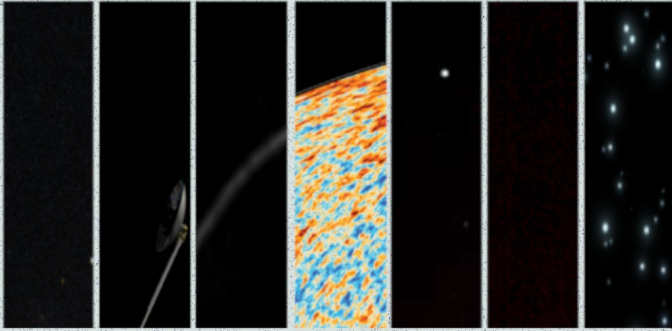


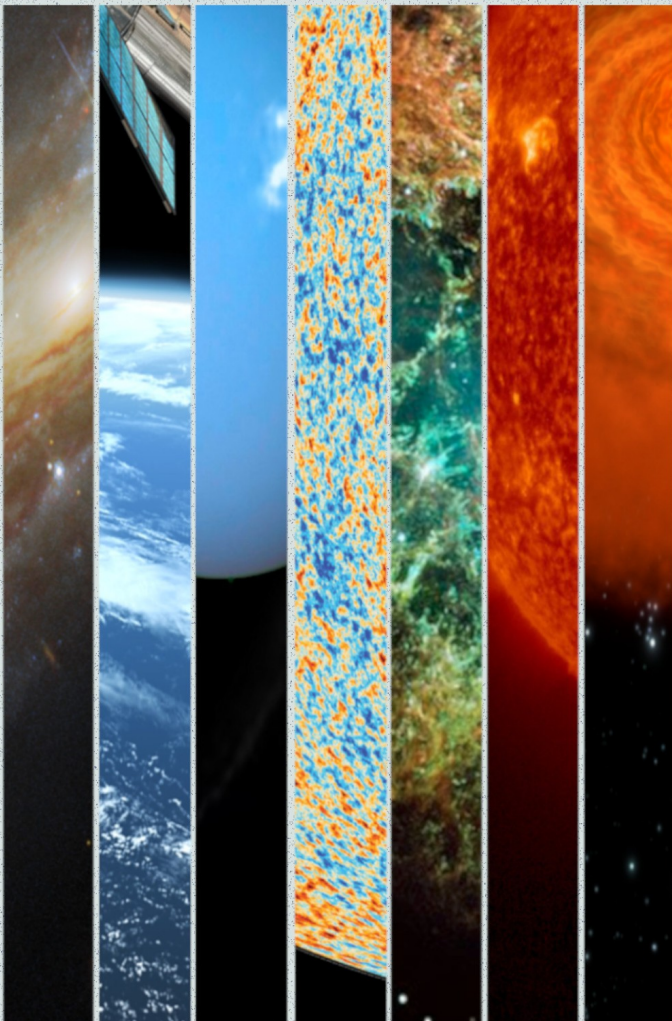


TOR VERGATA
UNIVERSITÀ DEGLI STUDI DI ROMA



WELCOME GUIDE INCOMING

2023/2024



MASS

MASTER IN ASTROPHYSICS
AND SPACE SCIENCE

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WELCOME TO TOR VERGATA UNIVERSITY

Studying in Rome will add an amazing cultural perspective to the quality of your studies.

You will live in a city where you can perceive the passing of time by merely strolling across its central streets: ancient, Middle-Age, Renaissance, Baroque, Neoclassicism and Modern Rome are ready to be discovered. It is a centre for inter-religious debate and a place where the founding Treaty for the European Union was signed.

In Rome you will be able to enjoy all this, surrounded by a gentle climate, arts and music, fashion and food.

The Campus of Tor Vergata University is about 40 minutes tube ride from the historical city centre of the “Eternal City” Rome and 20 minutes far from the peaceful Castelli Romani area, notorious for its vineyards and hillside landscape.

Tor Vergata’s six Schools (Economics, Engineering, Humanities and Philosophy, Law, Medicine and Surgery, and Mathematical, Physical and Natural Sciences) are located in a vast 600-hectare campus.

Each School is provided with its own library, teaching and research facilities, reading rooms, laboratories, canteens and green areas where students can experience a real campus life.

The School of Medicine and Surgery is part of the important University Hospital compound, the Policlinico Tor Vergata (PTV), where students can benefit from health care and physical emergency assistance.



