **Erasmus Student Network**

The Erasmus Student Network (ESN) is one of the most important student associations in Europe.

Founded in 1989 as a non-profit organisation, ESN supports and promotes international mobility by providing students with opportunities for cultural understanding and self-development according to the principle of 'Students Helping Students'.

ESN Venezia was created in July 2011. Through an exciting schedule of activities and events, ESN Venezia actively promotes international students' integration and international mobility programmes.

For more information

[venezia.esn.it](http://venezia.esn.it)

[venezia@esn.it](mailto:venezia@esn.it)

FB: esn.venezia

Instagram: esnvenezia

### **Sports facilities and activities**

**University sports centre (CUS)** offers a wide range of courses (rowing, judo, self-defence, dancing, tennis, skiing, etc.) and recreational activities for university students. It also organises summer and winter camps, sports events and inter-university tournaments.

For more information on courses, activities, and registration

CUS Venezia

Dorsoduro 2407, Fondamenta dei Cereri, Venezia

[www.cusvenezia.it](http://www.cusvenezia.it) [ITA]

[info@cusvenezia.it](mailto:info@cusvenezia.it)

### **Events at luav**

luav organises many events throughout the year: check your institutional email for notifications on upcoming events or visit our website.

### **Discount cards for students**

As a university student, you can get a discounted entry to museums and cultural institutions by showing your Luav card. You can also apply for other discount cards to enter museums, cinemas, theatres at a reduced price. The following are the most

popular:

### **European Youth Card**

[www.eyca.org](http://www.eyca.org)

### **Rolling Venice Card** (for under 29)

<https://www.venezianaunica.it/en/content/rolling-venice>

### **CinemaPiù card**

[www.comune.venezia.it/it/content/cinemapi](http://www.comune.venezia.it/it/content/cinemapi) [ITA]

## **Budgeting tips**

Here are some budgeting tips to help you manage your finances wisely:

### Groceries

- Compare prices: Some supermarkets are cheaper than others. Also, fruits and vegetables can be fresher and cheaper at the markets than at the supermarkets, so always compare the prices.
- Look for store brands: Some supermarkets have their own brands of food. These brands are usually the cheapest in the store.
- Shop smart: Avoid going to the supermarket on an empty stomach, as you're more likely to buy unnecessary snacks and products.

### Eating Out

- Pack your own meals: Use tupperware to bring a meal from home to university – it's usually the cheapest way to have lunch.
- Bring snacks: Having a snack brought from home is more convenient and cheaper than buying it from a vending machine.
- Opt for affordable options: Coffee from a vending machine is more convenient than getting it from a cafe, and making it at home is even more cost-effective.
- Watch out for tourist areas: Food near popular attractions like San Marco tend to be more expensive, so explore other areas for affordable options.

### Spending

- Set a budget: Create a plan for your expenses and track your spending to avoid overspending.
- Explore affordable shopping options: Charity and second-hand shops can save you money if you need new clothes urgently but are on a tight budget.

- Take advantage of discounts: Look out for student discounts offered by various establishments in the city.

#### Additional Income

- Scholarships and financial support: Check if you are eligible for any scholarships or financial assistance provided by luav.
- Part-time job opportunities: Consider taking up a part-time job to earn extra income. You can seek advice from our Career Service for tips on finding suitable jobs.
- Student collaborations: while being first-year student, you apply for a [collaboration](#) with university for a max. 150 hours at your second year of studies.

## University socials and student groups

### Socials of luav

Facebook >> <https://www.facebook.com/UniversitaluavDiVenezia/>

Instagram >> [https://www.instagram.com/luav\\_venezia/](https://www.instagram.com/luav_venezia/)

Twitter >> <https://twitter.com/#!/luav>

Linkedin >> <https://www.linkedin.com/edu/universit%C3%A0-luav-di-venezia-13908>

Telegram >> [https://t.me/luav\\_venezia](https://t.me/luav_venezia)

YouTube >> <https://www.youtube.com/user/universitaluav>

Vimeo >> <https://vimeo.com/luav>

Pinterest >> [https://www.pinterest.it/luav\\_venezia/](https://www.pinterest.it/luav_venezia/)

TikTok >> [https://www.tiktok.com/@luav\\_venezia](https://www.tiktok.com/@luav_venezia)

Please contact us at [study@luav.it](mailto:study@luav.it) in case you are searching for WhatsApp groups for international students.

## University Support Services

### Mental health support

#### SAP – psychological support desk

As part of the initiatives for the inclusion and well-being of students, Università luav di Venezia has activated the **SAP (sportello di ascolto psicologico, psychological support desk)**.

