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UNIVERSITÀ DI PAVIA

WELCOME GUIDE

for incoming exchange
students





List of Topics

Town of Pavia

How to reach Pavia

University Campuses

City transport

Documents required for your stay

Accommodation

Services & Facilities

University card

Useful links

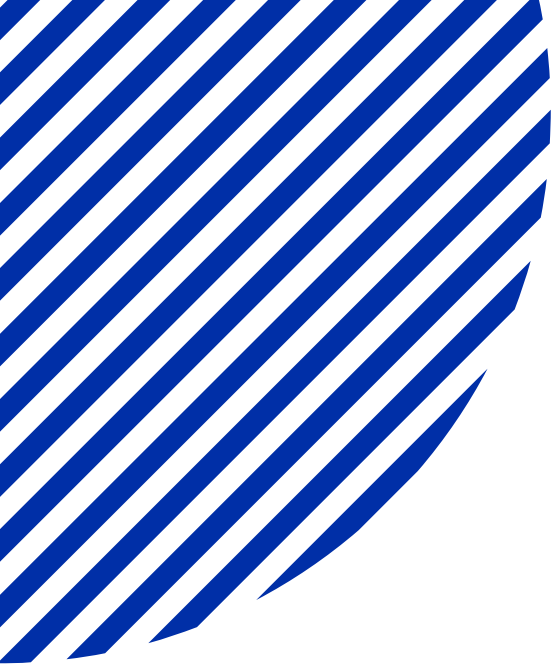
University contacts

Emergency



Guide Overview





Town of Pavia

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

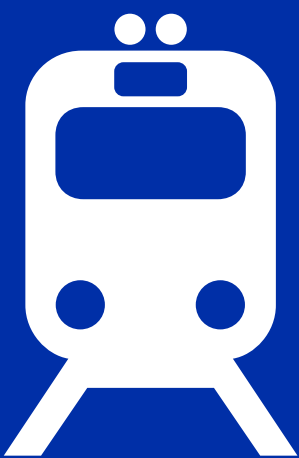
Pavia is well-connected to the world thanks to its proximity to Milan. You can arrive at Milan via airplane, train or bus then reach Pavia by train.



From Milan Malpensa (MXP).

From Milan Linate (LIN).

From Milan Bergamo (BGY).



From Milan railway station





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.

Autoguidovie app
for Android

Autoguidovie app
for iOS

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:



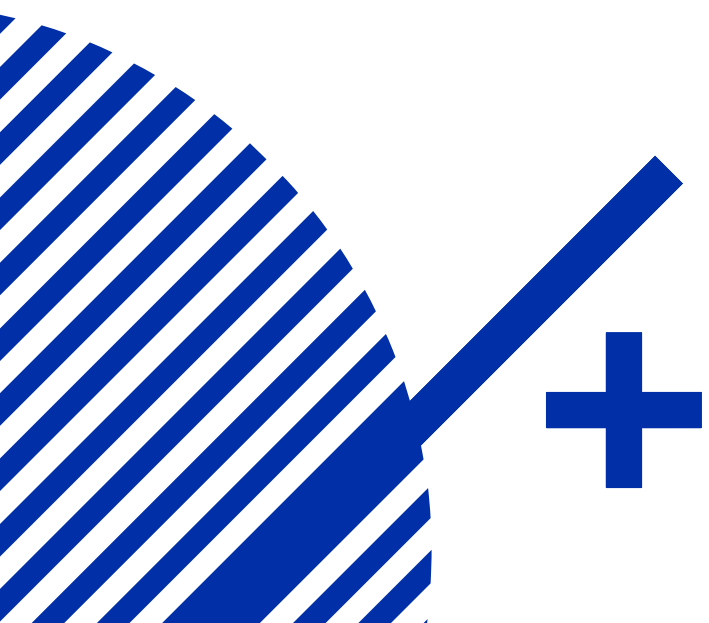
UNIVERSITÀ DI PAVIA



What Do You Need?

