



The Head of Dipartimento di Economia e Management

Dear students,

Welcome to the Dipartimento di Economia e Management! Our Department is a lively environment where research and teaching live side by side in the areas of economics, business and management studies, mathematics and statistics. Moreover, courses on legal theory and foreign languages applied to economics are provided.

In recent years, the Department has particularly increased its international activities, achieving very good results. We have created an International Relations Office, we have more than doubled the number of exchange students and exchange opportunities (Erasmus and overseas), and we have developed an International Programme for undergraduates and graduates, a MSc in Economics and an MBA totally taught in English, and many other international activities. In coming years, we aim to expand the opportunities for studying business, strategy, and marketing in English. This has a double aim: intensify the presence of foreign students in our Department and stimulate our students to live and work in an international context.

I hope you will enjoy your stay in Pisa.



Prof. Bianchi Martini



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1.

- Welcome to Pisa
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Welcome
to Pisa



Welcome to Pisa



DIPARTIMENTO
di ECONOMIA
e MANAGEMENT

Dear International Students and Scholars,

Thank you for your interest in the Department of Economics and Management of the University of Pisa. The Department of Economics and Management is one of the biggest departments of the University of Pisa, including more than 70 professors and researchers, and more than 4,000 students both at the under and post graduate level, coming from every region of Italy as well as other European countries and the rest of the world. We are glad to welcome undergraduate students, graduate students, as well as visiting scholars and, in order to guide and assist them at our department, we established the International Relations Office (IRO). IRO specifically provides a number of services to foreign students (such as, pick-up and buddy services) and scholars. Furthermore, it assists and supports the department staff for applying to international projects and in international activities. This booklet aims at providing our visiting students and scholars with some information regarding the teaching offer and the facilities of our department, as well as our city and geographical region, which can be useful to start their stay at Pisa in the best way.

Thank you again for your interest in our institution and we are sure that studying or visiting the Department of Economics and Management in Pisa will be a fruitful experience, full of pleasant surprises.

Welcome to Pisa!



Nicola Meccheri

International Relations Coordinator



Francesca Pinzauti

IRO Secretary

How to get to Pisa



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By plane:

Pisa is served by Galileo Galilei International Airport which is approximately 2 kilometres from the city center. The trip downtown takes 10 minutes. There are also trains to central station which take 2 minutes.

By train:

Pisa Centrale is the city's main railway station. From the station square you can get buses to all areas of Pisa.

By bus:

the city's main bus station is located in Piazza Sant'Antonio, a few steps from the centre of Pisa.

A brief history of Pisa



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Pisa's origins are unknown but it seems that a maritime town already existed in the 7th -6th centuries B.C., and it traded with the Greeks, the Phoenicians and the Gauls. The Etruscans lived in Pisa from the 5th century B.C. to the 2nd century B.C. The Romans built the Portus Pisanus, an important naval base for the trading in the Mediterranean and later for the crusades. The power of Pisa as a mighty maritime city-state began to grow and it reached its apex in the 11th century, when it acquired its fame as one of the four main historical Maritime Republics of Italy along with Amalfi, Genoa and Venice. At that time, the city was a very important commercial centre and controlled a significant Mediterranean merchant fleet and navy. Construction of the

A brief history of Pisa



Cathedral and of the Leaning Tower started in those years. The decline of Pisa, started in the second half of the 13th century, involving the loss of its commercial supremacy. The city was ruled by the Visconti family and from 1406, after a long siege, it was conquered by Florence. An economic and cultural recovery took place with the domination of the Medici family and then of the Lorena, who rebuilt the university and many elegant palaces on the banks of the Arno such as the buildings in Piazza dei Cavalieri and the fortresses. In 1860, Pisa voted to be included in the Kingdom of Italy. During the Second World War it was destroyed by bombing and divided in two areas by the battle front in 1944. After the war, the city was completely rebuilt. The

A brief history of Pisa



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history of Pisa is linked to the glorious past of the university, where many famous people in Science and Humanities studied, such as Galileo Galilei, Enrico Fermi, Antonio Pacinotti, Ulisse Dini, Renato Fucini and Giosuè Carducci.

Population:

89,694 (M 42,609; F 47,085)

Time Zone:

Italy is one hour ahead of Greenwich Mean Time.

Weather:

Month	T min	T max	Rain	Humidity	Wind speed	Daylight
January	2 °C	11 °C	74 mm	75,00%	E 9 km/h	3 hours
February	3 °C	12 °C	70 mm	71,00%	E 9 km/h	4 hours
March	5 °C	15 °C	77 mm	70,00%	W 16 km/h	5 hours
April	7 °C	18 °C	80 mm	72,00%	W 16 km/h	6 hours
May	11 °C	22 °C	61 mm	72,00%	W 16 km/h	8 hours
June	14 °C	26 °C	43 mm	70,00%	W 16 km/h	9 hours
July	17 °C	29 °C	24 mm	67,00%	W 16 km/h	10 hours
August	17 °C	29 °C	57 mm	68,00%	W 16 km/h	9 hours
September	14 °C	26 °C	88 mm	71,00%	W 16 km/h	7 hours
October	11 °C	21 °C	120 mm	72,00%	W 9 km/h	6 hours
November	6 °C	16 °C	122 mm	74,00%	E 9 km/h	4 hours
December	3 °C	12 °C	85 mm	76,00%	E 9 km/h	3 hours



The town and its surroundings



Pisa is situated few km far from the mouth of Arno river, in a flat area with the Monti Pisani to the North (Monte Serra, 917 m a.s.l.), near the southernmost slopes of the Apuane Alps. The coast of Pisa, called Marina di Pisa, is situated about 10 kms from the town centre. It is located to the south of the Arno mouth of the Arno, surrounded by the Apuan Alps.

