UNIVERSITÀ DI PAVIA

WELCOME GUIDE
for incoming exchange students
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Located in Lombardy Region, only 30 kilometres south of Milan. The countless events, festivals, exhibitions, concerts, meeting places and University sports competitions combine to create an ideal place to live and study. Pavia is the capital of the fertile Province of Pavia, which is known for a variety of agricultural products, including wine, rice, cereals and dairy products. Its centre is a maze of narrow streets, ancient churches and elegant buildings, all bordered by the Ticino river. Pavia’s population is made up of approximately 70,000 inhabitants and 26,000 students.
How to reach Pavia

Pavia is well-connected to the world thanks to its proximity to Milan. You can arrive at Milan via airplane, train or bus then reach Pavia by train.

From Milan Malpensa (MXP)
From Milan Linate (LIN)
From Milan Bergamo (BGY)

From Milan railwaystation
University Campuses

POLO CENTRALE - HUMANITIES CAMPUS

POLO CRAVINO - SCIENTIFIC CAMPUS

CREMONA VENUE - MUSICOLOGY AND CULTURAL HERITAGE
City transport

Autoguidovie is the local transport company. You can buy urban tickets at the newsstand/tobacco shop or directly on the app “Autoguidovie”, which is available in several languages. On the app you can plan your journey and check the bus schedule for each stop.

University of Pavia and Autoguidovie offer **UNIPASS** to all students: it is an urban bus pass valid for the whole academic year for 25€.

Download the instructions on how to request it:
Documents required for your stay

- Visa (if not EU)
- Tax Code
- Health Insurance
- Residence permit
- Bank account (only for ICM students)
- Learning Agreement
1. Visa

Do not forget to send a scanned copy of your Visa to:
Degree Seeking: admission@unipv.it
Exchange Students: upload it on the application workflow
2. Tax Code

Tax Code, “Codice Fiscale”, is a personal mandatory code used to identify citizens.

Why is it necessary?
It is essential to open a bank account, to sign a rental agreement, to buy a SIM card, to register with the National Health Service (“SSN”), to apply for the Residence Permit.

How can you obtain it?
A) Request it to the Italian Embassy/Consulate
B) Ask to the international mobility office
3. Health insurance

EU students (including students from Iceland, Liechtenstein, Norway and Switzerland) can use their European Health Insurance Card ("EHIC"), which gives access to immediate necessary care under the same conditions as Italian citizens.

Book an appointment at ASST Pavia Healthcare Office to be assigned a general practitioner “Medico di Base”).

Book

ASST (Healthcare Office)
3. Health insurance

For **Non-EU students** being covered by a Health Insurance is compulsory in order to apply for the Residence Permit. You have two main options:

**Register with the National Health System SSN**

SSN registration enables you to get the Health Card, “Tessera Sanitaria”, and rely on public Healthcare with a general practitioner and reduced prices for specific medical examinations and treatments.

**Buy a private health insurance**
3. Health insurance
National Health System
Registration for non-EU students

The registration is valid from January to December.

In order to register:
1. Go to the Post Office and pay a 149,77€ payment form, bollettino, to be filled in with the following information: “C/C postale n. 379222 - Intestato a: Amministrazione P.T. Regione Lombardia - Causale: iscrizione volontaria S.S.N.”
2. Apply for the Residence Permit including the payment receipt.
3. Book an appointment at ASST Pavia (scelta e revoca office) to finalize your registration and be assigned a general practitioner Medico di Base.
Health insurance

National Health System Registration: required documents

- Passport
- Tax code
- Receipt of residence permit application
- Receipt of the payment for registration with the Italian National Health Service ("SSN")
- Self-certification of enrolment at the University (to download from the Student Portal)
- Registered residency receipt

Screenshot to keep track of your to-do list!
4. Residence permit

All Non-EU students staying in Italy for longer than three months must request the Residence Permit within 8 days from their arrival in Italy.

In order to apply:

1. Fill out the Residence Permit application KIT through our International Student Helpdesk, located at the Police Station "Questura".