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

Documents required for your stay



Screenshot to keep track of your to-do list!



1. Visa

FIND OUT IF YOU NEED A VISA

**START THE VISA APPLICATION
(PRE-ENROLLMENT)**

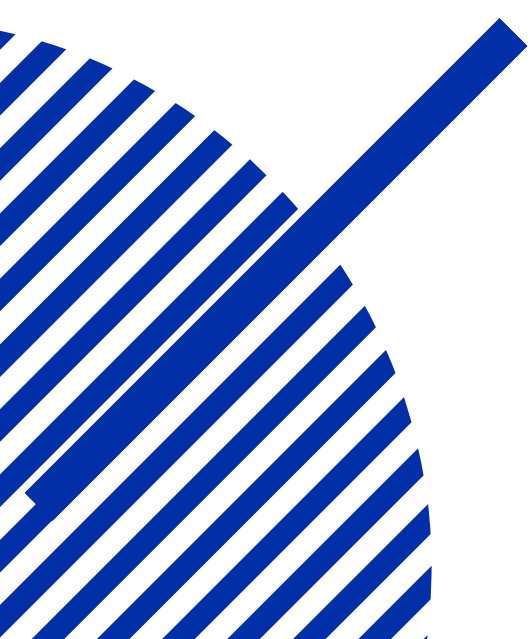


Do not forget to send a scanned copy of your Visa to:

Degree Seeking:

admission@unipv.it

Exchange Students: upload it on the application workflow





2. Tax Code

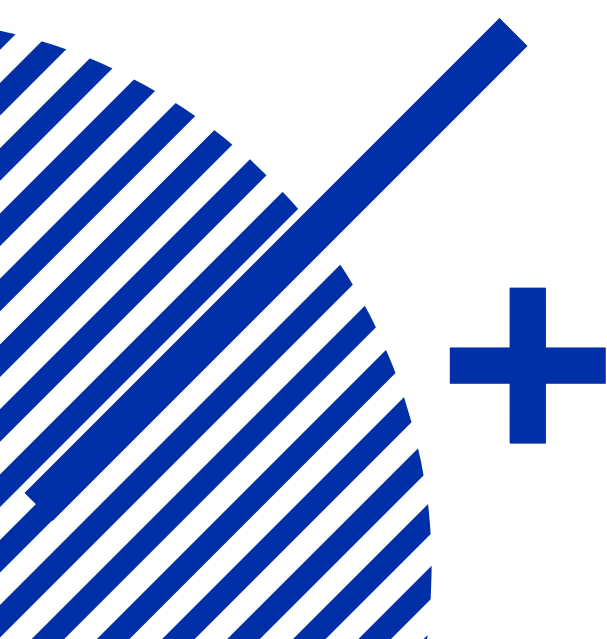
Tax Code, “**Codice Fiscale**”, is a personal mandatory code used to identify citizens.

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



INSTRUCTIONS



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





Documents required for your stay

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*.



Post office

Book



ASST
(Healthcare
Office)