Another town on the coast is Tirrenia, once the seat of the Tirrenia Film Studio. Along the coastal towns, there are the Natural Parks of Migliarino, San Rossore and Massaciuccoli, covering nearly 15,000 hectares of land.

Near the mountains is San Giuliano Terme, a famous health resort and spa, Mount Faeta, Mount Serra, dominating the

The town and its surroundings



pretty small town of Calci, and the Verruca Mount.

On Mount Verruca stands the Rocca (Rock), an ancient stronghold of Pisa. In the north, the province of Pisa borders with the province of Lucca and in the east with the provinces of Florence and Siena. In the south-west it borders with the province of Livorno, in the south-east with the province of Grosseto.

A short tour of Pisa



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If you want to have an overview of Pisa in a short time follow these indications: walk towards the **Piazza del Duomo** where you can visit the world-famous **Leaning Tower of Pisa** and take a look at the **Cathedral** and the **Baptistry**; follow **via Santa Maria** and go towards the **river Arno**. Stroll along **Lungarno Mediceo** until you get to the **museum of San Matteo** which is well worth a visit; cross the **Ponte della Fortezza** and head to **Giardino Scotto** where you can enjoy a walk around the beautiful park; wander back along **via San Martino** towards **Corso Italia**, which is Pisa's main shopping street; go across the Arno again from **Ponte di Mezzo** and go to **Borgo Stretto** where you can take a look at **Galilei's house**, turn left and enjoy

A short tour of Pisa



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a drink in a friendly atmosphere in **Piazza delle Vettovaglie**; walk through the grocery market on the other side of the square, until you reach **Via Curtatone and Montanara**. Turn right and walk through **Piazza dei Cavalieri**, the core of the medieval town, entirely rebuilt in the 14th century by the Florentine architect **Giorgio Vasari**.

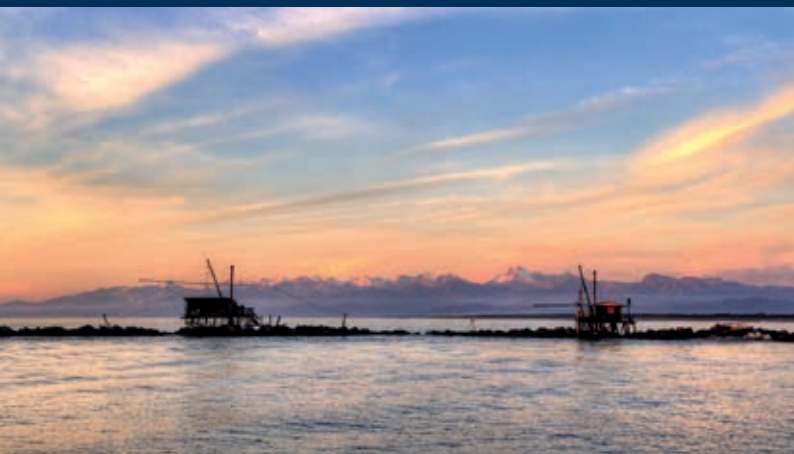
Milestones to discover Pisa:

www.pisaunicaterra.it

www.toscanaviva.com

www.comune.pisa.it/turismo/pisainpratica.htm

www.visitpisa.it





2.

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- . International office services



IRO

International
Relations Office



Where we are



DIPARTIMENTO
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The IRO is located in the building of the Dipartimento di Economia e Management, on the Piazza floor.

How to get to the Dipartimento di Economia e Management:

By foot:

from the exit of Pisa Centrale railway station, go straight on to Viale Antonio Gramsci; turn right into Viale Francesco Bonaini and go straight on until you reach the roundabout in Piazza Guerrazzi; exit to Via Giuliano da Sangallo go straight on to Ponte della Fortezza; cross the bridge on the Arno river and you see the Dipartimento di Economia e Management on your left. (10 minutes)

By bus:

from the station get on bus number 14 or blue LAM and get off at "Sangallo1" stop. Cross the bridge and the Department is on the left in front of you. From Galileo Galilei take the red LAM or the bus number 21 (night service) going to the central railway station. Then take bus number 14 or the blu LAM. (15 minutes)

By train:

from the airport you can catch a train to the central railway station in 5 minutes. Timetables are available on www.trenitalia.it or on <http://www.pisa-airport.com/> (15 minutes)

Purposes of IRO



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The International Relations Office coordinates various international programmes to manage the rich degree of internationalization of the Department.

- The IRO promotes the mobility exchange of professors and researchers within various international bilateral agreements.
- With the support of a Department Committee the IRO organizes student exchanges through European programs such as LLP Erasmus and supports local international students and their network.
- The IRO staff is responsible for application and admission of foreign students, providing them with information on procedures and admission requirements, guiding them through the process of registration as well as organizing their arrival at the Dipartimento di Economia e Management.



Welcome week

During the week before the beginning of lessons, in September and in February, the IRO organizes a welcome week for foreign students. The programme consists of a meeting with the Exchange Programmes Coordinator and the IRO staff, a tour of the Department (library, computing centre, studying rooms, etc.), recreational activities with other students and assistance in looking for accommodation. The welcome week is compulsory for every incoming student, so if you cannot participate, please provide valid reasons.

