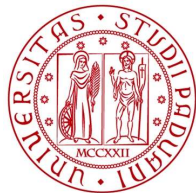


**dSEA**



UNIVERSITÀ  
DEGLI STUDI  
DI PADOVA

# WELCOME DAY DSEA

FEBRUARY 23, 2021

Provided by  
*International Office,*  
Department of Economics and  
Management

# WELCOME TO THE DEPARTMENT OF ECONOMICS AND MANAGEMENT DSEA!



# INTERNATIONAL OFFICE - DSEA

## PEOPLE:

**Prof Roberto Antonietti** – International relations coordinator

**Prof Martina Celidoni** – Responsible for Erasmus Exchanges

**Greta Pesce** – Officer, Int Relations

**Enrico Soncin** – Officer, Int Relations

**Paolo Filippelli** – International Tutor

## WHERE:

via Ugo Bassi 1, 5° floor

## CONTACTS:

[international.economia@unipd.it](mailto:international.economia@unipd.it)

✉ [international.tutor.unipd@gmail.com](mailto:international.tutor.unipd@gmail.com)

[...or book an appointment](#)



[www.economia.unipd.it/en](http://www.economia.unipd.it/en)



[DSEA – Dipartimento di Scienze Economiche e Aziendali](#)



[#DSEA](#)

Instagram



# CENTRAL OFFICE AT UNIPD

## MOBILITY UNIT

### IN CASE OF:

Certificate of arrival/departure

Certificate of stay

Transcript of Records

Extension of your mobility

### WHERE:

Via Portello 31

### CONTACTS:

[erasmus.incoming@unipd.it](mailto:erasmus.incoming@unipd.it)

### CONTACTS:

[unipd.it/relint](http://unipd.it/relint)



# OUR MSC OFFER

The Department offers 3 Masters of Science entirely taught in English:

## A. Business Administration

1. Accounting and Finance
2. Management

## B. Economics and Finance

1. Banking and Finance
2. Economics

## C. Entrepreneurship and Innovation



# OUR MSC OFFER

2 years cycle (Intake, September 2020) – 120 ECTS

Selective admission process (~20% of applicants admitted)

Grants eligibility to PhD programmes in Europe

Strong International vocation:

Double degrees / Bilateral Agreements / Summer Schools / Overseas Exchanges

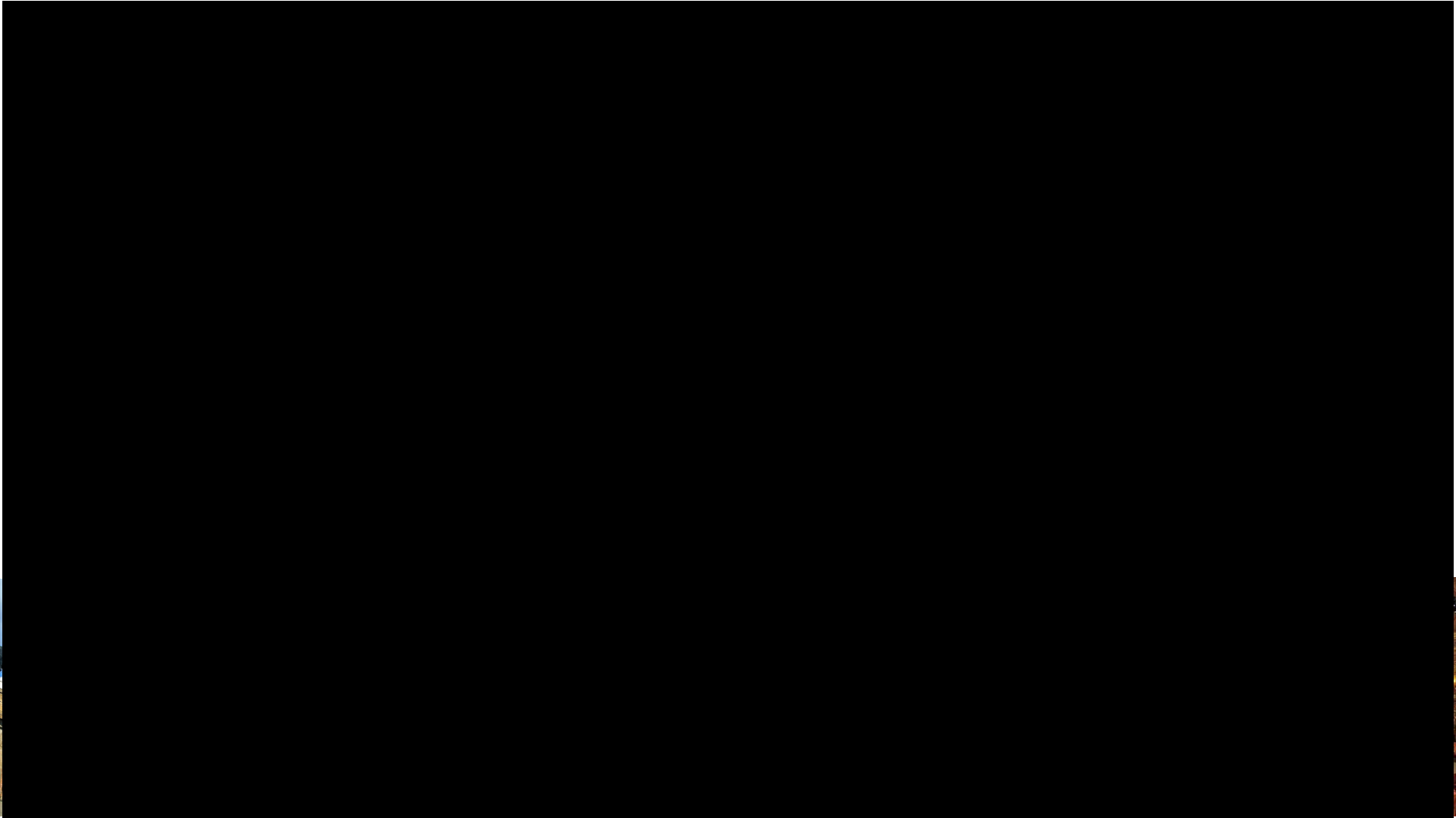
Placement and Recruitment: > 1000 partner firms both nationally and internationally



