

Planning your arrival A.Y 2015/2016



International Student Guide

Milano



UNIVERSITÀ
CATTOLICA
del Sacro Cuore



Dear International Student,

Studying in Milan can be an exciting and challenging experience as well as an opening of your social and cultural horizons. This guide has been carefully compiled to provide the essential information to prepare your experience at Cattolica. You will find critical information about courses, visas, residency permits, housing, student life and practical tips for your stay here in Milan.

Please regularly check the International Student Web Portal in order to remain updated on academic issues concerning your stay:
> www.ucscinternational.it

Further information relevant to your day-to-day experience in Italy will be provided during the Orientation Events, however this guide should give you a good idea of what to expect upon arrival.

We hope you will make your stay a positive and enriching experience.

UCSC International Staff





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BEFORE YOU LEAVE HOME

Upcoming Communications

International student advisors will inform you via email regarding housing, Italian Language Course, Orientation Events, and course registration.

Visa Requirements

[Non E.U. Citizens](#) require a visa for a stay of longer than three months (90 days). You need to request a student visa at the Italian embassy or consulate of your jurisdiction. Below you will find the basic application requirements. However, it is important that you verify your consulate's website for any additional requirements:

- Admission letter issued by host institution
- Passport and Driver's Licence/ ID/Residency Card
- Student visa application to be submitted in person
- Proof of enrolment at home institution
- Affidavit of financial support
- Proof of adequate health insurance coverage outside your country
- Flight itinerary

Travel Registration

We strongly advise you to register your contact details online with the Department of [Foreign Affairs and Trade](#) of your jurisdiction. The registered information provided by you will be used in the unlikely case of an emergency.





Travel Insurance

Your health insurance will likely not cover any damage or loss of belongings during travel and stay in Milan. We highly advise you to insure your most precious and expensive belongings such as laptop and other electronics. A travel insurance would also cover any loss of important documents such as passport, credit cards, etc.

Your travel insurance may also cover emergency medical expenses and medical evacuation. Do a search and compare the benefits and see how they complement your health insurance abroad. If you do bring your laptop it is important you insure it against damage or theft. Never leave your belongings unattended anywhere on campus, library, computer lab, etc. Do not mail your laptop as it will be held at customs and will only be released by paying a customs fee.

Medical Insurance

If you are a national from either a [EU Member State](#) or an [EEA country](#) or you are of [Swiss nationality](#), you

should have a European Health Insurance Card (EHIC, Italian acronym: TEAM) obtained in your home country from your national healthcare authority. The European Health Insurance Card (or EHIC) allows to receive medical treatment in another member state for free, or at a reduced cost. A patient contribution is required for prescriptions, medical examinations, oral and dental care.

[Non E.U. Citizens](#) must take out an International Health Insurance which covers costs related to medical treatment and admission to hospital. Always contact your insurance agency before leaving for Italy. If you are travelling with temporary Health Insurance, you may apply for Italian Health Insurance upon arrival. The insurance costs about 49 € for a period of 6 months and 98 € for a period of 12 months. For more information contact the International Student Services.

Note: An insurance policy is compulsory if you apply for a residence permit.

Note: ISEP Students must have ISEP health insurance.

WHAT TO BRING TO MILAN

Pre-departure documentations check-list

EU students

- Passport/ID/Residency Card
- Admission letter issued by UCSC
- Health insurance coverage outside your country (for EU students, National Health Insurance Card): any special prescription or medical certificate
- Flight Itinerary/ticket
- Travel Insurance
- Documents/ Detail regarding your accommodation in Italy
- Credit/Debit cards (make sure to inform your Bank of your stay abroad period)
- Multiple copies of the above documentation

Addition for NON EU Students

- Valid Student Visa
- Affidavit or financial support

Documentation guidelines

Make additional copies of all your documents, certificates, cards etc. Keep copies in a safe place in your home country, and bring the rest to Italy. When traveling remember to keep copies in both your hand

luggage and check-in luggage. Upon arrival keep all documents in safe place in your apartment

For further safety measures, scan all your documents, certificates, cards etc. and email them to yourself as attachments. Bring receipts of any electrical goods that you bring such as laptops, cameras, iPods, etc. This ensures when and where the items were purchased.

