

Student Exchange Programs

Fall Semester 2026-2027

Handbook for Erasmus+ and Exchange Students

Luiss Libera Università Internazionale
degli Studi Sociali Guido Carli



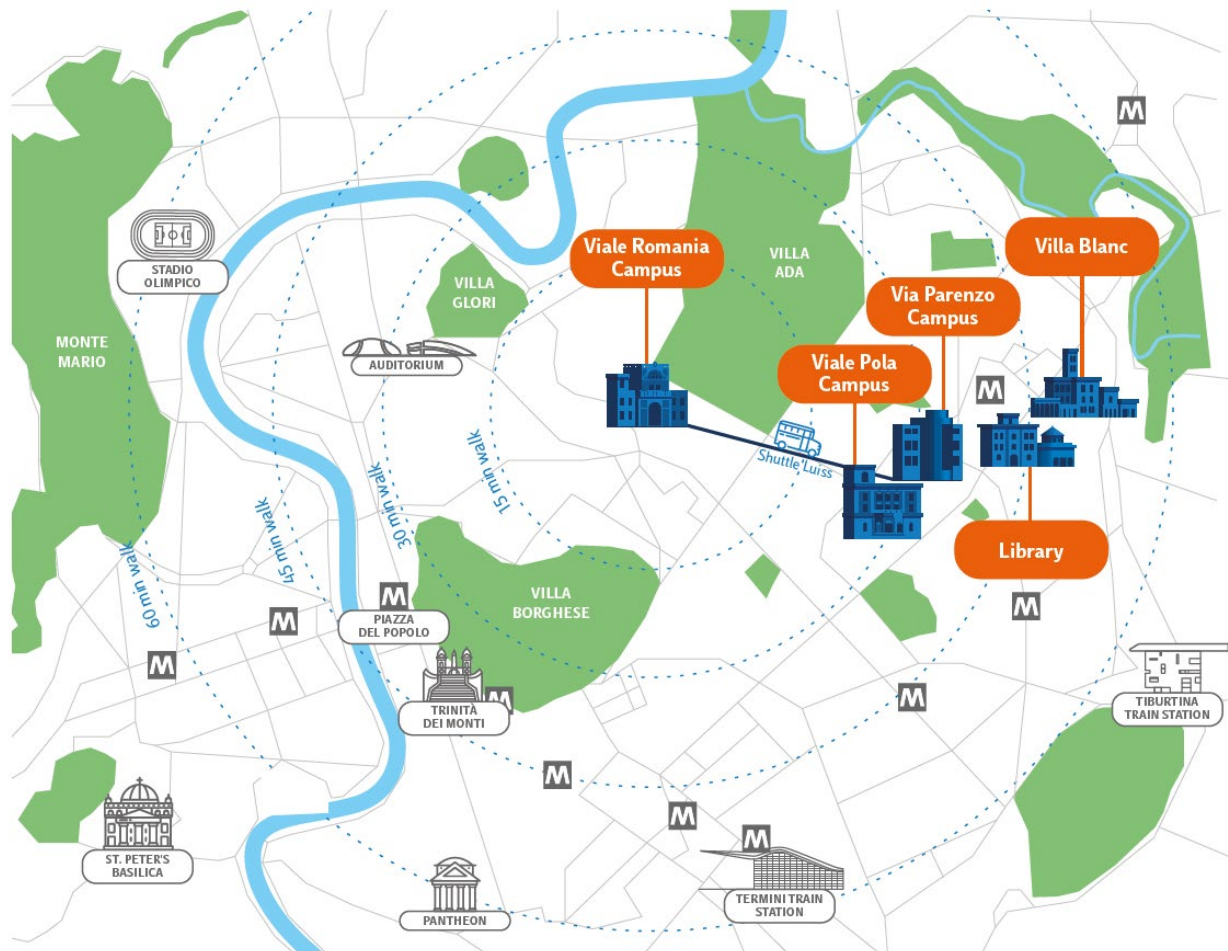
Table of Contents

1. Luiss Campuses	5
2. The International Student Mobility Office	6
3. Academic Calendar	7
4. Studying at Luiss: Courses, Exams, and the Educational Model	9
5. Italian Language Courses	13
6. Digital Learning	14
7. Your Study Plan	16
8. Learning Agreement and Erasmus+ Documents	17
9. Luiss App	19
10. Exam Dates and Registration	20
11. Rules, Safety, Appeal	22
12. Campus Life	23
Green Mobility	25
13. The Luiss Library	26

14. Sustainability	27
15. Tutoring	28
16. Counseling Service	29
17. IT Services	30
18. Visa and Residency in Italy	31
Non-EU Students - Visa and Residency in Italy	31
19. Italian Tax Code Number (<i>Codice Fiscale</i>) for EU Students and Non-EU Students	35
20. Health Insurance	37
EU/EEA/Swiss Students	37
Non-EU Students	37
21. Accommodation in Rome	39
22. Transportation	41
Public Transportation	41
Sharing Mobility	41
Taxis & Uber	42
Driving license	42
Driving license issued by an EU Country	42
Driving license issued by a non-EU Country	42
23. Emergency Numbers	43
Emergency telephone numbers in Italy	43
Emergency numbers for the Lazio region	43
Police Stations	44
Night Pharmacies (Chemists) in Rome	44

Hospitals in Rome with Emergency Facilities	44
24. Language and Customs	46
Luiss International Student Mobility	50

1. Luiss Campuses



Viale Romania, 32

- **Business and Management, Economics and Finance**, and **Political Science** courses
- International Student Mobility Office

Villa Blanca

- Luiss Business School

Via di Santa Costanza, 53

- Luiss Library

Via Parenzo, 11

- **Law** courses

Viale Pola, 12

- **Law** courses
- One-year Master programs
- School of Journalism
- School for Legal Professions

You can take a Virtual Guided Tour [here](#)

2. The International Student Mobility Office

The International Student Mobility office is in Viale Romania 32 - 00197 Rome.

Contacts

General e-mail address:
in_erasmusexchange@luiss.it

General phone number:
+39 06 8522 5642

Opening hours and days

Mondays, Thursdays and Fridays: 10:00 a.m. to 12:00 p.m.

Tuesday and Thursday: 10:00 a.m. to 12:00 p.m. and 3:00 p.m. to 4:00 p.m.

Website for incoming Erasmus and exchange students:

<https://www.luiss.it/en/international/incoming-exchange-students/erasmus-bilateral-exchanges>

3. Academic Calendar

First Semester – Fall

Mandatory Orientation Date	3 September 2026
Classes Begin	7 September 2026
Classes End	5 December 2026 (13 weeks of classes – 12 for the 1 st and 2 nd year undergraduate courses due to the suspension of classes for mandatory midterm exams)
Mandatory Midterm Exams	From 19 October to 24 October 2026 (for 1st and 2nd-year undergraduate courses)
First Examination Period (one examination date for all first semester courses)	From 9 December to 19 December 2026
Second Examination Period	From 7 January to 30 January 2027

Christmas Holidays from 21 December 2026 to 6 January 2027

Second Semester – Spring

Mandatory Orientation Date	28 January 2027
Classes Begin	1 February 2027
Classes End	8 May 2027 (13 weeks excluding the Easter holidays – 12 for the 1 st and 2 nd year undergraduate courses due to the suspension of classes for mandatory midterm exams)
Mandatory Midterm Exams	From 8 March to 13 March 2027 (for 1st and 2nd-year undergraduate courses)
First Examination Period (one examination date for all second semester courses)	From 10 May to 22 May 2027
Second Examination Period	From 24 May to 26 June 2027

Easter Holidays from 25 to 30 March 2027

NB The Second Examination Period officially marks the end of the academic semester. However, many **exchange students** choose to complete their exams earlier, typically during the **First Examination Period**. Students may take all exams in the **First Period**, all in the **Second**, or split them between the two – this is the most common approach among **Luiss students**.