# RANKINGS

In the latest round of assessment of *teaching and research quality* the Department of Economics and Management ranked first and third in the disciplines of Business and Economics!





**dSEA**



UNIVERSITÀ  
DEGLI STUDI  
DI PADOVA

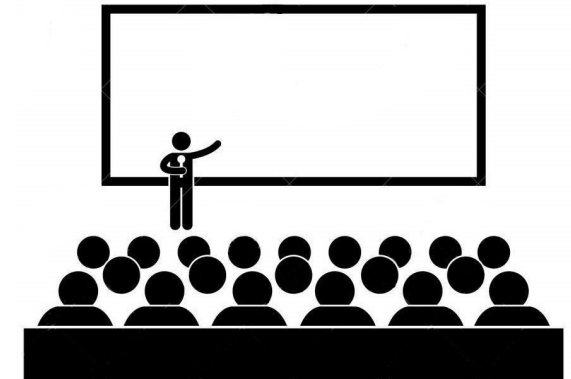


# INTENSIVE SUMMER CLASSES

## What?

Intensive classes designed for our International Students:

- [Accounting for Decision Making](#) (6 ECTS)
- [Behaviour in Organizations](#) (6 ECTS)
- [Development Economics](#) (6 ECTS)
- [Economics of Social Capital](#) (6 ECTS)
- [European Private Law](#) (6 ECTS)
- [Principles of Marketing](#) (6 ECTS)



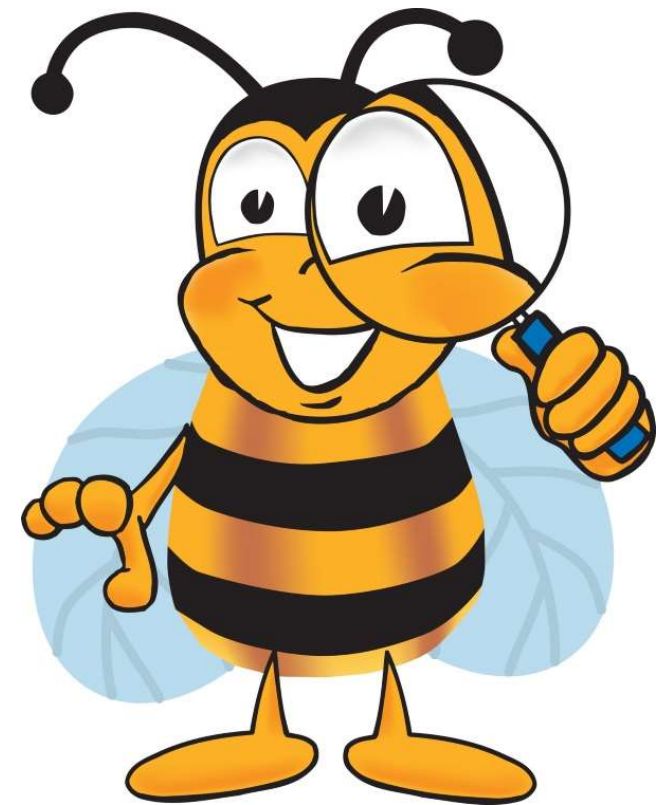
## How?

