



UNIVERSITÀ DEL PIEMONTE ORIENTALE

DIVISIONE PRODOTTI
SETTORE DIDATTICA
E SERVIZI AGLI STUDENTI

Via Duomo, 6 – 13100 Vercelli VC
Tel. 0161 261523 - 552- Fax 0161 219421
erasmus@uniupo.it

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



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

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 accomodation 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. Valeria Magnelli

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



alice.colombo@uniupo.it – 0321 375525

Representative Professor: Prof.ssa Paola Vola

paola.vola@uniupo.it

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