



**Information for ERASMUS Exchange  
School of Law - University of Florence**

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| <b>Full Legal Name of the Institution</b>  | Università degli Studi di Firenze  |
| <b>Erasmus Code of the Institution</b>   | I Firenze01  |
| <b>General Web Site of the Institution</b>   | <a href="http://www.unifi.it">www.unifi.it</a>   |
| <b>Head of Institution</b>   | Prof. Luigi Dei<br>Magnifico Rettore dell'Università degli Studi di Firenze<br>Rettorato - Piazza San Marco 4, 50121 Firenze - Italia  |
| <b>Name and Status of<br/>Università degli Studi di Firenze<br/>Representative for<br/>International Relations<br/>and Erasmus Programme</b> | Prof.ssa Vittoria Perrone Compagni<br>Prorettore alla innovazione della didattica<br>Prof.ssa Giorgia Giovannetti<br>Prorettore alla Relazioni Internazionali<br>Rettorato - Piazza San Marco 4, 50121 Firenze - Italia  |
| <b>E-mail of the Erasmus office<br/>of the Rectorate</b>   | <a href="mailto:erasmus@adm.unifi.it">erasmus@adm.unifi.it</a>   |
| <b>Address of the Law School</b>   | Scuola di Giurisprudenza<br>Via delle Pandette 32<br>50127 Firenze - Italia  |
| <b>Web Site of the Law School</b>  | <a href="http://www.giurisprudenza.unifi.it">www.giurisprudenza.unifi.it</a>   |
| <b>Coordination in the Law School</b>  | <b>ERASMUS ACADEMIC COORDINATION – SCHOOL OF LAW:</b><br><br>DELEGATE OF THE LAW SCHOOL FOR ERASMUS PROGRAMME:<br><b>Prof.ssa Alessandra De Luca</b><br>Dipartimento di Scienze Giuridiche<br>via delle Pandette 35 - 50127 Firenze<br>ph. +39.055.2759275<br>e-mail <a href="mailto:alessandra.deluca@unifi.it">alessandra.deluca@unifi.it</a><br><br>CONTACT PERSON:<br><b>Cristina Panerai</b><br>Servizio Relazioni internazionali<br>Scuola di Giurisprudenza<br>via delle Pandette 32 – 50127 Firenze<br>ph. +39.055. 2759053<br>e-mail <a href="mailto:relint@giurisprudenza.unifi.it">relint@giurisprudenza.unifi.it</a><br><br>Office's opening hours:<br>Mondays and Wednesdays: 9.00 am - 1.00 pm;<br>Tuesdays: 3.00 pm to 4.30 pm<br><br>ERASMUS DESK<br>(in charge of enrollment/registration, certification of period of<br>study, transcript of academic records)<br>Largo Ugo di Toscana 5 - 50127 Firenze<br>Tel. +39.055.2759766/9791<br>e-mai+erasmusdesk-presnovoli@unifi.it<br><br>Office's opening hours:<br>Mondays, Tuesdays and Thursdays 10.00 am – 1.00 pm. |
| <b>Information Web SiteS for<br/>ERASMUS Incoming Students</b>   | <a href="http://www.unifi.it/vp-10340-erasmus-students.html?newlang=eng">www.unifi.it/vp-10340-erasmus-students.html?newlang=eng</a><br>and  |