Required
documents

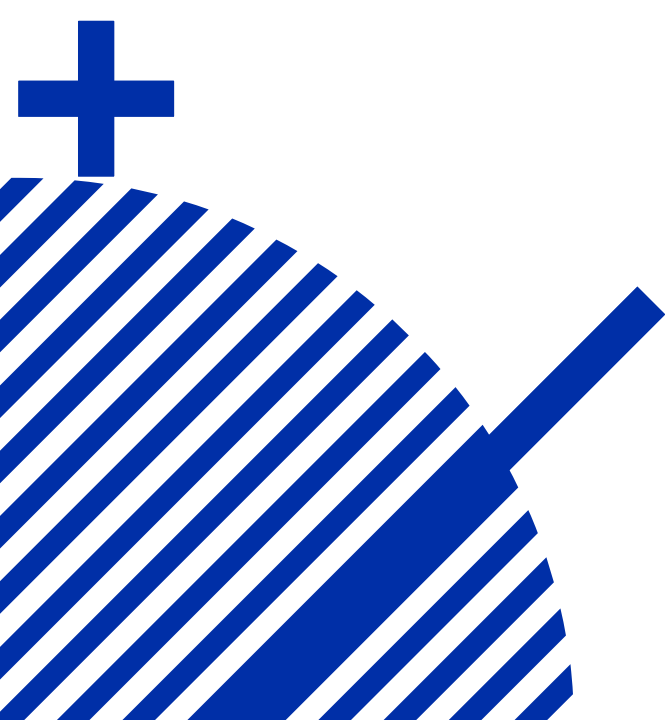


Health insurance

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 for the
residence permit
application



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 accomodation: 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.



Post office

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



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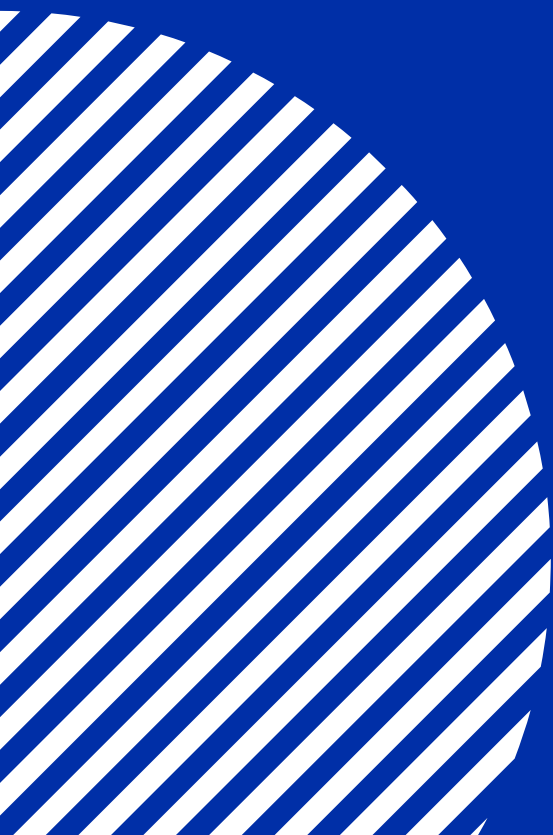
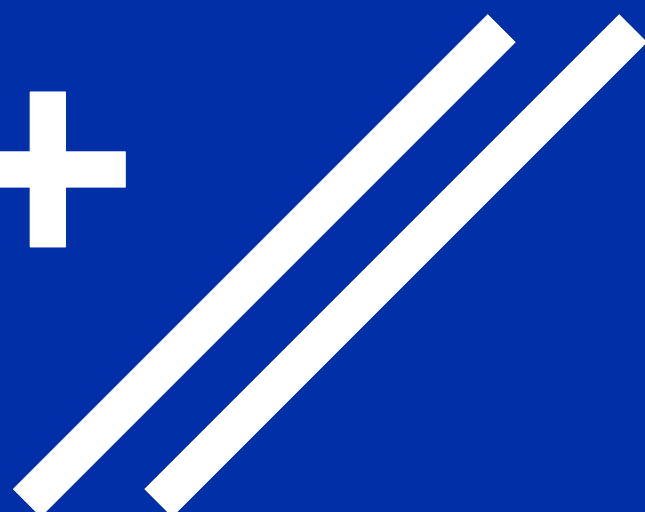
Accommodation