Buddy service

The Buddy Service is the assistance provided by an Italian



student to a foreign one from his or her arrival at Pisa and during the whole welcome week. Your buddy provides you with the information you need about the Department and can help you in your search for accommodation. Before their arrival, all incoming students will receive an e-mail containing the buddy's name, e-mail address and phone number to get in touch with her or him directly.

Pick -up service

A pick-up service is offered during the welcome week by the buddies, provided that you inform them about the day and time of your arrival. The buddies will take you to the hotel or to a

social network



hostel of your choice and to the Department.

Facebook

The IRO has a Facebook page dedicated to all international students. Thanks to the Facebook wall, you can keep in touch with other students of the Department and with the staff of the IRO. All social events are listed on that wall. The IRO Facebook address is: International Relations Office.

Post-arrival

If you have been selected by your home Institution to participate in the exchange programme with our Department, you should

International office services



have followed our admission procedures online

On arrival go to the IRO with:

- 2 ID photos
- your identity documents (ID or Passport)

You can get directly from the office:

- Documents to have access to the facilities (library, computing center)
- A certificate to get your personal booklet, the student restaurant card, the access to the wireless, etc. (from the main International Office of the University of Pisa)
- A paper to get the stay permit



3.

- . Academic calendar
- . Study plan
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- . How to capitalise on your studies at our Department



Academic Information



The academic year is divided into two semesters: winter and spring semester.

Courses of the winter term start on in the last week of September and end in the second week of December; those of the spring term start the third week of February and end by 31st of May. Exams of the Winter term are in January and early February, while those of the Spring term take place between 1st of June and 25th of July.

Study plan



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Exchange students may choose courses from all **BSc** and **MSc** in **Economics, Business, Banking and Finance, Management, Marketing and Communication**.

The full list of courses offered by the Dipartimento di Economia e Management can be downloaded from our web page:

<http://www.ec.unipi.it/>

The lists of courses of the BSc and MSc in Communication can be found at: <http://omero.humnet.unipi.it/>

All courses in the list are available to foreign students. But please notice that most of them are held in Italian with the exception of MSc in Economics, which is completely taught in English.

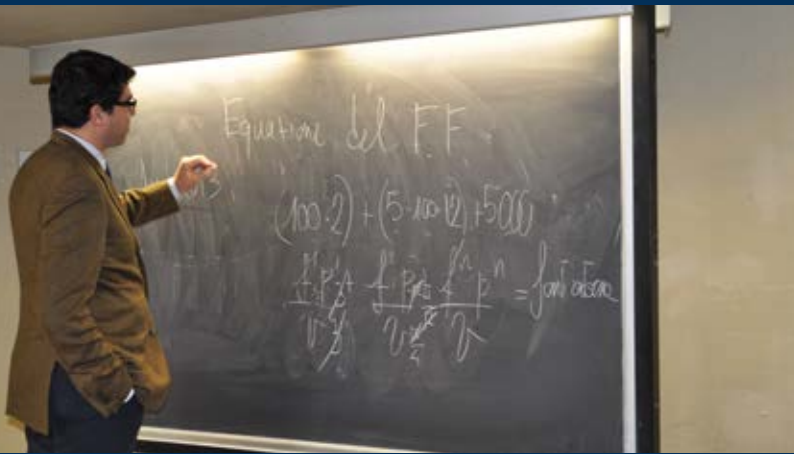
Nevertheless it is possible to arrange tutorial exams in English for some of the subjects.

The alternative in English is represented by the International Programme, with courses in English of 6 ECTS.

The list of courses is available at [http://www.ec.unipi.it/->International Section -> List of Courses](http://www.ec.unipi.it/->International%20Section%20->List%20of%20Courses)

If you want to attend courses of the International Programme you must register online.

The deadline for registration is always published on the web page and is usually at the beginning of the term.



The Italian university system is based on CFU credits. All courses held in our Department are measured by a number of credits (CFUs) varying from 6 to 12 points. Each student should have an average learning workload of 60 CFU per year (1500 hours). **The ECTS credits are equivalent to our CFU**, meaning that 1 CFU equals 1 ECTS.

Credits are obtained by passing exams or by other types of evaluations. Credits are not marks.



The exams result is evaluated using points from 0 to 30; **18 is the pass mark while 30 is the maximum mark**. Students may get “lode” (cum laude) if their examination is excellent.

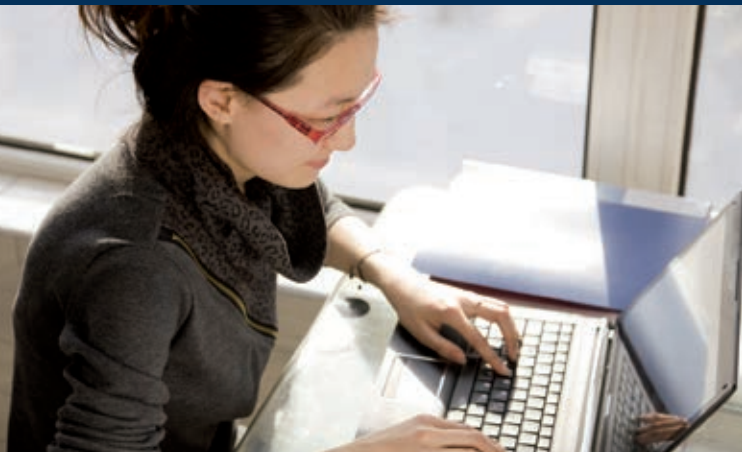
Before leaving Pisa, you have to give back your booklet to the IRO. It contains a record of the exams passed, the marks and the number of CFUs you attained. You will be given a **transcript of records** that has to be handed to your home university. At this stage, your marks and CFUs will be converted into ECTS credits.

