



ALMA MATER STUDIORUM
UNIVERSITÀ DI BOLOGNA

WELCOME AT DISTAL

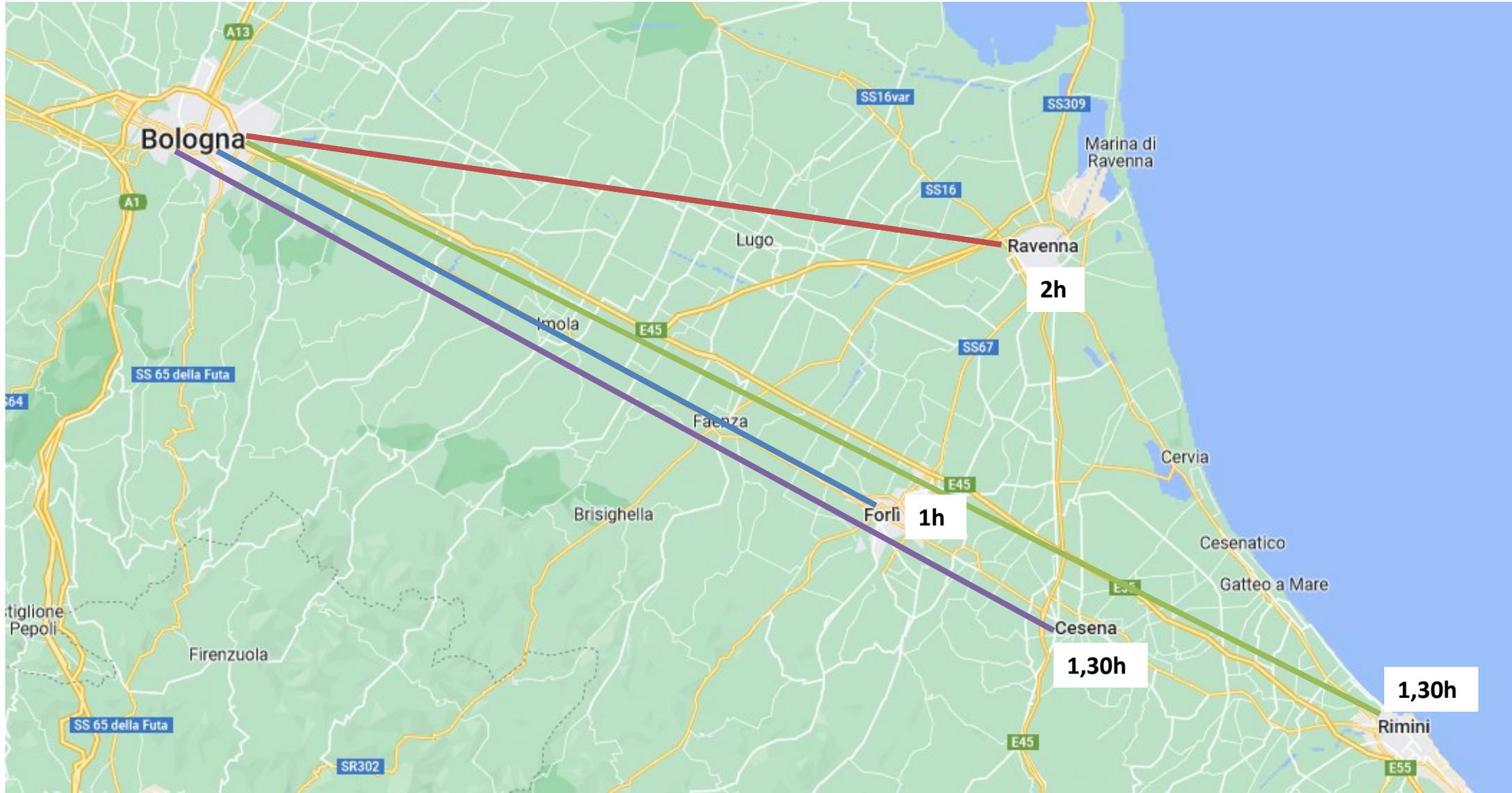
Incoming Exchange Students

DEPARTMENT OF AGRICULTURAL AND FOOD