The SAP aims to guarantee, in complete confidentiality, adequate psychological and/or psychotherapeutic support for all those experiencing discomfort caused by difficulties at university, in the family and their social relationships.

The SAP can advise on improving study methods and provides orientation and re-orientation schemes to help overcome difficulties in choosing a university course.

The SAP does not provide services in the frame of emergencies and urgent conditions management. In case of emergencies, please refer to the contacts on [this page](#) [ITA].

## **how to access the SAP**

The SAP consists of an initial consultation phase to assess the request and provide feedback. Counselling interventions may be followed by psychological support and/or psychotherapy in the short, medium and long term.

To schedule a meeting, please send an **email to [sap@iuav.it](mailto:sap@iuav.it)**, providing your name, surname, study programme and telephone number.

You will be contacted to arrange the first appointment as soon as possible.

### **Contacts**

fees and financial aid service  
[inclusione@iuav.it](mailto:inclusione@iuav.it)

## **Internships and career services**

An internship is a professional learning experience that offers meaningful, practical work related to a student's field of study and career interests. An internship gives students the opportunity for career exploration and development and to learn new skills.

[activation guide](#)

[useful vocabulary](#)

[activation guide for host institutions](#)

The career service office assists students with all the aspects related to their internships, both in Italy and abroad.

### **Final documentation**

By one month after the end of their internship, students are required to send the following documents to the career service office

- [attendance register](#)

- [host institution report](#)
- [student report](#)

Without these documents, the office cannot recognise and certify the internship and the request for the validation of the university credits (CFU) cannot be forwarded to the office in charge.

The 3 documents must be sent in a single pdf file to [tirocinio@iuav.it](mailto:tirocinio@iuav.it) with the following subject line: Final documentation – Name of the degree programme – Bachelor's/Master's degree – Student's surname, first name – university registration number (*matricola*)

(e.g. Final documentation – Architecture – Master degree – Smith John - 7777)

The internship will be certified within 14 days after receiving the complete documentation.

### **Contact**

career service office

[tirocinio@iuav.it](mailto:tirocinio@iuav.it)

tel. +39 041 257 1917 (Monday > Friday 10 am > 12 pm)

## Financial aid and scholarships

[Please click here for all the information about financial aid at Università luav di Venezia.](#)

## Services for students with disabilities

### **Inclusion services**

Università luav di Venezia provides support services and benefits to ensure the inclusion and active participation of students with disabilities or learning difficulties in university life.

Here is the list of the services:

- Aids for exams and lectures: extra time, technological aids, change in examination format, tutor reader and/or transcriber, formulary, conceptual maps
- Buddy service to be accompanied to lectures, academic activities, library and canteens
- Support for individual study and assistance with bureaucratic procedures
- Individual [psychological support - SAP](#)
- Dedicated space inside Tolentini central library with video enlarger

### **tuition fee waivers and scholarships**

Students with disability percentages equal to or higher than 66% are exempted from tuition fees. In the case of disability between 50% and 65%, significant reductions in tuition fees are applied.

Students with disability percentages equal to or higher than 66% benefit from an extended duration of scholarship and custom merit requirements, as described in the call for applications.

### **accessibility and public transport**

Accessible routes to luav buildings

1. [Tolentini \(Santa Croce 191\)](#)
2. [palazzo Badoer \(San Polo 2468\)](#)
3. [Campo della lana \(Santa Croce 601\)](#)
4. [Casa del gondolier \(San Polo 2468/B\)](#)
5. [Ca' Tron \(Santa Croce 1957\)](#)
6. [Cotonificio veneziano \(Dorsoduro 2196\)](#)
7. [Magazzino 7 \(Dorsoduro 1827\)](#)
8. [Magazzino 6 \(Dorsoduro 1827\)](#)
9. [Masieri \(Dorsoduro 3900\)](#)
10. [Terese \(Dorsoduro 2206\)](#)
11. [Mestre \(via Torino 153/A\)](#)

By clicking on the single venue, you can find a brief description of the building and a map with the related accessible route.