Please note that during the **First Examination Period**, **only one exam opportunity** is offered per course. **Considering that exam dates and times may overlap** – especially across different years, programs, or levels – **students might be unable to sit all required exams during the First Examination Period and may need to take the remaining exams during the Second Examination Period.**

The date of the **final exam taken** will be recorded to verify **attendance for certification purposes.**

4. Studying at Luiss: Courses, Exams, and the Educational Model

The Luiss Educational Model

Starting from the 2025–2026 academic year, Luiss adopted a new and distinctive educational model, tailored to the specific needs of both Undergraduate and Graduate students. At its heart is a shared vision: integrating advanced social sciences with emerging technologies to prepare students to navigate an increasingly complex and interconnected world.

Undergraduate School – Engaged Learning:

At the Undergraduate level, the model emphasizes **Engaged Learning**, where students take an active role in their education through experiential, participatory methods that cultivate critical thinking and analytical skills.

Graduate School – The SMART Model:

At the Graduate level, the **SMART model** offers a student-centred learning experience that is multidisciplinary, technology-enhanced, and practice-oriented. It combines academic rigor with real-world application to shape responsible, independent leaders capable of creating meaningful change.

Across all programs, students benefit from an ongoing dialogue with professors, researchers, and international experts – fostering a dynamic, inclusive, and collaborative learning environment.

Full details on the new educational model are available [on this page](#).

Educational Model Transition: What Does This Mean for Incoming Exchange Students?

As Erasmus and exchange students may enrol in courses across different disciplines, years, and academic levels (bachelor's and master's), you may encounter courses taught under either the old or the new educational model. Please review course details carefully.

In the 2026–2027 academic year:

- The **old** model still applies to:
 - 3rd-year Undergraduate courses and 3rd to 5th-year Law Courses

- The **new** model applies to:
 - 1st and 2nd-year Undergraduate courses
 - 1st and 2nd-year Graduate courses

Final Exams for Courses Following the Old Model

At least two **appelli** (exam dates) are offered for each course (three for the single-cycle master's degree in law). You may attempt the exam on both dates.

If a course is taught by multiple professors, you may only register for exams with the professor you selected during course registration.

Types of Exams and Grade Registration:

1. **Written exam:**
Grades will be sent to your Luiss email account. You have three days from publication to view your result in Web Self Service and, if desired, reject it. During this time, you may also request to review your exam. After the three-day period, if the grade has not been declined, it will be considered final and recorded.
2. **Oral exam:**
Grades are finalized immediately after the exam. If you wish to reject the grade, you must inform the professor immediately.
3. **Written + Oral Exam:** See Above.
Participation in the oral exam is mandatory for grade registration, even if the professor decides not to ask further questions.

Exams must be taken on the official dates listed on the Luiss website. If you fail or are dissatisfied with your result, you may retake the exam during the next available session in the same semester., retakes may occur in the next semester or during the Autumn Session (late August/September) of the same academic year.

Final Exams for Courses Following the New Model

At least two exam dates are offered for each course (three for the single-cycle master's degree in law). You may take the exam on any available date.

As above, exams must be taken with the professor chosen at registration.

Types of Exams and Grade Withdrawal Rules:

1. **Written Exam:**
You may withdraw during the exam by handing in your paper and notifying the professor. If the assignment is submitted for grading, the result is final and cannot be rejected.
2. **Oral Exam:**
You may withdraw at any time before the grade is officially recorded.

3. **Written + Oral Exam:**

Withdrawal is possible during the written test (as above) or at any point before the oral exam grade is recorded. If you withdraw from the oral, the written grade becomes invalid for the next **appello**.

Exams are only offered on official dates. If needed, exams may be retaken during the next available session within the same semester.

Midterm Exams

For 1st and 2nd-year undergraduate courses (except language courses), a **mandatory midterm exam** will be held during a dedicated one-week break from classes:

- **First Semester:** October 19–24, 2026
- **Second Semester:** March 8–13, 2027

Students can decline their midterm grade and opt to take the full exam during the exam session.

Grading System

Individual courses are graded on a scale from **18 to 30**, with 18 being the minimum passing grade.

Exceptional performance may be awarded **30 cum laude (30 e lode)**.

Grades below 18 are considered failing and are not recorded, as the Italian grading scale only covers passing grades. Consequently, **only successfully passed courses appear on the official Transcript of Records – courses without a passing grade will not appear.**

Continuous Assessment for Graduate Courses

(excluding Law courses, which follow the undergraduate policy)

For 1st and 2nd Year Graduate Courses (New Model):

Assessment includes both continuous evaluation and a final exam:

- **Continuous Assessment (1/3 of final grade):** May include individual/group tests, presentations, reports, and other assignments—completed either in class or at home.
- **Final Exam (2/3 of final grade):** Format is determined by the professor and may be written, oral, or both.
→ **Continuous assessment** is mandatory and cannot be declined. Details are specified in each course syllabus.

Continuous Assessment and Retake Exams for Graduate Courses:

If a student does not pass a course during the semester in which it is taught:

- The grade obtained in the retake session will count as **100% of the final grade**, replacing continuous assessment.

General Conditions

Attendance:

Attendance is **mandatory** for all courses.

- Under the Undergraduate School, professors may allow limited absences at their discretion.
- Under the Graduate School, students must attend at least 70% of classes in each course.

No Non-Attending Status:

Exchange students cannot have a non-attending status.

Exam Conditions:

Exchange students must sit exams under the same conditions as regular students.

- Exams **cannot be arranged individually** with professors.
- **Remote/proctored exams are not allowed.** All exams must be taken **in person**.

Exam Planning:

Do not schedule your departure before the end of the exam period, as **exam dates may change** unexpectedly. In rare cases, you may need to return to Luiss to sit your exams.

Exam Clashes:

Be aware that exam dates and times may **overlap**, so completing all exams in the first available session is **not guaranteed**.

5. Italian Language Courses

Luiss University offers free Italian language courses to Erasmus+ and exchange students during both the Fall and Spring semesters. Each course includes three hours of instruction per week throughout the semester.

Students who fulfil the attendance and participation requirements will receive a **certificate awarding 3 ECTS credits**.

[Details regarding course enrolment, syllabi, and schedules are shared directly with students via email.](#)



6. Digital Learning

MyLuiss

MyLuiss is the official e-learning platform that will support you throughout your exchange experience. It is a central hub for accessing teaching materials, training activities and support services, providing a comprehensive and personalised learning experience.

Once logged in, click on the **“My Courses”** button at the top of the page to view all the courses you are enrolled in and access the material.

If you need any assistance or further information about using the platform, go to MyLuiss, click on the **IT Support** button under **Student Support**, and follow the instructions.

Web Self-Service: Your Personal Support Page

Web Self-Service is a fundamental tool for finding information, monitoring your university career and administrative status, booking exams, checking your exam list, designing your study plan and accessing self-certification forms.

Accessing Luiss Spaces and Services

Study rooms of the Viale Romania, Viale Pola, and Via Parenzo Campuses are open 24 hours a day, seven days a week. The library is open from Monday to Friday between 9 AM and 9 PM.

Course Schedule

To view the course schedules, please visit [this page](#), where you can search by degree program, instructor, or course title.

Attendance Tracking

During class, professors may ask students to confirm their attendance – each professor will inform you of the specific procedure to follow.

Classes' attendance is generally registered and tracked through an automatic system: **BEACON**.

- The automatic tracking system is activated at the beginning of the lecture and closes 20 minutes after the start.

- When the tracking opens, a push notification will be sent via the Luiss App to all students enrolled in the class, inviting them to confirm their attendance.
- Upon accessing the App, students will be asked to enable the necessary permissions for the proper functioning of the automatic tracking system (GPS location and Bluetooth access).
- Students can access the relevant section of the Luiss App via the Calendar card, then enter the class details and click on the “Confirm Attendance” CTA (Call to Action).
- Once the “Confirm Attendance” CTA is clicked, a notification will indicate whether the registration was successful or not.

7. Your Study Plan

A few months before the start of your mobility, you received an email with instructions on how to submit your study plan through the Web Self-Service portal.

If you experience timetable conflicts or have other valid reasons, you will be allowed to make the necessary changes during the first week of classes.