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|---|--|---------------------|------------------------|---|---------------------|---|-------------|---|-------|---|------------|---|------------|---|-----|
|   | <a href="http://www.giurisprudenza.unifi.it/vp-358-incoming-students.html">www.giurisprudenza.unifi.it/vp-358-incoming-students.html</a>   |                     |                        |   |                     |   |             |   |       |   |            |   |            |   |     |
| <b>Credit System</b>  | The University of Florence does not use the European Credit Transfer System (ECTS). It uses the CFU (Credito Formativo Universitario) system, which is structured in the following way:<br>- 1 CFU credit corresponds to about 25 hours of a student's individual work;<br>- 6 CFU credits correspond to 48 hours of lectures;<br>- 9 CFU credits correspond to 72 hours of lectures ;<br>- 15 CFU credits are equivalent to 120 hours of lectures |                     |                        |   |                     |   |             |   |       |   |            |   |            |   |     |
| <b>Grading System</b>   | <table> <tr> <td>ECTS grading system</td><td>Italian grading system</td></tr> <tr> <td>A</td><td>30/30; 30/30 e lode</td></tr> <tr> <td>B</td><td>29/30-28/30</td></tr> <tr> <td>C</td><td>27/30</td></tr> <tr> <td>D</td><td>26 - 23/30</td></tr> <tr> <td>E</td><td>22 - 18/30</td></tr> <tr> <td>F</td><td>18&lt;</td></tr> </table>  | ECTS grading system | Italian grading system | A | 30/30; 30/30 e lode | B | 29/30-28/30 | C | 27/30 | D | 26 - 23/30 | E | 22 - 18/30 | F | 18< |
| ECTS grading system   | Italian grading system   |                     |                        |   |                     |   |             |   |       |   |            |   |            |   |     |
| A   | 30/30; 30/30 e lode  |                     |                        |   |                     |   |             |   |       |   |            |   |            |   |     |
| B   | 29/30-28/30  |                     |                        |   |                     |   |             |   |       |   |            |   |            |   |     |
| C   | 27/30  |                     |                        |   |                     |   |             |   |       |   |            |   |            |   |     |
| D   | 26 - 23/30   |                     |                        |   |                     |   |             |   |       |   |            |   |            |   |     |
| E   | 22 - 18/30   |                     |                        |   |                     |   |             |   |       |   |            |   |            |   |     |
| F   | 18<  |                     |                        |   |                     |   |             |   |       |   |            |   |            |   |     |
| <b>Information for Incoming Law Students</b>  | <a href="http://www.giurisprudenza.unifi.it/vp-358-incoming-students.html">www.giurisprudenza.unifi.it/vp-358-incoming-students.html</a>   |                     |                        |   |                     |   |             |   |       |   |            |   |            |   |     |
| <b>List of subjects</b>   | <a href="http://www.giurisprudenza.unifi.it/p-lis2-2017-101224-0.html">www.giurisprudenza.unifi.it/p-lis2-2017-101224-0.html</a><br>and<br><a href="http://www.giurisprudenza.unifi.it/p-lis2-2017-101224-0-1.html">www.giurisprudenza.unifi.it/p-lis2-2017-101224-0-1.html</a>  |                     |                        |   |                     |   |             |   |       |   |            |   |            |   |     |
| <b>Sending of Information and Forms</b>   | The International Relation Office of the Law School sends by e-mail information and forms to each nominated Erasmus student and to the Erasmus Office of the Partner University  |                     |                        |   |                     |   |             |   |       |   |            |   |            |   |     |
| <b>List of Nominated Students, Application Forms and Transcript of records of students from Florence School of Law</b><br><b><u>Must Be Sent</u> to :</b> | <b>Servizio Relazioni Internazionali</b><br><b>Scuola di Giurisprudenza</b><br>via delle Pandette 32 - 50127 Firenze<br>phone +39.055. 2759053<br>e-mail <a href="mailto:relint@giurisprudenza.unifi.it">relint@giurisprudenza.unifi.it</a>  |                     |                        |   |                     |   |             |   |       |   |            |   |            |   |     |
| <b>Deadline for Nominations</b>   | May 31 <sup>st</sup> for the first semester and the whole academic year;<br>October 31 <sup>st</sup> for the second semester   |                     |                        |   |                     |   |             |   |       |   |            |   |            |   |     |
| <b>Deadlines for Applications Forms</b>   | June 30 <sup>th</sup> for the first semester and the whole academic year;<br>November 30 <sup>th</sup> for the second semester   |                     |                        |   |                     |   |             |   |       |   |            |   |            |   |     |
| <b>Deadlines for Arrival</b>  | Within the <b>first week</b> of each semester  |                     |                        |   |                     |   |             |   |       |   |            |   |            |   |     |
| <b>Enrolment upon Arrival</b>   | 1 <sup>st</sup> Students should go to the Servizio Relazioni Internazionali of the School of Law to present themselves and take the Erasmus documents<br>2 <sup>nd</sup> Students should enroll at the Erasmus Desk  |                     |                        |   |                     |   |             |   |       |   |            |   |            |   |     |
| <b>Provisional Lectures Calendar a.y. 2019-2020</b>   | First semester: September 11 <sup>th</sup> - December 6 <sup>th</sup> 2019<br>Second semester: March 2 <sup>nd</sup> – June 5 <sup>th</sup> 2020   |                     |                        |   |                     |   |             |   |       |   |            |   |            |   |     |
| <b>Provisional Exams Calendar</b>   | December 9 <sup>th</sup> – 23 <sup>rd</sup> 2019, January 7 <sup>th</sup> - February 28 <sup>th</sup> ,<br>June 8 <sup>th</sup> - July 31 <sup>st</sup> 2020   |                     |                        |   |                     |   |             |   |       |   |            |   |            |   |     |
| <b>Holidays - academic year 2019-2020</b>   | <b>Holidays:</b> November 1 <sup>st</sup> ; December 8 <sup>th</sup> ; Christmas holidays: December 23 <sup>rd</sup> – January 7 <sup>th</sup> ; Easter holidays: April 9 <sup>th</sup> -15 <sup>th</sup> , April 25 <sup>th</sup> , May 1 <sup>st</sup> ; June 2 <sup>nd</sup> and 24 <sup>th</sup> ; August.   |                     |                        |   |                     |   |             |   |       |   |            |   |            |   |     |
| <b>Language Requirements</b>  | <b>A certificate of linguistic skills must be produced. The minimum level required is B1 for Italian and B2 for English.</b><br><b>OSL self-evaluations are not admitted.</b>  |                     |                        |   |                     |   |             |   |       |   |            |   |            |   |     |
| <b>Housing Office</b>   | <b>The Office of International Relations can't assist incoming students in finding accommodation</b>   |                     |                        |   |                     |   |             |   |       |   |            |   |            |   |     |
| <b>Special Language Intensive Course and Price</b>  | Free course of Italian at Centro Linguistico d'Ateneo (level B1/B2)  |                     |                        |   |                     |   |             |   |       |   |            |   |            |   |     |
| <b>Other Language Courses</b>   | Centro Linguistico d'Ateneo: fee for each course € 52  |                     |                        |   |                     |   |             |   |       |   |            |   |            |   |     |
| <b>Health Insurance</b>   | European Health Card or private insurance  |                     |                        |   |                     |   |             |   |       |   |            |   |            |   |     |
| <b>Last Update of this Information</b>  | November 2018  |                     |                        |   |                     |   |             |   |       |   |            |   |            |   |     |