Packing

Milan is the fashion capital of Italy so remember not to overpack. December to February are the coldest months, but April usually brings nice spring weather. Students on campus generally dress informally but you may want to bring with you something more formal for special events.

You can find everything in Milan so don't worry if you forget to pack something.

You will need to buy plug/power converters for your electrical devices. Electricity in Italy and Europe comes out of the wall socket at 220 volts. The Italian plug is a two or three round-prong socket



Useful items

- Chargers
- Adaptor
- Check the weather and temperature accordingly to your departure season in order to bring appropriate clothes
- Adequate students clothes and few elegant items for special occasion
- Travelers wallet
- Passport size pictures (4 colored and original, dimension 3 X 4cm/2 X 2 inch)

MEDICAL ASSISTANCE

Medication

You should verify the availability of certain drugs in Italy, but we suggest that you stock up from home on any specific medication you will need during the stay. Control the customs restrictions for importing medication from outside the E.U. especially antidepressant drugs as you do not want to have your medication confiscated at customs. For safety measures, obtain a letter from your General Practitioner specifying the medication you will bring with you.

Pharmacies

Most medications that you purchase over-the-counter in other countries are available only by prescription in Italy.

Health Centre @ Cattolica

There is a Health Centre on campus which provides all registered students with medical care, nursing care and psychological counselling. If you require medical assistance, contact the International Student Services who will arrange an appointment with the Health Centre and make sure an English speaking nurse will be available if needed.

Hospitals

If you require more serious medical assistance you will need to visit the hospital. Remember to always bring a copy of your health insurance. Always inform the International Student Services and they can arrange an English speaking assistance if needed.

ACCOMODATION IN MILAN

According to your exchange program included benefits you will either be automatically placed in Cattolica housing (MIL Service) or be provided with information about housing options before your arrival. Please check with your home institution advisor what benefits are included between the universities agreement.

Cattolica housing: MIL Service

- Off campus apartment
- Single dorm room with bathroom

If you will not automatically be placed in Cattolica housing, then you will have to find alternative housing solutions.

Other housing options

- Assistance by ESEG and ESN, the International Students Associations
- The University housing announcement board
- Individual research

Useful links:

- › www.secondamano.it/
- › www.kijiji.it/

ATTENTION: Please be aware that it's not recommended to process pre-arrival online transaction requests of payments, this could hide possible fraud and doesn't guarantee the flat/room availability upon arrival.

MIL SERVICE

Milano International Living Service (MIL Service) was founded in 2007 in order to respond to the high demand for housing: every year more and more students come to Milan from all around the world to spend a semester or a whole year studying at one of the prestigious universities in Milan.

MIL Service allows its customers to focus on their academic life, while leaving the housing problems to the service's care. The housing typology provided by MIL Service makes it possible to fully experience the new international student life by introducing the student to the reality of a real citizen: live MILAN while living IN Milan.

Its young, dedicated and professional team are committed, which is what makes MIL Service competitive within the housing markets. The team tries to understand the students' needs and provide every student with the best residential experience.

Prices

In your housing package you will receive many other services, such as fully furnished apartments, 24/7

internet connection, bi-monthly cleaning. Most students placed in any of the Cattolica housing options will be required to pay a refundable housing deposit of 300 € for apartments and 400 € for dorms, to be paid before their arrival. You will be notified by MIL Service.

MIL Apartments:

Semester (5 months):

from 2,500 € up to 3,500 €

according

to apartment typology and its location

Full year (10 months):

5,000 € - 6,500 €

Dorms:

Semester (5 months) - 3,150 €

housing only, with meal plan 4,450 €

Prices haven't been confirmed yet.

