



MINISTERO DELL'UNIVERSITA' E DELLA RICERCA

ALTA FORMAZIONE ARTISTICA E MUSICALE



CONSERVATORIO STATALE DI MUSICA

EVARISTO FELICE DALL'ABACO

INTERNATIONAL STUDENTS MOBILITY STUDENTS

2018/2019

USEFUL INFORMATION

1. Accommodation

- 1.1. University accommodation
- 1.1 Temporary accommodation
- 1.3 Private accommodation

2. Opening/closing times of the conservatory

- 2.1. How to use the practicing rooms at Conservatorio's Central Headquarters and "Casa Boggian" Building

3. How to reach Verona

- 3.1 By train
- 3.2 By plane
- 3.3 By car

4. Public transport

5. Residence permit

- 5.1 EU citizens
- 5.2 Non-EU citizens

6. Documents you will need

- 6.1 Tax identification number for foreign citizens (Codice Fiscale)

7. Bike rental

8. Language courses

9. University Canteens
10. Free wi-fi in Verona
11. Swimming pools
12. Erasmus Student Network (ESN)
13. University ESU card

1. Accommodation

1.1 University Accommodation

Esu - Ente Regionale per il Diritto allo Studio

One of the cheapest accommodation in Verona is the one provided by the ESU agency for the University of Verona's facilities. The number of people sharing rooms and apartments vary depending on the Residence. Apartments are equipped with desk, kitchen, dining room, shower and toilet facilities. ESU usually does not provide bed linen, blanket, towels and kitchen equipment. Phone service is guaranteed only for receiving calls. <http://www.esu.vr.it/servizi/servizio-abitativo/#residenze> (email: alloggi@esu.vr.it)

A complete list of Residences is available at the following page: <http://www.esu.vr.it/> (click on "Servizio Abitativo").

Contracts are issued for a minimum of 5 months up to maximum 10 months (the first semester begins 14.09.2018 till 14.02.2018 and the second semester from 15.02.2018 till 14.07.2018). It is required a deposit that amounts to 210 euros +two-month rent paid in advance (on average 200 euros for a place in a double room or 150 euros in a triple room) + 50 euros of the linen provided and maintenance contribution. The priority is given for students who sign the full academic year contract.

Erasmus students wishing to apply for ESU accommodation is strongly advised to contact the didattica@conservatorioverona.it (conservatorio's didactic office) within 01.07.2018, for the first semester, or 01.12.2018, for the second semester. Esu can provide for 2 places only for Erasmus students.

All other international students need to get directly in touch with Esu's offices www.esu.vr.it

The ESU Card is provided (see the chapter 13).

ISU - International Student Union

Isu (www.isu-services.it) manages a series of private accommodations in the nearby of the University. In this case you have to get in touch with them by writing at the following address:

INTERNATIONAL STUDENTS UNION (ISU) Via Campofiore 17, (37129) Verona.
Accommodation Office, Contact person: Dr. Igor Fracaro, Contact: <http://www.isu-services.it/en/about>

Please note that private accommodation is not guaranteed: finding a private flat depends on available rooms. In any case International Students Union will provide with all necessary information on private accommodation options and support students in law matters.

RESIDENCE VIALE VENEZIA

Single and double rooms for students for short periods.

<https://www.residencevialevenezia.com/en/home/>

Corso Venezia 89, Borgo Venezia, 37131 Verona

info@residencevialevenezia.com

<tel:+39045520206>

1.2 Temporary Accommodation

If you need a temporary accommodation for the first few days you can search for a room in the Youth Hostels:

- *Domus san Bernardino* - <http://www.domussanbernardino.it/> Tel: +39 045 597305 - 391 1820905, Email: domus@sanbernardinoverona.it
- Check the airbnb! <https://www.airbnb.com/how-it-works?locale=en>

1.3 Private Accommodation

You may choose to search a private flat to be shared with other students. Rents vary depending on the location of the flat and on the kind of room you choose to live in (single room or shared room).