In-class discussion, team work activities, case studies, role playing, audio-visual training, international classes, totally held in English

## When?

Classes will start on April 14 until mid June (exam included)

# ADMINISTRATIVE PROCEDURES



# REGISTRATION

SASSA SERVICE (BY APPOINTMENT: [HTTPS://INCOMINGSTUDENTS.SETMORE.COM/](https://incomingstudents.setmore.com/))

*YOUR STUDENT CARD (BADGE)*

*ON THE CARD: REGISTRATION NUMBER - MATRICOLA*

## ON UNIWEB

*CONTRIBUTION TO ENROLMENT: PAYMENT € 24.50 FOR ADMINISTRATIVE COSTS AND INSURANCE*

***ATTENTION!!*** - *IF YOU DON'T PAY THE CONTRIBUTION OF € 24.50, YOUR ENROLMENT WILL BE CANCELLED AND YOU WILL NOT BE ABLE TO SIGN UP FOR EXAMS.*

# REGISTRATION

**ON UNIWEB**, please **update your personal profile** by adding

- your Italian **mobile phone** number and
- your **address in Padova**

*How to...*


- *Enter Uniweb and click on «Home» in the top right corner sandwich menu*
- *Click on «Master data»*
- *Click on «Edit residence details» in the Residence section*

## Personal record

On this page you can find information about personal details, permanent address (residence) and domicile. You can change

### Residence

Country	Germany
Town/City	Halle (Saale)
Postcode	
Part of town/city	
Address	06112, Friesenstraße
n°	15
Valid from	01/10/2016
Telephone	01626224966
Domicile coincides with residence	N

 [Edit residence details](#) Use to link to edit Residence details

# REGISTRATION

... how to ...

- **DO NOT CHANGE THE RESIDENCE ADDRESS!**
- *On the last question click on «N» to add the Domicile section*
- *Click on Next*



## Registration: Permanent address (Residence)

Please enter or edit your permanent address (Residence)

Residence

Country*	Italy
Province*	Padova
if in Italy	
Town/City*	Albignasego
Postcode*	35020
if in Italy	
Part of town/city	
Address (if not in Italy, please enter also the postcode)*	VIA A. VOLTA (St, Rd, Av, Square,...)
n**	11
Valid from *	19/05/2013
(gg/mm/aaaa)	
Telephone n**	0498805577
Domicile coincides with residence (permanent address)	<input type="radio"/> Y <input checked="" type="radio"/> N

Back Next

# REGISTRATION

... how to

- *Complete the **Domicile** section with your address in Padova and your Italian mobile phone number, if you have one (if not, write the number you are using here).*
- *Click on **Next** and it's done*

Registration: current address (Domicile)

Please enter or edit your current address (Domicile)

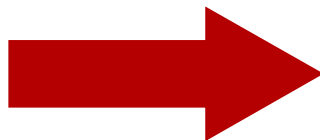
Domicile

C/O	<input type="text"/>
Country*	Germany ▼
Town/City:*	Halle (Saale)
Postcode	<input type="text"/>
	if in Italy
Part of town/city	<input type="text"/>
Address (if not in Italy, please enter also the postcode)*	06112, Friesenstraße
	(St, Rd, Av, Square..)
n°*	15
Telephone n°	01626224966

Back

Next

# CODICE FISCALE



It is a personal code made of numbers and letters.

It is released by **agenzia delle entrate** and it never expires.

You might need it for the following reasons:



- to rent an apartment
- to open a bank account
- to reset your uniweb password

you received the “codice fiscale” via email some time ago.

Copia per il richiedente



## CERTIFICATO DI ATTRIBUZIONE DEL CODICE FISCALE

CODICE FISCALE	 TLGMSA96L45Z149G
COGNOME	
NOME	SESSO
COMUNE (O STATO ESTERO) DI NASCITA	PROVINCIA DI NASCITA EE
DATA DI NASCITA	
DATA 15/01/2019	
IL FUNZIONARIO 	UFFICIO DIR. PROV. PADOVA

### AVVERTENZE

Questo certificato attesta il codice fiscale e i dati ad esso associati, registrati in Anagrafe Tributaria.  
La stampa del codice fiscale nel formato bar-code (codice a barre) ne consente l'acquisizione ottica, al pari del tesserino di codice fiscale e della Tessera Sanitaria.

AGE.DREFI.REGISTRO UFFICIALE.0075031.15-01-2019-U  
Identificativo certificato: 201975031

# ARRIVAL CERTIFICATE


The date stated in your certificate will be set on the start of activities or on the date of your arrival.

You will receive it via e-mail after collecting your student card at SASSA.

