



UNIVERSITÀ DI PARMA

Brief Guide for students enrolled
in the courses of the
Department of Engineering and Architecture

Brief Guide for students of DIA

This Guide of the Department of Engineering and Architecture (Dipartimento di Ingegneria e Architettura, DIA) aims to provide information and illustrate procedures useful for your academic career.



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 Registry 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 change, fees for enrollment under condition, late payment for overdue fees, payment of fees for degree certificate and all administrative practices of the [student's career](#).

E-mail: segreteria.ingarc@unipr.it

Tel. 0521 905111 (CONTACT CENTER)

The [Quality Assurance Office](#) of DIA 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 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. Fabio Bozzoli.



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

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 pending ones);
- Online study plan;
- Project **Erasmus+** (calls for applications);
- Residence and domicile (to complete or modify the data and thus make it easier for the University to contact you);
- Payment **PagoPA**;
- **Calendar of exams** and partial tests (for exams with online verbalization);
- Situation of **Payments**.

WHERE WE ARE:

The locations of the Department

Classrooms

(Where classes, exams, graduations, workshops and other events take place)

- Engineering Education (tel 0521 905581) / Engineering Extension Complex (tel. 0521 905736), Pavilion n° 05 Parco Area delle Scienze 69/A, 43124 PARMA
- Engineering Science Complex (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.
Area delle Scienze Park, 59/A
University Campus - 43124 PARMA
[Library](#)

Student Registry Office

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

Quality Assurance Office

Pavilion n° 10, Building 8, Scientific Engineering Complex
Area delle Scienze Park, 181/A
Campus Universitario - 43124 PARMA

ACADEMIC CALENDAR: Timetable of lessons and exams

TEACHING TERMS

1° term	2° term
<p>From Monday, Sep. 19, 2022 to Friday Dec. 16, 2022</p> <p>(Christmas Holidays From Thursday, Dec 22, 2022 to Friday, Jan 06, 2023)</p>	<p>From Monday, Feb 20, 2023 to Thursday, Jun 01, 2023 Class suspension from 3 to 14 April 2023</p> <p>(Easter Holidays from Thursday, Apr 06, 2023 to Tuesday, Apr 11, 2023)</p>

On the [Agenda Studenti](#) portal, you can find class schedules and location for lessons and exams.

EXAM SESSIONS

1° session	Spring session	2° session	3° session
<p>from Monday, Dec 19, 2022 to Friday, Feb 17, 2023</p>	<p>Apr 3-5, 2023 Apr 12-14, 2023</p> <p>(on a voluntary basis as decided by the teacher)</p>	<p>from Monday, Jun 5, 2023 to Friday, Aug 4, 2023</p>	<p>from Monday, Aug 21, 2023 to Friday, Sep 15, 2023</p>

Students can search for exam dates on [Bachecca Appelli](#).

The Department Inter-University Courses follow different Academic Calendars, shown in the respective "Manifesti":

- Design Sostenibile per il Sistema Alimentare - [Manifesto degli studi di Design 2022/23](#) (from pag.10)
- Electronic Engineering for Intelligent Vehicles – [Manifesto degli studi di Ingegneria 2022/2023](#) (from pag. 76)

ACADEMIC CALENDAR: Graduation exams

Click here for:

- [Calendar](#)
- [Procedures](#)

CALENDAR OF ENGINEERING GRADUATION SESSIONS

Wednesday, Jul 12, 2023	Friday, Oct 6, 2023
Monday, Dec 11, 2023	Friday, Mar 8, 2024

CALENDAR OF ARCHITECTURE GRADUATION SESSIONS

Summer session Thursday, Jul 13, 2023	Autumn session Monday, Oct 9, 2023 Friday, Dec 15, 2023	Additional session Monday, Mar 18, 2024 Monday, Apr 29, 2024
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Click here for:

- [Calendar](#)
- [Procedures](#)

TEACHING MATERIAL

The Elly portal is a support for students. Here you can find teaching materials, compulsory or optional training courses, information and in-depth information on the various degree courses offered by the University, directions on how to use all the services and on how to use the platforms and tools useful during your academic career (Student Agenda, Easyroom, Esse3, U-Gov, etc.).

Elly is an invaluable support for studying, particularly for working students and students belonging to disadvantaged groups. It offers the possibility of consulting the class material, uploaded directly by the instructor. In this way, the student can deepen his or her understanding of the topics covered in the classes during individual study without the risk of missing important information.

Direct link to the Elly pages of the Department of Engineering and Architecture:

[Elly DIA 2022](#)



Programme of study

The programme of study must be submitted online by the student each year using the [ESSE3](#) system.

For the academic year 2022/2023 it must be submitted in the following time windows:

1^ period from Nov 07, 2022 to Dec 12, 2022
2^ period from Mar 02, 2023 to Apr 03, 2023

Other information at this [link](#).

