



UNIVERSITÀ DI PARMA

Quick Guide for Freshmen and Students
Enrolled in Degree Courses at the Department of
Engineering and Architecture

Quick Guide for Students of DIA

The objective of this guide is to furnish students with the information and guidance necessary to facilitate their academic journey.



ELECTRONIC MAIL FOR UNIPR STUDENTS

Check your email address regularly
(name.surname@studenti.unipr.it)
you will receive information about:

- ❖ Enrolment, deadlines, calls for applications, fees and benefits;
- ❖ Information about your university career and important communications from the Department;
- ❖ Events, conferences and workshops organized by the University, training courses, ecc.



name.surname@studenti.unipr.it

STUDENT CARD

The **Student Card** is the Multiservice Card, born from the collaboration with Crédit Agricole Italia, dedicated to students of the University of Parma



Thanks to the Student Card the student can:



Be identified at **exams**



Use the **services** provided by the University



Take **advantage of economics benefits** reserved for students by external bodies and organizations



Take **advantage of agreements** stipulated by the University with cultural and commercial activities in the area

The student card can also be used as a rechargeable payment card to:



Receive **refunds and payments** from the University



Pay for the **food service**, also in **contactless** mode



Buy **TEP tickets**, through the App Tep SmartTicket



Carry out the main banking operations, including: paying university fees, rent and utilities, phone recharges and purchases, also online

The Student Card can be activated online, also through «selfie», in <https://unipr.cartaconto.credit-agricole.it/> or at a Crédit Agricole Italia branch

GOT A PROBLEM? REMEMBER THAT:

The Student Office provides information and assistance for: first year enrolment, enrolment in subsequent years, changing courses, programme of study, suspending or closing your academic career, curriculum changes, fees for enrollment under condition, late payment for overdue fees, payment of fees for degree certificate and all administrative practices of the [carriera degli studenti](#). To contact the Student Office for the degree program you are invited to write to the [service desk unipr](#).tel. **0521 905111**

The of DIA Teaching Office [Segreteria Didattica](#) provides information about the educational offer, workshops, profit and graduation exams, lesson schedules, programme of study, tutoring, double-degree courses of the Department, appointments with teachers. The office provides general information on internships/placements and international mobility.

E-mail: dia.didattica@unipr.it

Tel: **0521 903660**



You can find information about fees and benefits on the [dedicated page](#) on the University website.

You can find in the website of each course the names of: the President of the course, the delegates for incoming and outgoing guidance, the tutor professor, the Erasmus delegate, the quality assurance manager and the tutor students.

Students with disabilities, Specific learning disorders (DSA), or vulnerable groups can contact the CAI ([Reception and Inclusion Centre](#)) or the Department contact person for vulnerable groups Prof. ssa Giovanna Sozzi.

ENROLMENT

Registration with the University information system (ESSE3) is the operation required to access all other online procedures, including enrolment in a course of study. You can register at any time.



Information pertaining to enrolment for courses with restricted access is available on the websites of the relevant courses of study.

[Architettura, Rigenerazione e Sostenibilità](#)

[Design Sostenibile per il sistema alimentare](#)

[Costruzioni, Infrastrutture e Territorio](#)

[Electronic Engineering for Intelligent Vehicles](#)

Further information: [Link of DIA](#), [Link of Unipr](#)





ONLINE REGISTRY SERVICES

Online registry services (Esse3) allow you to manage the various aspects of your academic career.

Once you have registered and logged in login on the Esse3 portal, you can access:

- **ISEE** or **ISEEU** self-certification;
- Self-certification of **university career** (enrollment, degree, tax return);
- **Graduation application**;
- **Enrolment** in degree programs (including outstanding pending);
- Online study plan (useful information);
- Project **Erasmus+** (display of calls);
- Residence and domicile (to complete or modify the data and thus make it easier for the University to contact you);
- Payment **PagoPA**;
- Visualization **exams**, partial tests and appeals (for exams with online verbalization);
- Situation of **Payments**.

WHERE WE ARE

The following section will examine the function of classrooms in the education system. The location in question is where classes are held, examinations are conducted, graduations are celebrated, workshops are conducted and other events are hosted.