If your home university requires its own form, please fill it in and send it to [erasmus.incoming@unipd.it](mailto:erasmus.incoming@unipd.it)



AMMINISTRAZIONE CENTRALE  
AREA DIDATTICA E SERVIZI AGLI STUDENTI  
INTERNATIONAL OFFICE

 UNIVERSITÀ  
DEGLI STUDI  
DI PADOVA

Via VIII Febbraio, 2  
35122 Padova (Italy)  
tel. +39 049 827 3063-3065  
fax +39 049 827 3060  
erasmus.incoming@unipd.it  
CF 8006460281  
PIVA 00742430283

**DICHIARAZIONE DI ARRIVO – Anno Accademico 2018/19**  
*Arrival Certificate – Academic year 2018/19*

Si attesta che  
*We hereby certify that*

Cognome e Nome: \_\_\_\_\_  
*Surname and Name:*

Luogo di nascita: \_\_\_\_\_  
*Place of Birth:*

Data di nascita: \_\_\_\_\_  
*Date of Birth:*

Università di provenienza: \_\_\_\_\_  
*Sending Institution:*

è arrivato/a il **26/09/2018**  
*arrived on*

presso l'Università degli Studi di Padova  
*at the University of Padova*

nell'ambito del programma di mobilità Erasmus+ for studies  
*in the framework of Erasmus+ for studies Programme*


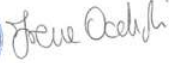
sotto la supervisione del Prof.: \_\_\_\_\_  
*under the supervision of Professor:*

nella scuola/ nel dipartimento of: \_\_\_\_\_  
*in the school / department of*

Si rilascia la presente dichiarazione in carta semplice per gli usi consentiti dalla legge.  
*This document is issued to the person concerned for the purposes granted by law.*

Padova, 26/09/2018

Per il Capo Servizio  
*For the Head of the International Office*

Dirigete: Andrea Cappoggia, Responsabile del procedimento amministrativo; Elena Agnoli  
tel. +39 (0)49 827 3061 - email: [erasmus.incoming@unipd.it](mailto:erasmus.incoming@unipd.it)



# E-MAIL ADDRESS AND ACCOUNT

It is mandatory to use the institutional unipd e-mail address:

[name.surname@studenti.unipd.it](mailto:name.surname@studenti.unipd.it)

**Please note that this address is needed to access:**

- **PC rooms**
- **Moodle**
- **Uniweb**
- **Webmail**

If you experience any problems, please contact your buddy or the International Tutor



# E-MAIL ADDRESS AND ACCOUNT



*Your username will be your e-mail address*

*and the password will be the one you set in the Application Form.*

*If you forget your password: <https://uniweb.unipd.it/password/index.php/en/>*

*Please remember that the password will last for 3 months. We suggest you to change it before it expires.*


# LEARNING AGREEMENT — DURING THE MOBILITY

We ask you to make changes to your LA form within the first 2 weeks of classes (**deadline March 15**)

In order to get the signature for approval from the DSEA Erasmus Coordinator, please send an e-mail with the pdf version of your LA to

[international.economia@unipd.it](mailto:international.economia@unipd.it)

...once you have applied all changes.


Higher Education  
Learning Agreement form  
Student's name

**Section to be completed DURING THE MOBILITY**

**CHANGES TO THE ORIGINAL LEARNING AGREEMENT**

**I. EXCEPTIONAL CHANGES TO THE PROPOSED MOBILITY PROGRAMME**

Table C: Exceptional changes to study programme abroad or additional components in case of extension of stay abroad

Component code (if any) at the receiving institution	Component title (as indicated in the course catalogue) at the receiving institution	Deleted component	Added component	Reason for change	Number of ECTS credits to be awarded by the receiving institution upon successful completion of the component
		<input type="checkbox"/>	<input type="checkbox"/>		
		<input type="checkbox"/>	<input type="checkbox"/>		
		<input type="checkbox"/>	<input type="checkbox"/>		
		<input type="checkbox"/>	<input type="checkbox"/>		
		<input type="checkbox"/>	<input type="checkbox"/>		
Total: .....					

Table D: Revised group of educational components in the student's degree that will be replaced at sending institution"

Component code (if any) at the receiving institution	Component title (as indicated in the course catalogue) at the sending institution	Deleted component	Added component	Reason for change	Number of ECTS credits
		<input type="checkbox"/>	<input type="checkbox"/>		
		<input type="checkbox"/>	<input type="checkbox"/>		
Total: .....					

The student, the sending and the receiving institutions confirm that they approve the proposed amendments to the mobility programme.

Approval by e-mail or signature of the student and of the sending and receiving institution responsible persons.

# COURSES, CLASSES & TIMETABLE





*TEACHING A. Y. 2020/21:*

- IN PRESENCE (DUAL)*
- BLENDED*
- ON-LINE*

# COURSES, CLASSES & TIMETABLE

## Course Catalogue dSEA:



**Department of Economics and Management "Marco Fanno"**  
**Courses catalogue 2016-2017**

The Department of Economics and Management offers five different study programmes:

- one program at the bachelor level: BA in Economics (TREC);
- four programs at the master level: Business Administration (MBA), Economics and Finance (MEF), Economics Law (MED), International Economics (MEI).

