



# The University of Florence

Academic Year 2011/2012



*Università degli Studi di Firenze*

# Index

## About the University of Florence

---

Presentation of the University	3
Structure of the University	4
Central Administration, <i>Poli</i> and Faculties	4
University libraries	5

## Useful Information

---

Entering Italy	7
Lost documents	8
Useful numbers	8
Travelling in Florence	9
Health insurance	9
Italian holidays	10

## Appendix

---

Academic Calendar	11
Teaching and learning	11
Assessment	11
Grading systems	11
Credit system	11
Useful links	12

# About the University of Florence

## Presentation of the University

<b>Rettore</b>	Prof. Alberto Tesi
<b>Prorettore vicario</b>	Prof. Michele Papa
<b>Prorettori</b>	Prof. <b>Marco Bellandi</b> , <i>Trasferimento tecnologico e rapporti con il sistema territoriale</i> Prof.ssa <b>Elisabetta Cerbai</b> , <i>Ricerca scientifica</i> Prof.ssa <b>Anna Nozzoli</b> , <i>Didattica e servizi agli studenti</i> Prof. <b>Giacomo Poggi</b> , <i>Coordinamento e strategie per l'ottimizzazione dei finanziamenti ministeriali</i>
<b>Delegati</b>	Prof. <b>Luca Bagnoli</b> , <i>Bilancio</i> Prof. <b>Andrea Cantini</b> , <i>Dottorato e formazione alla ricerca</i> Prof.ssa <b>Maria Paola Monaco</b> , <i>Relazioni sindacali</i> Prof. <b>Michele Papa</b> , <i>Relazioni internazionali</i> Prof. <b>Carlo Sorrentino</b> , <i>Comunicazione</i>
<b>Direttore Amministrativo</b>	Dott. Giovanni Colucci

The University of Florence is a relatively young Institution with ancient roots going back to the *Studium Florentinum* founded in 1321.

The official denomination of University was granted by an Act of Parliament passed in 1923. The University of Florence counts about 60,000 students, with almost 5% of them coming from foreign countries. Teaching staff and researchers number about 2000 and members of the administrative staff are almost 1,600.

With its 12 faculties (Agriculture, Architecture, Economics, Pharmacy, Law, Engineering, Arts, Medicine and Surgery, Psychology, Education, Mathematical, Physical and Natural Sciences, Political Sciences) the University of Florence offers 66 first cycle degree courses, 66 second cycle degree courses and 7 single-cycle degrees (*Lauree magistrali a ciclo unico*).

Faculties are located in the historical centre of Florence and in various "Poli" (decentralized structures) all over the town, in its suburbs with the "campus" of Sesto Fiorentino, a broad settlement of classrooms and research structures in the field of science and technology and in other cities of Tuscany, held in Calenzano, Pistoia, Empoli, Scandicci and Prato.

Study programmes include also 86 master degrees (10 of them in cooperation with other Universities) and 51 post-graduate courses (*Corsi di perfezionamento*).

Not only is our University open to its territory, but it also aims at achieving an international dimension, encouraging student-exchange programmes. The University of Florence counts more than 600 agreements of scientific and didactic cooperation with partner Institutions participating in the LLP/Erasmus programme and has received an important acknowledgment from the Italian LLP Agency because it ranks among the top Italian institutions for student mobility figures within the Erasmus programme, in particular regarding the number of incoming Erasmus students (more than 1000 students in the academic year 2009/2010).

From the academic year 2011/2012 our University promotes two courses entirely in English: the degree course in Development Economics (corso di Laurea Magistrale in Economia dello sviluppo avanzata) and the curriculum in "Ar-

chitectural Design” of the degree course in Architecture (corso di Laurea Magistrale in Architettura). The University is working on the implementation of courses specifically designed for obtaining a joint degree, a degree recognized both in Italy and in a partner country. In fact from 2011/2012 the French-Italian Degree in Law (together with the University of Paris I Panthéon-Sorbonne) becomes an “interuniversity” degree course.

With the same view the University of Florence organizes international doctorate courses. In 1999 our Institution was awarded the title of “European Centre of Excellence” by the European Union, in recognition of its specialisation in courses dealing with European integration.