Please note that if you are staying for the full academic year, you must submit a separate study plan for each semester.



8. Learning Agreement and Erasmus+ Documents

Learning Agreements

Incoming students are generally required to complete an Online Learning Agreement (OLA) to confirm their course selections and ensure recognition by their home university. This is mandatory for Erasmus students.

If your home university is part of the Erasmus+ Network and connected to the **Erasmus Without Paper (EWP)** platform, your Learning Agreement will be processed digitally. If your university is **not** connected to EWP, you can submit your LA in PDF format. Please email the signed document to: **in_erasmusexchange@luiss.it**. Please refer to your Home Institution's guidelines regarding the procedure they require, because each Institution may use either an in-house software, a third-party one, or the centralized OLA platform.

We will gladly sign your Learning Agreement at our end regardless of the system used.

Please note that in case of changes to your original study plan you will need to submit the Learning Agreement again to request the approval of each party.

Please wait until the end of the enrolment phase before submitting your final Learning Agreement for approval. In order for Learning Agreements to be signed, the courses listed in the document must mirror the ones present in the Luiss study plan.

Certificate of Stay / Attendance

If you need your certificate of stay signed by Luiss, please contact the International Student Mobility Office. You can send the document via email to **in_erasmusexchange@luiss.it** or visit the office in person during opening hours.

The dates indicated in the Academic Calendar are for the whole duration of the academic semesters. Students may finish their exams sooner, and the date of the final exam will be used to sign attendance certificates.

Please note that, for verification purposes, your certificate can only be signed **once all your exam results have been officially registered**.

To check your exam registration status, please log into **Web Self-Service** and navigate to: **Home → List of Examinations**

If a grade is visible, it means the exam has been registered.

Please note that certificates in which the stated start dates are before the official mandatory arrival date cannot and will not be signed. Certificates in which the stated end dates are more than 3 days after the last exam taken at Luiss (and in no case after the end of the semester) cannot and will not be signed.

9. Luiss App

Your badge is on your smartphone! Please download the Luiss app if you have not done so already. You will need it to access the campus premises by showing your virtual badge at the entrance and scanning the QR code generated by the app through the kiosks at the entry points.

Additionally, with the app, you can easily find all the important information about Luiss and all the services offered to local and Exchange students.

What can you do with the Luiss app?

- **Badge:** you can show your **Luiss Card** to access the university, to sit your exams and to benefit from discounts open to students.
- **Track your attendance** (please read page 14).
- **Academic info:** check the **timetable of all your lessons**, the availability of **studying rooms**, the **exams** you have passed and the ones you still need to sit.
- **Green Mobility:** book the Shuttle Bus between the Viale Romania and Via Parenzo Campuses, and access to the Luiss Electric Car Sharing.
- **Book meetings and spaces.**
- **News and events:** keep yourself updated by checking latest news and notices of Luiss University.
- **Explore:** take a virtual tour of our campuses.
- **Library:** you can easily handle the book you borrowed; search the books you are looking for and save the list of the books you are interested in.
- **Canteen:** you can check the **canteen menu**.
- **Network:** discover the Luiss ecosystem, Luiss TV, Luiss Radio, Luiss Store, etc.

To download the app, type Luiss in the search bar in the Store of your Android or Apple smartphone! Once downloaded, please use your Luiss account/e-mail to access.

10. Exam Dates and Registration

Exam dates are published around one month after the beginning of the semester. They are made available in the School's Websites, Undergraduate and Graduate – click on **Student Services**, then **Exam Dates**.

Exchange students must register for exams via the Web Self-Service portal for the examination sessions (**appelli**) of the courses they enrolled in at the beginning of the semester.

How to Register for Exams

1. **Access the Web Self-Service Portal.**
Visit the platform and log in using your credentials (ID and password).
Note: These credentials are not the same as your Luiss e-mail login details.
2. **Navigate to Available Exam Dates.**
From the menu on the right-hand side, go to:
Home → Available Examination Dates.
3. **Select an Exam Session.**
You will see the available **appelli** for the courses in your study plan.
Choose the date on which you wish to take the exam.
4. **Complete the Required Questionnaire.**
Before you can finalize your registration, you must fill out a mandatory questionnaire located in your personal Web Self-Service area.
5. **Register for the Exam.**
 - Click on the booklet icon next to the chosen exam date.
 - Review the displayed information for accuracy.
 - Click “Register for the examination date” at the top right of the page.
6. **Confirm Your Registration.**
You should now see the status “**Registration Confirmed.**”
This means your registration was successful.

Important Notes

- **Exam Booking Deadline:** You must register for exams no later than **five days before** the exam date.
- **Written + Oral Exams:**
If an exam includes both written and oral components (even on the same day), you must register for **both parts**.
Always attend the oral exam (even if only for grade registration purposes), as this is required for your grade to be officially recorded.
- **Exam Schedules:**
Exam dates will be published on the “Exam Dates” section of each School’s website (under **Student Services**) approximately **one month after** the start of semester:
 - [Undergraduate School Website](#)
 - [Graduate School Website](#)
- **Travel Planning:**
Make travel arrangements **only after checking your exam schedule**.
While changes are rare, exam dates **may be subject to modification**. We strongly recommend allowing a few buffer days at the end of the exam session in case of any changes.
- **ID Requirement:**
You must bring a **valid ID card/Passport** with you to each exam.

Transcript of Records

- Transcripts will be **emailed directly to Partner Institutions** approximately **one month after** the end of the examination period. As per our regulations, we cannot send the document directly to students.
- If an **earlier Transcript of Records** is needed, you may request it through the Student Office by following the instructions here.
Please note: **this procedure requires the payment of two duty stamps (*marche da bollo*)** for a total of €32. Before submitting the request, ensure that all your results are visible in your **List of Examinations** section on Web Self-Service – otherwise, they will not be included in the document.
- Students with **unpaid residence fees** will **not** receive their transcripts until all outstanding payments are cleared.

11. Rules, Safety, Appeal

Rules and Regulations

As an exchange student at Luiss, you are entitled to certain rights and subject to certain duties.

You can find all the relevant documents at [this page](#), on which we kindly ask you to please pay attention to these specific documents:

- Code of Ethics
- General University Regulations
- University Academic Regulations
- Code of Conduct for Luiss Guido Carli students

Safety and Access

Access to Luiss campuses is only allowed to students and authorized staff. Though, first-degree relatives are allowed to visit the campus; in order to grant them access, students must send an e-mail to in_erasmusexchange@luiss.it indicating: the campus they want to visit, the day and time of the visit, names of the relatives.

Security is on duty 24/7 and monitors all entrants to ensure the safety of everyone in the premises.

Feedback Procedure

Help us improve our university by sending us a suggestion or notification regarding academics, services, campus life, or whatever is on your mind. Your comments will be sent to the appropriate office or student representative, and you will receive a response as soon as possible. Find the form to notify us [here](#).

12. Campus Life

University Canteen

The **University Canteen** is open in the following working days and times:

Opening hours – Viale Romania

Monday – Friday	12:00 p.m. to 2:30 p.m. 7:00 p.m. to 9:00 p.m.
Saturdays	12:00 p.m. – 2:00 p.m.

Opening hours – Viale Pola

Monday – Friday	12:00 p.m. to 2:30 p.m.
-----------------	-------------------------

	Composition	Single price
Full Menu	First course, second course, side dish, dessert, fruit, bread and water from a dispenser	€9,40
Reduced Menu (1)	First course, side dish, dessert, fruit, bread and water from a dispenser	€8,50
Reduced Menu (2)	Second course, side dish, dessert, fruit, bread and water from a dispenser	€8,90
Reduced Menu (3)	Single course, dessert, fruit, bread and water from a dispenser	€8,90
Pizza	2 pizza slices, fruit or dessert, canned beverage	€8,90

WOK-fried pasta: supplement of € 1.50 or € 2 including VAT depending on the type of recipe

<https://www.luiss.edu/students/canteen>

For any further information, please contact: mensa@luiss.it

Medical Service

The **Luiss Wellbeing Hub** is available to all Luiss students – including exchange students — at the **Borghetto** in the **Viale Romania campus**.