Student residences

EDiSU STUDENT RESIDENCES

PRIVATE STUDENT RESIDENCES

PRIVATE ACCOMMODATION





Accommodation

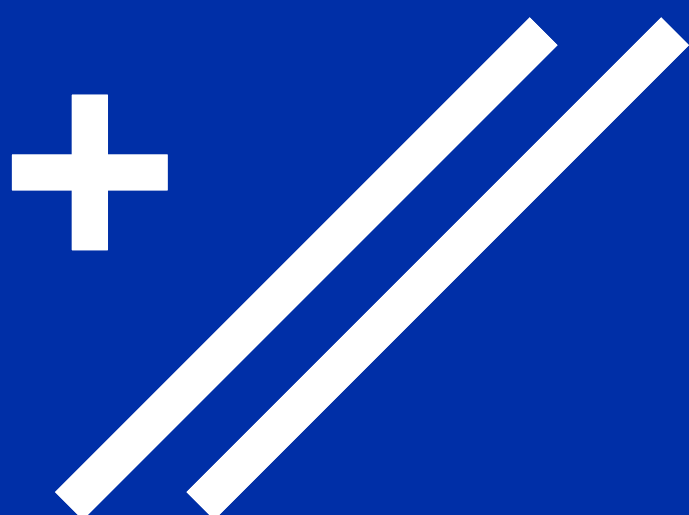
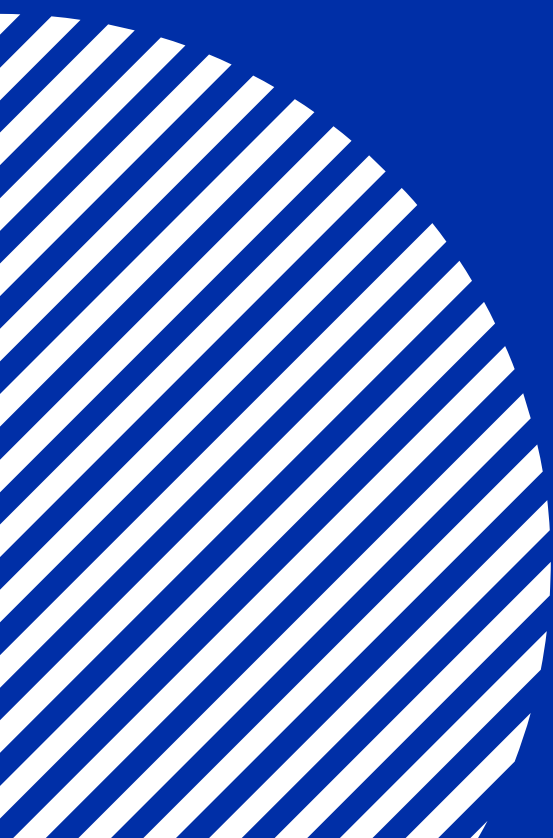
The Accommodation Service for Incoming exchange students in the city of Pavia is managed by the External Accommodation Agency.

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](#)