The ECTS table is officially recognised in all European countries and it allows for a translation of marks and credits obtained under a National system into those of another.

How to apply for exams



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The application for taking exams is online at this web page
<http://esami.ec.unipi.it/>

In order to apply for an exam you need a username and a password. These data will be provided during your matriculation. You should apply for the exam from 10 to 2 days before the exam date. The exam schedule is published online on the Department web page and it is also on the notice boards located on the ground floor.

This system of application is valid only at the Dipartimento di Economia e Management. If you are planning to sit exams in other Departments of the University of Pisa, please check their offices to get information.

How to capitalise on your studies at our Department



The greatest difficulty for a foreign student is to fully understand the learning method of Italian students: every year, each lecturer gives the students a syllabus outlining the books and other materials to be studied to pass the exam. Notes taken during lessons are not sufficient to pass the exams. It is necessary to study the textbooks in depth.

The list of syllabi list can be found on:

<http://programmi.ec.unipi.it/> or <https://elearning.ec.unipi.it/>

To pass an exam it is necessary to study all the subject material given and it may take from 15 to 40 days (minimum 5 hours a day).

You should start to study at the beginning of the course, using the free hours between lessons. The Department provides many rooms where students can study from 8:00 a.m. to 8:00 p.m.. Some courses may have a midterm exam taking place in the middle of the course.

The first exams are held at the end of each course (both in winter and spring semesters). That means you should start studying at the end of September to pass the exams of the winter semester and at the beginning of February to pass the exams of the spring semester.

There are many opportunities to pass an exam. Students are not obliged to sit the exam on the first date indicated in the schedule. They can freely choose one of the available dates: for example, an exam of the winter semester can be sat at the end of December. **If you do not pass it** or decide to skip it, you can

How to capitalise on your studies at our Department



resit in January and February or in June and July. An exam of the spring semester is held at the end of May. Again, if you do not pass it or decide to skip it, you can resit in June and July. Concerning the single module or second module courses of the Winter Semester there are three exams in December, January and February. If they fail it or decide to skip it, they can resit in June and July.

The last possibility to pass all exams is in September.

You should not try to pass all the exams at the same time.

You should decide which ones you want to take first and which ones you want to postpone, and consequently organize your own schedule. For example, you could divide the winter semester exams between December, January and February and the ones of the spring semester between May, June and July.

This schedule allows you to study each subject in depth. In the Italian University system it is very hard to take all the exams in a few days because the quantity of reading materials to keep in mind is large.

All the professors have **office hours**, so you can obtain further information on the relevant subject materials.





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Department Facilities



The library



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The “Biblioteca di Economia” is on the ground floor of the Department. It is one of the most popular areas as students can use all the materials freely. All the texts are **on open shelves** and students are allowed to read or study them in the library.

There are 208 seats, 36 of which have notebook access, 8 PCs to read catalogues and databases and a workspace for partially-sighted people.

The library has 111,000 volumes, 1,600 journals and thousands of e-journals. There are also many dictionaries, codes, encyclopaedias, bibliographies etc.

To access the library, visiting students have to present the **“Exchange programme student status certificate”** issued by

The library



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the IRO.

The Library provides:

- Internet Wireless connection through the Alice portal of the University of Pisa.
- An information service to help students to use the material and do their researches.
- Three photocopiers that can be used by buying a card at the Department café (5 euro for 100 copies).
- Electronic lockers for students. The magnetic cards for them are provided by the secretary's office of the Department.
- A book loan service, including a self loan. You can borrow books using your magnetic card or your record book or your library card. You are allowed to borrow 3 books at the same time. The books have to be handed back to the library operators.

Timetable and address

The periodicals room closes at 6:30 p.m..

Loan service ends half an hour before the closing time.

Phone: +39 050 2216303 - Fax +39 050 2216310

e-mail: bibliotec@ec.unipi.it

web: <http://biblio.unipi.it/eco>



The computing centre provides rooms and labs where students can **work** and **print** their texts, and check their email accounts. Here international students can get the matriculation by showing the “Erasmus student status Certificate” delivered by IRO, can get the matriculation number for online exam application (see chapter 3 How to apply for exams) and the access codes to the computers by showing the **“Exchange programme student status certificate”** issued by the IRO.

The Computing Centre has four rooms with 90 computers working with a “triboot” system (three operating systems: Mac OS X 10.5, Window XP professional and Linux Ubuntu 7.10).



The centre has also a network printer and a scanner linked to a colour printer.

Important: The Centre has the Opera Multimedia “Elisa” software, used to practice for the ECDL examination.

Wireless

The Dipartimento di Economia e Management, along with the Area SERRA of the University of Pisa, provides the students who own a laptop with an Internet wireless connection.

Students should:

- Disable any proxy server
- Exclude any modem connection
- Be sure the wireless configuration works with dhcp.

To access the wireless connection you must have a wireless card, which is provided by the main International Office under certain conditions. The IRO gives you a certificate which proves your status as a student enrolled at the University of Pisa. You should also accept the user policy.