The Hub, coordinated by Professor Maurizio Evangelista, offers general consultation services as well as national-level specialists in the areas with the greatest bio-psycho-social impact, with particular attention paid to the awareness and prevention of the main chronic conditions, including Long Covid syndrome. Click [here](#) to find out more.

Photocopies and Printers

The opening hours of the **Centro Servizi** (Viale Pola) is 8:30 a.m. to 5:30 p.m.. Students can buy prepaid cards that cost 5€ and grant 142 copies. This centre can also assist students with scanning documents.

Printers can be found in all Luiss campuses, please find [here](#) instructions on how to use printers.

Cultural Events and Entertainment

Life on campus boosts an array of cultural initiatives in various artistic fields, from cinema to theater, literature and music. Theatre workshop: theatre school with the preparation of a show at the end of the course. Luiss choir: a training course focusing on musical development and open to all students. Creative writing workshop, painting workshops.

For information, please refer to the following links:

<https://www.luiss.it/en/university/luiss-life/services-and-opportunities/conventions>

<https://www.luiss.it/en/university/luiss-life/services-and-opportunities/cultural-activities>

<https://www.luiss.it/en/university/news-media/events>

Remember to check your Luiss email and the Luiss website from time to time.

ESN Roma Luiss

ESN (Erasmus Student Network) is a student association that supports exchange students before, during and after their study abroad period. They organize a wide range of activities such as mentor / buddy / tutor system, orientation / welcome week, language exchange projects, cultural and social activities, trips, and events.

Contacts

E-mail: board@esnromaluiss.net

Web: <https://romaluiss.esn.it/>

Facebook: www.facebook.com/esnromaluiss

Sports Office

Luiss Sports offers students the possibility to join **teams** and to play several kinds of **activities** such as:

- | | | |
|--------------|--------------------|--------------|
| - Athletics | - Horseback riding | - Skiing |
| - Basketball | - Padel | - Swimming |
| - Cycling | - Rowing | - Tennis |
| - Football | - Rugby | - Volleyball |
| - Golf | - Sailing | |

Contacts

Website: <http://sport.luiss.it/en/>

Phone: +390685225062

E-mail: sport@luiss.it

Location: Via Tommaso Salvini 2

Luiss has some sport deals, please check: <https://sport.luiss.it/en/facilities/convenzioni/affiliated-sports-facilities-conventions/>

or <https://www.luiss.it/en/university/luiss-life/services-opportunities/agreements/urban-sports-club>, you can get a 20% discount on Medium, Large ed Extra Large gym membership.

Additional Information

Please note that Luiss Career Service's opportunities are **not** open to Erasmus and exchange students.

Green Mobility

Shuttle Service

Luiss offers a completely ecological Shuttle Service for students, professors and staff.

The shuttles allow members of the Luiss community to travel between the University's campuses in Rome in a sustainable and technological way, thanks to the Luiss App-based reservation system.

To prevent lines and waiting times, users must book their ride and obtain a QR code at least five minutes before boarding the shuttle through the Luiss App.

The service is available Monday through Saturday, with signs on the Viale Romania and Via Parenzo campuses to update users on shuttle locations in real time. There is a shuttle bus every 15 minutes.

It takes five minutes to walk from via Parenzo campus to viale Pola campus.

Luiss Electric Car Sharing

Luiss Electric Car Sharing is a service operated by **Acea A.Cities**.

The service, available only to Luiss students, faculty and staff, provides Renault 5 cars that can be rented at the charging points installed on the University's premises.

More information is available at this [webpage](#).

13. The Luiss Library

The Luiss Library specialises in social sciences, especially in law, economics, and political science, supporting both teaching and research activities.

Spanning over 1,200 square meters, the library offers innovative, sustainable, and functional spaces including:

- Monographs Room
- Periodicals Room
- Economics Room
- Law Room
- Political Science Room
- Multimedia Room
(a space for working groups, meetings, and interaction activities)
- Chinese Library
- Refreshment Area
- Green Area

The library's collection, accessible via [Luiss Library Discovery](#), includes:

physical resources
electronic resources

databases
textbooks

Most electronic resources and databases are also available off-campus.

Facilities at the Library include 32 PC workstations, 15 tablets, 1 Surface Hub, 4 self-check stations, 7 scanners, and 2 return boxes (Viale Romania campus and via Parenzo campus).

Additional information is available on the [library's webpage](#).

Address	Via di Santa Costanza 53, 00198 Rome
E-mail	biblioteca@luiss.it
Website	https://biblioteca.luiss.it/en
Phone	+39 06 8522 5600
Opening Hours	Monday to Sunday, from 8:30 a.m. to 9:00 p.m.
Librarians' Support	Monday to Friday, from 8:30 a.m. to 5:30 p.m.

14. Sustainability

Sustainability

Luiss is among the top 15 universities in the world in terms of sustainability.

We dream of a future in which sustainability is part of everyday life at Luiss and one of the first criteria used to shape the decisions of our entire community. Together, as students, staff, faculty and partners, we are working to create a world that is more environmentally, socially and economically sustainable.

Working together to develop a culture of sustainability.

Luiss takes full responsibility in its role as a body of higher education to cultivate a sense of sustainability on campus that becomes a motor of change towards more sustainable and inclusive development. Going beyond academics, Luiss sends graduates back into the world that are aware, respectful, kind and understanding of the value of diversity.

At Luiss, sustainability is an integral part of every choice we make, both on campus and beyond. As a university, we have created educational and organizational models that put sustainability at the centre of our community's daily life. Luiss also works for and alongside the surrounding territory to continue in our mission to be a catalyst of new initiatives and a cradle for solutions to concrete social needs.

Learn more [here](#).

15. Tutoring

The [Tutoring service](#) is designed to guide, accompany, and inspire students throughout their college careers. It does this through three main services, personalized to the student's own background, studies and ambitions. These are: **University Tutoring – Academic Tutoring – Inclusiveness Tutoring Service *It's U!***

Today's competitive global workplace demands not only academic excellence. Students must be able to demonstrate their personal growth through experiences in other areas of their lives as well. Tutors work hand-in-hand with students to help them build a successful college career, optimizing their own interests and potential to become well-rounded job candidates' post-graduation.

Discover how you can benefit from the services by visiting the dedicated [webpage](#) on the Luiss website.

Buddy Program

Buddies are Luiss students offering support to our youngest students at the start of their academic career, with the aim of helping them to adapt to university life and to the city of Rome.

Buddies help students to embrace the transition from being high school students to becoming members of our university community.

Please find further information about this service at [this webpage](#).

16. Counseling Service

***Luiss Ti Ascolta* (Luiss Listens to You) is a free psychological counseling service for all students.**

Challenging and confusing times can happen now and then.

To support you to get through and overcome tough times, you can ask help from ***Luiss Ti Ascolta***, the psychological counselling desk dedicated to **students and recent graduates**.

A team of professionals is **ready to listen to you**, respecting your **privacy**. The service is available on the **Viale Pola Campus**. If you cannot attend in person, virtual counseling is also available.

Starting this year, you can also book a spot in one of the two **Thematic Groups**. These groups meet every other Wednesday from 1:30 p.m. to 3:00 p.m. in Room 106, Viale Pola. The **No Panic** group explores manifestations of anxiety in its various forms, while **Me and Others** provides support and guidance in interpersonal relationships.

To book a counselling session or participate in a Thematic Group, you can:

- Send an email to luisstiascolta@luiss.it
- Call at +39 340 51 35 054
- Fill out the booking form at the following link: https://forms.luiss.it/login?id_evento=258

Do not hesitate to contact them!

Luiss Ti Ascolta website: <https://www.luiss.it/en/luiss-listens-you>

17. IT Services

Students can use their Luiss Account to access the following services:

- **Luiss App**
- **MyLuiss**
- **Cloud Office365 Services**, including Outlook, OneDrive, and Skype for Business
- **Wi-Fi Network LuissWPA**
- **Windows PC** in classrooms equipped with PCs
- **Luiss Library remote access**

Instructions on how to create the Luiss account were sent by email before your departure.