SCIENCES - DISTAL

Viale Giuseppe Fanin, 40-50 - Bologna

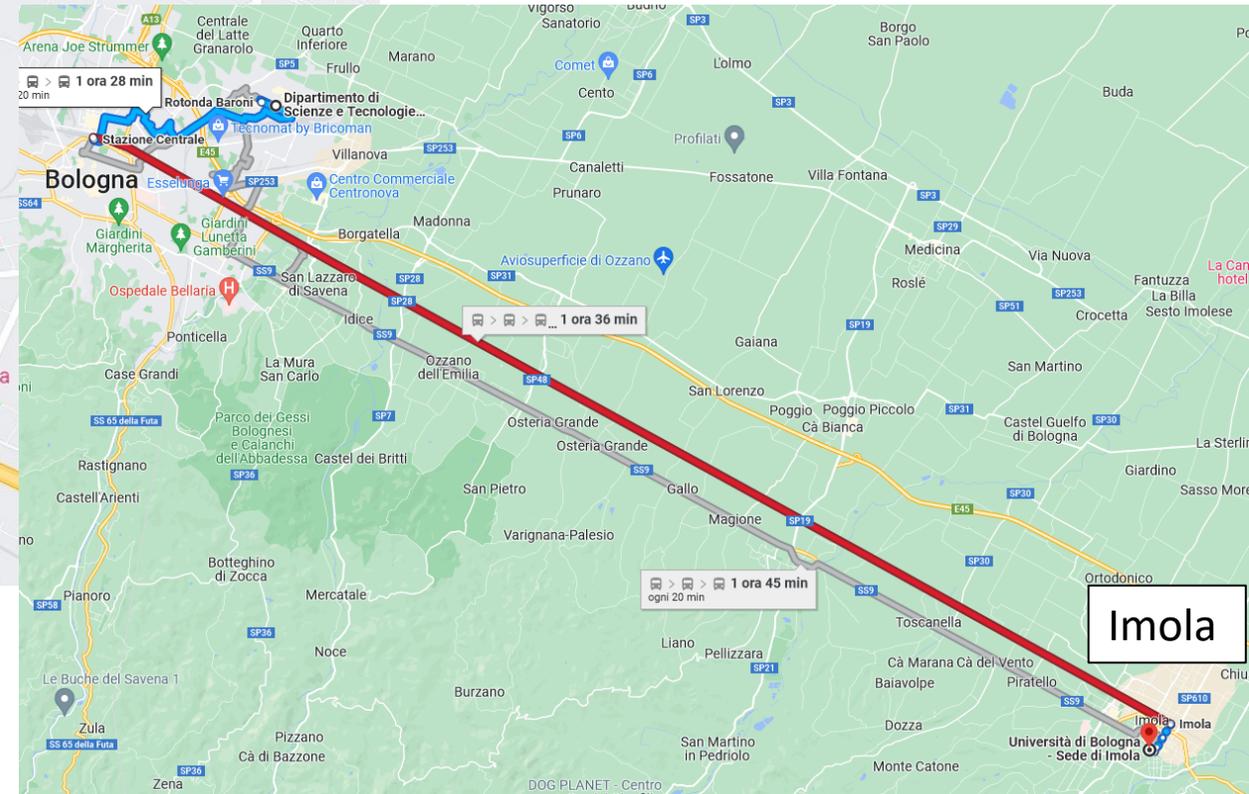
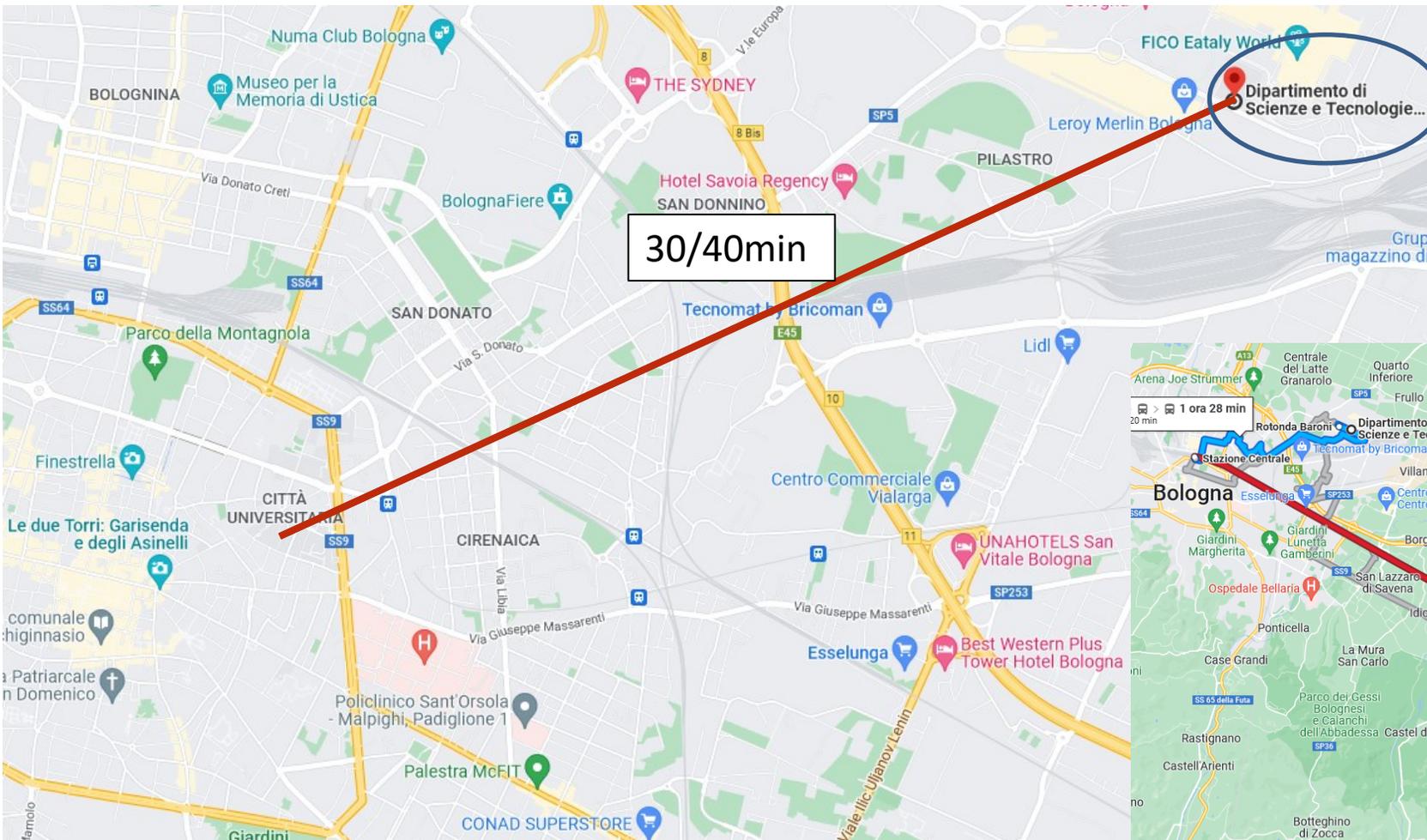
UniBO CAMPUS