Florence actively participates in the programme of internationalization of the Italian University system, cooperates in particular with the Slav-Balkan territories and the Mediterranean countries and takes part in research projects financed by the European Union.

The University of Florence counts 49 Departments, a renowned *Museum of Natural History* (with six sections and several historical scientific collections), 10 research centres (*Centri di Ricerca, Trasferimento e Alta Formazione*) destined to new and particularly advanced research themes, 16 Interdepartmental centres, 22 Interuniversity centres, and various facilities such as the *Centro Linguistico di Ateneo*, the *Centro di Cultura per Stranieri*, the *Centro Servizi Informatici e Informativi dell’Ateneo Fiorentino*. Furthermore, it takes part in 30 interuniversity organizations. The University Library system consists of six big libraries (Biomedica, Scienze, Scienze Sociali, Scienze Tecnologiche, Umanistica and Biblioteca del Polo Universitario di Prato).

## Structure of the University

Starting from the 2001-2002 academic year, the Italian University system, in keeping with the “Bologna Declaration” of June 19, 1999, comprises two *Laurea* programmes (a first-level, three-years programme leading to a *Laurea* followed by a second-level, two-years programme leading to a *Laurea magistrale*) plus a third-level programme awarding the title of *Dottore di Ricerca*. There are also single-cycle degree courses (*Lauree magistrali a ciclo unico*) in Architecture, Medicine and Surgery, Odontology, Pharmaceutical Chemistry and Technology, Pharmacy and Law. Degree courses may be supplemented by continuing education programmes aimed at both students and professionals (such as Masters and specialization courses). Another novelty is the introduction of a credit system which defines the workload required to the students to achieve the different educational goals.

## Central Administration, Poli and Faculties

### Central Administration

Piazza San Marco, 4, 50121 Firenze

### Poli

#### **Polo Centro Storico**

Faculty of Architecture, Arts, Education, Psychology

#### **Polo Biomedico e Tecnologico**

Faculty of Engineering, Pharmacy, Medicine and Surgery

#### **Polo Scientifico e Tecnologico**

Faculty of Agriculture, Mathematical, Physical and Natural Sciences

## Polo delle Scienze Sociali

Faculty of Economics, Law, Political Science

### Faculties

**Agriculture** (Agraria) Dean: Prof. Giuseppe Surico

**Architecture** (Architettura) Dean: Prof. Saverio Mecca

**Arts** (Lettere e Filosofia) Dean: Prof. Riccardo Bruscaagli

**Economics** (Economia) Dean: Prof. Francesco Giunta

**Education** (Scienze della Formazione) Dean: Prof.ssa Simonetta Ulivieri

**Engineering** (Ingegneria) Dean: Prof. Stefano Manetti

**Law** (Giurisprudenza) Dean: Prof. Paolo Cappellini

**Mathematical, Physical and Natural Sciences** (Scienze Matematiche, Fisiche e Naturali) Dean: Prof.ssa Paola Bruni

**Medicine and Surgery** (Medicina e Chirurgia) Dean: Prof. Gian Franco Gensini

**Pharmacy** (Farmacia) Dean: Prof. Patrizio Blandina

**Political Science** (Scienze Politiche) Dean: Prof.ssa Franca Maria Alacevich

**Psychology** (Psicologia) Dean: Prof. Andrea Smorti

### University libraries



Libraries are located in the Faculty building, as well as in the Faculty institutes, departments, etc.

Opening and closing hours and borrowing procedures vary from library to library: it is necessary to check these with each individual library.