Study rooms



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There are various study rooms at the ground floor of the Department main building and in the building called the “Polo didattico”. Study rooms are open from 7:00 a.m. to 8:00 p.m. Monday through Friday. On Saturdays the study rooms are open only in the morning from 7:00 a.m. to 2:00 p.m..

International certifications for foreign languages

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The Dipartimento di Economia e Management is Examination Center for important linguistic certifications:

DELF French Diplome d'études en langue française

DELE Spanish Diploma de español lengua extranjera

ZdfB German Zertifikat Deutsch für den Beruf

There is also the possibility to ask for preparatory courses for Bec, Business English Certificates.

During the academic year there are exam sessions open to all the students interested in applying.

The Department Café



DIPARTIMENTO
di ECONOMIA
e MANAGEMENT



At the “piano piazza” of the Department there is a Café which provides daily quick hot and cold meals, and a wide range of sandwiches, snacks, drinks and ice creams, all at reduced prices for students. You can have coffee for 0,70 euro, a cappuccino for 0,95, a slice of cake or pastry for 0,70, a first course for 4,00, a main course with vegetables for 4,00.

The Department Café is frequented by all the students of the Department and for this reason it is a good place to meet other students and enjoy your study breaks.

Food is available throughout the day (7:30 a.m./7:30 p.m.) from Monday to Friday.

On Saturday it is open from 7:30 a.m. to 1:00 p.m.



Our Department owns a web radio, called RadioEco, managed and directed by students. It broadcasts -every day, 24 hours a day - programs about music, news, business, politics, lifestyle and all the issues connected to the world of young people. One of the most popular programs is “Erasmus mood”, designed to be a meeting point for all Erasmus students.

If you want to join this project, to meet new people, to explore something different but exciting, contact RadioEco. You will be very welcome!

radioeco@ec.unipi.it

www.radioeco.it

facebook: [radioecopisa](https://www.facebook.com/radioecopisa)



Language Multimedia Lab

The multimedia lab located on the mezzanine floor is equipped with 26 workstations for an interactive study of foreign languages. Its advanced technology allows every use of multimedia materials for the teaching of foreign languages and other subjects.

Health Centre

Our health centre located on the ground floor offers our students free medical and psychological consultation. A doctor is available on Tuesday and a psychologist on Wednesday.

Bookshop and Printing Centre

A bookshop and printing centre located on the ground floor offers textbooks, stationery and every kind of printing services at discount prices.

Self-service Train Ticket Machine

A self-service train ticket machine is located on the ground floor in front of the front office.

ATM

An ATM is located next to room 4 (ground floor). It allows cash withdrawal, bill payments and mobile top-up.





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University Facilities



Italian language courses for exchange students

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Free Italian language courses are offered by the CLI to all exchange students. To enrol in an Italian language course, it is first necessary to establish your knowledge of the language. Students are required to take an **Entry Test** (even for absolute beginners).

To attend the courses it is necessary to register on the CLI website and follow the instructions at <http://www.cli.unipi.it/corsi/erasmus>

The timetable of courses is provided on the web page. At the end of the course you will obtain an **Attendance certificate** if you do not miss more than 20% of the lessons. The CLI also issues a **Certificate of Language Knowledge** once you have passed the final test, which gives you **4 ECTS**.

CLI- Centro Linguistico Interdipartimentale
<http://www.cli.unipi.it/>

via Santa Maria, 36

tel.: +39 050 2215922/2215921

fax: +39 050 2215914/2215914

E-mail: cli@cli.unipi.it

Sport activities



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As a student enrolled in the University of Pisa, you can participate in several activities organised by the University Sport Centre of Pisa (**C.U.S.**). The Centre provides a wide range of sports facilities such as athletics, rowing, gymnastics, grass hockey, wrestling, basketball, rugby, volley ball and fencing. The Centre has modern facilities and it is used by many students. If you wish to become a member of the Centre, you have to take the following documents to the CUS Office:

- A **certificate of your enrolment** in our Department (you will get from the IRO)
- A **fitness certificate** for non-competitive sport (bring it with you when you leave your home country)

You do not have to pay a fee to become a member, but you will spend around 55/60 euro every three months to attend sports activities led by instructors.

CUS- Centro Universitario Sportivo Pisa

<http://www.cuspisa.it/>

via Napoli, 49

tel.: ++39 050 2211262

Fax: +39 050 551222

E-mail: segreteria@cuspisa.it

Dining Halls



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The University of Pisa offers a **low-price restaurant service** to its students. There are three dining halls distributed across the city, which provide meals (lunch and dinner) on all weekdays. There are three types of meals: complete (first course, second course, vegetables, dessert and drink, 3,00 euros); light (from 2,10 to 2,50 euros); take away (2,50 euros).

To access the dining hall you must have a **magnetic card**. In order to get it you have to show the Certificate of your enrolment to our Department (you can get it from the IRO) to the “Ufficio rilascio tessere magnetiche”. Once you have your card, you must activate it at the “Ufficio distribuzione tessere”.

To pay for meals, you must charge the magnetic card at the automatic cash machines located in all dining halls, or through the website <http://ricarichiamoci.dsu.toscana.it>

Ufficio rilascio tessere magnetiche

L.go Pontecorvo 2
Sportello 8

Ufficio distribuzione tessere

L.go Pontecorvo 3
tel.: +39 050 2213427

Office hours

from Monday to Friday: 9:00 – 12:00 a.m.

