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 adress 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

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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

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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 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.
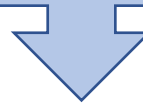
Students with disabilities, Specific learning disorders (DSA), or vulnerable groups can contact the CAI (Reception and Inclusion Centre) or the Department contact person for vulnerable groups Prof. Fabio Bozzoli.

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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.

Enrolment for open access courses opens July 13th, 2023 at 9 am.

Information regarding enrolments for restricted-access courses is available on the websites of the 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

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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 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

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ACADEMIC CALENDAR:
Timetable of lessons and exams - Engineering

TEACHING TERMS

On the Agenda Studenti portal, you can find class schedules and location for lessons and exams.

1° term	2° term
From Wednesday, Sep. 20, 2023 to Tuesday, Dec. 19, 2023 (Christmas Holidays From Saturday, Dec. 23, 2023 to Friday, Jan. 05, 2024)	From Monday, Feb. 26, 2024 to Friday, Jun. 07, 2024 Class suspension from Mar. 25 to Apr. 05, 2024 (Easter Holidays from Thursday, Mar. 28, 2024 to Tuesday, Apr. 02, 2024)

EXAM SESSIONS

Students can search for exam dates on Bacheca Appelli.

1° session	Spring session	2° session	3° session
from Monday, Dec. 20, 2023 to Friday, Feb. 23, 2024	Mar. 25 – 26 - 27, 2024 Apr. 03 -04 - 05, 2024 (on a voluntary basis as decided by the teacher)	from Monday, Jun. 10, 2024 to Friday, Aug. 02, 2024	from Monday, Aug. 19, 2024 to Friday, Sep. 18, 2024

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 2023/2024 (from pag. 42)

- Electronic Engineering for Intelligent Vehicles – Manifesto degli studi di Ingegneria 2023/2024 (from pag. 74)

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ACADEMIC CALENDAR:
Timetable of lessons and exams - Architecture

TEACHING TERMS

1° term		2° term	
1° YEAR ARS from Monday Sep. 25, 2023 to Friday, Jan. 01, 2024 (Christmas Holidays From Saturday, Dec. 23, 2023 to Friday, Jan. 05, 2024)	2°- 3° YEARS ARS and 1°-2° YEARS ACS from Wednesday, Sep. 20, 2023 to Friday, Dec. 19, 2023 (Christmas Holidays From Saturday, Dec. 23, 2023 to Friday, Jan. 05, 2024)	1° YEAR ACS from Monday, Jan. 29, 2024 to Friday, Jun. 07, 2024 (Easter Holidays from Thursday, Mar. 28, 2024 to Tuesday, Apr. 02, 2024)	2° YEARS ACS e I-II-III YEARS ARS from Monday, Feb. 26, 2024 to Friday, Jun. 07, 2024 (Easter Holidays from Thursday, Mar. 28, 2024 to Tuesday, Apr. 02, 2024)

EXAMS SESSIONS A.Y. 2022/2023

3° session	4° session
FOR ALL YEARS ARS and ACS from Monday, Aug. 21, 2023 to Fiday, Sep. 15, 2023	FOR ALL YEARS ARS and ACS from Wednesday, Dec. 20, 2023 To Friday, Feb. 23, 2024

On the Agenda Studenti portal, you can find class schedules and location for lessons and exams.

Students can search for exam dates on Bacheca Appelli.

EXAMS SESSIONS A.Y. 2023/2024

1° session		Spring session	2° session	3° session
1° YEAR ARS from Monday, Jan 15, 2024 to Friday, Feb. 23, 2024	2°-3° YEARS ARS and 1°-2° YEARS ACS from Wednesday, Dec. 20, 2023 to Friday, Feb. 23, 2024	FOR ALL YEARS ARS and ACS from Monday, Mar. 25, 2024 to Wednesday, Mar. 27, 2024 and from Wednesday, Apr. 03, 2024 to Friday, Apr. 05, 2024	FOR ALL YEARS ARS and ACS from Monday, Jun. 10, 2024 to Friday, Aug. 02, 2024	FOR ALL YEARS ARS and ACS from Monday, Aug. 19, 2024 to Wednesday, Sep. 18, 2024

Further information is available in the Manifesto degli studi di Architettura a.y. 2023/2024

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ACADEMIC CALENDAR:
Graduation exams

Click here for:
- Calendar
- Procedures

CALENDAR OF ENGINEERING GRADUATION SESSIONS

Tuesday, Jul 16, 2024	Monday, Oct 7, 2024
Friday, Dec 13, 2024	Friday, Mar 7, 2025

CALENDAR OF ARCHITECTURE GRADUATION SESSIONS

Click here for:
- Calendar
- Procedures

Summer session	**Autumn session**	**Additional session**
Tuesday, Jul 16, 2024	Friday, Oct 11, 2024 Monday, Dec 16, 2024	Monday, Mar 17, 2025 Monday, Apr 29, 2025

CALENDAR OF DESIGN GRADUATION SESSIONS

Click here for:
- Calendar
- Procedures

Friday, Jul 26,2024	Friday, Sept 20, 2024
Wednesday, Dec 18, 2024	Friday, Feb 28, 2025

Brief Guide for students of DIA

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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 2023

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Programme of study

The programme of study must be submitted online by the student each year using the ESSE3 system.