The most efficient way of finding private accommodation is through the following websites:

- <http://www.easystanza.it/>
- <http://www.phosphoro.com/>
- <http://verona.bakeca.it/>

- <http://affittistudenti.studenti.it/>

They all require a registration. The most popular of these, and perhaps the most efficient, is Easystanza. In order to use some of their services, you might need to pay a temporary membership for the period before you find an accommodation. We advise you to read carefully the information on their website.

An alternative solution is to check the announcements posted on the boards designated for this purpose in the university building (Polo Zanotto -Via S. Francesco, 22). There you will find very up-to-date offers, posted often by other students who are looking for roommates.

Another option is to look for advertisement by other students which are posted on the Facebook groups:

- Cerco / Offro Affitti, Casa, Appartamento, Stanza Verona
- CERCO, OFFRO CASA O STANZE IN AFFITTO A VERONA

2. Opening/Closing times of the Conservatory

You can study in the conservatory according to the following times:

- **Via Massalongo, 2** (main building)

Monday-Saturday, 8 am - 7.30 pm

Sunday - closed

- **Stradone San Fermo, 28** (Casa Boggian)

Monday-Saturday - 8.30 am - 7.00 pm

Sunday - closed

- **The library of Via Massalongo, 2** is open on:

Mon, Wed, Fri - 10.00 am - 5 pm

Tue, Thu, Sat - 10.00 am - 3 pm

Study Rooms can't be booked unless your teacher sends a specific request to the central office.

http://www.conservatorioverona.it/it/studiare_in_conservatorio/sedi/

2.1. How to use the practicing rooms at Conservatorio's Central Headquarters and "Casa Boggian" Building:

The list of the available rooms are provided by the reception offices in both buildings.

In the hours when the classroom is not occupied by a teacher, students can use it for study purposes. The use of classrooms is not allowed to former students and / or to people who are not a part of the Institution. Some of the classrooms are not available for studying without Director's authorization.

Students must respect the following rules:

1. A valid student ID card must be handed in to the reception's staff in change of the room's key. Lack of the card or the exhibition of a card not corresponding to the current academic year, involves the impossibility of accessing to the classrooms. The ID card will be returned when giving the key back to the staff;
2. it is necessary to sign the receipt/deliver of the key on the due register, noting the entry/leaving time;
3. do not occupy the same room for more than two hours in succession; if the use of the classroom is not requested by another student, it is possible, with a consecutive signature in the register, to keep using the room for other two hours;
4. it is strongly advised to give back the classroom's key in case of absence (even for short breaks);
5. it is obligatory to maintain, within the classrooms and in the hole buildings, a behavior consistent with the rules of normal civil cohabitation;
6. do not consume food in the classrooms;
7. do not smoke;
8. students are not allowed to book classrooms;
9. students are allowed to study only on vertical pianos;
10. in case of damage, the Director will decide on fine/disciplinary action to be adopted;
11. all rooms must be kept clean.

The Students' Room - AULA STUDIO

- The room is located at the first floor, on the corner, in front of Director's Office. It is available to the students for study reasons of theoretical subjects, or for personal revisions.

3. How to reach Verona

3.1 By train

The main train station of Verona (Verona Porta Nuova) is strategically and conveniently situated on both the east-west line from Milan to Venice and the north-south line from Munich to Rome. For information on train tickets please visit the website of the Italian Railway Services www.trenitalia.it or <https://www.italotreno.it/en>

The town of Verona is situated in Veneto, north of Italy. Verona is easily reachable by plane, train or car. To get around in town, ATV bus service is also available or simply *google maps* which is very well synchronized with public transport.

3.2 By plane

“Valerio Catullo” International airport is situated in Villafranca, 10 km far from the centre of Verona. A special ATV bus-shuttle connects the airport to Verona Porta Nuova railways station (every 20 minutes from 5.15 to 20.10, every 40min. till 23.10 – price 6.00 Euro).