Courses are offered on a semester basis (semester 1 and 2), except for those belonging to the third year bachelor, where courses are offered on a tri-monthly basis (trimester 1, 2 and 3).

**Legend**

**1T = first trimester (only third year BA)**  
Classes: September 26 2016 to December 2 2016  
Winter exams session: December 9 2016 to January 22 2017

**1S = first semester**  
Classes: September 26 2016 to January 20 2017 / master level classes start on October 3 2016  
Winter exams session: January 23 2017 to February 24 2017

**2T = second trimester (only third year BA)**  
Classes: January 9 2017 to March 10 2017  
Spring exams session: March 13 2017 to April 7 2017


**2S = second semester**  
Classes: February 27 2017 to June 9 2017  
Summer exams session: June 12 2017 to July 21 2017

**3T = third trimester (only third year BA)**  
Period: April 10 2017 to June 16 2017  
Period dedicated to internship. No classes.

**ISPM ITALY = International Summer Program in Management**  
Intensive classes especially dedicated to International Students  
Classes and exams: May – mid June 2017

Click [here](#) to consult the Academic Calendar.

## Classes and exams:



UNIVERSITÀ  
DEGLI STUDI  
DI PADOVA







italiano english español Search

### Home page

Scarica subito l'app OrariUniPD!  
Dal primo semestre 2020-21 sarà necessario registrare la propria presenza a lezione con l'app OrariUniPD. L'app permette anche di visualizzare l'orario delle lezioni, degli esami e lo stato di occupazione delle aule e degli spazi studio.  
Per maggiori informazioni visita il nostro sito <https://www.unipd.it/orariunipd>

Coronavirus - Da agosto esami in presenza e online, da settembre didattica mista in presenza e online.  
Per informazioni sulle attività telematiche è possibile fare riferimento alle Segreterie Didattiche e alle pagine Moodle.  
Per ulteriori comunicazioni si rinvia <https://www.unipd.it/coronavirus-fase-3>

### Welcome to the student's Web Agenda of the University of Padova

 <b>Lessons timetable</b> <ul style="list-style-type: none"><li>By degree</li><li>By teacher</li><li>By course</li></ul>	 <b>Exams calendar</b> <ul style="list-style-type: none"><li>By degree</li><li>By teacher</li><li>By course</li></ul>
 <b>Rooms occupation</b>	 <b>Study room</b>
 <b>Bookings</b>	 <b>Information about mobile app OrariUniPD</b>

You can get more information about events (maps, professor contact information, event list, etc) by clicking on each cell.

For further information please write to [orari@unipd.it](mailto:orari@unipd.it).  
Per informazioni sull'organizzazione della didattica <https://didattica.unipd.it>

# COURSES, CLASSES & TIMETABLE

Course Catalogue UNIPD:

In Italian

<https://didattica.unipd.it/off/2020>

In English: <https://en.didattica.unipd.it/off/2020>



Academic offer in English

<https://en.didattica.unipd.it/catalogues>

The guide “**How to choose courses at Unipd**” is available on our website at this link (“Learning Agreement changes” section):

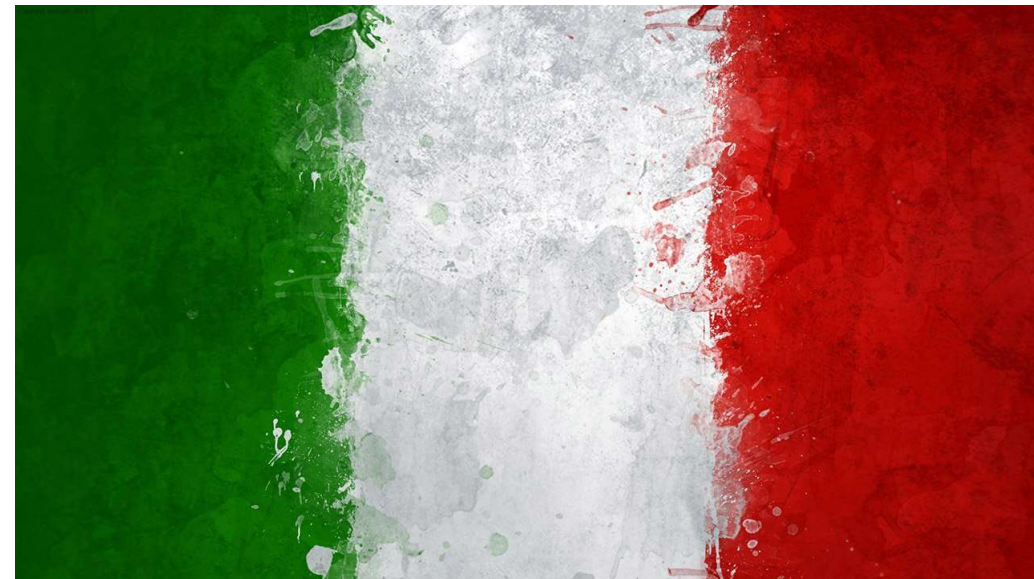
<https://www.unipd.it/en/exchange-students/erasmus-studies-incoming/during-your-stay-erasmus-studies>