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Accommodation

...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

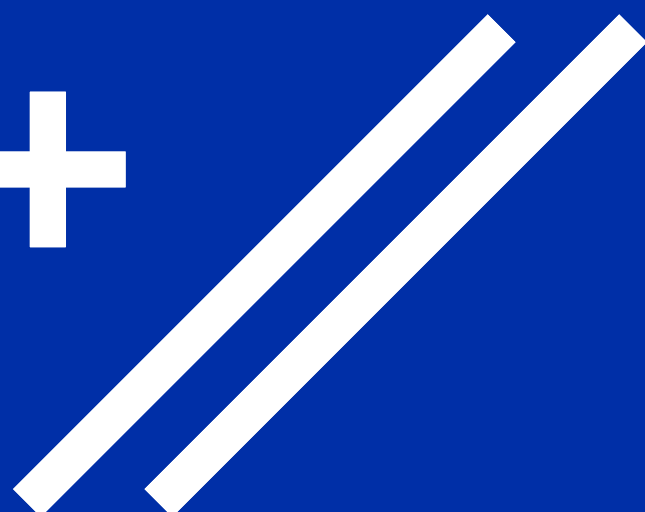


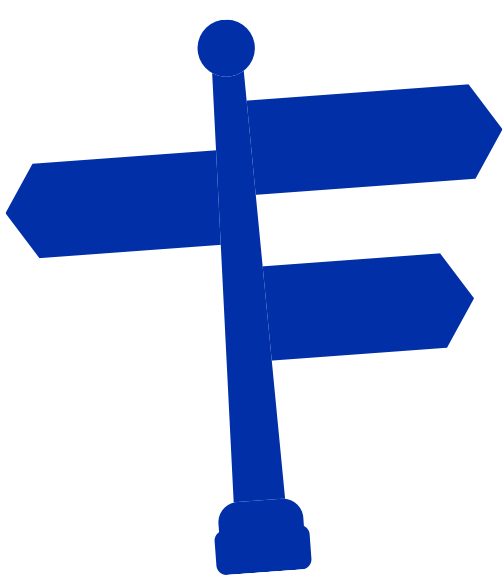
Hotel Moderno

Hotel Aurora

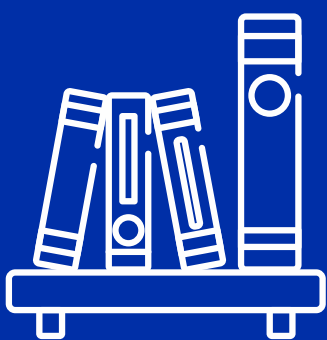
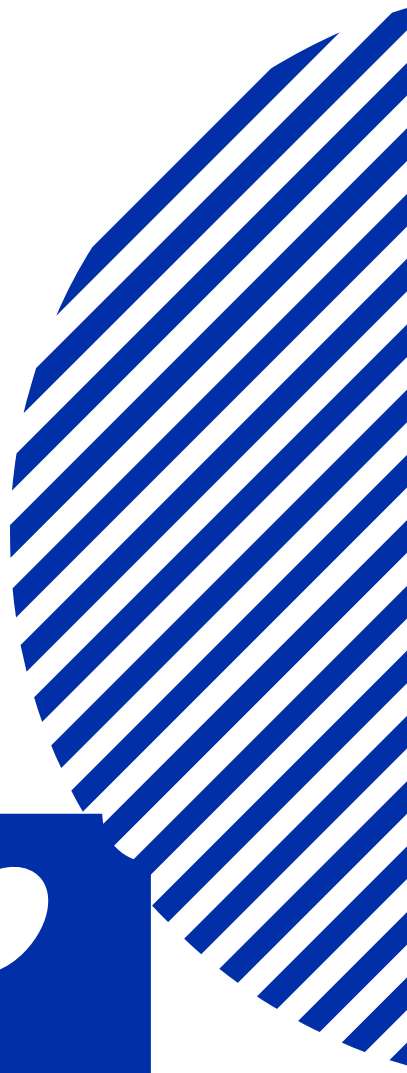
Hotel Rosengarten