The University of Bologna is a multi-campus University. For this reason, please pay attention that the courses you choose are active in the town you prefer such as: **Bologna, Cesena, Forlì, Ravenna and Rimini**. Otherwise, you should take trains to move to a town to another.



WHERE IS DISTAL?

DISTAL department is far 30/40min by bus from Bologna downtown; it has also some courses in **Imola**, near Bologna. Pay attention that the courses you choose are active in the town you prefer.



AFTER YOUR ARRIVAL



Welcome to UniBo!

Confirm your arrival and beginning of mobility through the **online check-in** by our central Exchange Student Desk (incoming.diri@unibo.it): <https://www.unibo.it/en/international/incoming-exchange-students/contacts-for-exchange-students-at-unibo/contacts-campuses-international-relations-offices>

The procedure (and booking) to follow is available on this page, please read it carefully:

<https://www.unibo.it/en/international/incoming-exchange-students/exchange-students-unibo-check-in>

Exchange Student Desk

E-mail (for: information, Check-out only when all exams are recorded)
incoming.diri@unibo.it

Virtual Desk (for: information and Check-in)
[Connect](#)
[To connect, please read these instructions](#)

Important: on the days of direct access to the desks a maximum number of accesses is set, which is published at the entrance to the virtual desk. Whoever enters the desk beyond the maximum number cannot be called by an operator.

