Admission Procedure

Before leaving

1. Once your university officially notifies us that you would like to study here you must fill out the online application form and print a copy. You must bring this original with you to the Registration. The deadlines for completing the application form are:
   - Winter semester & entire year: 30th June;
   - Summer semester: 31st October.

2. Decide with your professor in your home university which courses you will study while in Università del Piemonte Orientale.

3. Go to Segreteria Studenti to register. Following you will find the opening times of each Segreteria Studenti.

Scuola di Medicina – Dipartimento di Scienze della Salute – Dipartimento di Medicina Traslazionale
Monday – Wednesday – Friday: 9.00 – 12.00
Tuesday – Thursday: 13.00 – 15.30
segreteria.studenti.med@uniupo.it
tel. 0321 375270 - fax 032 1375275
Dipartimento di Scienze del Farmaco
Monday – Wednesday – Friday: 9.00 – 12.00
Tuesday – Thursday: 13.00 – 15.30
segreteria.studenti.pharm@uniupo.it
tel. 0321 375612/13/14 – fax 0321 375611

Dipartimento di Studi Umanistici
Monday – Friday: 9.00– 12.00
Wednesday: close
Tuesday – Thursday: 13.00 – 15.30
segreteria.studenti.lett@uniupo.it
tel.0161 228236 – fax 0161 228237

Dipartimento di Scienze e Innovazione Tecnologica
Monday – Wednesday – Friday: 9.00 – 12.00
Tuesday – Thursday: 13.00 – 15.30
segreteria.studenti.disit@uniupo.it
tel. 0131 360120 – fax 0131 360125

Dipartimento di Studi per l'Economia e l'Impresa
Monday – Wednesday – Friday: 9.00 – 12.00
Tuesday – Thursday: 13.00 – 15.30
segreteria.studenti.disei@uniupo.it
tel. 0321 375250 – fax 0321 375255
4. After having booked the departure flight, you have to send an e-mail to the Administrative Contact Person and inform him/her about their actual arrival date in order to get an appointment. Please see the contact list below.

5. Make an appointment with your reference Professor in the Università del Piemonte Orientale to meet him/her after your registration in the Segreteria Studenti of your Department.

6. Accommodation: Erasmus and Free Mover students can apply to stay at the EDISU residence in Vercelli. This is only 10 minutes away from the faculty of Humanities on foot and a 15 minutes train-ride from Novara. It is quite complicated to arrive in Alessandria from Vercelli by any means but students who study in the faculties in Alessandria can rent private accommodation there. If you are happy to stay in the EDISU residence in Vercelli then send a request to servizi.studenti@uniupo.it for the application form.

For a private accommodation please contact the members of ESN – Erasmus Students Network: piemonte_orientale@esn.it.

Documents you must bring with you:

- Your Identity Card or your Passport. Make sure these documents are valid;
- Your EU health insurance card;
• Your learning agreement and certificate confirming your 'Erasmus status' in your home university;
• Travel Insurance.

On your arrival in Italy: Go to the Segreteria Studenti for registration.

Scuola di Medicina – Dipartimento di Scienze della Salute – Dipartimento di Medicina Traslazionale

Monday – Wednesday – Friday: 9.00 – 12.00
Tuesday – Thursday: 13.00 – 15.30

segreteria.studenti.med@uniupo.it
tel. 0321 375270 - fax 032 1375275
Via E. Perrone 18 - Novara
Administrative Contact Person: Dott.ssa Daniela Gentile
daniela.gentile@uniupo.it – 0321 660572
Representative Professor: Prof.ssa Mara Giordano
mara.giordano@uniupo.it – 0321 660637

Dipartimento di Scienze del Farmaco

Monday – Wednesday – Friday: 9.00 – 12.00
Tuesday – Thursday: 13.00 – 15.30

segreteria.studenti.pharm@uniupo.it
tel. 0321 375612/13/14 – fax 0321 375611
Largo Donegani 2/3 – Novara
Administrative Contact Person: Dott.ssa Chiara Gabellieri
chiara.gabellieri@uniupo.it – 0321 375625
Representative Professor: Prof. Marco Arlorio
marco.arlorio@uniupo.it – 0321 375772/872
Dipartimento di Studi Umanistici
Monday – Friday: 9.00– 12.00
Wednesday: close
Tuesday – Thursday: 13.00 – 15.30
segreteria.studenti.lett@uniupo.it
tel.0161 228236 – fax 0161 228237
Via G. Ferraris 107 – Vercelli
Administrative Contact Person: Dott.ssa Ombretta Finotello
ombretta.finotello@uniupo.it – 0161 228231
Representative Professor: Prof.ssa Stefania Sini
stefania.sini@uniupo.it – 0161 228364

Dipartimento di Scienze e Innovazione Tecnologica
Monday – Wednesday – Friday: 9.00 – 12.00
Tuesday – Thursday: 13.00 – 15.30
segreteria.studenti.disit@uniupo.it
tel. 0131 360120 – fax 0131 360125
Viale T. Michel 11 – Alessandria
Administrative Contact Person: Dott.ssa Michela Gobbi
michela.gobbi@uniupo.it – 0131 360387
Representative Professor: Prof. Lavinia Egidi
valeria.magnelli@uniupo.it

Dipartimento di Studi per l'Economia e l'Impresa
Monday – Wednesday – Friday: 9.00 – 12.00
Tuesday – Thursday: 13.00 – 15.30
segreteria.studenti.disei@uniupo.it
tel. 0321 375250 – fax 0321 375255
Via E. Perrone 18 – Novara
Administrative Contact Person: Dott.ssa Alice Colombo
Dipartimento di Giurisprudenza e Scienze Politiche, Economiche e Sociali

Monday – Tuesday – Friday: 9.00 – 12.00
Wednesday: 13.00 – 15.30
Thursday: close

segreteria.studenti.digspes@uniupo.it
tel. 0131 283907/908 – fax 0131 283925
Piazza Ambrosoli 7/8 - Alessandria

Administrative Contact Person: Dott.ssa Laura Bodrati
laura.bodrati@uniupo.it – 0131 283876

Representative Professor: Prof.ssa Fabrizia Santini
fabrizia.santini@uniupo.it – 0131 283883