HOW TO REACH US

BY CAR:

Take Exit number 19-20 from the Grande Raccordo Anulare (GRA), the highway ring surrounding the city. Direction: Romanina – 2°Università

BY TRAIN ROMA TERMINI

Once there, take the subway Line A towards Anagnina, the last stop.

Once there, take Bus number 20 or 500 (depending on your final School destination) that will take you in a few minutes to the Tor Vergata Campus.

MAIN PUBLIC TRANSPORTATION (Metro and Bus ticket cost 1,50 euro)

The public transportation company in Rome is called ATAC. Information on tickets, services, planned works, accessibility, maps, etc. are available at <https://www.atac.roma.it/en>, although some parts of the website are only available in Italian.

Metropolitana – Linea “A” (Orange) to Anagnina station

- Get off at Anagnina (last stop) and take the Bus 20 Express to reach: Central Administration Offices, School of Law, School of Economics; Engineering; Humanities and Philosophy; Mathematical, Physical and Natural Sciences; Medicine and Surgery
- Get off at Anagnina (last stop) and take the bus 500 to reach: Medicine and Surgery; Mathematical, Physical and Natural Sciences;
- Get off at Anagnina (last stop) and take the bus 506, 507, 509 to reach: Central Administration Offices, School of Law.

Metropolitana Linea “C”

- Get off at Torre Angela and take Bus 500, 506 and 20 Express Cotral extra-urban lines: Cotral services connect many municipalities of lower Lazio with the Anagnina underground station, crossing the university campus “Tor Vergata”.

FROM THE AIRPORT

Fiumicino Airport Leonardo da Vinci





BY CAR

- From the Roma – Fiumicino Highway enter into GRA, direction NAPOLI, then take Exit 19-20 (Romanina – 2° Università)

BY TRAIN

- Take the Leonardo Express from Fiumicino Airport to Roma Termini (Rome main railway station).

There you can catch the Metro Line A from Termini to Anagnina, getting off at the last stop, Anagnina

- Train from Fiumicino Airport Railway to Roma Tuscolana station, walk for 5 minutes to the Metro Line A stop, Ponte Lungo, take it toward Anagnina, and exit at the last stop, Anagnina Ciampino Airport
- Take the Blue Bus ATRAL or ATAC bus to Anagnina Metro Station.





STUDYING AT TOR VERGATA UNIVERSITY (UTOV)

The enrolment to Universities in Italy is regulated by ministerial procedures meant to establish different modalities of access for:

- **EU students holding a foreign title & non-EU students residing in Italy and holding a foreign title.**

This category includes EU citizens (also Italians), equivalent and non-EU citizens with a resident permit holding a foreign title. Citizens of Norway, Iceland, Liechtenstein, Switzerland and Republic of San Marino are considered as equivalent, as well as refugees and holders of subsidiary protection status, including staff in service in Diplomatic Representations abroad and in international bodies located in Italy – accredited to the Italian State or the Holy See – and their dependent families (spouse and children).

- **Non-EU students not resident in Italy (Study Visa applicants)**

This category includes students with citizenship of a non-EU Country and not resident in Italy, hence applying for a study visa.

- **Non-EU students holding an Italian title**

These are non-EU citizens holding a title obtained in Italy to enter University in accordance with the same procedures meant for the Italian citizens (hence with neither dedicated quota nor need to sit for the test of Italian language).

In general, holders of a foreign title who wish to enrol to a study program at UTOV need to apply for a statement of comparability. This statement of comparability will have to be provided during the enrolment procedure.



MASS 2022-2023 – EDITION 2 GENERAL INFORMATION

FORMALITIES & ACCOMMODATION

VISA

EU CITIZENS

If you are a citizen of a country belonging to the EU, you are exempted from a VISA to enter Italy.

NON-EU CITIZENS

If you are a citizen of a country not belonging to the European Union and you are not currently resident in Italy, you need to obtain a VISA before your arrival in Italy. In order to request the VISA, a pre-enrolment application must first be submitted through the platform University (www.universitaly.it) not later than **31st July, 2023**, where you must upload the **conditional admission letter** (also called “acceptance letter”) together with either the **“Letter of Nomination”** or the **“Letter of Eligibility”** that you received, the **statement of comparability** (see below) and the **passport**.

NOTE: Always register with your complete name and surname (including any middle name, double name, double surname) as they appear in your passport!

Then you must **contact as soon as possible the closest Italian diplomatic missions** (Italian Embassy, Consulate, etc.) to complete the visa issuing procedures in order to arrive in Italy (Rome) on September 17th, 2023.