If you need to [check-in](#) remember that:

- the start date of your mobility is determined on the basis of your travel ticket, the day you check-in is not relevant;
- you can attend lectures even if you have not checked in yet.

Office hours by direct access:
Monday and Friday 10:00-11:00
Thursday 14:00-15:00

Telephone Desk
Tel +39 051 2091933 – 051 2082022

Office hours: Tuesday 13:00-14:00

On-site Desk: closed



AFTER YOUR ARRIVAL



ALMA MATER STUDIORUM
UNIVERSITÀ DI BOLOGNA

SPORTELLI

Exchange Student Desk - Bologna

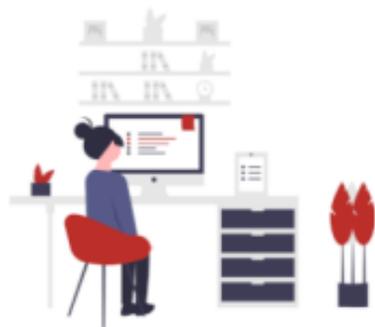
Before connecting, remember that:



- if you connect from a personal computer disable the popup block for this site;
- you will be asked to authorize Sportelli to access the microphone and, if available, the webcam.

Direct access

Go to speak now with an operator



The direct access service is closed.

Opening times

Tuesday	09:00 - 11:00	14:00 - 16:00
Thursday	09:00 - 11:00	14:00 - 16:00

Access by appointment

Book an appointment to speak with an operator



Book



ALMA MATER STUDIORUM
UNIVERSITÀ DI BOLOGNA

AFTER YOUR ARRIVAL

Notify the staff that you want to start an on-site mobility and show:

- if you are a EU student: your **passport** or **ID card**;
- if you are a non-EU student: **passport** with **Visa**;
- your name **travel document** arriving in Italy.

On Check-in you get:

- your **Certificate of Arrival** with digital stamp.
- an e-mail with a **QR CODE** that you will have to use to print your student card at one of the self-service machines (<https://www.unibo.it/en/teaching/enrolment-transfer-and-final-examination/badge-self-service-machines-to-print-the-badge>)
- if stamps on **specific documents** are requested by your home University, take these documents with you when you do the Check-In.

If you are a **non-EU student**, on Check-in you receive information about the **Residence Permit** and the Certificate of Arrival which you must enclose with your application.

Please mind that, according the EC, in order to have your Erasmus grant you have to spend a **minimum of 3 months** (90 days) in the partner University



AFTER YOUR ARRIVAL

Your career starts! After the Check-In, your career at University of Bologna will be activated and you will have access to the whole information system of the University of Bologna. You will have to organize your academic life by using the platform: **StudentiOnline**

Institutional e-mail address: please, use ONLY the institutional e-mail address (name.surname@studio.unibo.it) to contact any Office and Professor of the University of Bologna.

Your **Unibo credentials** will give you the access to many free services, including: a personal email @studio.unibo.it (AlmaWI-FI, etc).

Your **Unibo student card** gives you discounts and promotion at canteens, cinemas, museums and theatres having an agreement with the University. You will also be able to get a special price for the **Transportation Services (TPER)** pass in Bologna (you can get it directly from your personal Studenti Online page)



Exchange Students Guide

<https://distal.unibo.it/en/teaching/international-mobility-programme/incoming-exchange-students>



ALMA MATER STUDIORUM
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DEPARTMENT OF
AGRICULTURAL AND FOOD SCIENCES

HOME DEPARTMENT RESEARCH **TEACHING** LIBRARY NEWS EVENTS

IT EN

[Home](#) / [Teaching](#) / [International mobility programme](#) /



Incoming exchange students

If you want to add an international dimension to your educational path by spending a mobility period abroad, the University of Bologna is pleased to welcome you. The University of Bologna takes part in many exchange programmes giving students from all over the world the opportunity to follow part of their educational programme at the University of Bologna.