Wi-Fi

Students who would like to access the **wireless network** must have a Luiss account/e-mail. To connect simply select either the **Luiss** or **LuissWpa** wireless network. The two wireless networks (Luiss and LuissWpa) function the same way. The one difference is that the Luiss Wpa network allows you to save your username and password.

[Wi-Fi at Luiss](#)

18. Visa and Residency in Italy

Non-EU Students - Visa and Residency in Italy

This section explains the visa and registration requirements for students who are **not** citizens of:

- **The European Union (EU)**
 - **The European Economic Area (EEA)**
 - **Switzerland**
-

After The Arrival

Students need to officially register their stay in Rome according to the proper requirements:

OPTION 1: I am a Non-EU incoming Exchange Students and I don't have a Schengen Residence Permit for study purposes issued by a Schengen Area country.

It is compulsory to hold a **permit of stay** (*permesso di soggiorno*) to study in Italy and the request must be made **within 8 working days after your arrival in Italy**.

What is the *permesso di soggiorno*?

- The Permit of stay is issued by the **Police Headquarters** (Italian: “Questura”) in Rome and entitles you to temporarily live in Italy.
- To apply for a permit of stay you will need to provide and hand in the following information to a **Post Office** (we recommend the ones in **Via Yser, 4** or **Piazza Bologna, 39**):

STEP 1: POST OFFICE APPLICATION

⚠ Every semester, the day after the orientation, we typically hold a meeting to assist students in completing their application. Specific details regarding the time and location are communicated via email to the students involved.

Which documents do I need to submit at the post office?

1. **Yellow Kit – Application form:** make sure to complete **Modulo 1 (Form 1)** included in the **yellow-striped envelope application/kit** for **NON-EU citizens**, which can be obtained from a Post Office (e.g. **Piazza Bologna, 39** or **Via Yser, 4**). You can find a detailed explanation on how to complete the form in the guide “**How to Fill in the Yellow Kit**”.
2. **Photocopy of the official Luiss acceptance letter** (better if sealed by the Italian Consulate during the visa application process).
3. **Photocopy of Financial Statement** document certifying adequate financial resources (approximately €10,179.85 per year).
4. **Italian duty stamp (marca da bollo)** of **€16.00**. It can be purchased at any Tabacchi shop, and it needs to be glued on Form 1 of the permit of stay application
5. **Photocopy of your passport’s personal data page and student visa page only** (the original document must be presented when submitting your application at the Post Office).
6. **Application Fee: €30.00** to be paid at the Post Office when submitting the application.
7. **Receipt of payment (bollettino)** of **€70.46** paid at the Post Office for the Permit of Stay.

How to fill in the “bollettino”:

CONTI CORRENTI POSTALI - <i>Addebito di Versamento</i>	CONTI CORRENTI POSTALI - <i>Addebito di Versamento</i>	CONTI CORRENTI POSTALI - <i>Bozza di Accredito</i>
MINISTERO DELL'ECONOMIA E DELLE FINANZE € sul C/C n. 67422402 di Euro 70,46 TD 674 CODICE BAN 67422402 Importo in lettere: SETTANTA/46 MEF DIP.TO DEL TESORO VERS. DOVUTO RILASCIO PERMESSO SOGG.NO ELETT.CO CAUSALE: Importo per il rilascio del permesso di soggiorno elettronico eseguito da: First Name Last Name residente in Italia: Your address in Italy (e.g.: Viale Romania 32 00197 Roma)		
Postcode of your address in Italy (e.g. 00197) CAUSALE: Importo per il rilascio del permesso di soggiorno elettronico eseguito da: FIRST NAME LAST NAME residente in Italia - PIAZZA: YOUR ADDRESS IN ITALY CAP: ROMA LOCALITÀ: ROMA IMPORTANTE: NON SCRIVERE NELLA ZONA SOTTOSTANTE 000067422402< 674>		

After submitting these documents at the Post Office, the applicant will receive the two following documents:

1. **A receipt (ricevuta)** (mod.22A, certified letter receipt) with the user ID and password needed to monitor the status of the permit of stay application at portaleimmigrazione.it (click on Area Riservata Stranieri on the bottom right of the page).
2. **A letter*** with the date and time of the appointment at the Police Station to have photos and fingerprints taken.

⚠ Students must go to the Immigration Office on the date and time indicated on the postal receipt. (If the appointment is in a date following your departure from Italy, you are not required to attend it)

*If this letter is not provided at the Post Office, it will be sent later as certified mail (**raccomandata**) to your address in Italy. If you do not receive it, please monitor the status of your permit of stay application online at questura.poliziadistato.it or portaleimmigrazione.it. Use the user ID and password found on your receipt (**ricevuta**) to log in.

STEP 2: APPOINTMENT AT THE IMMIGRATION OFFICE (Questura-Ufficio Immigrazione)

What should I bring with me to my appointment at the Police Station?

- **Passport** or an equivalent document
- **Official Luiss acceptance letter**
- **4 identical passport-size photos**
- **Insurance policy:** it must cover against the risk of illness and injury throughout the country, and for the entire period of validity of the Visa/permit of stay
- **Financial Statement:** document certifying adequate financial resources (approximately €10,179.85 per year)
- **Copy of the Accommodation Contract** (mandatory when you show up at the Police Station)
- **Post office receipt + receipt of payment** of €70,46 paid at the Post Office for the permit of stay

It typically takes 6 to 9 months to receive the Permit of Stay, and you will be contacted by the **Questura** when your document is ready for collection. For single-semester exchange students, completing the process is usually impossible within this timeframe. In such cases, it is essential to always carry the appointment receipt, as it must be presented during inspections and serves as proof of your legal right to stay in Italy.

You can check online if your electronic resident permit is ready by consulting the dedicated section (accessible using the “insured letter number” in your possession) at the page questura.poliziadistato.it.

OPTION 2: I am a Non-EU incoming Exchange Student, but I have a Schengen Residence Permit for study purposes issued by a Schengen Area country.

What do I need to do if I will be residing in Italy for less than 90 days?

If you are entering Italy from a non-Schengen country and plan to stay for less than 90 days, the uniform Schengen stamp placed on your passport during border control serves as your declaration of presence.

What do I need to do if I will be residing in Italy for more than 90 days?

- You are required to submit a **declaration of presence** at a police station (Questura) if your stay in Italy exceeds 90 days.

- In this situation, you must submit the declaration **within 8 days of your arrival** at the **Questura** in the province where you reside.

What steps do I need to follow to submit the declaration of presence?

First, you must fill out the **Declaration of Presence form**.

Within **8 working days** of your arrival in Italy, go to any police station (we recommend the one in **Via Simeto, 60**) and bring the following documents:

- A copy of **your passport**
- A copy of **your residence permit** (front and back) issued in a **European Union** (Schengen Area) country
- A copy of the **acceptance letter** issued by **Luiss**
- The **certificate of arrival from Luiss** issued by the International Student Mobility Office
- A copy of your **registration** with the **Italian National Health Service** (SSN) or **Health Insurance Policy**
- Proof of sufficient funds to cover your living costs in Italy (approximately **€10,179.85 per year per year**). This can be a **bank statement** or, if you have a scholarship, an **official letter** detailing the amount, duration, and issuing body

You will then receive a copy of the Declaration of Presence, along with the stamped expiry date.

⚠ It is important to always carry a copy of your declaration of presence, as authorities may request it during police checks.