Please note that according to the agreement between your home institution and UCSC, accomodation may be included in your study abroad benefits.

Note: Prices do not include the deposit.

> www.milservice.com

> info@milservice.com



STUDYING AT CATTOLICA

Università Cattolica del Sacro Cuore offers two different curricula of study with a wide variety of courses. You can choose to create your own semester of study by selecting courses from the two curricula:

UCSC International Curriculum

Language of instruction:
English

Calendar:
September / December –
February / May

UCSC University Academic Curriculum

Language of instruction:
English / Italian

Calendar:
September / February –
February / July

More Info:
<http://www.ucscinternational.it/spend-a-semester-with-us/exchange-in-milan>

UCSC UNIVERSITY ACADEMIC CURRICULUM

As an International Student you can take any course within any faculty at any level, Laurea Triennale (Undergraduate) and Laurea Magistrale (Graduate).

› www.ucscinternational.it/spend-a-semester-with-us/exchange-in-milan#Academic

The courses bear ECTS credits. For more info regarding the ECTS credits and the Italian grading system check the following link:

› www.studyitaly.it/images/stories/EUROPEAN_CREDIT_TRANSFER_SYSTEM.pdf

UCSC INTERNATIONAL CURRICULUM

The courses within the UCSC International Curriculum will be mainly offered on a semester basis (both Spring and Fall); however, as changes may occur, applicants will be advised on the effective and definitive list of courses available two months before the semester starts. The courses bear the equivalent of 3 US credits, however within the European Exchange Framework these same courses are worth 6 ECTS. The conversion from US or ECTS credits to your credit system is defined by your home institution.

LLP-Erasmus exchange students are allowed to take a maximum of 1 course from the International Curriculum and will likely have to complement their course load with UCSC Academic Curriculum Courses to satisfy their home institution course load requirements. You can pick courses from the following field of studies.

UCSC International Curriculum

- Business and Economics
- International Relations
- Italian culture: Literature, Theatre, Cinema, Music
- Fashion and Design
- Media, Communications and Sociology

For more info regarding courses please visit the following link:

› www.ucscinternational.it/spend-a-semester-with-us/exchange-in-milan#International

For more info on Academic policies please visit:

› www.ucscinternational.it/files/UCSC_ACADEMIC_POLICIES_6_ects.pdf

For more info on US/ECTS credits please visit:

› www.ucscinternational.it/files/US_Credits_System_Spring2015.pdf

ITALIAN LANGUAGE COURSE

UCSC International organizes Italian Language Courses, designed for students who want to learn, study and explore the Italian language. The language course is not compulsory but highly recommended.

According to your Exchange Programs's included benefits, you will be automatically registered into the Italian Language Course or be provided with information about the payment options before your arrival. Automatically registered students will be asked to take the online placement test. The test is mandatory for all the students including absolute beginners.

PRE-SESSION INTENSIVE COURSE
(45 units - 6 ECTS):
held at the beginning of each semester

SEMESTER COURSE
(45 units - 6 ECTS):
run throughout the semester and in conjunction with other academic coursework

More info:
> www.ucscinternational.it/student-services-at-cattolica/students-services-in-milan-campus/italian-language-culture-course-inmilan

ORIENTATION EVENTS

UCSC International has scheduled two Orientation sessions per intake (Fall Semester and Spring Semester). Please make sure your scheduled arrival allows you to attend one of the two sessions organized per semester.

The Orientation Event is an exclusive 3 days event organized at the beginning of the semester to provide students with all the necessary information for their stay at UCSC. During the orientation students will be informed on how to organize their course schedule, select courses, find classrooms, have access to campus facilities (cafeteria, library, health center and sport service etc.). They will also meet student associations who will take students on a university tour. Students will also receive their Cattolica student card/badge along with a personalized kit.