MORE DETAILS

◆ [Incoming exchange students](#)

📄 [Incoming Exchange Students Guide](#)
[.pdf 1.35 MB]



ALMA MATER STUDIORUM
UNIVERSITÀ DI BOLOGNA

ACADEMIC CALENDAR

You can consult the Academic Calendar Academic Year of the Department of Agricultural and Food Sciences at this link: <https://distal.unibo.it/en/teaching/degree> so you can decide your arrival and departure dates.

Please bear in mind the average following structure:

- Courses in the 1° semester: September - December

Exam Session 1° semester: January - February

- Courses in the 2° semester: February - May

Exam Session 2° semester: May - July

For more info regarding the exams (“appelli”) you can contact the dedicated Professor of the course.



TIMETABLE

Where do I find it?

Classes timetable are available on the reference degree Course website.

You can reach the reference page also by using the main **Course Unit Catalogue**:

<https://distal.unibo.it/en/teaching/degree>

ALMA MATER STUDIORUM UNIVERSITÀ DI BOLOGNA

SECOND CYCLE DEGREE/TWO YEAR MASTER IN
PRECISE AND SUSTAINABLE AGRICULTURE

HOME PROGRAMME ADMISSION STUDYING OPPORTUNITIES NOTICE BOARD CONTACTS IT EN

HOME / STUDYING /
Course Timetable

View the lecture schedule for the year you are enrolled in.

YEAR OF STUDY CURRICULUM
1st year CURRICULUM ANIMAL PRODUCTION GO

Lecture Terms: VIEW THE UPDATES about participation to lessons, exams and internships The lessons and periods of examination shall... [Read more](#)

Lecture schedule (1st year) for Curriculum "CURRICULUM ANIMAL PRODUCTION" - Precise and Sustainable Agriculture (codice 5705).
Data can change. Please check this page regularly.

Filter by teaching

26 Sep – 2 Oct 2022 DAY WEEK 30 DAYS

TUESDAY 27 SEPTEMBER 2022

13:30 - 16:30 93660_2 - AUTOMATION OF MACHINES, GEOSPATIAL INFORMATION AND ANIMAL HOUSING (I.C.) / GEOSPATIAL TECHNOLOGIES FOR AGRICULTURE AND SMART SYSTEM FOR ANIMAL HOUSING / (2) MODULO 2 (6 CFU)
Period: September 20 2022 - November 8 2022
Professor: Stefano Benni
Place: AULA 7 - Piano Terra - Edificio in Bo via Fanin, 40-50 (CAAB)



COURSES AND PROGRAMMES

Looking for other courses?

In the course unit catalogue (<https://www.unibo.it/en/teaching/course-unit-catalogue>), where you can filter by the language of teaching, course type and educational area (Agricultural, Economics, Political Science, etc.)

Credit System: 1 CFU (Credito Formativo Universitario) = 1 ECTS A university credit corresponds to **25 hours of work** per student, time for personal study included. The average annual workload of a full-time student is conventionally fixed at 60 credits (30 per semester).



SOME USEFUL TIPS

Keep in mind:

- at the Department of Agricultural and Food Sciences exams are mainly **oral**. You can check the final assessment inside the course along with the syllabus or ask your Professor for more information at the beginning of the course.
- **Attendance** is not compulsory, but it is strongly advised!
- Before purchasing **textbooks**, wait for the start of lessons and follow the instructions given by the professors. You may purchase teaching materials in the bookshop or borrow them from the library. To search for books and materials please visit the Library Portal (SBA).
- To consult and download **teaching material** prepared by the Professors, you can use **Virtuale**:
<https://virtuale.unibo.it/?lang=en>
- The Italian language course for international students is strongly advise in order to better live your study experience in Italy: <https://centri.unibo.it/cla/en/courses/italian-courses>