Dining Halls



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Dining halls:

Mensa Centrale

via Martiri 7: from Monday to Friday: 11:45 a.m. -2:30 p.m. and 7:00-9:15 p.m.; Saturday and Sunday 12:00 p.m. – 2:15 p.m.)

Mensa “Concetto Marchesi”

via Betti, area of Cisanello: from Monday to Friday: 12:00 p.m. -2:30 p.m.; Saturday 7:00 – 9:15 p.m.)

Mensa via Cammeo 51

from Monday to Friday: 11:40 a.m. -2:30 p.m. and Sunday 7:00 p.m.-9:15 p.m.

Mensa del Campus Praticelli

via Berchet 40, area of CNR: from Monday to Sunday: 12:00 p.m. -2:30 p.m. and 7:00 p.m. - 9:15 p.m..

More info on

<http://www.dsu.toscana.it/it/ristorazione/index.html>

Support for students with special needs



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The University of Pisa manages an assistance service for students with special needs. There is an office, **USID**, which provides assistance with special technological tools, didactic and specialized tutoring, management of timetables and lecture rooms, transport and individual assistance. **If you are a student with special needs** inform the IRO of this when your coordinator sends your application to our department. **The IRO will contact USID** to explore the possibility to activate the assistance services required.





6.

- . Housing
- . Free time
- . Events
- . Cost of living
- . Local and national holidays



Living in Pisa





Housing

The main problem for students in Pisa, and consequently also for our international students, is accommodation.

Rooms in dormitories are not available.

Usually incoming students share a flat with other Italian or international colleagues. During the welcome week **the IRO will help** you with this search but mostly it will be your buddy who will assist you in finding flats or rooms to be shared (see Chapter 2 Buddy Service). To make this search easier, please contact your buddy as soon as you receive his/her date by e-mail from the IRO.

Prices of the rooms are about 250-350 Euro per month. Generally these prices do not include utilities or the expenses for the upkeep and management of the common property. In the majority of cases landlords require a deposit of one or two months' rent, which will be given back at the end of the contract. We suggest **you reserve a room** in a hostel for the first days of your stay to take time and choose accommodation according to your preferences. The following web page provides you with all the names of hostels in Pisa:

http://www.informagiovani-italia.com/ostelli_pisa_ostello.htm

You just need to click above the name of the hostel to open its information page (available also in your mother tongue).

Once in Pisa you can contact “Infocasa” and “Saimicadove”, service offices which collect all the advertisements of accommodation in private houses, divided into different types.

Housing



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Infocasa

Infocasa

Lungarno Pacinotti, 32

Tel.: +39 050 540026

infocasa@dsu.pisa.it

Saimicadove

www.saimicadove.it

Saimicadove

www.saimicadove.it

Free time



Pisa is a university city full of life. Its centre boasts a wide range of meeting places: bars, pubs, restaurants, pizzerias, discos and live music pubs. Around Piazza Garibaldi and Piazza delle Vettovaglie you have the chance to plunge into the heart of a youthful lifestyle and enjoy the classic “happy hour” in one of the many bars of this area.

The **cultural life in Pisa** revolves around museums, cultural associations, cinemas and theatres where programmes of events include theatre, concerts, opera, dance and other events. The most important theatre is the Teatro Verdi located in the city centre, built between 1865 and 1867 and which was officially opened with the opera “Guglielmo Tell” by Rossini. This theatre has one of the biggest stages in Italy. Besides the Teatro Verdi there is Sant’Andrea Theatre located inside the Romanesque Sant’Andrea Church (12th Century).

There is also CinemaTeatroLux located in Santa Caterina Square in the ancient chapel of SS. Salvatore (14th Century). The two latter theatres often host shows of local companies at very cheap prices. If you like going to cinema, Pisa offers lots of them, in the city centre as well as outside the medieval walls. At the Arsenale Cine Club you can find movies in various European languages. Wednesdays is Spectator’s Day at the cinemas, so tickets cost only 4,50 euro instead of 7,00. Many young people take advantage of this discount to go to the cinema. If you like exhibitions many of them are hosted at the Palazzo blu and at the Expo Center SMS San Michele degli Scalzi.



During the year you can participate in several events. Please mark the following dates on your calendar:

May:

the feast of Saint Ubaldo, flower market along the river Arno at Le Piagge;

June:

in this month many events are organized, which is why residents call it “giugno pisano” :

16th June: the Luminara, on the eve of the feast of the Patron Saint, all the façades of the buildings on the Arno embankments



are illuminated by candles and nightlights (also called *lanpanini*). The feast, also called “the Lights of San Ranieri” reaches its climax with a beautiful firework show;

17th June: Palio of San Ranieri, feast of Pisa’s Patron Saint. In the afternoon four boats representing the colours of the most ancient districts of the city take part in a regatta on the river Arno. This is a vestige of the prestigious tradition of Pisa as one of the ancient Maritime Republics.

Last Sunday of June:

the Battle of the Bridge (*Gioco del Ponte*): it is played on the Ponte di Mezzo (the Middle Bridge) between the teams of



Tramontana and Mezzogiorno. The Gioco del Ponte starts in the evening after the historical 16th century costume parade

Mid October:

Pisa Book festival: reading, publishing workshops and discussion take place and food is available;

End of October:

Dolcemente Pisa: festival of typical cakes of the Tuscan tradition;

November:

Pisa Vini: an important exhibition dedicated to wines and to the typical high quality products of the Pisa area.