Other International airports not far from Verona are:

- *Orio al Serio International Airport* - Bergamo (<http://www.sacbo.it>)
- *Aeroporto di Brescia – Montichiari* (<http://www.aeroportobrescia.it>)
- *Aeroporto di Bologna* (<http://www.bolognaairport.it/it/viaggiare.aspx?idC=61676&LN=it-IT>)
- *Marco Polo International Airport* – Venezia (<http://www.veniceairport.it>)
- *Malpensa International Airport* – Milano (<http://www.sea-aeroportimilano.it>)
- *Aeroporto di Linate* – Milano (<http://www.milanolate-airport.com/it>)
- *Aeroporto di Treviso* (<http://www.trevisoairport.it>)

3.3 By car

Verona is easily reachable by fee-paying motorways:

A4 Milano-Venezia - exit: Verona SUD

A22 Brennero-Modena – exit: Verona NORD

3.4 By bus

One of the cheapest solutions for travelling in Italy is “Flixbus”. The company often have discount codes which are available at Erasmus Student Network Office (ESN) at University of Verona (Via S. Francesco, 22) <https://esn.org/>

Flixbus offers easy solutions to reach airports.

4. Public transport in Verona

The service is displayed by ATV.

The ticket prices differ according to the travel zone. The entire city of Verona and some of the outskirts are in Zone 1. If you want to go to Lake Garda or another place outside Verona check the travel zone beforehand in order to buy the right ticket and avoid paying a fine.

You can buy tickets in every Tabaccheria (tobacconist's) in Verona .

Ticket prices for Zone 1

- **Single ticket**, valid for 90 minutes (you can take as many buses as you want within these 90 minutes): **1.30 euro (bought from the Tabaccheria)** and **2.00 euro on board** the bus (the ticket bought on board is not valid for multiple journeys).
- **Carnet of 10 tickets** for Zone 1, each valid for 90 minutes – **11.70 euro**

Bus cards

A bus card can be obtained by filling in the form on the following site:

<https://www.autobus.it/tplw2.3.0/atv/Tesseramento/Index> . The card costs 3 euros (and 3 euros to replace it if lost or broken) and then it can be used, in place of cash, by charging money onto it at Tobacconists around the city. A Codice Fiscale (see below) is required, as well as a passport photo.

All information about the public transport in Verona can be found on <http://www.atv.verona.it>

5. Residence permit

The rules applied about the residence permit in Italy are different for EU and non-EU citizens.

5.1 EU citizens

EU citizens may stay in Italy up to three months without applying for a residence permit. After three months, they must register at the County of Verona: Via Adigetto 10, Verona; Tel. +39 045 8077500, Fax +39 045 8077384.

Documents required for temporary residency permit for study reasons

- valid identity document;
- copy of health insurance coverage - bank account (In Italy or in your Home Country) as an evidence of your financial support during your study period in Italy.

5.2 Non-EU citizens

For general information on required documents, procedures and costs, see: <http://www.poliziadistato.it/articolo/view/10617/>

The stay permit is a document issued by the Police Headquarters (Questura) in the town where you live which entitles you to temporarily live in Italy. The stay permit application must be presented within 8 days from the arrival in Italy, only through the authorized Post offices. The conservatory cannot assist you, but specific assistance is given by the International Students Union (ISU).

After completing the application, you will receive a receipt that you must keep and always show together with your passport. This receipt will let you know the status of your procedure through the User ID and a password that are indicated on it. You will then be contacted by the Police Headquarters (Questura) by means of a registered letter (at the address you have written on the form), in order to complete the procedure.

Do not forget:

Non EU citizens need to apply for a study VISA before leaving their home country. Application should be submitted at the nearest Italian Embassy or Consulate in your home Country. In order to obtain a renewal of stay permit, citizen of a non-EU member-country should ask for a new one at least 30 days before the expiry date. Do not forget that the consequences of an expired permit are very serious (you will be immediately compelled to return to your country with no possibility of re-entering in Italy).

6. Documents you will need

Students are recommended to bring with them the following documents:

- a valid identity card or passport;
- document guaranteeing coverage of health insurance or an international health

insurance card for the EU students (please check the health insurance agreements with our country before your departure).

6.1 Tax identification number for foreign citizens (Codice Fiscale)

The tax identification number provides a means of identification of citizens in their relations with public authorities and other administrations. For individuals, it is determined on the basis of personal data and is made up of an expression of 16 alphanumeric characters.