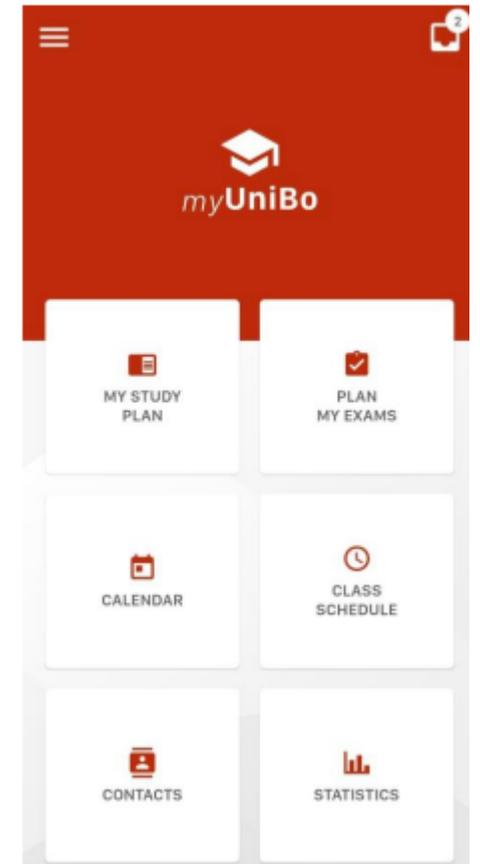


APP MYUNIBO

MyUniBo is useful for the international students in order to access quickly to their personal informations related to their experience at Unibo.

After the login through the **official credentials** (name.surname@studio.unibo.it and password), it is possible to visualize:

1. **study plan** with the subjects chosen in the LA (*my study plan*);
2. **dates** and booking of the next **exams** (*plan my exams*);
3. a **reminder** of the day of the exams (*calendar*);
4. the **schedule** of each lessons with the class (*class schedule*);
5. useful **contacts**, like mail addresses or phone numbers for each necessity (*contacts*);
6. the diagrams useful to show the **progress** of the students according to their personal grades (*statistics*).



ALMARM

AlmaRM is the personal homepage for exchange students. You can change your password, check your personal and exchange data, manage your contact details and print the acceptance message.

From there you will be able to **upload and download your signed Learning Agreement (LA)**.

Please, check your AlmaRM page regularly!

From AlmaRM you can directly access to your:

- **Study Plan** (fill in your study plan)
- **AlmaEsami** (register for exams)



LEARNING AGREEMENT

Fill in the **Learning Agreement** provided to you by your home University, including each subject you are going to take in Bologna, their respective **code, name, and number of credits** to be awarded upon completion.

Upload your LA on your AlmaRM : this will ensure that our office receives your Learning Agreement (LA) and check it. The International Mobility Office will sign and seal it digitally and we will upload the signed document for you. You will be able to download it directly from there in pdf.

You will be notified via email at @studio.unibo.it mailbox about the **approval** or **rejection** of your LA along with its reasons. After approval you will be also able to download a signed copy of your L.A. directly from AlmaRM.



LEARNING AGREEMENT – General rules:

- You are required to take **at least 50%** of our Department of Agricultural and Food Sciences – DISTAL courses. You can attend **all** DISTAL courses, but you are **not allowed** to insert in your L.A. the following ones:
 - 90462 - Italian Language Course
 - 88561 – Post-Harvest Chain Management (IC)
 - 73586 – Friut Processing
 - 73558 – Post-Harvest Management
 - 88212 – Supply/Value Chain And Innovation Management
 - 88563 – Production Chain Management (IC)
 - 79452 – Applied Entomology In horticulture Crops
 - 79451 – Mineral Nutrition
 - 88232 – Orchard And Vineyard Management
 - 79460 – Efficient Resouce Use In Production System (IC)
 - 79462 – Applied Breeding And Sustainability
 - 79464 – Information And Dss In Fruit Production
 - 79461 – Project Development And Management
 - 79456 – Plant protection And Desease Management (IC)
 - 79458 – Element Of Chemistry And Biochemistry Of Agrochemicals
 - 79459 – Integrated Plant Disease Management
 - 79457 – Plant protection Products And Residues
- If your mobility is ongoing for only one **semester**, you are required to insert in your Learning Agreement only courses offered in that respective semester ; if you are staying one single Semester you cannot follow an all-yearlong course (annuale)



LEARNING AGREEMENT

Erasmus students can take a **single module of integrated courses** (C.I.) but let the Professor know about that regarding the final assessment. Check on your LA that the code is correct.

Once you have decided all your courses, you are required to complete your Learning Agreement including **course code, name, semester, number of CFU (ECTS)**. Please fill it digitally.



