

# ERASMUS IN UDINE

*a guide for incoming students*

*Ciao!*

We are glad you choose the Conservatory of Udine, we welcome you and wish you a joyful and satisfying time here with us. While you'll stay here, you'll need to fulfill some formalities and this document has all the useful informations you might need and procedures you'll have to face. The Erasmus Staff will assist you on these duties.

## FIRST THINGS FIRST

If you are going to study in Udine and stay longer than three months, among bringing with you your valid ID, you'll need to fill in some documents at the "Ufficio Anagrafe" (Registry Office) in the [municipality of Udine](#). The temporary registration entitles you to be covered by your [European Health Insurance Card](#). For the registration you'll need to bring with you a copy of the following documents:

- a passport or valid ID;
- Certificate of attendance issued by the institution;
- "Codice Fiscale" (Italian Tax Identification Code)<sup>1</sup>;
- a study grant;
- valid health insurance.
- "Marca da bollo" (Revenue stamp) of 16.00 €

Once you have given to the office this papers, the office will provide you with the "Attestazione di Regolarità di iscrizione temporanea" ( Temporary Anagrafe registration receipt) stating the regularity of your temporary registration that will be valid for one year. When you'll collect the registration document, be careful to bring with you another stamp of 16.00 € with an additional fee of 0.52 €. **Don't forget to bring with you 4 passport-sized photos.**

## TRAVELLING ARRANGEMENTS

As soon as you have decided the date of your arrival, please inform the [Mobility and International Relations Office](#). Let us know by email at what time you will be arriving so we can meet you at the arranged meeting point.

You can reach Udine from either Trieste, Venice or Treviso airports. From Trieste there is a coach service to bring you directly to Udine. You can buy the ticket at the airport. If you fly to Venice or

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<sup>1</sup>The **Tax identification number** (codice fiscale) is an individual tax identification code that is often required in Italy for all sort of procedures e.g. opening a bank account, applying for the national health service, renting a flat, applying for a fixed telephone line, etc. The tax code is **issued immediately** and is **free of charge**. The application must be made to the local tax office of the "Agenzie delle Entrate" (Italian Inland Revenue). The office is located at [Via Gorghi n. 18](#).

Treviso you'll have to take a direct [train](#) to Udine. Alternatively, you can check [this link](#) that shows you all the Bus Companies with international routes connected to Udine.

### LIVING ARRANGEMENT

For your stay in Udine, you'll be placed in a single room in the "[Casa dello Studente](#)" (Student Residence). The Conservatory will provide you with all the informations about the monthly fee and a student will help you with the arrangements. The *Casa dello Studente* is a dormitory not far from the Conservatory where you'll be allowed to cook breakfast (for the other meals you can go to the Student Canteen in the same building), use the gym, watch TV in the TV room, practice in the music room equipped with a piano and study in the Study Hall.

If you would rather find a flat to share with other students, you can look at [www.sportelloinfocasa.it](http://www.sportelloinfocasa.it). In this last case, please inform the Conservatory **as soon as possible** so we can cancel the booking in the Casa dello Studente and permit to another student to live there instead.

### STUDENT CANTEENS

International students pay a reduced rate of 4,60 €/meal and are provided by the Ardiss office with a smartcard at the price of 5 €. You can decide between three Canteens located in Udine. The most practical one for a Conservatory student is the [Casa dello Studente](#) in Viale Ungheria n. 41 (attached to the residence where you are going to stay) and it has the following schedule:

Lunch: Mon–Fri from 12.00–14.30; Sat–Sun from 12.00–13.00

Dinner: Mon–Sun 19.15–20.15

The nearest Canteen is the [Renati Institute](#) in Via San Valentino n.23 and these are its schedule:

Lunch: Mon–Fri from 12.00–14.45

Dinner: Mon–Fri from 19.00–20.20

The third one is the [Science Campus Rizzi](#) in Via delle Scienze n. 208, but it's not as near as the other two, therefore, to reach this canteen you'll have to take the bus n. 1 or 2 (about 40 minutes) or bus n. 9 (25 minutes). It has the following schedule:

Lunch: Mon–Fri from 12.00–14.45

Dinner: Mon–Fri from 19.00–20.15

The canteen card is strictly personal and non-transferable. In case of loss or theft, report as soon as possible to the Ardiss office (same building as the residence) and to the Police.