Orientation events are 3 days long and structured according to the following schedule:

- Day 1: welcome speech; italian language placement tests; ice-breaking social activity;
- Day 2: 2 sessions on UCSC International Curriculum and UCSC

Academic Curriculum; session on the permit of stay

- Day 3: Campus tour

FALL SEMESTER

Orientation Event 1
September 1, 2, 3 2015

MANDATORY for students:

- planning to arrive by August 31, 2015
- Enrolled in the pre-session intensive Italian Language Course
- Note: The first day of benefits will be September 1, 2015.

Orientation event 2
September 15, 16, 17 2015

MANDATORY for students:

- planning to arrive by September 14, 2015 that did not attend the Orientation Event 1
- that did not attend the pre-session intensive Italian Language Course

Note: The first day of benefits will be September 15, 2015.



PUBLIC TRANSPORTATION IN MILAN

Milan public transportation

The Azienda Trasporti Milanesi (ATM) operates within the metropolitan area, comprising of a metro, bus and tram network.

Bus

Buses are always orange and green. The wide network of buses covers the entire city. It will allow you to access all major city attractions within 30 minutes.

Metro

(Subway; Underground)

The metropolitana (metro) has four primary lines: red (M1), green (M2), yellow (M3), and lilac (M5). Metro entrances are marked with a red square sign with a white "M". The Milano metro runs 6:15 until 00:14.

Tram

(Trolley car)

Run throughout the city. The older trams are orange whilst the modern trams are yellow with green interior. Tram stops as well as bus stops are marked by tall orange poles with a

diagram of the tram or bus route.

Ticket

All tickets for the public transportation system can be purchased at news kiosks, tabacco shops, or in the metro stations from machines or ticket booths. The same ticket can be used on all three types of transport for up to 90 minutes, however cannot enter twice in the underground with the same ticket even within the 90 minutes. Note: You can not purchase tickets on the bus or trams.

Ticket costs

- One ride is 1.50 € each and is valid for 90 minutes.
- Carnet 10 rides of 90 minutes 13.80 € (one per person, cannot be shared)
- We recommend that you purchase the monthly transportation pass for 22 € (plus a 10 € subscription fee). Information will be given at the Orientation Events.

For further details on the Milan public transportation system visit www.atm-mi.it



HOW TO REACH US UPON ARRIVAL

Departing the airport

From Malpensa Airport

Catch directly from Terminal 1. 2 directions connect the airport with the City of Milan:

- Malpensa Airport to Cadorna Railway Station: which then connects you to the metro red (MM1) and green (MM2) lines. Trains depart every 30 minutes and travel time varies from 29-36 minutes. Cost of a single ticket is 12 €. You must purchase and validate your ticket before entering the train.
- Malpensa Airport to Centrale Railway Station: which then connects you to the metro green (MM2) and yellow (MM3) lines. Trains depart every 30 minutes and travel time varies from 29-36 minutes. Cost of a single ticket is 12 €. You must purchase and validate your ticket before entering the train.

› www.malpensaexpress.it

Via bus/coach: Malpensa Shuttle de luxe coaches

Connects Malpensa Airport to Centrale Railway Station, which then connects you to the metro green (MM2) and yellow (MM3) lines. Buses depart every 10 minutes and travel time lasts about 50 minutes. Cost of a single ticket is 10.00 €. You can purchase your ticket before entering the bus.

› www.malpensashuttle.it/web2011/tariffe.php

From Linate Airport

Via Starfly buses

Connects Linate Airport to Centrale Railway Station, which then connects you to the metro green (MM2) and yellow (MM3) lines.

› www.orariautobus.it/autobusmilano-linate.html

From Orio Al Serio (BG) Airport

Via bus

Furthest away from Milan centre. Connects Orio to Centrale Railway Station, which then connects you to the metro green (MM2) and yellow (MM3) lines. Cost of a single ticket is 4 €.

› www.orioshuttle.com

Getting to UCSC International Address

Via Giosu  Carducci 28/30, 20123 Level 3 - ISS

Via Metro

Our campus is located closest to metro green (MM2) line.