For the academic year 2023/2024 it must be submitted in the following time windows:

1^ period **from Oct. 19, 2023 to Nov. 30, 2023**
2^ period **from Mar 11, 2024 to Apr 19, 2024**

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.

QUESTIONARIO

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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).
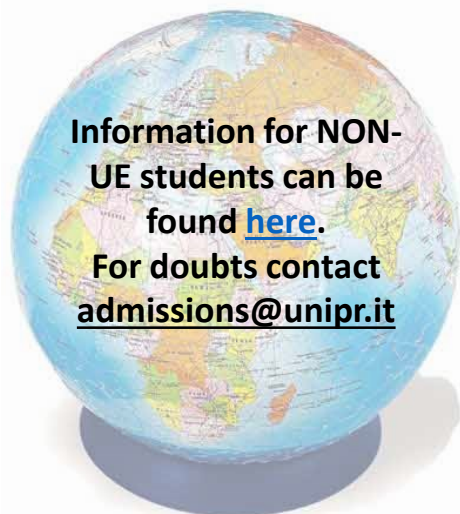
Specific pages of Department website:
- International Relationship
- Double Degree
- Call for application

Do you want to study abroad? Visit the specific link of the University

UNIVERSITÀ DI PARMA

The international dimension:
International students

International students must follow specific procedures for enroling 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 Universitaly portal;
- Enrolment: Once pre-enrolment on Universitaly 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.

Information for NON-UE students can be found here.
For doubts contact admissions@unipr.it

Information for UE students can be found here.

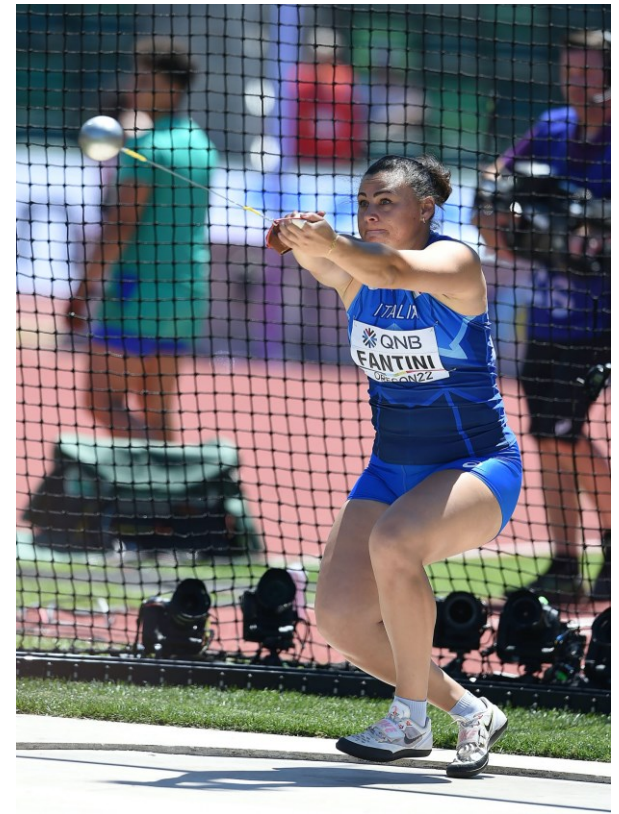UNIVERSITÀ DI PARMA

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 throught the Social Participation Workshops:
  formazione@forumsolidarieta.it.

Regulations:

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

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SOFT SKILLS
CROSS-CURRICULAR ACTIVITIES

All students enrolled in courses at the University of Parma are eligible for cross-curricular activities. Trasversal skills courses can be included by students in their educational path, either as curricular credits among elective courses, or directly by filling in the programme of study, or as supernumerary training credits.

For the a.y 2023/2024 the soft skills are available in the Unipr Website

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STUDY SERVICES

Download our information materials on the website
https://www.unipr.it/en/guides-brochures-videos

You will find :
- Brief Guide of the University of Parma 2023
- Departments guides 2023
- Services brochures 2023
- The University throughout the city
- Institutional videos and Youtube channel

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STUDY SERVICES

Benefits for urban mobility (bus pass for Parma and Piacenza):
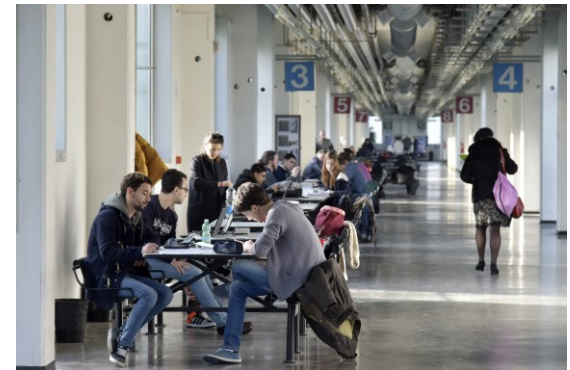https://www.unipr.it/en/servizi/oltre-lo-studio/mobilita-aziendale

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 2023

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

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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.

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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)

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KEEP IN TOUCH WITH US

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

SOCIAL UNIPR
- **Facebook**
- **Instagram**
- **Twitter**
- **YouTube**
- **LinkedIn**

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

UNIVERSITÀ DI PARMA

- **Numero Verde**
  800 90 40 84

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