More:

Every second week end of the month, Pisa hosts a craftsmanship market; every third Saturday of the month in *Piazza della Berlina* there is a food market with a wide variety of local and organic vegetables, honey and cheese.

Cost of living



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City-centre bus ticket	€	1,10
Magazines	€	2,00-4,00
Newspaper	€	1,20
Newly-released movies	€	7,00
1 litre of mineral water	€	0,50
1 litre of fresh milk	€	1,50
1 kilo of fresh bread	€	3,50
1 kilo of pasta	€	1,80
6 eggs	€	1,15
A beer in a pub	€	5,00
Coffee	€	1,00
Pizza+drink	€	15,00

Local and national holidays

Italian bank holidays

(shops, offices and schools are closed)

- | | |
|----------------------------|---|
| 1 st January: | New Year's day |
| 6 th January: | Epiphany |
| March-April: | Easter Monday (date may change) |
| 25 th April: | Liberation Day |
| 1 st May: | Labour Day |
| 2 nd June: | Founding of the Italian Republic |
| 17 th June: | Patron Saint's day, San Ranieri
(only in Pisa) |
| 15 th August: | Feast of the Assumption of the
Blessed Virgin Mary |
| 1 st November: | All Saints Day |
| 8 th December: | Immaculate Conception
of the Blessed Virgin Mary |
| 25 th December: | Christmas Day |
| 26 th December: | Saint Stephen's Day |



7.

- . Medical Information
- . Stay Permit
- . Opening a bank account
- . How to obtain the Codice Fiscale
- . Good to know....
- . Useful Italian phrases
- . Useful links



Useful Information





European Health Insurance Card (EHIC)

The European Health Insurance Card (EHIC) enables you to get reduced or sometimes free state-provided healthcare in Italy. In Pisa it is ensured by the local health authority **USL n. 5**. Having an EHIC will allow you to get the same healthcare as Italian citizens.

You get:

Free visits and prescriptions by a family doctor you can check the web page <https://unipi.erasmusmanager.it/studenti/->> “Practical information for mobility students” (remember to show your EHIC and to give a copy to the doctor who will keep it to enable).



Home medical assistance calling the doctor chosen from the list or the Doctor on-call (from 8:00 p.m. to 8:00 a.m.).

Specialist visits (dentist or gynaecologist) by paying a fee of € 18,59 (called ticket). To book a visit you have to call the CUP.

Other specialist visits or exams under the prescription of your doctor.

Hospitalisation

Medical certificate for non competitive sports activities can be provided by your doctor for a cost of € 30-77.



Module E106

If you have the module E106 you can contact the Office for Foreign People (*Ufficio Estero Zonale*) at Distretto ASL 5 to subscribe to the Italian Healthcare (SSN) and choose a family doctor. You will enjoy the same healthcare as the Italian citizens.

Private medical insurance

If you have a private medical insurance and you do not have the EHIC, you will have to pay each service you need (medical visits, exams etc.). Remember to keep the receipts in order to be refunded by your insurance.

Enrolment to the National Health Service (Servizio Sanitario Nazionale - SSN)

If you are a **non EU student** and you want to choose an insurance valid in Italy you can do it by paying a tax of € 155.97 per year at the local post office, account n° 289504 addressed to *Poste italiane spa contributo SSN Regione Toscana*, description of payment (*causale*) "*Iscrizione SSN anno....*" (year of stay) "*studente straniero*". When you ask for the stay permit keep the receipt of your request and go to the closest USL to enroll in the National Health Service (SSN). Once enrolled you will be guaranteed all the services enjoyed by Italian people and you will ask for the EHIC.



Phone Numbers

USL5 Pisa	800/221290 (toll-free number)
Doctor on-call	050 959866
Emergency Unity	118 (toll free number 118) (guaranteed 24 hours a day)
Appointment request (CUP)	050 995995
Assistance Office for Foreign people	050 954908

USL5

www.usl5.toscana.it
estero.pisa@usl5.toscana.it

Department of Health

<http://www.ministerosalute.it/assistenzaSanitaria/paginaInternaMenuAssistenzaSanitaria.jps?id=901&menu=stranieri>

Immigration web site

http://www.portaleimmigrazione.it/immigrazionenet/APR_PDS_Motivi_Studio.aspx



EU students

If you are planning to live in Italy for more than three months you should get your **Right of residence** (*Diritto di soggiorno*) from the Local Municipality. With your EHIC or E106/109 go to the Local health office in via Torino. After registering with the Italian Healthcare System go to the City Hall (*Comune di Pisa*): you will be registered in the temporary population register (*registro della popolazione temporanea*) for no more than one year.

Non EU or EEA students

According to the Italian law, non E.U./E.E.A. citizens who plan to stay in Italy for more than 3 months must apply for a **Permit**

Stay Permit



of **Stay** within 8 working days from entry in Italy.

Steps: pay 155,97 euros for the registration with the Italian National Health Service. With the receipt of this payment go to the Union Trade offices (Patronati) under appointment. They will help you fill out the stay permit application form.

Documents required to fill the Application form (some of these must be enclosed with the application):

- Your passport
- Photocopy of your passport (all pages)
- A special stamp (*marca da bollo*) of the value of € 14,62 (you will find it in any Tobacco shop)
- Declaration of your enrollment at the University of Pisa
- Health Insurance coverage
- Declaration that you have a scholarship or that you have sufficient financial resources to guarantee your stay.

Important: after sending the application form the post office clerk will give you a **special Receipt** which is extremely important because it is a **Declaration** that you already applied for a Stay Permit. It is valid until you receive the Permit itself.