- Sede Didattica (tel 0521 905581) / Ampliamento (tel. 0521 905736), Pavilion n° 05 Parco Area delle Scienze 69/A, 43124 PARMA
- Sede Scientifica di Ingegneria e Architettura (tel. 0521 905769), Pavilion n° 10 Parco Area delle Scienze 181/A, 43124 PARMA
- Aule delle Scienze» Complex (tel. 0521 906547), Pavilion n° 25 Parco Area delle Scienze, 43124 PARMA



Engineering and Architecture Library

Centro Polifunzionale del Campus,
Viale Parco Area delle Scienze 59/A
University Campus - 43124 PARMA
[Library](#)

Student Registry Office

Pavilion n° 4
Viale Parco Area delle Scienze , 23/A
University Campus - 43124 PARMA

Quality Assurance Office

Pavilion n° 10, Building 3, Scientific
Engineering Complex
Viale Parco Area delle Scienze , 181/A
University Campus- 43124 PARMA

CALENDER OF EDUCATIONAL ACTIVITIES



Information on the calendar of teaching activities, lessons, exams and graduation sessions can be found here <https://dia.unipr.it/en/node/1942>

For Inter University Courses, the calender of the associated locations are also specified:

- 1) For Sustainable Design for the Food System and Master's Degree the Calendar is published in the DSSA Study Manifesto.
- 2) For the Master's degree in Electronic Engineering for Intelligent Vehicles the information is given in the Engineering Studies Manifesto.

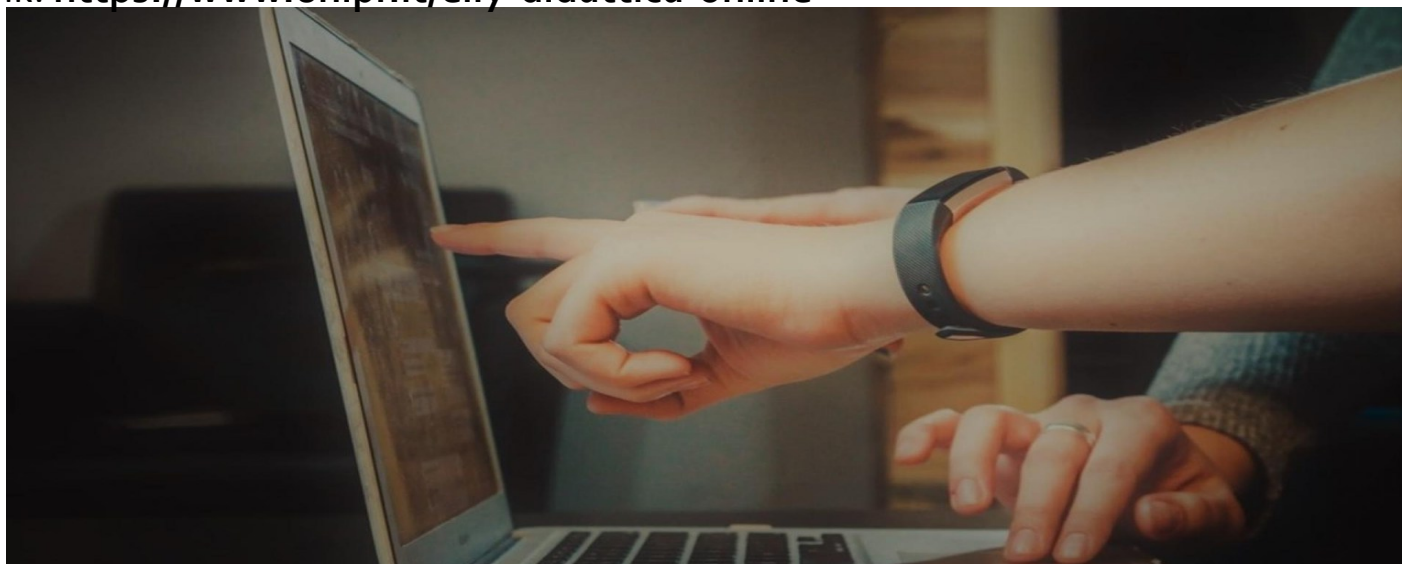
Both Manifestos can be found at the link <https://dia.unipr.it/en/node/2571>

TEACHING MATERIAL

The Elly portal is a support system for students. The website contains a variety of teaching materials, including compulsory and optional training courses, as well as detailed information regarding the degree courses available at the University. It also provides guidance on utilizing the services and platforms available to students, such as the Student Agenda, Easyroom, Esse3, and U-Gov.

Elly provides invaluable assistance to students, particularly those who are employed and those from disadvantaged backgrounds. The facility enables the consultation of **class material, uploaded directly by the instructor**. Consequently, students are enabled to enhance their comprehension of the subjects addressed in class, during independent study, without the concern of overlooking crucial information.

The Elly pages of the Department of Engineering and Architecture can be accessed directly via the following link: <https://www.unipr.it/elly-didattica-online>



Study Plan



All current students must complete their study plan online annually using the **System ESSE 3**.

Further information is available at the link
<https://dia.unipr.it/didattica/compilazione-piani-di-studio-line>

STUDENT OPINION SURVEY QUESTIONNAIRES

The Student Opinion Survey Questionnaire (OPIS) is a tool designed to poll student opinions in order to improve the quality of the degree courses, and is a key component of the University's evaluation system.

Completing the questionnaire for each specific course is mandatory before registering for the exam.