# ITALIAN LANGUAGE COURSE

The Linguistic Centre (CLA) offers a free 3 ECTS Italian Language Course to all incoming students:

- The deadline to sign up is **March 3rd**
- Courses start: **mid March**
- 40-hour courses: 4 hours per week
- **On-line enrolment**

For further details: <http://cla.unipd.it/en/courses/italian-courses/biannual-courses/>



**Centro  
Linguistico  
di Ateneo**

**Level from  
pre-A1 to C1**

**First Italian course  
with us is free of charge**







**Centro  
Linguistico  
di Ateneo**

University of Padova Language Centre

Italian Certification CILS

**Certificazione di Italiano  
come lingua straniera CILS  
dell'Università per Stranieri di Siena  
livelli A1 - C2**

NEWS

**ITALIAN CERTIFICATION CILS**  
Next session of Italian Certification for Foreigners: 3rd December 2019.  
Enrol to the preparation course!

**LANGUAGE ADVISING**  
CLA support service for UNIPD students and employees who wish to improve their language skills.  
Book your personal interview.

LANGUAGE TESTS

SELF-STUDY

ERASMUS INCOMING

MOODLE - ITALIAN

MOODLE - OTHER LANGUAGES

ACADEMIC CALENDAR 18/19

FACEBOOK

15:08  
13/09/2019

## The last step

you have to:

- **confirm** your application
- **choose** one of the available courses according to your language level and your timetable preferences

- + Course starting dates
- + Course length and cost
- + Enrolment
- + **Class publication and confirmation**
- + Final tests and credits
- + Certificates
- + Giving up your place
- + Self study
- + Contacts

Get ready!  
Courses  
will start on  
March 15



**Centro  
Linguistico  
di Ateneo**

**Via Venezia, 16 PADOVA**

**email: [didattica.cla@unipd.it](mailto:didattica.cla@unipd.it)**

 **[cla.unipd.it](https://www.facebook.com/cla.unipd.it)**

**[www.cla.unipd.it](http://www.cla.unipd.it)**

**dSEA**



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DI PADOVA

# INTERNATIONAL TUTOR

A domestic student, studying at DSEA, available to support international students on issues related to: classes, how to contact professors, how to sign up to exams, use of the e-mail account, using Uniweb and Moodle...

## CONTACTS:

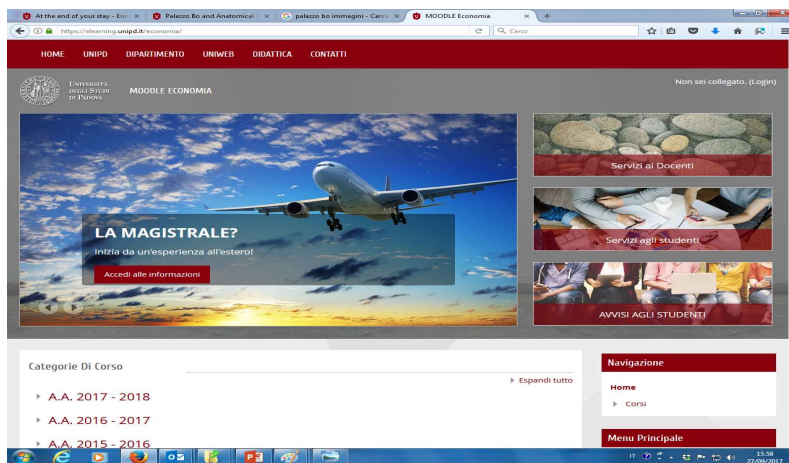
✉ [international.tutor.unipd@gmail.com](mailto:international.tutor.unipd@gmail.com)