The pre-enrolment on University must be made as soon as possible when you receive the statement of comparability and latest within July, 31st.





STATEMENT OF COMPARABILITY

A statement of comparability of foreign academic titles must be applied for at CIMEA (Academic Equivalence Mobility Information Center, www.cimea.it), with which the University of Rome "Tor Vergata" has an agreement.

Obtain from CIMEA a statement of comparability of your degree. For this purpose, the student needs to create an account at <https://cimea.diplo-me.eu/torvergata/#/auth/login> and follow the instructions on the website for obtaining a statement of comparability of the Bachelor's degree (or of the Master degree, in the case of an integrated degree).

The registration and submission of the request must be done on the "Tor Vergata" channel (above link) for the conditions of the agreement between CIMEA and the Tor Vergata university to be applied.

The application must be done as soon as possible. The urgent procedure will apply by default. The delivery of the statement of comparability is foreseen within 30 working days, in the absence of specific problems related to the submitted documents. However, the procedure could take longer because of an exceptionally high number of requests CIMEA is receiving. The expense sustained for the electronic statement of comparability will be refunded to scholarship/fee-waiver holders after their arrival in Rome and the enrolment procedure has been finalized. In the case of self-funded students, the cost of the certificate will be either detracted from the participation costs the student will have to pay, or refunded to the student after enrolment.

Please note, that depending on the country of origin or country where the degree was issued, the shipping of attested paper-copies of qualification documents may be required. The shipping address is provided in the section "Required Documents" of CIMEA website.

A tutorial about CIMEA application procedure will be provided separately via email to the candidates.





TAXPAYER CODE (CODICE FISCALE)

The taxpayer code is an instrument for identifying citizens and it is issued by the Italian Ministry of Finance. It is required for various procedures, e.g. **to complete your enrolment** as well as to open a bank account, to apply for a health insurance card or to sign a tenancy agreement. This document can be requested from the closest “Agenzia delle Entrate” upon arrival in Italy. Nevertheless, in order to accelerate the bureaucracy after arrival in Rome, it is strongly advised that non-EU students request the document from the Italian Consular-diplomatic representation in the country of residence, together with the Visa.

MASS students will be assisted by Project Office and University staff members in requesting the taxpayer code during the first week of their stay.

For information, please contact project-office@master-mass.eu.

STAY PERMIT

EU citizens

EU citizens who plan to stay in Italy for more than three months need to register with the local municipality of the town where they are residing in Italy. The MASS Project-Office will assist students with this procedure.

Non-EU citizens

The Italian law establishes that **non-EU** citizens who wish to stay in Italy for more than three months must apply for the residency permit within 8 days from their arrival in Italy.

Firstly, students have to take the kit for the residency permit request (available at post offices). The MASS Project-Office books for the MASS Students an appointment with Tor Vergata University Welcome Office to receive assistance with the application process.

Once the request form is correctly completed, students have to deliver it to any post office together with:

- ✓ a copy of each passport's page
- ✓ a copy of the health insurance
- ✓ a copy of the Acceptance Letter received from the University

- ✓ a copy of the Fiscal Code
- ✓ 1 Revenue Stamp (Marca da Bollo) € 16. You can buy it in the tobacco stores.

COSTS OF THE RESIDENCY PERMIT:

The cost of the slip is € 70,46

The cost of the residency permit kit is € 30,00

The closest Post Office to the Tor Vergata University is in:

VIA TERZILIO CARDINALI, 11
00173 - ROMA
BEHIND THE SUPERMARKET),
N.20 BUS FROM VIALE CAMBRIDGE

OPENING HOURS:

Mon to Fri from 8.20 am to 7.05 pm
Sat from 8.20 am to 12.35 pm

Expenses sustained by MASS students for the above formalities are included in the “Participation costs” and hence will be refunded by the MASS Consortium.

HEALTH INSURANCE

Having a valid health insurance in Italy is essential to request a residency permit. MASS students will be provided with an insurance package from a private insurance agency (Aon Student Insurance “ICS Complete” with Erasmus Mundus special clauses) that fulfills the minimum requirements set out by the European Commission for the Erasmus+, Erasmus Mundus programmes. The insurance package will include coverage for travel, health, accident, private liability, loss of documents, baggage during international trips. The insurance will be valid from the start of your travel to join the programme and until two weeks (and up to a maximum of two months) after the end of the programme.

In addition, after arriving in Italy, if you wish so you will have the opportunity of registering with the National Health Service (SSN).