[Public transport routes and timetables in Venice](#)

### **international mobility students**

Università luav di Venezia supports students with special needs by helping them before and during their mobility in Venice and the attendance of luav courses within the Erasmus+ exchange programmes. If you are a student with disabilities or specific learning difficulties and would like to study at luav, please inform the International Mobility Office and Inclusion Office of your condition before your arrival can help you prepare at best your stay in Venice. You can contact them by sending an email to [mobilita.studenti@iuav.it](mailto:mobilita.studenti@iuav.it) and [inclusione@iuav.it](mailto:inclusione@iuav.it) providing:

- a certificate that specifies the type of disability and how it affects the study. The documents should be written/translated into English or Italian
- a study plan with the courses you wish to take at luav
- a list of your individual needs

### **Contacts**

Università luav di Venezia  
servizio diritto allo studio – inclusione

[Up to the first page](#)

Campo della Lana 601 – 30135 Venezia

[inclusione@iuav.it](mailto:inclusione@iuav.it)

## Whom do I ask for help at Iuav?

For all enquiries (appointments included), please contact the following services by email

### **Admission service**

> admission policy and procedures for bachelor's and master's programmes

> Iuav card

[iscrizioni@iuav.it](mailto:iscrizioni@iuav.it)

### **Student registry**

bachelor's degrees [studenti.triennale@iuav.it](mailto:studenti.triennale@iuav.it)

master's degrees [student.magistrale@iuav.it](mailto:student.magistrale@iuav.it)

> academic career management

### **Fees and financial aid service**

[diritto.studio@iuav.it](mailto:diritto.studio@iuav.it)

> tuition fees related issues, payment, scholarships, reductions, and exemptions

### **Disability support service**

[inclusione@iuav.it](mailto:inclusione@iuav.it)

> advice and guidance on disability and learning difficulties

### **SAP – psychological support desk**

[sap@iuav.it](mailto:sap@iuav.it)

> psychological and/or psychotherapeutic support

### **Postgraduate specialisation programmes service**

[master@iuav.it](mailto:master@iuav.it)

> admission policy and procedures

> academic career management for postgraduate specialisation programmes

### **Specialisation School in Architectural and Landscape Heritage - SSIBAP**

[ssibap@iuav.it](mailto:ssibap@iuav.it)

### **International mobility (incoming/outgoing) for study and traineeship**

[mobilita.studenti@iuav.it](mailto:mobilita.studenti@iuav.it)

> incoming students and Erasmus+ for study

[international@iuav.it](mailto:international@iuav.it)

> overseas programmes

[tirocinio.estero@iuav.it](mailto:tirocinio.estero@iuav.it)

> Erasmus+ for traineeship

### **Career service**

[tirocinio@iuav.it](mailto:tirocinio@iuav.it)

> internship in Italy for students and newly graduates

### **Placement**

[placement@iuav.it](mailto:placement@iuav.it)

> work placements, advice on job search and information on the labour market

### **Student recruitment and orientation service**

[study@iuav.it](mailto:study@iuav.it)

> welcome activities and counselling

### **Student senate**

[sds@iuav.it](mailto:sds@iuav.it)

> social and cultural activities, peer-to-peer information and support

### **International Tutors**

[iuavinternationaltutor@gmail.com](mailto:iuavinternationaltutor@gmail.com)

> peer-to-peer information and support for international students, before and upon their arrival in Venice

Student services are located in  
Campo della Lana,  
Santa Croce 601  
Venezia

Student senate is located at  
Tolentini, Santa Croce 191  
Venezia

## **Enjoying Venice**

### **Eating habits**

In Venice, as in the rest of Italy, there are **three main meals**: breakfast, lunch, dinner

with a few snacks during the day.

A very popular Venetian habit is the *aperitivo* before dinner: people gather in small taverns (*bacari*) and cafés to share an aperitif and a few appetizers (*cicheti*). This habit can get longer at weekends and when it completely replaces dinner it is called *apericena*.

Venetian cuisine is mainly based on **local specialities** and fresh food. Ingredients from other parts of Italy sneak into Venetian dishes and cross-cultural fusion is also very popular.

Here is a non-comprehensive list of Venetian specialities:

**Appetizers**

*Baccalà mantecato*: codfish served as a white cream on toasted bread

*Sarde in saor*: sardines, with an onion-y mixture

*Tramezzini*: small sandwiches of white triangular bread with various fillings

**First courses**

*Bigoi in salsa*: spaghetti-like pasta with anchovies, onions, tomatoes and fennel seeds

*Risotto al nero di seppia*: rice with squid ink

**Second courses**

*Frito misto*: crunchy mix of fried shrimp, calamari rings and vegetables

*Poenta e schie*: small lagoon prawns served with corn cream

**Desserts and pastry**

*Bussolai, zaeti, baicoli*: biscuits

*Frittelle*: small fried dough balls made during the Carnival

**Aperitif**

*Spritz*: prosecco wine, bitter liqueur such as Aperol, Campari, Cynar, or Select, sparkling mineral water and a slice of orange or lemon depending on the liqueur, an olive.

**Eating out** is very common at weekends and it is better to reserve a table if you are going to a restaurant.

Tips are not required but they can be a sign of deep appreciation for the meal or the service.

Besides supermarkets, you can also **shop for food** specialities in bakeries, pastry shops. Outdoor markets are a local alternative to find fresh food (e.g. Rialto market).