STOP: Sant' Ambrogio

DIRECTION: Abbiategrosso/Assago.

Centrale Railway and Cadorna Railway Station are both located on the metro green line.

By Bus

Buses #50 and #58 stop outside the university.

Via Taxi/Cab (fixed rates)

Malpensa - Milano 90 €

Linate - Milano 30/35 €



RESIDENCY PERMIT REQUIRMENTS

All Non E.U. Citizens require a visa for a stay longer than three months (90 days). Within eight (8) days of your arrival in Italy you are required to submit the application for a Permesso di Soggiorno (Permit of Stay) which will be issued by the local police (Questura). You will require the following documents:

- An Application Form which you will be given by UCSC International upon arrival
- Passport
- Photocopy of personal data page of the visa and last page of passport
- Four recent and identical passport size photographs
- VISA documentation and any letter issued and stamped by the Consulate (make additional

photocopies)

- A certificate of enrolment issued by UCSC (provided upon arrival)
- Photocopy of health insurance coverage
- A Marca da Bollo (revenue stamp) of 16 € to purchase upon arrival. It's possible to purchase it from tabacco shops.
- Address of your apartment in Milan including the zip code. After submitting the form, obtain your receipt. The administrative costs will be a total of 155 €.

A special orientation session will be organized to assist you.



STUDENT LIFE

As you may have already heard, being an Exchange student is not only an academic but at the same time an enjoyable, social and fun experience.

Adapting to a different culture can be exciting yet challenging. Student associations ESEG and ESN are also going to welcome you to Milan upon arrival and during the welcome days and assist you throughout the semester. They will help make your stay in Milan.

Some of the activities organized throughout the semester include:

- Language sharing
- Assistance in finding an apartment
- Trips
- Aperitivo and dinner
- Cultural events
- Sporting activities
- City tours
- Nights out

Useful links

ESEG

› <https://www.facebook.com/groups/esehousing.service/>

ESN

› www.esnunicattolica.it



LIVING IN MILAN

Milan: A city of movement

People walk everywhere. Their sense of style ranges from casual sophistication to elegant design. Milan is a modern and progressive city, the commercial heartland of Italy, and headquarters to many of Italy's multinational corporations and world famous brands. Yet despite the opportunities which accompany a busy and successful city, the essence of Milan is as true today as in centuries past. In short, Milan is a beautiful, cultured and dramatic city, a city which offers a multitude of features that tourists rarely discover.

Milan is the real Italy, from courtyards and window boxes to small and intimate museums, churches and laneways. Milan is a city to explore and a place to reflect.

Milan is a city of trams and Smart cars. Where beautifully dressed people ride scooters to work, where thousands of runners exercise daily in the parks.

Milan is a city of people. A city full of life. The menus of Milanese restaurants have influenced the world's finest cuisines. And the creations of Milanese designers have placed Milan alongside New York, Paris and London as a home of global fashion.

Milan is a living, breathing, exciting city. A friendly and welcoming city. A bustling city on the one hand; yet quiet, contemplative and conducive on the other.

Useful links:

- › www.ucscinternational.it
- › www.atm-mi.it
- › www.atm-mi.it
- › www.vivimilano.it
- › www.easymilano.it/
- › www.comune.milano.it

MONEY MATTERS

You may keep your bank account at home and use your visa check card at any Bancomat around the city.

Note: "ATM" (Azienda Trasporti Milanesi) is the anagram used for the public transportation system in Milan, not to be confused with Automatic Teller Machine. "Bancomat" is an Automatic Teller Machine.

When withdrawing money from a Bancomat be attentive to the people around you. We advise you use Bancomats that are inside banks and not those right off the street. Unless necessary do not use Bancomats inside or near stations. If you wish to open a bank account or rent an apartment you will need a Codice Fiscale, Tax code.