#### Location of the libraries:

##### **Biblioteca Biomedica (Biomedical Library) [www.sba.unifi.it/biomedica](http://www.sba.unifi.it/biomedica)**

###### **Pharmacy**

Viale Morgagni, 44 | 50134 Firenze | ☎ 055 4598719 | E-mail: [bime@unifi.it](mailto:bime@unifi.it)

###### **Medicine**

Viale Morgagni, 85 | 50134 Firenze (Careggi Hospital Area) | ☎ 055 4598055 | ☎ 055 4221649 | E-mail: [bime@unifi.it](mailto:bime@unifi.it)

For further information on library services of the "Biblioteca Biomedica" consult: <http://www.sba.unifi.it/biomedica/>

##### **Biblioteca di Scienze (Sciences) [www.sba.unifi.it/scienze](http://www.sba.unifi.it/scienze)**

###### **Anthropology**

Via del Proconsolo, 12 | 50122 Firenze | ☎ 055 2743030 | ☎ 055 2743031 | E-mail: [biantr@unifi.it](mailto:biantr@unifi.it)

###### **Animal Biology**

Via Romana, 17 | 50125 Firenze | ☎ 055 2288231 | ☎ 055 2288226 | E-mail: [bioani@unifi.it](mailto:bioani@unifi.it)

## **Botanics**

Via La Pira, 4 | 50121 Firenze | ☎ 055 2757442 | 📠 055 2756204 | E-mail: [botanica@unifi.it](mailto:botanica@unifi.it)

## **Geomineralogy**

Via La Pira, 4 | 50121 Firenze | ☎ 055 2757534 / 2756311 / 2756245 | 📠 055 2756204 | E-mail: [geolo@unifi.it](mailto:geolo@unifi.it)

## **Mathematics**

Viale Morgagni, 67/a | 50134 Firenze | ☎ 055 4237127-313 | 📠 055 4237128 | E-mail: [biblio@math.unifi.it](mailto:biblio@math.unifi.it)

## **Polo Scientifico di Sesto Fiorentino (Chemistry and Physics)**

Via Bernardini, 6 (1st floor) | 50019 Sesto Fiorentino (Firenze) | ☎ 055 4572921 | 📠 055 4572933 | E-mail: [bibsesto@unifi.it](mailto:bibsesto@unifi.it)

## **Astronomy**

Largo Fermi, 2 | 50100 Firenze | ☎ 055 2055204 | 📠 055 2055252 | E-mail: [biblio@astro.unifi.it](mailto:biblio@astro.unifi.it)

## **Biblioteca di Scienze Sociali (Social Sciences) [www.sba.unifi.it/scienze-sociali](http://www.sba.unifi.it/scienze-sociali)**

### **Social Sciences** (One single Library service for *Law, Economics and Political Sciences*)

Via delle Pandette, 2 (Polo di Novoli) | 50127 Firenze | ☎ 055 4374010 | 📠 055 4374955 | E-mail: [scienze-sociali@biblio.unifi.it](mailto:scienze-sociali@biblio.unifi.it)

### **Statistics**

Viale Morgagni, 57 | 50134 Firenze | ☎ 055 4237234 | E-mail: [biblstat@ds.unifi.it](mailto:biblstat@ds.unifi.it)

## **Biblioteca di Scienze Tecnologiche (Technological Sciences) [www.sba.unifi.it/scienzetecnologiche](http://www.sba.unifi.it/scienzetecnologiche)**

### **Agriculture**

Piazzale delle Cascine, 18 | 50144 Firenze | ☎ 055 3288232 (office) | 📠 055 3288394 | E-mail: [bibag@unifi.it](mailto:bibag@unifi.it)

### **Architecture**

Via Micheli, 2 | 50121 Firenze | ☎ 055 2756400 / 401 | 📠 055 2756422 | E-mail: [bibarc@unifi.it](mailto:bibarc@unifi.it)

### **Engineering**

Via Santa Marta, 3 | 50139 Firenze | ☎ 055 4796302 | 📠 055 4796303 | E-mail: [sfinge@ing.unifi.it](mailto:sfinge@ing.unifi.it)

### **Dipartimento di Costruzioni e Restauro (Building Sciences)**

Piazza Brunelleschi, 6 | 50100 Firenze | ☎ 055 2757880

### **Dipartimento di Economia agraria e delle risorse territoriali (Agronomics and Territorial Resources)**

Piazzale delle Cascine, 18 | 50144 Firenze | ☎ 055 3288228 | 📠 055 3288394

### **Dipartimento di Tecnologie dell'architettura e design "Pierluigi Spadolini" (Architecture Technologies and Design)**