Opening a bank account



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If you need to open a bank account you should go to a local bank with your identity document.

You will be also required to show a certificate of your student status (you will receive it from the IRO under request) and your *Codice Fiscale*.

How to obtain the *Codice Fiscale*

The Italian tax code (*Codice Fiscale*) is a personal code which identifies each person within the Italian State. You will probably be required to have a *Codice Fiscale* if you want to open a bank account or to get a mobile phone.

If you want to obtain a *Codice Fiscale* you need to make a request at the local Tax Office (Agenzia delle entrate). You must show a valid identification document.

Agenzia delle entrate

Direzione Provinciale di Pisa

Galleria G.B. Gerace, 7/15

56124 Pisa

Tel 050 325472

Fax 050 3154823

e-mail dp.pisa@agenziaentrate.it

More info at

www1.agenziaentrate.gov.it/inglese/



Currency

The currency used in Italy is the Euro which is made up of 100 Cents.

Notes come in denominations of €500, €100, €50, €20, €10 and €5 and the coins in use are €2, €1, 0.50C, 0.20C, 0.10C, 0.05C, 0.02C and 0.01C.

Opening Hours

In Pisa shops are in general open from 9.00 am until 1.00 pm and from 4.30 pm until 7.30 pm.

The biggest stores usually have non-stop opening hours from 9:00 to 7:30 during the week, and most of them also open on



Sundays and many take a half day off on Monday morning. Remember that on the second Sunday of each month almost all the stores in Pisa are open in the afternoon from 4:00 to 7:30. Museums have their own opening hours and usually close one day a week. Banks are generally open from Monday to Friday between 8.35 am and 1.35 pm and again from 3.00 p.m. to 4.00 p.m.

Electricity

Electricity in Italy is 220V, 50 Hz but in some places including Rome, 125V is still used so you should check the particular area before you travel.

Telephones

To call Italy from abroad you first dial 00, followed by 39, the local area code and the local number. If you wish to call abroad from Italy, you dial 00, followed by the international calling code for your particular country and then the local number. It is worth that you also need to drop the first zero from the local area code when you call abroad, but not when you call Italy from abroad.

Post Office

In general post offices are open between 8:15 am and 13:00 pm from Monday to Friday and from 8:15 am to 12:30 pm on Saturdays and on the last day of the month. Some post offices are open no stop from 8:15 a.m. to 7:00 p.m. (the Post Offices in Piazza Vittorio Emanuele II and in via Perugia 1). Branches at airports and the main post offices in the larger cities, however,



are usually open 24 hours a day for registered mail and telegram services. The Central Post Office is in Piazza Vittorio Emanuele II n° 7-9.

Transport

Airport: the International Galileo Galilei Airport is the most important one in Tuscany and it provides every day international and domestic flights.

Tel. +39 050 849111
sat@pisa-airport.com
www.pisa-airport.com



Railway stations:

In Pisa there are two railway stations, Stazione di Pisa centrale and Stazione di Pisa San Rossore.

Stazione di Pisa San Rossore

Via Padre Bruno Fedi

Stazione di Pisa Centrale

Piazza della Stazione, 10 - 56125 Pisa

Tel +39 050 917591

Call Center Trenitalia from Italy Tel. 892021

from abroad Tel +39 06 68475475

www.trenitalia.com



CPT-Compagnia Pisana Trasporti

CPT is the Public transport service for local urban and suburban routes in the Province of Pisa. If you need a weekly/monthly ticket with special discounts for students go to the main office with your Certificate of International student received by the IRO.

CPT

Via Bellatalla, 1

56121 Ospedaletto, Pisa

www.cpt.pisa.it

Info on routes and timetable: toll free number 800 012773

Useful Italian phrases



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Yes - Sì

No - No

Good morning - Buon giorno

Good afternoon/evening - Buona sera

Good night - Buona notte

Goodbye - Arrivederci

Please - Per favore

Thank you (very much) - Grazie (molte/mille grazie)

Can you tell me where is the telephone?

Può dirmi dov'è il telefono?

Useful Italian phrases



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Can you tell me where is a good restaurant?

Può dirmi dov'è un buon ristorante?

How much? - Quanto?

Excuse me - Mi scusi

Pardon me - Mi perdoni

I'm sorry - Mi dispiace

How are you? (familiar) - Come stai?

How are you? (polite) - Come sta?

What time is it? - Che ora è?

Where is the toilet? - Dov'è il bagno?

I'd like to go to the x Hotel - Vorrei andare all'Hotel x

Useful links



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University of Pisa

www.unipi.it

Welcome point at the University of Pisa

www.unipi.it/ateneo/rap-intern/welcome/index.htm

Italian University System

www.study-in-italy.it

Erasmus student network Pisa

www.esnpisa.it/

AIESEC (Association Internationale des Etudiants en Sciences
Economiques et Commerciales)

www.aiesec.org/

Foreign Embassies and Consulates in Italy

[www.esteri.it/MAE/EN/Ministero/Servizi/Stranieri/
RappStraniere/RappresentanzeStraniere.htm?LANG=EN](http://www.esteri.it/MAE/EN/Ministero/Servizi/Stranieri/RappStraniere/RappresentanzeStraniere.htm?LANG=EN)

Museums Opening hours and tickets

www.comune.pisa.it/turismo/servizi/musei.htm

Pisa Map

www.informagiovani-italia.com/map_of_pisa.htm