Some police stations may be unfamiliar with this procedure and might refuse to sign the document. If this happens, show the operator the following text:

The declaration is also possible for stays longer than 90 days, following the entry into force of **Legislative Decree no. 71/2018** which amended **article 39 paragraph 4 bis** of the Law on Immigration (T.U. Immigrazione, **Legislative Decree 286/1998**) as follows:

“4-bis. Lo straniero titolare di un’autorizzazione in corso di validità, rilasciata da uno Stato membro dell’Unione europea in quanto iscritto ad un corso di istruzione tecnica superiore o di formazione superiore o ad un istituto di insegnamento superiore, che beneficia di un programma dell’Unione o multilaterale comprendente misure sulla mobilità o di un accordo tra due o più istituti di istruzione superiore, può fare ingresso e soggiornare in Italia, per un **periodo massimo di trecentosessanta giorni, senza necessità di visto e di permesso di soggiorno per proseguire gli studi già iniziati nell’altro Stato membro o per integrarli con un programma di studi ad essi connesso.** Si applicano le disposizioni di cui all’articolo 5, comma 7. Nel caso in cui l’autorizzazione in corso di validità provenga da uno Stato membro che non applica integralmente l’acquis di Schengen, lo straniero al momento della dichiarazione di cui all’articolo 5, comma 7, esibisce copia dell’autorizzazione del primo Stato membro e della documentazione relativa al programma dell’Unione o multilaterale o all’accordo tra due o più istituti di istruzione.”

19. Italian Tax Code Number (*Codice Fiscale*) for EU Students and Non-EU Students

The **Italian Tax Code Number** is a unique identification number issued by the **Agenzia delle Entrate** (Italian Revenue Agency) and it consists of **16 alphanumeric characters**, derived from personal details.

⚠ IMPORTANT INFORMATION:

- The tax code automatically generated by the **Web Self-Service** when applying to **Luiss** is an **unofficial, internal-only code** used for system registration purposes.
- A **Codice Fiscale** is not mandatory for everyone. However, incoming exchange students are required to obtain one in order to **open a bank account, sign certain contracts** (e.g., for a phone line), or **register with the National Healthcare Service** (SSN).
- **Landlords** often require a **Codice Fiscale** to register a rental contract, which must be legally recorded within **30 days** of the lease start date. If needed, you can ask your landlord to wait until you arrive in Italy to obtain it.
Please note: according to guidelines from the Italian Revenue Agency, exchange students who are not registered as temporary residents in Italy **are not required to obtain a fiscal code to sign a rental contract**. This official position can be clearly communicated to your landlord by presenting the relevant **official statement**.

How can students from non-EU countries obtain an Italian Tax Code Number (*Codice Fiscale*)?

OPTION 1: Before Arrival

Students may obtain their Italian Tax Code Number through the Italian embassy or consulate in their home country before travelling to Italy. Contact the embassy/consulate directly for details on the procedure.

OPTION 2: After Arrival

Students may obtain their Italian Tax Code Number through any **Questura** (Police headquarters) when their residence permit is issued. Please note that the residence permit is typically granted 5 to 8 months after the initial application. As a result, single-semester exchange students are unlikely to receive their Tax Code through this procedure during their stay.

More detailed information is available [here](#).

How can students from EU, EEA, Schengen Area countries, and Switzerland obtain an Italian Tax Code Number (*Codice Fiscale*)?

OPTION 1: Before Arrival

Students may obtain their Italian Tax Code Number through the Italian embassy or consulate in their home country before travelling to Italy. Contact the embassy/consulate directly for details on the procedure.

OPTION 2: After Arrival

Students can obtain their Italian Tax Code Number after arriving in Rome by following these steps:

1. **ACCESS THE REQUIRED DOCUMENTS**

Visit the [Agenzia delle Entrate's website](#) to download the necessary form, available in English.

2. **COMPLETE THE FORM**

Fill out the form carefully with the required information. You can leave **Part C** blank.

3. **LOCATE THE AGENZIA DELLE ENTRATE OFFICE**

Locate the nearest Agenzia delle Entrate office in Rome (use a [map](#) to find the closest one).

4. **BOOK AN APPOINTMENT**

An appointment is required before your visit. You can book it [online](#) or by calling:

- **800.90.96.96** (toll-free)
- **06.96668907** (standard rate)

5. **ATTEND THE APPOINTMENT AND BRING ALL REQUIRED DOCUMENTS**

- Passport or equivalent travel document and a photocopy thereof.
- Letter of acceptance provided by the International Student Mobility.
- Proof of accommodation in Italy, like a rental contract or, if you live in one of the university halls of residence, you can contact residenze-collegi@luiss.it.
- A duly filled in and signed **AA48 application form**.
- Non-EU students residing in Schengen Area countries must also provide a residence permit issued by the country of residence covering the entire mobility period, together with their **declaration of presence**.

Please find a detailed guide [here](#).

20. Health Insurance

EU/EEA/Swiss Students

EU/EEA/Swiss students must bring their **European Health Insurance Card (EHIC)** which entitles the holder to get necessary treatments at the same cost as an Italian citizen.

⚠ IMPORTANT INFORMATION:

- **EHIC is not an alternative to travel insurance.** It does not cover any private healthcare or costs such as a return flight to your home country or lost/stolen property.
- **EHIC does not guarantee free services.** As each country's healthcare system is different, services that cost nothing at home might not be free in another country.

For more information, please visit: [European Health Insurance Card - European Commission](#).

A private insurance covering third-party liability is strongly recommended for all exchange students.

Students are responsible for researching and obtaining their own coverage.

Non-EU Students

Non-EU students need a health insurance policy to obtain a study visa and, once in Italy, to apply for a residence permit. The health insurance policy must cover the entire duration of your residence permit and can last up to 1 year.

To be valid for applying for a residence permit, the health insurance policy must meet the following criteria under Italian law:

- It must cover any case of accident and hospital treatment not only in Italy but also in the Schengen Area.
- Its duration must match the period of your stay in Italy. If you plan to stay for more than 12 months, you will need to renew the policy along with your residence permit.
- It must have a minimum coverage of € 30,000.00.
- It must guarantee the policy-holder's return to his/her own country in case of serious illness.
- If it is in a language other than Italian or English, it must be translated into at least English.

Please note that private insurance policies from home countries cannot be accepted by the Questura unless an official document from the respective Italian Embassy or Consulate states that the policy is valid.

If you choose to get an Italian health insurance policy, we recommend contacting the following agency:

WAI – Welcome Association Italy

Generali S.p.A. Group

Address: Via dei Marsi, 31 - 001985 Roma

E-mail: info@waitaly.net

Website: <http://www.waitaly.net>

Phone: 06 3611676 - **Fax:** 06 3613626

You can find the detailed description of the policy, terms and conditions [here](#) and [here](#).

This specific health insurance policy, in accordance with national law, provides assistance and reimbursement of medical expenses due to sudden illness or injury. If you wish to take out additional healthcare coverage, the agency can offer further options based on your needs.

The cost of the abovementioned insurance policy is about € 91 (6 months) or € 140 (12 months). In order to pay, interested students must register on the dedicated website - www.waitaly.net and choose their preferred payment method (PayPal, credit card, bank transfer, etc.).

NB: If you wish to purchase a health insurance policy in advance and ensure its validity starts from a specific date, we recommend paying via bank transfer. Clearly indicate the starting date of your policy (i.e. the date of your arrival in Italy) in the payment reason field and promptly inform the agency via phone/email.

It is essential that students purchase a health insurance promptly as it is often need for visa purposes.

Luiss does not have any partnerships regarding health insurance. Students are responsible for researching and obtaining their own coverage.

21. Accommodation in Rome

Luiss offers accommodation through its own university residences and affiliated private halls, managed by the **Accommodation Office**. Bookings are handled via an online portal on a first-come, first-served basis and are available to Erasmus and bilateral exchange students.

To apply, students must register on the dedicated portal. Once a preferred option is selected, confirmation instructions will be sent shortly after booking. A full list of available rooms – including single, double, and double-for-single types – is provided on the portal, along with detailed information about included services. Please note that accommodation is offered only for full semesters or the entire academic year.

All relevant information is available [on this page](#). For further questions, contact the Accommodation Office at: housing@luiss.it.

Private Residences

In addition to Luiss-managed options, several private residences offer housing solutions for students. Availability must be checked directly with the residence of interest. More information and a list of recommended private residences can be found [here](#).