Via S. Niccolo, 89/A | 50125 Firenze | ☎ 055 2055539 | 📠 055 2055599

### **Dipartimento di Architettura– Disegno, Storia, Progetto (Architectural Planning)**

Viale Gramsci, 42 | 50132 Firenze | ☎ 055 2055362

### **Dipartimento di Urbanistica e pianificazione del territorio (Urban and Regional Planning)**

Via P.A. Micheli, 2 | 50121 Firenze | ☎ 055 2756451 | 📠 055 2756484

## Biblioteca Umanistica (Humanities) [www.sba.unifi.it/umanistica](http://www.sba.unifi.it/umanistica)

### Philosophy

Via Bolognese, 52 ("Il Pellegrino") | 50139 Firenze | ☎ 055 2756002 | 📠 055 2756035 | E-mail: [bibfil@unifi.it](mailto:bibfil@unifi.it)

### Geography

Via S. Gallo, 10 | 50129 Firenze | ☎ 055 2757943 | 📠 055 2757952 | E-mail: [bibgeo@unifi.it](mailto:bibgeo@unifi.it)

### Lettere (Liberal Arts)

Piazza Brunelleschi, 3 | 50121 Firenze | ☎ 055 2757811 | 📠 055 243471 | E-mail: [biblet@unifi.it](mailto:biblet@unifi.it)

### Education

Via Laura, 48 | 50121 Firenze | ☎ 055 2756051 | 📠 055 2756055 | E-mail: [bibmag@unifi.it](mailto:bibmag@unifi.it)

### North American History and Literature

Palazzo Fenzi - Via S. Gallo, 10 | 50129 Firenze | ☎ 055 2757940 | 📠 055 2757952 | E-mail: [bibnor@unifi.it](mailto:bibnor@unifi.it)

### Psychology

Via San Salvi, 12 | 50135 Firenze | ☎ 055 6237885 | 📠 055 661476 | E-mail: [bibpsico@unifi.it](mailto:bibpsico@unifi.it)

### History of Art

Via della Pergola, 56 | 50121 Firenze | ☎ 055 2757047 e 2756062 | 📠 055 2757841 | E-mail: [biblet@unifi.it](mailto:biblet@unifi.it)

## Biblioteca del Polo Universitario di Prato

Piazza dell'Università, 1 | 59100 Prato | ☎ 0574 602516 | 📠 0574 602509 | E-mail: [biblioteca@pin.unifi.it](mailto:biblioteca@pin.unifi.it)

For further information consult: <http://www.sba.unifi.it/>

## Useful information

### Entering Italy

---

EU students and students from Switzerland and EEA (European Economic Area) Countries (Norway, Iceland and Liechtenstein) who wish to stay in Italy for a period **exceeding 3 months** should register with the local Anagrafe (population register of the place of residence) of the Municipality they reside before the end of the first three months of stay. For periods **not exceeding 3 months** they should report their presence on Italian territory to the local Police authorities filling out the relevant form (Dichiarazione di presenza).

Foreign nationals – that is citizens of other countries than those indicated above – may enter Italy provided that they hold a valid passport or equivalent travel document and, if required, an entry visa issued in their country of origin. A visa is **not required** if you are a national of one of the countries whose citizens are exempt from any visa requirement for short-term stays **not exceeding 90 days**. **A visa is required** if you are a national of one of the countries whose citizens are subject to a visa requirement. For more information on the countries which are exempt from visa requirement please consult the web site of Polizia di Stato (see below).

If you wish to stay in Italy for a **period exceeding 90 days**, you are subject to a visa requirement even if you are a citizen of a country exempt from any visa requirement for short stay.

Besides, if you are a non-EU national and plan to come to Italy for a **period exceeding three months**, you must apply for a residence permit. If it is your first time in Italy, you have **8 days** to apply for a residence permit.

Where to apply for a residence permit:

- Municipalities ('Comuni') which provide this service;
- 'Patronati' (institutions offering advice and social assistance to workers);
- Immigration Desk (Sportello Unico per l'Immigrazione) set up in every Italian province at the Prefettura;
- Post Offices, where you receive the kit containing the application form.