NATIONAL HEALTH SERVICE

The registration with the National Health Service (SSN) will provide you with complete health assistance. You will be assigned to (or you can choose) a general practitioner (also called “family doctor”).

Registration is valid for one calendar year (from January to December).

How to register at the post office:

HOW TO REGISTER AT THE POST OFFICE:

Fill in the slip and pay € 149.77 (postal current account no. 370007) in the name of “**Tesoreria Provinciale dello Stato, Regione Lazio**” and write the following description in the dedicated space:
“**iscrizione volontaria al SSN year....**” (which means ‘voluntary registration with the SSN’ for the year in question)

Go to the closest **ASL** office (Local Health Authority). The closest one to Tor Vergata University is situated in **Via di Torrenova, 138** (other addresses can be consulted at www.salute.gov.it/). You have to bring with you the payment receipt.

STUDENT LODGING

For all students who expressed the wish for a temporary room reservation by filling in the statement of acceptance, the University of Rome "Tor Vergata" has pre-reserved a set of single rooms with breakfast included (hotel-type lodging) at the student residence "Campus X", at a reduced fare, for the period from 17/09/2023 to 01/10/2023, i.e. the first two weeks of the programme. This is thought as a temporary solution, to give students the time to find a suitable lodging for the semester.

Students have the possibility to **reserve a room for the whole semester** in Rome either at the Campus X Place Residence or in private accommodations through the “Erasmus in Campus Association”. Possible solutions made available by Campus X, the 2023 -2024 brochure and the application form will be sent to students as soon as they become available, together with instructions on how to book the accommodation. The participation in the program “MASS” should be mentioned in the email and indicated in the “notes” section of the application form.



ENROLLMENT PROCEDURES FOR THE EMJM-MASS

The enrolment procedure on the Delphi portal of UNITOV has to be carried out in the period **from 24/08/2023 to 11/09/2023**.

1. Access the website: <https://delphi.uniroma2.it/totem/jsp/index.jsp?language=EN>;
2. Select “Enrolment”
3. Select “Start application procedures”
4. Carefully read the information about your data protection and confirm that you have done it to proceed
5. Fill in the two “Registration Personal Information” section
6. Select the Course you have been admitted to (MASS)
7. Enter your high-school diploma/bachelor’s degree title or other academic qualification(s)
8. Select “Print”: the system will release the registration application with the list of documents to upload
9. Take note of the CTRL and the FISCAL CODE that the system automatically generates;
10. Select in the Student Area, key 2 – Enrolment “point "b" You have already filled in the application”
11. Enter your CTRL and Fiscal Code
12. Upload the documents required for the enrolment. It is necessary to upload ONE pdf file for each document:
 - a. Final academic title
 - b. Statement of comparability issued by CIMEA
 - c. Transcript issued by the competent university which states the exams passed or the “Diploma Supplement”
 - d. Acceptance letter issued by the University of Rome “Tor Vergata”
 - e. Head size passport-photo (The photo must be frontal, without any extraneous elements to the person - File size: maximum 500kb - File format: JPG)
 - f. Passport and (for non-EU citizens) study visa
 - g. **Only for non-EU citizens applying for a visa:** pre-enrolment application, to be downloaded from <https://www.universitaly.it>
13. Wait for the International Students Office’s response: the Office has to verify the documentation you uploaded to enable you to enrol.

IMPORTANT NOTE: In the case of mismatch between the student's name as it appears in the passport and the student's name as it is reported on the university degree(s) and transcripts of records (for example when the academic certificates only report the initial of the surname or an incomplete name), the student must provide an official document issued by a competent national/local authority that certifies that the two (or more) versions of the name identify the same person (this is sometimes called "one and the same" certificate, e.g. in India).

The International Student Office will check and sign all your uploaded documentation and will expect to see you in September to complete the Enrolment procedure. The exact date will be communicated.

Please bring with you your passport and visa and the originals of all documents you uploaded on the Delphi platform, i.e. statement of comparability, final degree and transcripts of records (with their certified translations in English by a sworn translator, if the originals are in a different language).

NOTE: Further authentication procedures and certified translations of all your academic titles (Bachelor's and Master if present) and transcripts of records may become necessary to fulfil national regulations of MASS partner universities when moving there for the semesters after the first. **Hence, you are requested to bring with you the originals of all these documents.**



EMJM-MASS PROGRAM

STUDENT AGREEMENT

Upon arrival at the University of Rome “Tor Vergata”, all students that participate in the Mass Program must sign the Student Agreement, which states the rights and obligations of the students and of the MASS Consortium Universities. This Agreement has been approved by the MASS Consortium Universities.