## Weather

Venice is located on the north-eastern coast of Italy and it is washed by the Adriatic

Sea that influences its weather all year round.

Below is an overview of the weather conditions in Venice during the year:

**Spring:** April, May, June

days are long, temperatures are moderate, not much rain

**Summer:** July, August, September

hot and humid, storms that make the temperature cooler for a few days

**Autumn:** October, November, December

daylight is shorter, pleasant temperatures, fog, *acqua alta*

**Winter:** January, February, March

mild, temperature averaging above freezing, snow is rare, *acqua alta*

In autumn and winter, when astronomical tide and wind cause a large inflow of water in the lagoon, the phenomenon of ***acqua alta*** (high tide) takes place.

It usually lasts about two hours and affects only some areas of the city. It generally causes little inconvenience and offers a peculiar perspective on the city.

People are alerted with acoustic signals and walkways are placed on the busiest streets: when the tide is higher than 120 cm rubber boots are necessary.

Venice City Council offers a **free high tide alert system** via short text messages.

For further information and subscription

[portale.comune.venezia.it/maree/iscrizione](http://portale.comune.venezia.it/maree/iscrizione) [ITA]

The Tide Forecast Center created **Hi!Tide** (for Android and iOS), a free app to monitor the tide in Venice and check which areas are flooded.

## Free time

### Events in Venice

Venice offers many opportunities to enjoy the city: museums, art galleries, cinemas, theatres.

The event agenda is very varied: you can choose among different opportunities to get the most out of your free time.

For more information

[events.veneziaunica.it](http://events.veneziaunica.it)

### Venetian feasts

Carnevale February  
La Sensa May  
Redentore July  
Regata storica September  
La Salute 21 November

### **National Holidays**

All Saints' Day 1 November  
Christmas Holidays 24 December > 6 January  
Liberation Day 25 April  
Labour day 1 May  
Republic day 2 June

### **Accessibility**

For the matters of accessibility of the city, please consult the website of the Venice municipality:

<https://www.comune.venezia.it/it/content/venezia-accessibile-itinerari-senza-barriere>

### **Safety Tips**

Venice is a very safe city that you can walk around at any time of day or night. The most important thing is to be aware of scammers and pickpockets.

- **Avoid apartment scams:** do not send any money to anyone in advance. First sign a contract, then pay.
- **Beware of the pickpockets:** they operate mostly in the railway station zone and in the historical centre, but can also be found in the lines for waterbuses or on buses.
- **Be aware of phone scams:** remember that no police force, bank or embassy will ever ask you to move your money into another bank account and that no decent organisation will try to hurry, pressure or threaten you or ask you to keep your contact secret

### **Essential Italian vocabulary**

Check out the [interactive exercises](#) we created for you to learn the most useful vocabulary.

## **Emergency contacts**

**In case of an emergency**

[Up to the first page](#)

European Emergency number: 112

Italian emergency numbers:

113 Police

115 Fire Brigade

118 Ambulance

1522 Violence and stalking

### **Health assistance**

In case of emergency, you can refer to the First Aid section of

- Ospedale Santi Giovanni e Paolo in Venice, Castello 6777 (by waterbus: line 5.1, 5.2, 4.2, 4.1, 2 stop at Ospedale) - 0039 041 5294111;
- Ospedale dell'Angelo in Mestre, via Paccagnella n. 11 (bus 24H from Venice; bus 32H, 33H, 34H, 45H, 47H and 48H from Mestre) - 0039 041 9657111.

It is highly recommended to bring your ID/passport along with Italian tax code, EHIC (EU and EU-equated students), health insurance or health card (in case you are registered with the National Health Service).

### **Emergency medical service**

The service is active every day from 20.00 to 08.00 hours., on the days before holidays from 10.00 to 08 .00 hours of the following day; on holidays from 8.00 . to 20.00 hours.

\* Venice Historical City Centre tel. 0039 041 5294060

\* Lido Malamocco Alberoni tel. 0039 041 5267743

\* Pellestrina tel. 0039 041 967549

\* Burano tel. 0039 041 730005

\* Murano S. Erasmo tel. 0039 041 5274078

\* Cavallino Treporti Ca' Savio tel. 0039 041 5300214

\* Mestre South – Marghera – Mestre North tel. 0039 041 9657999

\* Marcon Quarto d'Altino tel. 0039 0422 824146

### **Medicines and Pharmacies**

You can buy medicines in pharmacies (*farmacia*), usually marked with a green cross in front of the shop.

If you are undergoing special treatment, remember to check the availability of your medicine in Italy and bring the related prescription with you.