The paper form requesting the tax identification number, once completed, must then be delivered by the proponent or by the delegated person provided with a proxy form and a photocopy of the identity document (passport and resident permit for non-EU citizens), in any office of the Italian Revenue Agency (l' Agenzia delle Entrate).

The instruction about how to apply for a tax identification number is available on the following link:

<http://www.agenziaentrate.gov.it/wps/content/Nsilib/NSE/Individuals/Tax+identification+number+for+foreign+citizens/>

Agenzia delle Entrate: Via Delle Coste, 37138 Verona , tel: 0458496111

7. Bike Rental

If you want to rent a bike during your permanence in Verona, there are three options;

- **ESU rent a bike service.** You need to fill out the application form (you can find it on the ESU website) and hand it in at the Public Relation Office (l'Ufficio Relazioni con il Pubblico - URP) at ESU building. For those who are not a resident of ESU organization a deposit of 100 euros has to be paid.

See: <http://www.esu.vr.it/servizi/altri-servizi/#presto-bici>

- **ISU** - You can find out information about bike rental service here: <http://www.isu-services.it/en/services>
- **Verona bike**

Verona Bike is the bike rental system provided by Verona city council. This is a cheap and reliable way of renting a bike. Renting a bike for an entire year costs 25 euros (+ 5 euros for the initial registration). You can take a bike from any of their bike stations around Verona and at the end of the usage period you need to leave it back at one of the stations. The first 30 minutes are included in your subscription. After that an extra fare of 50 cents will have to be paid. You can find all the information on the following web-site: <https://www.bikeverona.it>

8. Language courses

We encourage all incoming foreign students to know as much Italian language as possible before arriving, as it is the language in which you will have your lessons.

The school does not provide with regular Italian language classes for international students, but conservatory offers the possibility to attend a free Italian language course to all our incoming Erasmus+ students.

Courses are displayed by the Language Centre of the University of Verona (Centro Linguistico di Ateneo CLA) <https://cla.univr.it>

In September and in February they organize a two-week intensive course (A1 level), then in October and consequently in February/March students can attend the regular course (after a level test).

Anyone wishing to attend the course must understand that attendance is compulsory and a final test must be taken to obtain ECTS.

If you cannot come in September/February for the intensive course, you must know that regular classes begin with level A2: in this case, you are asked to study a basic Italian language by yourself before coming.

Please enrol within 31/07/2018 for 1st semester and within 31/12/2018 for second semester writing to didattica@conservatorioverona.it

All other International students can directly enrol at Cla.

<https://cla.univr.it/general-information.html>

APP "ITALIAMO", FREE ITALIAN LANGUAGE COURSE - LEVEL A1

The Italian Minister of Foreign Affairs and International Cooperation has realized a free app called "ItaliAMO", an A1-level course for the Italian culture and language to be used on iOS and Android's devices.

Check on the following links for downloading the app and QR code.

iOS

<https://itunes.apple.com/us/app/italiamo/id1341662965?l=it&ls=1&mt=8>

Android

<https://play.google.com/store/apps/details?id=com.italia.ovosodo>

9. University Canteens

Two University Canteens are available in Verona, both run by ESU. International Exchange students may be granted access to the University canteens with a card, which provides two meals a day (lunch and dinner) at the cost of 5,70 Euro per meal (you pay when you eat). A standard meal includes: first course, second course with vegetables, bread, fruit and drinks; a smaller meal (3,50 Euro) includes only first or second course with vegetables, bread, fruit and drinks. A wide variety of food is available. Vegetarian and most dietary needs are catered for.

Menu is published every day in this website: <https://esu.markas.info/menu>

Opening times of Servizio Ristorazione "San Francesco"

Monday - Sunday - Lunch: 11.45-15; dinner: 19.30-21.30

Prices:

Complete Meal - 5.70 €

Reduced meal - 4.60 €

Mini meal - 3.50 €

Opening times of the Bar cafe outside the canteen:

Monday - Friday: 8.30 - 21.30

Saturday and Sunday: 8.00 - 15.00

Student card is compulsory. How to make the ESU card – see below.