For information, a template of the Student Agreement including the relevant student categories (scholarship holders, students that have been granted a fee waiver, self-funded students) was sent to the candidates together with the communication of the outcome of the MASS selection process. The original Student Agreement filled in with the student's personal data has to be signed after arrival in Rome at the MASS Project-Office.

PROOF OF RESIDENCE

IN ORDER TO COMPLY WITH MOBILITY REGULATIONS FOR EMJM SCHOLARSHIP HOLDERS, THE PROJECT OFFICE WILL VERIFY THE PLACE OF RESIDENCE OF THE STUDENTS AT ENROLMENT STAGE ON THE BASIS OF THE PROVISION OF:

- **A RESIDENCE CERTIFICATE ISSUED IN ACCORDANCE WITH THE CANDIDATE'S MUNICIPALITY NORMAL REGISTRATION RULES;**
- **OR A CERTIFICATE FROM THE CANDIDATE'S PLACE OF WORK, STUDY OR TRAINING ISSUED BY THE EMPLOYER OR INSTITUTION IN QUESTION.**

STUDENTS ARE REQUESTED TO BRING SUCH A CERTIFICATE WHEN ARRIVING TO ROME.



STARTING DATE AND DURATION OF THE MASS MASTER PROGRAM

Students are expected to arrive to Rome by September 17th, 2023 in order to have enough time to settle and accomplish all necessary formalities (obtaining the taxpayer code if not yet obtained, apply for a residency permit, open a bank account, finalize the enrolment procedure, etc.) and participate in the “WelcomeDays” before the start of the lectures. In particular students will have to **register personally** with the central university offices in September. The exact date will be communicated.

Please see above section: [ENROLLMENT PROCEDURES FOR EMJM-MASS](#).

In the second edition of MASS, the “welcome week” activities will take place at the end of September, before lessons start.

These will include a welcome session with University authorities, a general introduction, presentations by representatives of all MASS partners, a welcome reception, and ample time for discussions and questions/answers sessions. Students will be asked to shortly present themselves, their studies and the topic of their Bachelor’s thesis (about 5 minutes each).

As an additional opportunity, students are welcome to attend PhD seminars at the “Astronomy, Astrophysics and Space Science” PhD Workshop that will take place at UTOV during the first week of their stay, from 18/09/23 to 21/09/23.

The **first semester** (winter term 2023/24) starts officially on **October 2nd, 2023** and will end on December 22nd, 2023. Generally the first week after the Christmas Holiday is used by teachers to make up for some lessons. January-February will be dedicated to exam sessions.

The **Winter School** lasts for 3-5 days and takes place in January-February in holiday houses.

The Summer and Winter schools are an important part of the master program to enhance an effective integration with a professional environment. The schools are organized by the Coordinator with an organizing committee composed of colleagues from the MASS Full Partners. Each School has a Scientific Chairperson proposed by the coordinator and accepted by the Consortium. The Summer School lasts for 1-2 weeks and takes place in June-July in holiday houses.





STUDENT MOBILITY PATH AND STUDY PLAN

The duration of the MASS Program is 4 semesters (24 months) that must be carried out in at least 2 of the 4 Consortium universities (located in a different country from a student's country of residence at enrolment time) that participate in the program.

A certain amount of flexibility is allowed in the choice of the mobility path through the MASS partner Universities, although there are some restrictions.

The **1st semester** of studies always takes place in **Rome**, at the coordinating University. This is the entrance university for all MASS students, who will remain enrolled at the Rome “Tor Vergata” University for the whole duration of their studies.

The **2nd semester** takes place at a chosen location among Bremen (Germany), Belgrade (Serbia) or Nice (France).

Each of the **3rd and 4th semester** takes place at a chosen location among Rome (Italy), Bremen (Germany), Belgrade (Serbia) or Nice (France).

In the **4th Semester**, for the second MASS Edition, the Consortium will be able to deliver a Multiple Degree. The defence of the Master Thesis will take place at the Full Partner University hosting the student for Semester 4. The composition of the defence committee and the rules for evaluating the thesis work will comply with the regulations of the local university.

The study plan and mobility path proposed by the students must be approved by the MASS Teaching Committee. Students are not obliged to choose their full path at the beginning of the studies, however approximately mid-term of each semester, they will be asked for their choice of partner university for the subsequent semester. The proposed plan for the second semester must be submitted by the students at latest by November 15th, 2023.