Helpdesk Residence Permit

Book an appointment!
Documents required for your stay

Residence permit

Required documents:

- Photocopy of your passport (without blank pages)
- Photocopy of a health insurance policy (public or private)/receipt of the payment of SSN registration
- Proof of enrolment at the University of Pavia: ask to the international office for the document
- Proof of accommodation: photocopy of your rental contract, if staying in one of the residences, a letter signed by the rector or the bursar of the residence
- Proof of economic support: photocopy of scholarship/bank account details/front and back of your credit card
- A 16€ revenue stamp, *marca da bollo*, to buy at the tobacco shop

Screenshot to keep track of your to-do list!
4. Residence permit

2. Go to the Post Office to submit the KIT. The receipt of your residence permit application is valid and effective as the residence permit card.

3. Check the appointment date with Questura on your application receipt or via sms.

4. Go to the appointment for fingerprints and photos. Do not forget to bring the originals of all the previously-mentioned documents, the residence permit application receipt and 4 passport-sized photos (with white background).

5. Check the status of your Residence Permit on Portale Immigrazione (use the username and password available on the residence permit application receipt).

6. Collect your residence permit at Questura.

Degree seeking students must send a scanned copy of:
- Receipt of the Residence Permit application
- Letter or text message with the appointment date with Questura (when available)
- Residence Permit (when available)
To Direct Line ("Filo Diretto")
5. Learning Agreement

Fill in your learning agreement

Before coming to Pavia, you have to fill in the Learning Agreement in concordance with our course offer, the list of our English taught courses and our Academic Calendar, send it by e-mail it to the relevant Erasmus Academic Coordinator, cc to incoming.erasmus@unipv.it.

2 Options

The PDF o Word Format

Online Format*

*Only if your university is part of the EWP network
Accommodation

The Accommodation Service for Incoming exchange students in the city of Pavia is managed by the External Accommodation Agency.

Incoming students will get the link for the accommodation form by e-mail to apply for accommodation in Students’ Halls of Residence or private flats.

ACCOMMODATION IN CREMONA FOR MUSICOLOGY AND CULTURAL HERITAGE STUDENTS ONLY – ACADEMIC YEAR 2022/2023

International exchange students of Musicology and Cultural Heritage can find accommodation in Cremona in the University Hall of Residence “Collegio Quartier Novo”. In order to apply students have to fill in the application form below:

- Accommodation form Cremona
...still room-hunting?

While searching for more convenient housing, students may find accommodation on a temporary basis in:

- Pavia ostello
- UniHo
- Santa Maria in Betlem hostel
- AffitaCamere
- GuestHouse
- Pavia Residence
- Hotel Moderno
- Hotel Aurora
- Hotel Rosengarten
- Hotel Excelsior
Services & Facilities

- Libraries
- Study rooms
- Canteens
- Language Centre
- Sports Centre
- Counselling Centre
- Centre for special needs students
- Students associations
- STEP ESN Pavia
University Card

Smart Card
The Smart Card allows students to access controlled-entry libraries and to use drinking water dispensers.

If you want to have this card please contact international relation office:
University contacts

ERASMUS + EU
incoming.erasmus@unipv.it
Tel. +39 0382.984114

ERASMUS + ICM
erasmus.icm@unipv.it
Tel. +39 0382.986948

OVERSEAS EXCHANGE PROGRAM
overseas@unipv.it
Tel. +39 0382.984694
Tel. +39 0382.986948

COIMBRA GROUP SEN
alessandra.varasi@unipv.it
Tel. +39 0382.984694

SEMESTER ABROAD
andrea.pichelli@unipv.it
Tel. 0382.984230
Emergency 112

It is a common emergency telephone number that can be dialed free of charge in order to reach ambulance, police and fire brigades (ambulanza, polizia, pompieri).

EMERGENCY ROOM
In case of extreme necessity, you can go 24/7 to the Emergency Room, Pronto Soccorso, of Policlinico San Matteo Hospital. Take with you your personal documents and the proof of your Health Insurance (Health Card or receipt of the payment).

OUT-OF-HOUR MEDICAL SERVICE
The “Guardia Medica” is a medical service accessible during the hours when your general practitioner is not on duty.
In case of need, call the number 116117:
- Weekdays: from 20.00 to 8.00
- Holidays and days before holidays: H24