On the contrary, foreigners who stay in Italy for **study** for periods not exceeding 3 months are **not required to apply for a residence permit**. If foreign citizens have arrived from **non-Schengen states**, they should report their presence to the border authorities when entering Italy and the border authorities will put a uniform Schengen stamp on their travel documents. If foreign citizens have arrived **from other Schengen states**, they should report their presence to the local Questura (central police station in the province) filling out the relevant form within 8 days of their arrival in Italy.

For more information on the procedures and relevant costs, on the list of the Municipalities, Patronati and Post offices which can provide a residence permit please check the following web site:

### Polizia di Stato

[www.poliziadistato.it](http://www.poliziadistato.it)

### Useful links

- Ministero dell'Interno [www.interno.it](http://www.interno.it)
- Ministero degli Affari esteri [www.esteri.it/MAE/IT/Ministero/Servizi/Stranieri/](http://www.esteri.it/MAE/IT/Ministero/Servizi/Stranieri/)
- Portale Immigrazione [www.portaleimmigrazione.it](http://www.portaleimmigrazione.it)
- Immigrazione Oggi [www.immigrazioneoggi.it](http://www.immigrazioneoggi.it)
- Associazione Nazionale Comuni Italiani (ANCI) [www.anci.it](http://www.anci.it)
- Poste Italiane [www.posteitaliane.it](http://www.posteitaliane.it)

### Lost documents

---

In case of lost or stolen documents, a charge must be presented at one of the following Offices: the Police Headquarters (Questura), the Police Station or the Carabinieri station of the district where you live (open 24 hours a day).

For enquiries on lost objects:

- Oggetti trovati – Lost and Found: Via F. Veracini 5, int. 5 | 50144 Firenze | ☎ 055 334802 | 📠 055 3246473 | E-mail: [uffogtro@comune.fi.it](mailto:uffogtro@comune.fi.it)



## Useful numbers

### Emergency

Municipal Police ( <i>Polizia Municipale</i> )	055 3285/055 3283333
Immediate Police intervention ( <i>Pronto Intervento</i> )	113
Ambulance	118
SOS cars (ACI)	803116
Road Police	055 503251 - 50681
Fire Brigade ( <i>Vigili del Fuoco</i> )	115
Carabinieri	112

### Consulates

The list is available at [www.firenzeturismo.it](http://www.firenzeturismo.it) or [www.comune.fi.it](http://www.comune.fi.it)

### Other

<b>Prefettura</b> , Via Cavour, 1	055 27831
<b>Questura</b> , Via Zara, 2	055 49771

## Travelling in Florence

### → By Bus

The easiest way of travelling in Florence is by public transport (ATAF). Bus tickets can be bought from bars, tobacconists, newsagents showing the sign “biglietti ATAF” (ATAF tickets), but also from automatic distributing machines. The ticket must be stamped in the special stamping machines as soon as the passenger gets on board.

For further information consult: [www.ataf.net](http://www.ataf.net)

### → By Taxi

To call a taxi dial 055 4242/4798 – 055 4390. Taxis are also parked outside railway stations and in the main city squares.

### → Hire Cars

There are several rental car companies in Florence (cf. telephone directory). Motorbikes and bikes can also be easily rented.

## Health Insurance

European citizens in possession of a European Health Insurance Card (EHIC) or equivalent document will get the same access to public sector health care at the same terms as nationals in accordance with the Italian legislation if a medical treatment is or becomes necessary during their stay. Those who do not have complete health coverage in their Home country or are not EU citizens need to take an insurance policy.

For further information please address to the following Office:

## Italian holidays



1st January

6th January

Monday after Easter

25th April (Liberation Day)

1st May (Labor Day)

2nd June (Republic Day)

24th June (St. Giovanni, Patron Saint of Florence)

15th August (Assumption Day)

1st November (All Saints Day)

8th December (Immaculate Conception)

25th December (Christmas Day)

26th December (St. Stephen Day)

### **The University of Florence will be closed on**

October 31

December 9

from 27 to 30 December 2011

## APPENDIX

### Academic Calendar

The academic year in Italy is made up of two semesters. The first semester starts in September/October and ends in January/February. The second semester starts in February and ends in July. The actual start and finish dates will vary in the different Faculties but each semester lasts around 20 weeks and is made up of a teaching period lasting around 14 weeks and an exam period lasting around 6 weeks.