10. Free Wi-Fi in Verona

Conservatorio's free wi-fi is **Guglielmo**. It is possible to use this network within Conservatorio's buildings.

How to access it?

From your smart phone

- 1 Connect to the network
- 2 Open the website in your internet browser
- 3 Get to the Guglielmo login page, follow the instructions in order to receive your personal username and password, and then enjoy your free wi-fi.

Guglielmo is linked to:

Verona's free wi-fi (freewifi@verona)

Access credentials can be requested:

- through the use of the "Verona SmartApp" smartphone app – through the app, users can be authenticated through the most popular social networks, or use one of the other authentication methods available: through SPID system, SMS or credentials issued by the Municipality of Verona.

To access to the service simply connect with your smartphone or tablet to the Wi-Fi network ((freewifi @ verona)). When opening the web page, simply download the Verona SmartApp app and follow the simple instructions provided.

- through the use of SPID (Sistema Pubblico di Identità Digitale – Digital Identity Public System credentials). To obtain it you must contact one of the accredited Identity Managers, following the instructions provided on the website www.spid.gov.it; once the user's identity is verified, the credentials will be provided. The digital identity of SPID becomes the new digital access key for any online service of the Public Administration.
- Credentials can also be requested at the following offices:

Biblioteca Civica - Via Cappello, 43. URP - Via Adigetto 10;

Ufficio Cultura delle Differenze Pari Opportunità - Largo Divisione Pasubio 6;

- via SMS: the way you connect to the Wi-Fi network via SMS, allows you to authenticate citizens in a unique and secure method, both for the Administration, for the same user, always ensuring instant access to the Wi-Fi network.

The system requires the user to register for the service by entering their mobile number in the appropriate access section of the Verona SmartApp app; subsequently the user receives a text message containing a unique code together with a link for automatic insertion and instantly the remote platform, created specifically to handle this type of request. This allows Internet access whenever the same user enters the coverage of any public hot spot ((freewifi @ verona)), without the need to perform other actions, as is normally the case for home and office Wi-Fi networks. which was immediately recognized; all you need is the Verona SmartApp app installed on your smartphone or tablet.

11. Swimming pools

There are a few council swimming pools in Verona (25m length). Discounts for students are available by showing a student card. The 2 pools which are rather close to the city center are: **Centro Federale di Verona "Alberto Castagnetti"** in Via Colonnello Galliano 2

(cfverona@federnuoto.it) and **Piscine Santini**(<http://www.sportmanagement.it/verona-santini/partner/>).

Swimming cap is compulsory.

12. Erasmus Student Network (ESN)

ESN works for the creation of a more mobile and flexible education environment by supporting and developing the student exchange from different levels, and providing an intercultural experience also to those students who cannot access a period abroad ("internationalisation at home").

However, the main focus of ESN is placed on current exchange students, who often face problems (and feel abandoned) in their new environments. Therefore, ESN offers help in academic, social and practical integration process. This is mainly done through activities in the local sections, which include cultural and social events such as trips to various places within the country, film nights, language projects, international food festivals and last, but not least, parties. In addition to that, many sections have introduced mentor systems, which help the international students mainly in academic and practical integration.

In verona the ESN Office is placed at University of Verona building (Via S. Francesco, 22) <http://www.ase-esnverona.it/>

13. Univercity ESU card

All in one: the UNIVERSITY ESU CARD is all you need to be recognised to access all ESU services (canteen, accomodations, bike).

The ESU CARD, can be activated solely as a means of identification and for access to services that do not require payment by debit card or alternatively, as a Bank card, for payment at any NFC technology-equipped POS, and for any services and accreditations required by the Bank Charter, by following the instructions at the website cartaesu.bpv.it

The Card also provide discouts for e.g. for theatre preformances.

Instructions to how to apply for ESU card you will find:
<http://www.esu.vr.it/en/student-services/esucard/>

ENJOY YOUR TIME IN VERONA! 😊