In order to ensure an excellent quality of the course only a maximum fraction of students per site is allowed. This maximum fraction is of 40% in the 2nd semester and 30% in the 3rd and 4th semesters. Additionally, the admission requirements at the Consortium Universities may differ and have to be taken into account when the Student select the study plan. As a consequence, the Executive Board may re-direct some students to sites different from their chosen ones, by taking into account any alternative mobility paths suggested by the Teaching Committee.



Students must obtain at **least 30 credits (ECTS) per semester**. It is not allowed to obtain a lower number of credits in one semester and compensate it with a higher number of credits in another semester.

In the event of exceptional circumstances (like e.g. a prolonged severe illness or parental leave), students are allowed to temporarily interrupt their studies, upon approval of the MASS Executive Board and Programme Coordinator. In such a case, scholarship-holders will have their scholarship put on hold until they resume their studies. Any period of absence beyond vacation periods as they appear in the academic calendar will be deducted from the scholarship.

HEALTH, ACCIDENT, AND TRAVEL INSURANCE FOR MASS STUDENTS

The MASS Consortium will provide students with the "AON Student Insurance", that will be valid for the whole period of their studies and in all countries they will visit. It will be valid also in the student's home country for up to 8 weeks home visits and in the case that a study mobility period takes place in a student's home country. A coverage for COVID-19 is provided, including coverage for medical treatment in a student's home country, in the case that due to travel restrictions as a result of COVID-19 the student is obliged to attend some part of the program on-line from the home country. For mobility periods in Germany, an additional insurance package will be necessary (DR. WALTER provisit) in order to comply with local regulations.

Insurance expenses are included in the participation costs and as such are covered by the E+: EMJM scholarship, if awarded, and are taken over by the MASS Consortium in the case that a Fee Waiver has been granted. Students will be registered with the AON insurance company after they have confirmed their participation in the MASS Master Course. They will receive an insurance certificate (sent via email as a pdf file by the insurance agency) that can be used for the visa application, a brochure with the summary of the cover and the general conditions of the insurance.

The insurance package will fulfil the minimum requirements of EACEA for Erasmus+: Erasmus Mundus Joint Master (EMJM) students, as reported below. The insurance will be active from the moment, when the student will start the journey to reach the entrance university.

For visits to a general practitioner students should expect to pay the doctor's bill and then being refunded by the insurance after filing a claim. The insurance's telephone number for

emergency calls will be available 24 hours a day, 7 days a week. Please note that in general the insurance does not cover pre-existing medical problems.



ERASMUS MUNDUS INSURANCE MINIMUM REQUIREMENTS

Extract from Grant Agreement 31.01.2022, Annex V
EUROPEAN EDUCATION AND CULTURE EXECUTIVE
AGENCY (EACEA)

Specific rules for Erasmus Mundus Joint Masters

When implementing Erasmus Mundus Joint Masters (EMJM), the beneficiaries must respect the following conditions for the students of the EMJM master course (all students, with or without scholarship):

[...]

– ensure that the students benefit from a health and accident insurance scheme and cover its costs

The scheme must take effect from when the students start their journey to participate in the MASS programme (not more than 2 months before the start of the Master course) and until at least two months after the end of the studies (end of the course, unless the student leaves earlier).

The cover must include:

- sickness, pregnancy/childbirth and accident, in particular:
 - direct payment of hospital stays
 - reimbursement of outpatient care and other medical expenses
 - 100% cover for doctor's fees, medicines, examinations and analyses prescribed by a physician, urgent dental care following an accident, all hospital expenses and surgical fees (including advances on hospital expenses), repatriation in the event of serious illness or accident
 - costs for urgent dental care without accident up to 250 EUR per year
 - non-permanent and non-chronic mental disorders
 - pregnancies of less than 6 months (at the moment of departure from the home country to participate in the action) may not be excluded from cover



- death (whether attributable to the activities under the action or not and covering all cases, including suicide), in particular:
 - transport of the mortal remains to the place chosen by the deceased's family
 - funeral and laying-out costs
 - costs of the coffin
- permanent invalidity (whether attributable to the activities under the action or not), in particular partial or full permanent disability resulting from an accident
- third party liability occasioned by physical or material damage to third parties (as provided for under the applicable national law)
- theft and loss of personal belongings, in particular:
 - identification documents (identity card, passport, etc.)
 - travel tickets
 - luggage
- the entire enrolment period (including mobility periods and worldwide travel required for the participation in the master course)

– ensure that family members of students to sign the same insurance coverage at their own expense, regardless of their age.