The international dimension: From Parma to the world

The University of Parma has implemented a series of initiatives aimed at enhancing its global presence and collaborative network.

These endeavor's include the establishment of partnerships with academic institutions at the national, European, and international levels.

The primary objective of these partnerships is to foster collaboration in teaching, research, and the third mission. Participation in the main mobility and exchange programs (ERASMUS) is extended with other programs promoted and financed by the University (WIDE, OVERWORLD).



CREDITS FOR FREE PARTICIPATION ACTIVITIES

The University recognizes, upon request from the student, a maximum of **six university credits (6CFU)** for free participation activities. Such activities must be carried out in the spheres of sports, culture, or social activities.

Info:

- CUS PARMA for credits in the field of sports:
<http://www.cusparma.it>
- CAPAS for credits in the field of cultural arts:
<http://www.capas.unipr.it>
- FORUM SOLIDARIETÀ for credits in the social field acquired through the Social Participation Workshops:
formazione@forumsolidarieta.it.

Regulations:

<https://www.unipr.it/node/17128>



SOFT SKILLS

CROSS-CURRICULAR ACTIVITIES

All students enrolled in courses at the University of Parma are eligible for cross-curricular activities.

It is possible for students to include transversal skills courses in their educational trajectory in a number of ways.

These include the option of including them as curricular credits among elective courses. Alternatively, students may opt to include transversal skills courses as supernumerary training credits.

In yet another option, transversal skills courses may be included in the programme of study.

The soft skills are available for each academic year in the [Unipr Website](#)



STUDENT SERVICES

Benefits for urban mobility (bus pass for Parma and Piacenza):

<https://www.unipr.it/servizi/oltre-lo-studio/mobilita-aziendale>

Discounts for music and theatres:

<https://www.unipr.it/servizi/oltre-lo-studio/cinema-musica-e-teatri-convenzioni>

Discounts at shops:

<https://www.unipr.it/convenzioni-con-attivita-commerciali-o>

Note to select the ENG version of the page



English Courses

The CLA (language centre) organizes English B1 courses: these 30-hour courses are taught online using the Teams platform, and are divided into weekly sessions of two hours each (12 level B1 courses are available each year).

The student can freely choose which course to follow.

You can find other information here: <https://www.cla.unipr.it/en/>

The Department of Engineering and Architecture organizes in collaboration with Dr Anila Ruth Scott-Monkhouse a course of English for Engineering and Architecture (B2) reserved to students enrolled in the courses of the Department. This is an in presence course available in each semester; schedules are available on the [Agenda Studenti](#).

The teaching material is available on the Elly portal <https://www.unipr.it/elly-didattica-online>

Internships

The University of Parma promotes curricular internships in order to facilitate professional choices through direct knowledge of work environments, and the synergy between study and work.

The curricular internship complements the student's career with practical activities that the student can carry out either in the Department Laboratories or in non academic structures according to the Regulation of the course of Study.

Information is available here: [Tirocini, stage e placement | Dipartimento di Ingegneria e Architettura \(unipr.it\)](#)

KEEP IN TOUCH WITH US

WEBSITE OF UNIVERSITY OF PARMA

www.unipr.it

WEBSITE OF THE DEPARTMENT OF ENGINEERING AND ARCHITECTURE

www.dia.unipr.it

WEBSITES OF COURSES

[Laurea in Ingegneria Civile e Ambientale](#)

[Laurea in Costruzioni, Infrastrutture e Territorio](#)

[Laurea in Ingegneria delle Tecnologie Informatiche](#)

[Laurea in Ingegneria Informatica, Elettronica e delle Telecomunicazioni](#)

[Laurea in Architettura Rigenerazione e Sostenibilità](#)

[Laurea in Design Sostenibile per il Sistema Alimentare](#)

[Laurea Magistrale in Ingegneria Civile](#)

[Laurea Magistrale in Environmental Engineering for Risk Mitigation](#)

[\(Laurea Magistrale in Communication Engineering](#)

[Laurea Magistrale in Ingegneria Elettronica](#)

[Laurea Magistrale in Ingegneria Informatica](#)

[Laurea Magistrale in Architettura e Città Sostenibili](#)

[Laurea Magistrale Interateneo in Electronic Engineering for Intelligent Vehicles](#) (sede amm. UNIPR)

[Laurea Magistrale interateneo in Electric Vehicle Engineering](#) (sede amm. UNIBO)



KEEP IN TOUCH WITH US

- URP Public Relations Office

urp@unipr.it
0521.904006

SOCIAL UNIPR

- Facebook
- Instagram
- Twitter
- YouTube
- LinkedIn

**Parma University Info
Point/Welcome Point**

Matricole 0521-904081

Roman Bridge underpass, next
to Piazza Ghiaia, in the heart
of the city centre.



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UNIPR CONTACT US

<https://www.unipr.it/contattaci>



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