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 promotes a number of actions to strengthen its international dimension through the strengthening of collaborative relationships with universities and other national, European and international institutions, with the aim of developing teaching, research and third mission. Participation in the main mobility and exchange programs (ERASMUS) is extended with other Programs promoted and financed by the University (WIDE, OVERWORLD).



Specific pages of
Department website:

- [International Relationship](#)
- [Double Degree](#)
- [Call for application](#)

The international dimension:

International students

[International students](#) must follow specific procedures for enrolling in degree courses. The application procedure for NON-UE students consist of three main steps:

- Pre-evaluation: Submit documentation related to your previous education and any Italian language certifications to our office;
- Pre-enrolment on the [University portal](#);
- Enrolment: Once pre-enrolment on University is confirmed, you must register on the University of Parma Student Registry and formalize online enrolment according to the specific requirements of your chosen degree course. Remember that having a valid VISA is mandatory to proceed with enrolment.



CREDITS FOR FREE PARTICIPATION ACTIVITIES

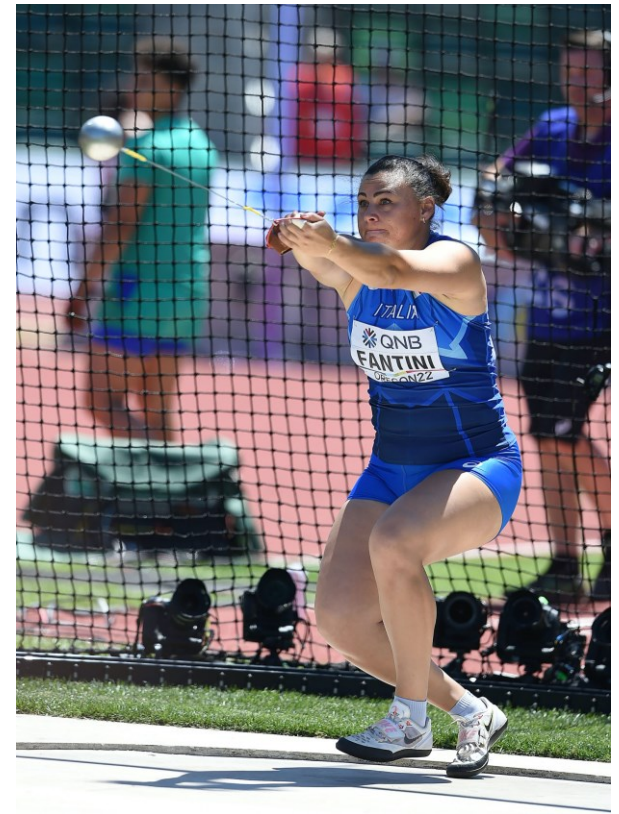
The University recognises, upon request from the student, up to 6 [university credits for free participation activities](#), i.e. activities carried out in the SPORTS, CULTURAL and SOCIAL spheres.

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>



STUDY SERVICES

Download your virtual «shopper» here

<https://ilmondochetiaspetta.unipr.it/welcome-days-2022/>

You will find :

- 2022 Brief Guide of the University of Parma
- The maps of University facilities
- ISEE policy (information about applications and deadlines)
- Flyer about:
 - Opportunities for study abroad
 - Reception and Inclusion center
 - Curricular Internships



STUDY SERVICES

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

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

Discounts for music and theatres:

<https://www.unipr.it/en/services/beyond-the-studio/cinema-music-and-theaters-conventions>

Discounts at shops:

<https://www.unipr.it/en/node/100710>



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/it/corsi/didattica-istituzionale-corsi-per-studenti-unipr/inglese/78/>

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 in [Elly DIA 2022](#)

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 del Dipartimento di Ingegneria e Architettura](#)

FACCIAMO QUADRATO

#UniprSostenibile



«Facciamo quadrato» is the awareness campaign of the University of Parma about sustainability.

During your university life you will know what we are doing on topics such as green mobility, waste, use of resources, etc.

Pay attention to the waste you produce, differentiating the items carefully and placing them in the appropriate containers that you will find in all the University facilities.

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 Gestionale](#)

[Laurea in Ingegneria Meccanica](#)

[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 Ingegneria per l'Ambiente e il Territorio](#)

[Laurea Magistrale in Engineering for the Food Industry](#)

[Laurea Magistrale in Ingegneria Gestionale](#)

[Laurea Magistrale in Ingegneria Meccanica](#)

[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 Advanced Automotive Engineering \(sede amm. UNIMORE\)](#)

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



KEEP IN TOUCH WITH US

- **URP Ufficio Relazioni con il Pubblico**
urp@unipr.it
0521.904006

Parma UniverCity Info Point/Welcome Point
Matricole 0521-904081
Sottopasso Ponte Romano

- **Numero Verde**
800 90 40 84



UNIVERSITÀ DI PARMA

SOCIAL UNIPR

- Facebook
- Instagram
- Twitter
- YouTube
- LinkedIn

- **Newsletter di Ateneo UNIPRESENTE!**
inviata 1 e 16 di ogni mese



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