HOW TO STAY IN CONTACT WITH US

HOW TO GET IN CONTACT WITH A BUDDY

If you are a new student and want to get in touch with a Buddy, write to welcome@uniroma2.it indicating your name, surname and your degree course. You will be inserted in the buddy chat of your School in order to receive all the updates.

https://web.uniroma2.it/en/contenuto/join_the_tor_vergata_buddy_programme

WELCOME TELEGRAM GROUP



Join the UniTorVergata Welcome group on Telegram: we will keep you updated with all the latest news, services and opportunities for new students.

Chat with us: Mon-Wed-Fri 9am-12pm and Tues 2pm-4pm

Join the group: <https://t.me/joinchat/Vw-UXcMN7f9AV6GZ>

STAY IN CONTACT WITH OTHER CURRENT AND PREVIOUS ERASMUS MUNDUS AND ERASMUS+ STUDENTS

JOIN THE ERASMUS MUNDUS STUDENTS AND ALUMNI ASSOCIATION (EMA) AT [HTTPS://WWW.EM-A.EU/](https://www.em-a.eu/) . EMA is supported by the European Commission to provide networking and communication channels for all students and graduates of Erasmus Mundus Master and Doctoral programmes. In order to become an EMA member, the Student should register in the EMA's Community Portal at <https://members.em-a.eu/> and provide a proof of her/his EMJM student status. Registration and membership are free of cost.

You can also subscribe to the Erasmus+ Student and Alumni Alliance at <http://esaa-eu.org/> .



FREE E-SERVICES FOR STUDENTS (UTOV)



Microsoft Office 365

including
e-mail
Office Web Apps,
One Drive
(2TB free space)
Share point
Calendar
OneDrive
(2TB free space)
One Note
Planner
Power Apps
SharePoint
Skype for Business
Sway
Yammer



Digital Library MLOL

(books, movies, music, newspapers)

Campus Agreement

free access to
Microsoft
Azure Dev Tools
teaching
Math Lab
Lab View
Mathematica
Maple
Ansys
Students
Delphi (enrollment, career Management)
Didattica Web (courses' timetable,
syllabus, exams, files, etc)

Virtual Lab WiFi

(EDUROAM: education roaming is the roaming access service developed for the international research and education community.

It's available in thousands of locations across over 100 countries worldwide)

At the following link, you will find simple guides to help you activate your email account, activate your Microsoft Teams account, participate in online classes and graduations sessions: <https://en.uniroma2.it/online-didactics/>





SERVICES AND FACILITIES (UTOV)

UNIVERSITY LIBRARY SERVICE

Each School is equipped with its own library, offering free access to a vast array of scholarly publications (in hard or soft copy) to Tor Vergata students.

<https://en.uniroma2.it/research/libraries/>

CARIS

The CARIS Commission provides services to encourage a full and active participation to the academic life of students with disabilities, specific learning difficulties or temporary difficulties.

CARIS offers: tutoring services and personal guidance on campus and in the classroom, loan services for text books and computer equipment, software and specific technological aids, sign Language interpreters or stenotypes for hearing impaired students, assistance for entry exams to degree courses, speech therapy available for students with speech impediments and learning disabilities in order to prepare students for exams, counseling services for psychological and emotional needs, total exemption of university fees for students with certified disability higher total and partial exemption of university fees for students with certified disability.

www.caris.uniroma2.it

www.facebook.com/CARISuniroma2/

LANGUAGE

The University Language Centre (CLA) supports the teaching and learning of seven foreign languages (English, French, Spanish, German, Russian, Polish and Portuguese), and of Chinese. It caters for curricular language courses for the students both enrolled both at the Tor Vergata University of Rome and under EU programmes (Erasmus+). Its activities are based on relevant research in second language acquisition and educational technology.

Amongst its main aims, the Language Centre promotes multilingualism by supporting and officially certifying the foreign language competences for personal, academic and professional purposes.

www.cla.uniroma2.it



Centre for Italian Language and Culture of the Tor Vergata University of Rome (CLICI)

It promotes the diffusion of Italian language and culture through cultural and educational initiatives (conferences, congresses, courses, etc.) and offers courses in Italian language and culture to both Tor Vergata students and foreigners from all over the world.

CLICI organises extensive and intensive Italian language courses throughout the academic year and also provides courses for international projects.

Clici#Tandem



is a project aiming at implementing the language and cultural exchange among undergraduate and postgraduate students, PhD students and researchers of Tor Vergata University.