WHERE TO FIND COURSES

In the course unit catalogue (<https://www.unibo.it/en/teaching/course-unit-catalogue>), where you can filter by the language of teaching, course type and educational area. Be careful to check if the course is available for the A.Y. you are interested in.

Course unit catalogue

BY NAME BY TEACHING CODE BY SSD

Name
Search by teaching activity or teacher name

Academic Year
2022/2023

Area
All

Campus
All

Course Type
All

Language
All

Transferable skills ⓘ

Search

BY NAME BY TEACHING CODE BY SSD

Search by Teaching Code (5 numbers)

Academic Year
2022/2023

Search

BY NAME BY TEACHING CODE BY SSD

Search by subject group (SSD).
e.g. SECS-P/01, L-ART/05

Academic Year
2022/2023

Search



ONLINE STUDY PLAN

Once you have completed your Learning Agreement (compulsory for Erasmus+ students, optional for others) and **only after the check-in**, you have to fill in the online **Study Plan** (compulsory for all students) through Studenti Online, using your institutional credentials.

If you don't fill in the Study Plan before the exam sessions start, you will not be allowed to register for the exams.

Here you can find more information and a dedicated guide:

<https://www.unibo.it/en/international/incoming-exchange-students/exchange-students-unibo-filling-in-your-online-study-plan>

 Admission application Take part in the selection	 Registration Enrol in a Degree Programme	 Exams - AlmaEsami Enrol for exams and progress tests	 Bookings Register for entrance exams, language test, job placement ...	 Transport pass application Apply for TPER transport pass at a subsidised price	 Fee situation - Enrolment Check your fee situation and make payments
 Certificates and self-certifications Print self-certifications and certificates with stamp	 On-line records book Check your university career	 Calls Opportunities offered to you by the University	 Language exam recognition Request language exam recognition	 Study plan Complete your study plan	 G Launch
 Programme transfer Request to transfer to another Degree Programme	 Transfer Request transfer to another university	 Suspension of studies Request Suspension of studies	 Medicine Internship Only for Medicine and surgery students Present the medicine internship application	 International mobility - AlmaRM International exchange programmes	 Internships Find internship offers and host organisations Activate the internship

You are here: [Home](#) » Completion

1. Prerequisites → 2. Completion → 3. Summary

Completion

- CILT - 36681 - CORSO DI LINGUA ITALIANA - A2 - CILTA
- 0659 - 81802 - GENDER AND THE LAW
- 0659 - 81806 - GLOBAL CONSTITUTIONAL LAW
- 9232 - 32616 - PHILOSOPHY OF LAW

[Add](#)



LEARNING AGREEMENT - CHANGES

Agree upon the changes with your home University first. Ask them the «Changes to Learning Agreement form» which has to be signed again.

As well as the first version, you will have to upload the changes on your **AlmaRM** page.

You can make **exceptional changes** to your L.A. for a **maximum of 2 times** by uploading it on AlmaRM.

You will be notified via email at @studio.unibo.it mailbox about the approval or rejection of your Learning Agreement, along with its reasons and, as with the 1st version, we'll upload it on your AlmaRM profile.

You just have to put the new courses also in your online **Study Plan** and then, register for the exams as soon as the exam dates will be available.



ALMAESAMI

You must book the exams using **AlmaEsami** - otherwise, you will not be allowed to take exams!

The **registration** (and eventually the deletion from the list) is **compulsory** and must be done within 7 days before each exam.

After oral exams, the professor will inform you of your grade or, in the case of written exams, grades will be published online or in AlmaEsami.

You can accept the grade or refuse it. In the latter case, you will be able to take the exam again during another available exam session.

Once you have accepted the grade, the professor will record it in AlmaEsami. When you access your AlmaEsami page you will see “verbalizzato” (recorded) written next to the exam.

Check your page regularly, and if any exam has not been recorded on time before your departure, please contact the Professor.



GRADING SCALE

The Italian grading scale runs from **18 to 30-with-honours** (30 e lode).

Grades below 18 are not registered as they are a failure, which requires a re-sit of the exam.

For some exams (eg. Seminars, laboratory or practical work and language proficiency exams mainly) there is no grade, but just a **Pass/Fail** result ("Idoneo"/"Non idoneo") that cannot be turned into a numerical grade.