Alternative Housing Platforms

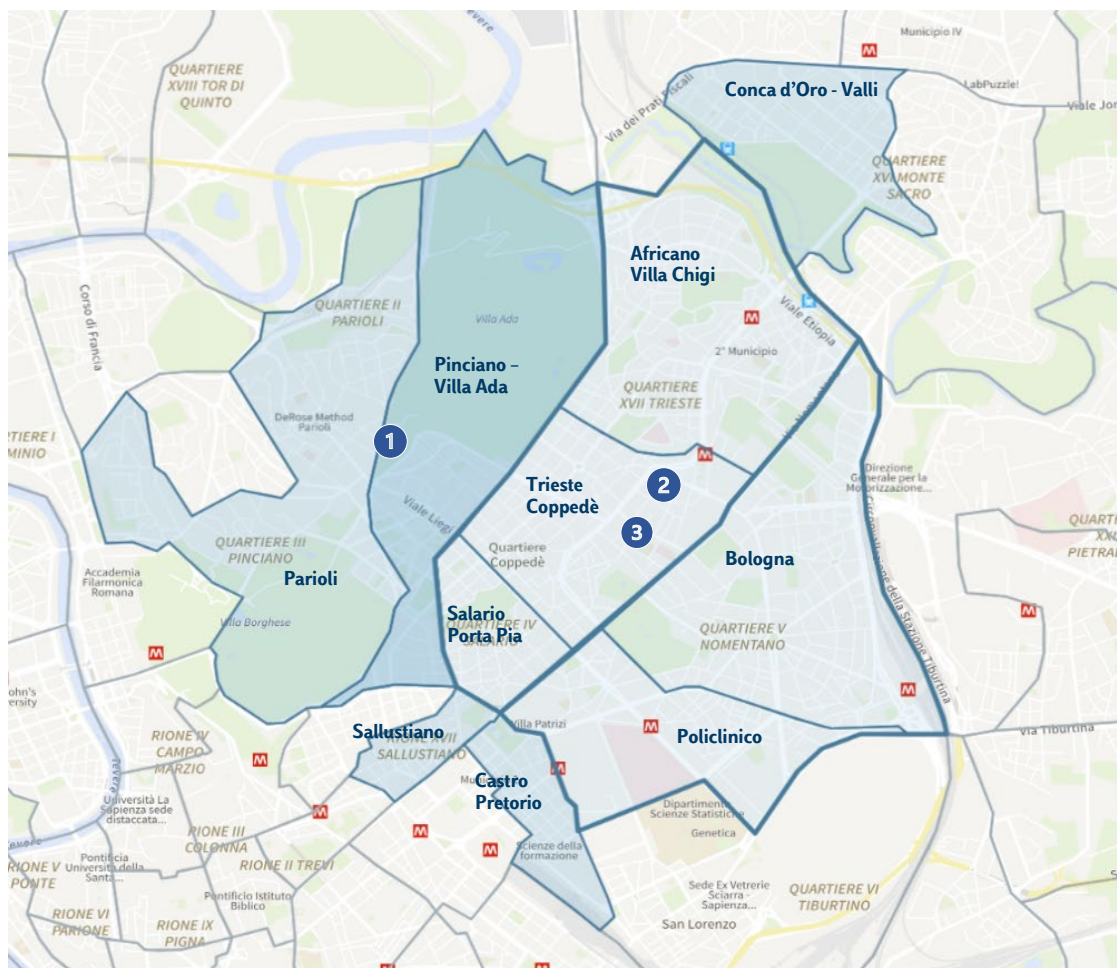
Students may also explore housing options through external platforms:

- **[HousingAnywhere](#)** – dedicated page for Luiss students
- **[Spotahome](#)**: 30% discount on brokerage service fees (code: LUISS30).
- **[Uniplaces](#)**: 50% discount on brokerage service fees (to get the discount code, email alloggi@luiss.it).
- **[Idealista](#)**
- **[Airbnb](#)**

While these platforms and related Facebook groups may offer useful leads, **they are not affiliated with or accredited by Luiss**. They are privately managed. We strongly recommend visiting the apartment in person before making any financial commitments.

Recommended Areas for Student Housing

Here are some areas popular among students and well-connected to Luiss campuses:



- 1 Viale Romania Campus
- 2 Via Parenzo Campus
- 3 Viale Pola Campus

22. Transportation

Public Transportation

The city has three **metro lines**, **trams** and a ton of bus lines: they are often crowded, mostly at peak hours and, moreover, buses are quite often late, but they can take you everywhere in the city. The public transportation company of Rome is **ATAC** (*Agenzia del Trasporto Autoferrotranviario del Comune di Roma*). Tickets prices are as follows:

- € 1.50 for a single ride ticket
- € 7 for a daily pass
- € 35 for a monthly pass
- € 250 for an annual pass

You can purchase tickets through various channels:

- **ATAC ticket offices** for annual or monthly pass: located along **Metro Lines A** (Anagnina, Spagna, Lepanto, Ottaviano, Valle Aurelia, Battistini) and **B** (Laurentina, Eur Fermi, Piramide, Termini, Ponte Mammolo, Conca d'Oro). These offices operate daily from 7:00 AM to 8:00 PM. For further information you can visit the [Ticket offices website](#).
- **Authorized shops** for single ride ticket, daily pass and monthly pass: over 2,200 points of sale, including newsagents, tobacco shops, and affiliated bars, sell ATAC tickets. Approximately 1,000 of these are equipped to sell and top up electronic tickets and passes.
- **Ticket vending machines** for single ride ticket and 24/48/72 hours ticket: available inside metro stations, at bus terminals, and near several points of interest.
- **Tap&Go** for single ride ticket: use contactless credit, debit, or prepaid card, or an NFC-enabled device, to pay directly on all ATAC surface lines equipped with contactless validators and in all metro stations.

For further information you can visit [ATAC website](#).

Sharing Mobility

Rome has embraced a path toward sustainability, actively promoting innovative and eco-friendly modes of transport. A wide range of shared mobility services allows residents and visitors to reduce their environmental impact by sharing vehicles instead of owning them.

Depending on your needs, you can choose from several operators: **kick scooter** (Bird, Dott, Lime), **e-bike** (Dott, Lime), **motorscooter** (Cooltra), **carsharing** (Roma Mobilità, EnJoy, Drivalia, ShareNow). This growing network of shared mobility solutions supports Rome's vision of a cleaner, more liveable urban environment.

Students can find how to use these services visiting [webpage](#).

Taxis & Uber

Official taxis in Rome are white and marked with the word **TAXI** on the roof. The front doors display the symbol of **Roma Capitale** along with the vehicle's license number. Not all taxis accept credit or debit cards, so it is recommended to check payment options in advance. If you are unsure about the fare, ask the driver for an estimate before starting your journey.

To book a taxi in Rome, you can:

- Call +39 060609
- Use the **CALL TAXI** app

For more information, including possible surcharges or fixed fares, please visit this [webpage](#).

Uber can be a convenient and often more affordable alternative to traditional taxis. The platform regularly offers discounts and rides can be easily booked through the mobile app or the official website.

Driving license

International students holding a driving license issued by a foreign country can drive all the vehicles that they are qualified for provided that they adhere to the following rules:

Driving license issued by an EU Country

If you have a driving license issued by an EU country, you can use it to drive in Italy without the need to convert it. However, it is strongly recommended that you apply for recognition of validity, which is very useful in case you need a renewal, a duplicate or in case of loss or theft of your original driving license.

Driving license issued by a non-EU Country

Holders of a non-EU driving license can drive vehicles to which the license entitles the until one year after acquiring residency. After one year it is necessary to convert the license. This is possible if the state that issued the driving license has signed reciprocity agreements with Italy. For more information, visit the following page <https://www.mit.gov.it/conversione-patente-estera>.

Roman traffic can be chaotic, with drivers often making sudden moves or ignoring lanes. If you choose to use shared transportation options like scooters or rental cars, exercise extra caution and stay vigilant. Always wear a helmet on a motorbike and be mindful of traffic rules and pedestrians.