## TRANSPORT SERVICES

While in Udine, you might need to use Buses, so remember this details: the [Bus station](#) is in Viale Europa Unita, near the [Train station](#). The orange buses travel in and around the center of Udine and you must buy the ticket before boarding from Tobacconists. The blue coaches are buses that travels outside Udine. You can also rent a Taxi Car at this number: +39 0432 44966.

## EMERGENCY NUMBERS

If you need a specific kind of assistance, you may call these numbers:

Police: 113

Fire brigade: 115

Emergency Medical Assistance: 118

## HEALTH ASSISTANCE

If you are in need of a medical check up, here is a list of general practitioners with language skills in Udine. Please note that the opening hours might change, so it would be better if you first give a phone call.

### **Andres Nelida Beatriz**

Address: Largo dei Cappuccini n. 4

Phone: +39 0432 506692

Opening hours: Monday, Tuesday and Friday from 8.50-12.05 a.m., Wednesday from 3.55-7.00 p.m., Thursday from 3.55-6.05 p.m.

Language skills: Spanish

### **Greco Francesco**

Address: Viale del Cottonificio n. 33

Phone: +39 0432 1744269

Opening hours: Monday and Thursday from 9.00-11.00 a.m., Tuesday, Wednesday and Friday from 4.30-6.30 p.m.

Language skills: Spanish

**Ventre Lorenzo**

Address: Via Raimondo D'Aronco n. 35

Phone: +39 0432 250336

Opening hours: Monday from 10.00-12.00 a.m. and from 5.00-7.00 p.m., Tuesday and Wednesday from 5.00-7.00 p.m., Thursday from 2.00-3.30 p.m. and 4.00-7.00 p.m., Friday from 9.30-11.00 a.m. On Tuesday he also receive in Viale Volontari della Libertà n. 4 from 10.00-12.00 a.m.

Language skills: English and Spanish

**Battafarano Maria Antonietta**

Address: viale Volontari della Libertà n. 46

Phone: +39 3929259876

Opening hours: Monday and Thursday from 5.00-6.30 p.m., Tuesday, Wednesday and Friday from 9.00-10.00 a.m.

Language skills: English

**Zampieri Elisabetta**

Address: Via Lumignacco n.127

Phone: +39 0432531551

Opening hours: Monday from 3.00-5.00 p.m., Tuesday, Wednesday and Friday from 9.00-11.30 a.m., Thursday from 9.00-11.30 a.m. and 6.00-7.00 p.m.

Language skills: English

**Gentilini Maria**

Address: Viale Palmanova n.33

Phone: +39 0432522073

Opening hours: Monday and Thursday from 10.00-12.00 a.m., Tuesday, Wednesday and Friday from 5.30-7.30 p.m.

Language skills: French

## **SPORT FACILITIES**

If you want to practice some sport or just keep in shape while staying here, you can contact the “Centro Universitario Sportivo” (University Sport Center) at this email address: [info@cusudine.org](mailto:info@cusudine.org).

## **ITALIAN LANGUAGE COURSES**

Some teachers can speak english, but mastering some basic Italian might be very useful to you for your studies, so you may be interested in following the courses organized by the Conservatory. For informations, ask to the secretary or to the Erasmus Staff.

## **THE NASE STUDENT ORGANIZATION**

NASE Udine was founded in September 2013 by three students on their return from Erasmus who wanted to bring the joy and the experiences they had abroad to Udine, sharing all of this with incoming students in the Friulian city. In October 2014, after a year of hard work, NASE Udine became part of the Erasmus Student Network Italia (ESN Italia), thus turning into **ESN NASE Udine**. ESN NASE Udine is intended to help incoming students to get to know, discover and to fully experience Udine and beyond. For this reason Welcome Days are being organised during each term in order to help them to acquire a better understanding of the city in which they are staying and to adjust to their new environment. Moreover, throughout the year exchange students can join trips, inside and outside the region, and many different events taking place in the city.

You can find more information and get in contact with the organization through their [Facebook Page](#) or by visiting their [Official Website](#).

## **INTERNATIONAL STUDENT CARD**

The ISIC card is the only internationally accepted proof of student status.

First established in 1953, the ISIC card is now issued to students in over 130 countries. The ISIC card is not exclusive. All the students over the age of 12 can purchase an ISIC card at an affordable price (10 € in Italy). Thanks to the ISIC Card, students gain preferential and discounted access to products, services and experiences relevant to all aspects of student life, from software licenses and cinema access, to bookstores, public transport, cafés and eateries. For more information check the [Official ISIC](#) website.

If you are interested in buying one, you can buy it yourself online or you can ask for assistance to the Erasmus Staff.