ECTS Grade	Grade
A	30 lode
B	30
B	29
B	28
C	27
C	26
C	25
D	24
D	23
D	22
D	21
D	20
E	19
E	18



OTHER TIPS

In order to find contacts, use **the Unibo directory** (Professors and Staff):



Get in touch with the Professor website for updates and communication regarding the courses.

How to email a Professor/Staff:

- Always use your **unibo account** (@studio.unibo.it). Official documents will not be sent to other accounts
- Introduce yourself: your name, your home University and the exchange programme (Erasmus+ Study, Erasmus+ Traineeship etc...)
- Write clearly and in a formal style
- If you already contacted the Professor, remind him/her briefly of your previous conversation. They have a lot of students; they might not remember you!

LENGHT OF THE MOBILITY

Can I modify my exchange study period?

The number of months of your exchange period has been **agreed in advance** by your University and the University of Bologna (as shown in your homepage in AlmaRM - Length of stay).

If you want to leave in advance, you just need to inform your home University.

If you want to stay longer, please ask permission from your home University and to your UniBO Coordinator (you can find him/her on AlmaRM). They have to give the authorization by sending an email that you can forward to the **Exchange Student Desk** (incoming.diri@unibo.it) then your time at UniBO will be updated.

If you require it, they will issue an updated registration certificate.

If you decide to extend your mobility period, mind also to **update your LA** on AlmaRM with courses of that semester.



BEFORE LEAVING

Before leaving, you must **check-out** to the Exchange Student Desk (incoming.diri@unibo.it) to certificate that your Erasmus stay has finished.

Here you can find further information regarding the check-out procedure (needed documentation to attach in the email):

<https://www.unibo.it/en/international/incoming-exchange-students/exchange-students-unibo-check-out>

Please confirm to the Exchange Student Desk if **all your grades have been registered**.

A few days before the end of your exchange period check if there is any exam results missing in AlmaEsami and contact the Professors if needed, to avoid delays with your Transcript of Records.



CHECK-OUT

When you leave, you will also receive the **Certificate of Departure** that confirms the start and end dates of your exchange period, which you shall give to your University.

If you leave without completing the Check-Out procedure, the end date will correspond to the date of the **last recording of an exam**. If you did not sit any exam and do not complete the Check-Out procedure, you will not receive the Certificate of Departure.

You will check that all the exams are recorded in AlmaEsami. If all exams have been recorded correctly, the digital **Transcript of Records** will be sent to your home university by e-mail. The Transcript of Records lists **all the passed exams, including the respective ECTS credits and grades**. When the Transcript of Records is ready, you can also download it directly from your personal AlmaRM page.

In the case that you need a **certification for any other academic activity** (research, thesis papers, non-listed laboratory work, etc.), you will have to arrange with the Professor in charge how to certify this and check back with your home University if they accept it.



TRANSCRIPT OF RECORDS

The Transcript of Records (ToR) which you will receive at the **end of your stay** will contain an explanation of the Italian grading system together with an ECTS grading table which shows the percentage of students who have gotten each grade over the past few years.

This will help your home University to convert each grade you received in their local grading system.

Credit System: 1 CFU (Credito Formativo Universitario) = 1 ECTS

A university credit corresponds to **25 hours of work** per student, time for personal study included. The average annual workload of a full-time student is conventionally fixed at 60 credits (30 per semester).

Credits can **only** be gained by passing exams or apprenticeship examinations. No credits will be given for the sole attendance of classes or for failed exams!



CONTACTS

Internationalization - DISTAL

Viale Giuseppe Fanin, 44
distal.internazionalizzazione@unibo.it

Exchange Students Desk

Tel: +39 051 2091933 – 051 2082022

e-mail: incoming.diri@unibo.it

<https://www.unibo.it/en/international/contacts-for-international-students>

for more info about nomination, check-in, check-out, certificate of arrival/departure, immigration/visa





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UNIVERSITÀ DI BOLOGNA

ENJOY YOUR ERASMUS @Unibo!

DEPARTMENT OF AGRICULTURAL AND FOOD SCIENCES - DISTAL

distal.internazionalizzazione@unibo.it

www.unibo.it