Hotel Excelsior





Services & Facilities



Libraries



Study rooms



Canteens



Language
Centre



Sports
Centre



Counselling



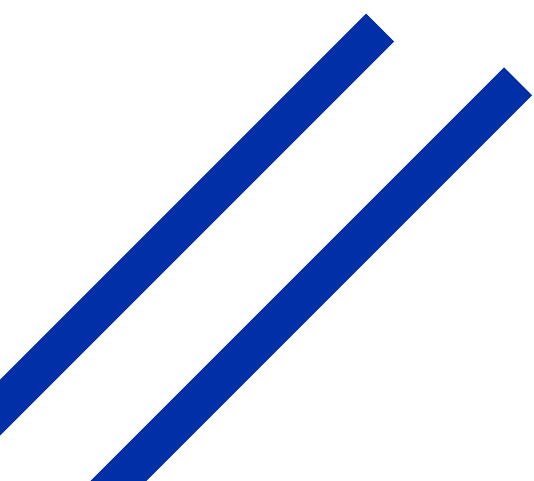
Centre for
special needs
students



Students
associations



STEP ESN
Pavia





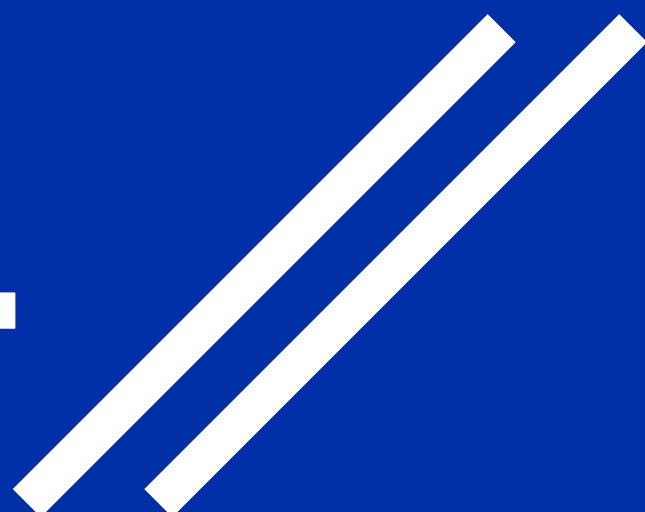
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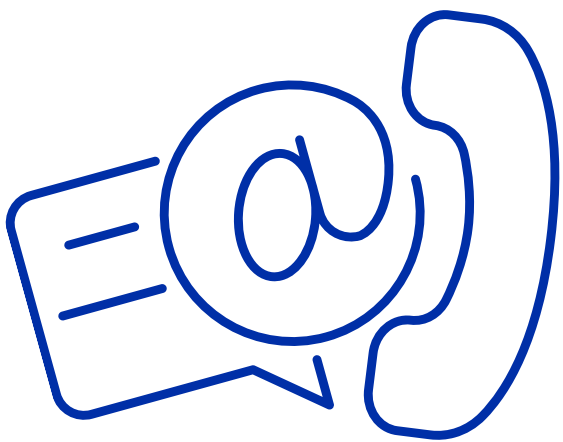
University Card

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





Useful links

[Student portal](#)

[MyUniPV app for Android](#)

[MyUniPV app for iOS](#)

[KIRO e-learning platform](#)

[My Mobile Tutor](#)





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).



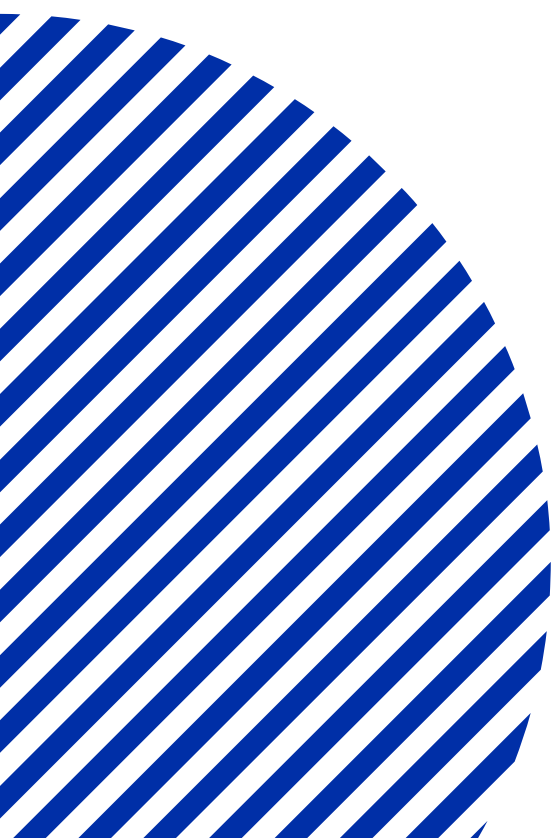
Emergency room

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





<https://web-en.unipv.it/>



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