23. Emergency Numbers

Emergency telephone numbers in Italy

Service	Telephone
Police	113
General Emergency (Soccorso pubblico di emergenza)	112
Fire Brigade (Vigili del fuoco)	115
Finance Police (Guardia di Finanza)	117
Car Breakdown Assistance (Soccorso stradale)	116
Ambulance / Medical Emergencies (Emergenza sanitaria)	118
Forest Fire (Incendio boschivo)	1515

Emergency numbers for the Lazio region

Service	Telephone
City Police Rome (Polizia municipale)	06 67691
Central Police Station Rome (Questura)	06 46861
Highway Police (Polizia stradale)	06 22101
Italian Red Cross (Ambulance Emergency)	06 5510
First Aid at Home – Evening and holidays (Guardia medica)	06 570 600
Blood Transfusion (Trasfusioni urgenti)	06 49970860/1
Poison Control (Centro antiveleni)	06 490663 - 06 3054343

Anti-Drug Centre (Centro antidroga)	800 178 796
Veterinary Emergency	06 6621686
Animal Protection (Ente Nazionale Protezione animali)	06 3242873
Automobile Club Road Service (ACI soccorso stradale)	803 116
Motorcycle/Scooter Towing Service (24/24hr) (SOS moto)	800 300411 - 330 300411
Fiumicino Airport (Aeroporto Fiumicino)	06 65951

Police Stations

Here you can find the list of the Police Stations in Italy: <http://questure.poliziadistato.it/en>.

Night Pharmacies (Chemists) in Rome

The [Federfarmaroma website](#) has daily updates indicating the schedule of all pharmacies.

For additional pharmacies on duty and pharmacies located outside of Rome, please check the local newspaper or check the notice on the closed pharmacy door listing the on-duty pharmacies and doctors.

Hospitals in Rome with Emergency Facilities

Hospital	Address	Telephone
Ospedale Odontoiatrico G. Eastman	Viale Regina Elena, 287 – 00161	06 49971
Policlinico Umberto I	Viale del Policlinico, 155 – 00161	06 49971
San Giovanni Addolorata	Via Amba Aradam, 8 – 00184	06 77051
Ospedale Fatebenefratelli - Isola Tiberina	Via di Ponte Quattro Capi, 39 – 00186	06 68371
Ospedale Generale Santo Spirito	Lungotevere In Sassia, 3 – 00193	06 68351
Ospedale San Carlo Di Nancy	Via Aurelia, 275 – 00165	06 39976111
Azienda Ospedaliera San Camillo – Forlanini	Circonvallazione Gianicolense, 78 – 00149	06 58701 / 06 55551
Policlinico Universitario Agostino Gemelli	Largo Agostino Gemelli, 8 – 00168	06 30151
Ospedale Madre Giuseppina Vannini	Via Acqua Bullicante, 4 – 00177	06 242911
Ospedale Sandro Pertini	Via dei Monti Tiburtini, 385 – 00157	06 41431

Hospital	Address	Telephone
Centro Traumatologico Ortopedico Andrea Alesini	Via San Nemesio, 28 – 00145	06 51001
Ospedale Generale Di Zona Cristo Re	Via Delle Calasanziane, 25 – 00167	06 612451
Ospedale Sant’Andrea	Via di Grotta Rossa, 1035-1039 – 00189	06 33775011
Azienda Complesso Ospedaliero San Filippo Neri	Via Martinotti, 20 – 00135	06 33061
Ospedale Sant’Eugenio	Piazzale Dell’Umanesimo, 10 – 00144	06 51001
Policlinico Casilino	Via Casilina, 1049 – 00169	06 23188172

24. Language and Customs

Welcome to Italy and Luiss University!

As you embark on your exchange journey at Luiss University, it is essential to familiarize yourself with the cultural nuances and linguistic aspects of Italy. This guide will help you navigate the vibrant and diverse Italian culture and understand the customs specific to Italian university life.

Italian Language Basics

1. Language of Instruction:

At Luiss University, many courses are offered in English, but knowing some basic Italian will significantly enhance your experience both academically and socially. You may consider enrolling in the language courses offered at Luiss to improve your Italian.

2. Key Italian Phrases:

- **Hello/Goodbye:** Ciao (informal), Buongiorno/Buonasera (formal)
- **Please/Thank you:** Per favore/Grazie
- **Excuse me:** Scusa (informal), Mi scusi (formal)
- **Yes/No:** Sì/No
- **Do you speak English?:** Parli inglese?
- **How much does this cost?:** Quanto costa?
- **Where is...?:** Dove si trova...?

3. Understanding Gestures:

Italians use hand gestures extensively. These can range from a simple wave to elaborate motions expressing everything from joy to frustration. Observing and learning these can be fun and useful.

Common gestures include the “pinched fingers” gesture, indicating a question or disbelief, and the “chin flick,” a gesture of dismissal.

Italian Customs and Etiquette

1. Social Interactions:

- Italians are known for their warmth and expressiveness. Greetings often involve a kiss on each cheek, especially in social settings.
- Punctuality is flexible in social situations but being on time for academic and professional appointments is important.
- Titles are valued in Italy. Use “**Dottore**” (for a person with a degree), “**Professore**” (for teachers and professors), or “**Ingegnere**” (for engineers) as a sign of respect.

2. Dining Etiquette:

- Meals are an important part of Italian culture. Lunch and dinner are typically leisurely, multi-course affairs.
- It is common to say “**Buon appetito!**” before starting a meal. Keep both hands visible on the table while eating and use utensils for most foods.
- Tipping is appreciated but not mandatory. A service charge is often included in the bill.

3. University Life:

- The Italian academic year is divided into two semesters: from September to January and from February to July.
- Lectures can be more formal compared to other countries, with a strong emphasis on theory.
- Professors often expect a high level of respect and formality.
- Exams are often oral, and you may need to demonstrate a deep understanding of the subject matter rather than just memorize facts.

Cultural Highlights

1. Art and Architecture:

- Italy is a treasure trove of art and history. Visit local museums, galleries, and historic sites to immerse yourself in the cultural heritage.
- Rome is home to iconic landmarks like the Colosseum, the Vatican, and countless Renaissance and Baroque masterpieces.

2. Festivals and Traditions:

- Italians celebrate numerous festivals throughout the year. Look out for events like **Carnevale** (before Lent), **La Festa della Repubblica** (June 2), and various local saints' days.
- Participating in these events offers a glimpse into the rich tapestry of Italian traditions.

3. Daily Life:

- Italians value their “**pausa**” (break), especially the “**passeggiata**” (evening stroll), which is a time to relax and socialise.
- Coffee culture is vital. Italians typically drink espresso throughout the day. Remember, cappuccinos are usually enjoyed only in the morning.

Practical Tips for Exchange Students

1. Communication and Networking:

- Building relationships is key in Italy. Take the time to get to know your peers and professors.
- Join student groups or activities to meet new people and expand your network.

2. Living in Rome:

- Rome is a bustling city with a unique blend of ancient history and modern vibrancy. Be prepared for lively street scenes and a rich tapestry of local life.
- Public transport is widely used, but Rome's traffic can be intense. Consider walking or using a scooter for shorter distances.
- **Traffic and Shared Transportation:** Roman traffic can be chaotic, with drivers often making sudden moves or ignoring lanes. If you choose to use shared transportation options like scooters or rental cars, exercise extra caution and stay vigilant. Always wear a helmet on a motorbike and be mindful of traffic rules and pedestrians.

3. Legal and Safety Considerations:

- Always carry a form of identification with you.
- Be aware of your surroundings, especially in crowded tourist areas, to avoid pickpocketing.

4. Health and Wellness:

- Register with a local doctor and familiarise yourself with the nearest hospital.
- Take advantage of Luiss's student support services for any academic or personal issues.

Embracing the Italian language and customs will greatly enrich your exchange experience at Luiss University. Take every opportunity to immerse yourself in the culture, engage with locals, and explore the wonders of Italy.

Luiss

International Student Mobility

Viale Romania, 32
00197 Roma
T +(39) 06 85225 642
in_erasmusexchange@luiss.it

<https://www.luiss.it/erasmus-and-exchange-students>