The Clici Language Café is aimed at all international students who have already acquired a knowledge of the Italian language of a level equal to or higher than B1. The Café offers the opportunity to improve the communication and interaction skills of the Italian language by deepening the knowledge of the Italian culture and traditions.

<http://clici.uniroma2.it/>





CUS UNIVERSITY SPORTS CENTRE



CUS Roma Tor Vergata is an amateur sports association for students, administrative staff and teachers that promotes sport within the university. **CUS** stands for University Sports Center and is the territorial emanation of **CUSI** (Italian University Sports Center) one of the 15 Sports Promotion Bodies recognized by **CONI** (Italian National Olympic Committee). The CUS Roma Tor Vergata values sport as a recognized social right. Collaborate with families, institutions, school structures. It finances and carries out research and training projects and programs. It produces and distributes cultural and sports publications. Below is a list of all the sports available at **CUS** Roma Tor Vergata:

Team Sports

5-a-side Football Men and Women - 8-a-side Football 11-a-side Football - Basketball - Volleyball - Rugby 7 Touch Rugby

Individual Sports

Padel - Tennis - Archery - Mountain Bike

Fitness Courses

Nordic Walking - Postural Yoga - Pilates - Pre-Boxing - Functional- Salsa & Bachata

Contatti: <http://www.cusromatorvergata.it/contact/>

Corsi: <http://www.cusromatorvergata.it/corsi-2-2/>

Training CUS /Tirocinio e Stage: <http://www.cusromatorvergata.it/training/>

<http://www.cusromatorvergata.it/tirocinio-e-stage/>

AGEVOLA



FACILITIES FOR TOR VERGATA COMMUNITY:

Tor Vergata University of Rome, through the “AGEVOLA” initiative, gives the students the possibility of benefitting from more than 250 partnerships, offers and discounts.

Check on www.agevola.uniroma2.it all the deals and discounts: restaurants, theatres, concerts, travels, gyms and much more.





CORONAVIRUS UPDATES

Following the outbreak of coronavirus in Italy all universities on national soil must adapt to the continuously changing legislation. On this page, [https:// en.uniroma2.it/coronavirus-updates/](https://en.uniroma2.it/coronavirus-updates/), you will find the latest news from Tor Vergata University of Rome the consequences on the organisation of didactics, events, libraries, graduation sessions etc.

MAIN EMERGENCY NUMBERS:

112 European Emergency number	113 Police	115 Firemen
118 First aid/Emergency room and ambulance	1522 National anti-violence number	





GLOSSARY OF UNIVERSITY TERMS

ACADEMIC YEAR

The Academic Year usually begins in September and ends at the date the new one begins. Each academic year is divided into two semesters and three examination sessions with holidays in between. Each semester normally consists of two terms, the duration of which is approximately one month and a half (5 weeks of lecture plus 1 week of extra/rescheduled lectures).

MATRICULATION NUMBER

A unique number assigned to each student when s/he matriculates to the university. It is required for a number of services such as taking exams, borrowing library books, etc. It also identifies the student's username access to his/her personal account on the university website.

DOUBLE/JOINT DEGREES

Educational Programmes providing an integrated study curriculum established in conjunction with other international Universities and mobility periods for students and teaching staff. After the final examination, students achieve two or more academic qualifications issued by the partner Universities (Double or Multiple Degree), or a jointly conferred qualification recognised and validated by all of the partner Universities (Joint Degree).

Further details: www.en.uniroma2.it/academics/courses/joint-programmes/

CONTACTS (UTOV)

WELCOME OFFICE:

 VIA CRACOVIA N.50,
00133 - ROMA
BUILDING C, FLOOR 1,
ROOM C1.01

Book an appointment by email

 Tel. +39 06 7259 2817/3234
 welcome@uniroma2.it

ERASMUS+ OFFICE:

 VIA CRACOVIA N.50,
00133 - ROMA
BUILDING D, FLOOR 0,
ROOM 002

Book an appointment by email

 Tel. +39 06 7259 2062/3509
 incoming@erasmus.uniroma2.it

INTERNATIONAL STUDENTS OFFICE

 VIA CRACOVIA N.50,
00133 - ROMA
BUILDING D, FLOOR 0,
ROOM 001

Book an appointment by email

 Tel. +39 06 7259 2567/3231
/2566/3233
 international.students@uniroma2.it

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TOR VERGATA
UNIVERSITÀ DEGLI STUDI DI ROMA