This card is issued by the Ufficio Unico delle Entrate - Via della Moscova 1, under presentation of a valid identity document and a copy of your Visa if you are not an EU student.

AVERAGE COSTS (per semester)
Accommodation*:
2,700 to 3,900 €

Food**:
750 to 1,000 €
Personal expenses:
200 to 400 € per month
Books:
200 €

Local Transportation:
102 €

* Cost may vary depending on the area, single or double room and possible program benefits.

** University provides you with a badge which allows students to eat in the cafeteria at discounted prices. Full meal: 7.70 €/Lunch meal: 5 € Pizza line: 4.50 €

Note: If you activate your card at EDUCatt by paying 20 € for the whole semester, you will get a discount price as follows:
Full meal: 5.65 €
Lunch meal: 4.50 €

AVERAGE SINGLE PRICED ITEMS

- Pizza + Beer: 15 €
- Cinema ticket: 7.50 €
- Gelato (ice-cream): 3 €
- Panino (sandwich): 5 €
- Cafè (coffee): 1.50 €



CONNECTING YOU

Mail

To locate a post office look for the yellow and blue PT sign. For mailing cost information consult the Italian Post web site:

› www.poste.it

If you need to mail sensitive materials we would advise you send them by recommended mail, courier, or through express mail services, such as DHL, UPS or FedEx. Receiving packages from US via priority mail can cost a lot in terms of taxes. Postal & customs taxes are very high depending on the weight and the value of the package's content.

Please note that if you are going to get packages delivered to our office, this is the procedure you are required to follow:

- 1) Inform us that you are expecting a package at our office and the estimated delivery date.

- 2) Since our office is not authorized to keep cash money you are kindly requested to leave us the amount you are supposed to pay at least a couple of days before the foreseen delivery date.

Please note that if you don't respect this procedure, UCSC International will not accept the package and it will be sent back to the central post office (close to Linate Airport).

Telephone

The most convenient way to keep in touch with your new Italian friends and family back home is the cell phone. You can purchase an unlocked GSM phone back home and get an Italian SIM card at cell phone providers such as TIM, Vodafone or Wind.

Only triband and quadband phones will work in Europe. Check with your home cell phone service provider to find out if your current cell phone (once unlocked) can support a foreign SIM card. Once in Italy, you may look into signing up for a plan or simply getting pre-paid/rechargeable service. If you do not have a GSM phone purchased at home you may also buy one at a reasonable cost once in Italy.

INTERNATIONAL STUDENT SERVICES (ISS)

At Cattolica we have so much to offer. Much more than be contained in the few pages of this brochure. The people to take you to these faraway places are the same people who will first bring you to the unique land of Italy.

On paper they are just names. But once you are enrolled at Cattolica, Laura, Francesca, and Gloria will soon become your advisors, mentors and friends. International Student Advisors are not only responsible for promoting the attractions and benefits of Cattolica, they are there for the duration of your time at Cattolica. And beyond.

Many of our past students have since started international networks endorsing the benefits of our beautiful and supportive university as a study destination, whether for a semester, a year, or years.

The International Student Service has a sign which says welcome. And we mean it. Whether your need or concern relates to your studies, accommodation, experiences or needs, our mandate is to be both your first port of call and in the vast majority of cases, your answer.

We have specialist staff to address all areas of need. And we have a unique understanding of the challenges experienced by international students, not least because most of us have been international students ourselves.

International Student Services gives support and advice to all international students at the University and helps you have a happy and successful time in Milan.

Incoming student advisors run a daily drop-in service where students are welcome to come in to ask for information and advice about:

- VISA/Permit of stay
- Course registration
- Cultural adaptation and homesickness
- Anything else that is worrying you

Should you have any problem or inquiry, please do not hesitate to contact the Incoming Student Advisors:

› international.advisor@unicatt.it
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Via Carducci, 28/30
I-20123 Milano
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Fax +39 02 7234 5806



We look forward to
welcoming you in
Milan!

www.ucscinternational.it

