



Dipartimento amministrativo per la ricerca,
la didattica e le relazioni esterne

Area servizi innovativi per la didattica e gli studenti
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Università degli Studi di Bari

Dear Erasmus Partner,

The University of Bari is pleased to continue the cooperation between our two universities, in the framework of the Lifelong Learning/Erasmus Programme (LLP/Erasmus), for the next academic year.

Please find enclosed all the information that could help your students organise their Erasmus study mobility at our University such as: guide on line, application and learning forms, academic calendar, deadlines, Italian courses, residence permit, accommodation as well as other details concerning the students facilities.

We are glad to inform you that we have published in our web-site: <http://uniba.llpmanager.it> a new registration procedure for incoming students. All applications must be made on-line and it will not be possible to complete the on-line application form after the deadlines. Different forms could not be admitted but if students need to use the application forms and learning agreements of their own institution, students are asked to send them together with our documentation. This way these documents can be signed by both our Academic and Institutional Coordinators at the same time.

In order to help our Office make the necessary arrangements for their study period at our institution, we would be extremely grateful if you could give this information about new procedures to your students and we hope that the on-line availability will make things easier for you and your students.

For admission, students have to fill in both the application form and the learning agreement in full and return them, on line : (<http://uniba.llpmanager.it>) to our Office.

After completing the on-line procedure, students must print out the forms and send them by regular mail no later than **30th May – First semester and for the whole academic year, 30th November – Second semester** to:

UNIVERSITÀ DEGLI STUDI DI BARI
SERVIZIO ARCHIVISTICO DI ATENEO SETTORE I PROTOCOLLO
Piazza Umberto I, 1 - 70121 Bari (Italia)

The application form will be accepted ONLY when we receive the documents signed by the departmental and institutional coordinators of the home university.

The acceptance letter will be sent to your students only after reception of the duly signed applications.

After the enrolment, students will verify the contents of their study programme in their learning agreements with their Academic Coordinators, according to our current teaching plan of studies (“Nuovo Ordinamento Didattico”).

As for **accommodation**, our International Office offers these opportunities of accommodation to visiting students:

- in University Residences. The E.Di.S.U. (The organisation for students’ right to study) organises housing for University students;
- in private houses.

The assignment of the accommodation, either in university residences or in private houses, will be fixed on the date of their enrolment.

Please, note that students that want to be accommodated in a university residence must indicate, on the application form, that they choose to be accommodated in one of our residence halls. This enables the Office to send a list to E.Di.S.U. (The organisation for students’ right to study) on the basis of the student ‘s choice and the date of his/her application on-line. The list will be done according to the following criteria: the basis of their choices; the arrival date of their application on-line and if students coming from developing countries as follows: Bulgaria, Lithuania, Poland Romania, Slovak Republic, Turkey and Hungary.

For those students who cannot be accommodated in a university residence or for those who prefer other accommodations, the Erasmus Office will help them find a private flat.

For further details, please visit our web-site: <http://uniba.llpmanager.it> section: Incoming students/ Information for LLP/Erasmus students.

The students can also visit our websites to find out about the following:

University web-site: www.uniba.it

For courses see: www.uniba.it/didattica

Department address is: www.dardre.uniba.it

General information and admission procedures for incoming students see: <http://uniba.llpmanager.it>.

Deadlines:

LLP/Erasmus APPLICATION FORM: 20th May for the first semester and for the whole academic year.

20th November for the second semester

ITALIAN LANGUAGE FORM: 30th August for the first semester
30th January for the second semester

We are looking forward to welcoming your students and continuing our co-operation with you.

Best regards.

Dr. Lucia Cioce
Head Office
(International mobility and Erasmus Incoming
students reception)
University of Bari