# CLASSES & EXAMS

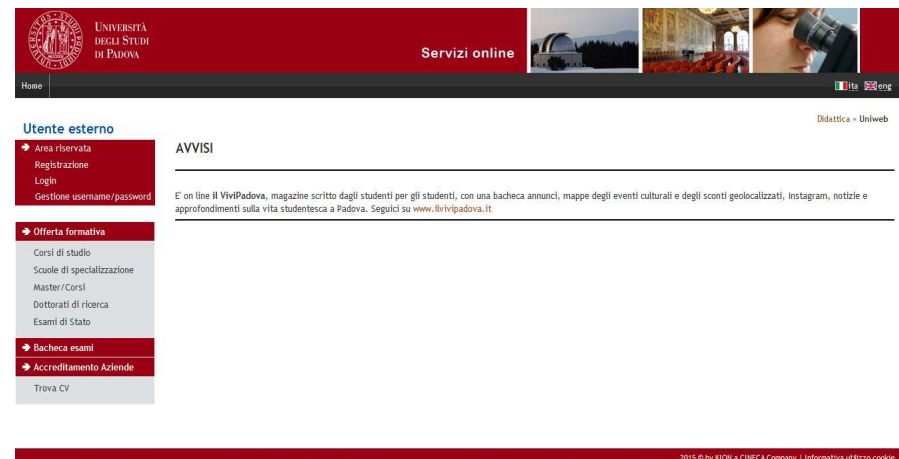
## Moodle

E-learning platform: news, information, teaching materials and assessment.



## Uniweb

Web platform: study plan, exams (sign up from 20 to 3 days in advance), check and accept/refuse marks.



For more information visit our [web page](#)

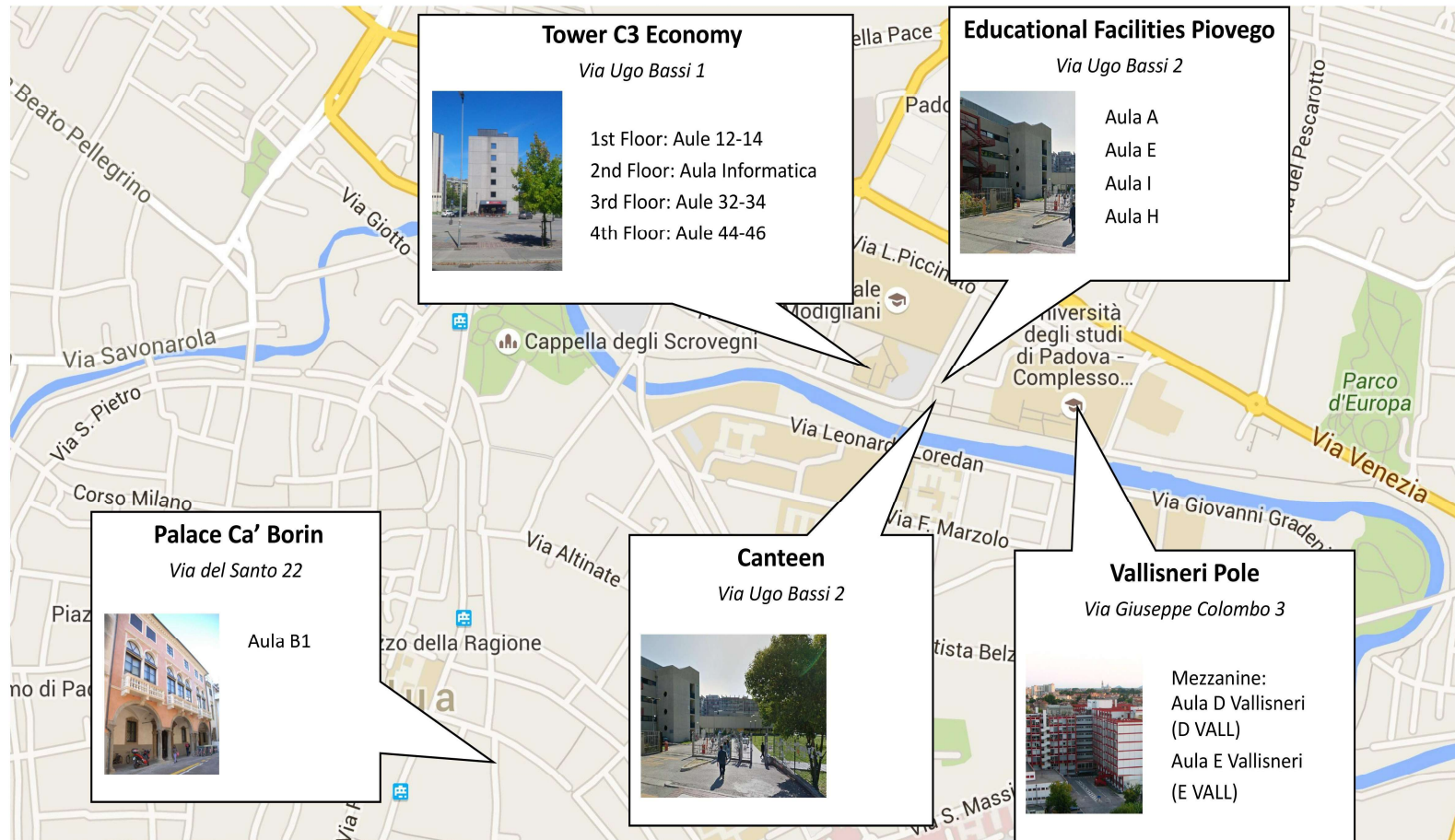
# TWO INTAKES (APPELLI)

You have 2 chances to pass each exam: the first and second intake (*appello*).