### Teaching and learning

Most teaching still takes place in large lecture halls but this will depend very much on the single course of study. Students are also expected to carry out a considerable amount of self study outside the classroom in order to prepare for exams.

### Assessment

Exams are held after the teaching period and are mainly oral exams although some courses will have written tests taking place during the semester or before the oral exam. Each exam will have a number of dates offered during the exam period and students can choose which date they wish to take the exam. They are also entitled to turn down a mark and take the exam again if they are not satisfied with the result. Rules apply as to how often a student can take an exam within an examination period.

### Grading systems

Examinations are graded according to a scale ranging from 0 to 30, with 18 as a pass mark.

A “cum laude” may be added to the highest grade (30; 30 e lode) as a mention of special distinction.

All examination results are used to calculate the overall degree mark on a scale of 0-110. The final result is based on exam results plus the presentation of a project or dissertation in front of a Board of Examiners. The pass mark is 66 and students who obtain full marks of 110 may also be awarded ‘summa cum laude’ (110 e lode).

### Credit system

The Italian University credit system (CFU) defines the “study workload” (including time spent preparing for examinations) required of each student in possession of an adequate initial background to achieve the educational goals and abilities foreseen for each academic course. Each credit corresponds to 25 hours of global work by the student.

## Useful links

<http://www.unifi.it> (University Website)  
<http://www.agr.unifi.it> (Facoltà di Agraria)  
<http://www.arch.unifi.it> (Facoltà di Architettura)  
<http://www.economia.unifi.it> (Facoltà di Economia)  
<http://www.farmacia.unifi.it> (Facoltà di Farmacia)  
<http://www.giuris.unifi.it> (Facoltà di Giurisprudenza)  
<http://www.ing.unifi.it> (Facoltà di Ingegneria)  
<http://www.lettere.unifi.it> (Facoltà di Lettere e Filosofia)  
<http://www.med.unifi.it> (Facoltà di Medicina e Chirurgia)  
<http://www.psic.unifi.it> (Facoltà di Psicologia)  
<http://www.scform.unifi.it> (Facoltà di Scienze della Formazione)  
<http://www.scienze.unifi.it> (Facoltà di Scienze Matematiche, Fisiche e Naturali)  
<http://www.scpol.unifi.it> (Facoltà di Scienze Politiche)  
<http://www.polobiotec.unifi.it> (Polo Biomedico e Tecnologico)  
<http://www.polocs1.unifi.it> (Polo Centro Storico 1)  
<http://www.poloscitec.unifi.it> (Polo Scientifico e Tecnologico)  
<http://www.polosociale.unifi.it> (Polo delle Scienze Sociali)  
<http://www.cla.unifi.it> (Centro Linguistico di Ateneo)  
<http://www.csiaf.unifi.it> (Centro Servizi Informatici dell'Ateneo Fiorentino)  
<http://www.ccs.unifi.it> (Centro di Cultura per Stranieri)  
<http://stud.unifi.it:8080> (On-line Booking Service for Students)  
<http://www.sba.unifi.it> (Sistema Bibliotecario di Ateneo)  
<http://www.fupress.com> (Firenze University Press)  
<http://e-prints.unifi.it> (Archivio E-Prints)  
<http://www.cus.firenze.it> (Centro Universitario Sportivo)  
<http://www.dsu.toscana.it> (Study Grants, Canteens, Accommodation)  
<http://www.istruzione.it> (Ministero Istruzione Università e Ricerca)  
<http://www.programmallp.it> (Agenzia Nazionale LLP Italia)  
<http://www.internettrain.it> (Internet Points)  
<http://www.msn.unifi.it> (Museo di Storia Naturale)  
<http://www.portaleimmigrazione.it> (Portale Immigrazione)