If you want to refuse the grade, you can do it in 7 days. After 7 days, results (expressed in grade /30) will be published on-line - using Uniweb platform.

The minimum to pass an exam is **18/30**.





# WE ARE SPREAD ALL OVER THE CITY: CAMPUS AND FACILITIES

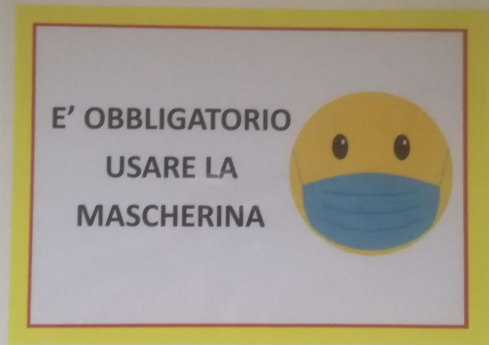
Teaching  
Library  
Canteen

# CLASSES & EXAMS





# CLASSES & EXAMS



# CLASSES & EXAMS

Download the mandatory app «OrariUnipd»:



<https://play.google.com/store/apps/details?id=it.easystaff.unipd>  
<https://apps.apple.com/it/app/orariunipd/id1436137050>

You should set your **personal timetable** and  
you **must use it to notify your presence** in the classroom!  
You can also book your place in the **study rooms**.



Watch the app presentation on YouTube

# LIBRARIES

Seats in LIBRARIES should be booked using «Affluences» app:



<https://play.google.com/store/apps/details?id=fr.affluences>

<https://apps.apple.com/it/app/affluences/id869919405>

# AT THE END OF YOUR STAY

Three steps at the conclusion of your Erasmus:

- 1) Obtain your Transcript of Records (on-line request)
- 2) Final interview (Uniweb)
- 3) Confirmation of Stay/Attendance Certificate

Additional information at this link:

<http://www.unipd.it/en/end-your-stay-erasmus-study>



# STUDYING AND LIVING IN PADOVA

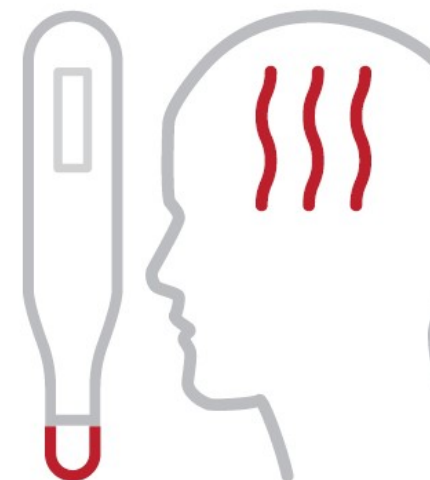
- Housing: S.A.S.S.A. [www.sassa.org](http://www.sassa.org)
- University Welcome Desk: SAOS for VISA-assistance <http://www.unipd.it/en/node/1456>
- University Language Centre: CLA for Italian Language Courses [www.cla.unipd.it](http://www.cla.unipd.it)
- Locations (classrooms, libraries, PC rooms...): <http://www.economia.unipd.it/en/department/locations-and-openinig-hours>
- University canteens: ESU food service <http://www.esupd.gov.it/en/our-main-activities/food-services-canteens>
- Erasmus Student Network: ESN Padova; [www.esnpadova.it](http://www.esnpadova.it)
- Medical Services: <https://www.unipd.it/en/healthcare>
- University Sports Centre: CUS Padova; [www.cuspadova.it](http://www.cuspadova.it)
- Bike Sharing: GOODBIKE Padova ([www.goodbikepadova.it](http://www.goodbikepadova.it)); MOBIKE (<https://mobike.com/global/>)

# CULTURAL ITINERARIES IN PADOVA

- Palazzo Bo and Anatomical Theatre (<http://www.unipd.it/en/node/261>)
- Church of St. Anthony (<http://www.santantonio.org/en>)
- Scrovegni Chapel (<http://www.cappelladeglisrovegni.it/index.php/en/>)
- Botanical Garden (<http://www.ortobotanicopd.it/en>)



# HEALTH AND SAFETY FIRST



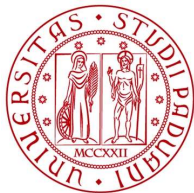


**THANK YOU FOR YOUR  
ATTENTION!**

International Relations Staff



**dSEA**



UNIVERSITÀ  
DEGLI STUDI  
DI PADOVA

**ENJOY YOUR STAY!**

Department of Economics and  
Management "Marco Fanno"