



**Annex to Erasmus+ Inter-Institutional Agreement  
INSTITUTIONAL FACTSHEET 2024/2025**

**1. INSTITUTIONAL INFORMATION**

<b>Name of the Institution</b>	Libera Università Maria Ss. Assunta – LUMSA
<b>Erasmus Code</b>	I ROMA04
<b>EUC</b>	29188
<b>OID</b>	E 10107549
<b>Institutional Website</b>	<a href="http://www.lumsa.it">www.lumsa.it</a>
<b>Online Course Catalogue</b>	<a href="#">Cerca un insegnamento   Course Catalogue, Università LUMSA Libera Università Maria Ss. Assunta (cineca.it)</a>

**1.1. International Relations Office Contacts**

<b>HEAD OF I.R.O.</b>	Pasqua Tamponi	p.tamponi@lumsa.it; international@lumsa.it +39 06 68422975
<b>OUTGOING STUDENTS ROME CAMPUS</b>	Claudia Cogoni	erasmus.outgoing@lumsa.it +39 06 68422985
	Valentina De Maria	erasmus.outgoing@lumsa.it +39 06 68422784
	Elena Pietrobono	erasmus.outgoing@lumsa.it +39 06 68422984
<b>INCOMING STUDENTS ROME CAMPUS</b>	Claudia Costa	erasmus.incoming@lumsa.it +39 06 68422478
	Barbara Righetti	erasmus.incoming@lumsa.it +39 06 68422211
<b>OUTGOING AND INCOMING STUDENTS PALERMO CAMPUS</b>	Josè Morana	erasmus.palermo@lumsa.it +39 091 681 0761

**2. LUMSA CAMPUS**

LUMSA is located in two wonderful cities of centre and south of Italy: Rome and Palermo.

Teaching portfolio of two campuses is very similar and focused on following general degree:

- **Rome campus:** Communication and Marketing (in Italian and in English), Education, Economics and Management (in Italian and in English), Law (in Italian and in English), Modern languages (in Italian and in English), Politics, International Relation (in Italian and in English), Psychology (in Italian and in English), Social science and service (in Italian);
- **Palermo campus:** Communication and Marketing (in Italian), Economics and Management (in Italian and in English), Law (in Italian and in English).

**Cost of living in Rome and Palermo**

	ROME LIVING	PALERMO OF LIVING
<b>Monthly housing and utilities</b>	Shared room: €350 - €450 Single room: €450 - €700 Utilities: €60 - €110	Shared room: €120 - €260 Single room: €200 - €350 Utilities: €40 - €80
<b>Monthly groceries</b>	Food and household items: €200 – 300	Food and household items: €100 – 200
<b>Leisure</b>	Italian breakfast: 2,5-4€ Cocktails: €6 - 20 Aperitivo (happy hour): €8 - €15 Cinema: €4.50 - €10 Restaurant: €15 - €40 Pizzeria: €15 - €30	Italian breakfast: 1,5-3€ Cocktails: €5 - 10 Aperitivo (happy hour): €6 - €13 Cinema: €4.50 - €10 Restaurant: €15 - €40 Pizzeria: €10 - €30



### 3. REQUIREMENTS AND DEADLINES

#### 2.1. Rule for undergraduate/master courses

Undergraduate Students would be better selecting courses at the undergraduate level, while graduate Students can select courses both at the undergraduate and graduate level.

#### 2.2. Rules only for English taught courses:

- Enrolment in any specific **English taught course in Rome Campus cannot be guaranteed**. Each English taught course organized in Rome Campus has a limited access to 20/25 Students; Students will be selected on the base of date of application and topic of degree consistency with the content of the degree they are enrolled at the home university. **The English taught courses organized in Palermo have no limit access and can be guaranteed.**
- The English taught course can be chosen only by Incoming Students whose University also provides English taught courses to LUMSA Students. Interested Students must request confirmation to Mobility Office of their home University.

#### 2.3. Rules for language skills

Erasmus+ incoming Students' language skills must be adequate to the courses they are going to attend. The sending institution, according to inter-institutional agreement, is responsible for providing support to its nominated candidates so that they have the recommended language skills at the beginning of the study period:

Subject area	Language of teaching	Required language knowledge level
Any	Italian	Minimum required level: Italian B1
Any	English	Minimum required level: English B2

#### 2.4. Nomination Deadlines

<b>First semester / Full year</b>	from March 1 to May 30
<b>Second semester</b>	from September 1 to October 31

#### 2.5. Students' Online Application Deadlines

<p>After the acceptance of their nomination, Students receive the Access Code by the LUMSA I.R.O., then must complete the online application and submit the signed Application Form along with the following documents:</p> <ul style="list-style-type: none"> <li>- headshot photo in .jpg format</li> <li>- Id card or passport</li> <li>- Codice fiscale (Italian tax identification number): to be obtained by applying to the Italian Consular authorities in the Country of residence</li> <li>- European Health Insurance Card/private insurance</li> <li>- Italian and/or English language certificate, depending on the selected language of study</li> <li>- PDF Learning Agreement <u>only in case the partner University is not active on EWP</u> with the Online Learning Agreement (OLA).</li> </ul>	<p><b>First semester / Full year</b> from June 1 to July 31</p>
	<p><b>Second semester</b> from November 1 to December 31</p>



## 2.6. Semesters start and end dates, and other deadlines

<b>FIRST SEMESTER</b>	Welcome Day: one week before the beginning of the classes
	Classes: October-December
	Add-drop: Students can change their study plan starting from mid-October
	Exams: early January-mid February
	Transcript of Records release: within one month from the end of the exams session
<b>SECOND SEMESTER</b>	Welcome Day: one week before the beginning of the classes
	Classes: mid February-mid May
	Add-drop: Students can change their study plan starting from mid-March
	Exams: mid May-July
	Transcript of Records release: within one month from the end of the exams session

Academic Calendar: Calendario accademico e date da ricordare | Università di Roma LUMSA

Students are recommended to arrive approximately one week before the beginning of the semester.

## 2.7. Grading system

Grades are assigned on a scale of 30/30: from 0 to 17: failing grades; from 18 to 30: passing grades.

## 3. ADDITIONAL INFORMATION

### 3.1. Italian Language Course

The LUMSA International Language and Certification Centre ([CLIC](#)) runs courses of Italian language and culture of various levels. These courses have a 100 € fee per level and, if included in the Learning Agreement, are worth 4 ECTS credits (non-cumulative). Interested Students must contact the Language Center before arriving ([clic@lumsa.it](mailto:clic@lumsa.it)) to register and receive all further information.

### 3.2. Housing

To support international Students in finding accommodation in Rome, LUMSA University has signed partnerships with many housing platforms. For information, check on page ([Accommodation | Università di Roma LUMSA](#)).

### 3.3. Insurance

Students are personally responsible for the insurance for themselves and their personal belongings. The insurance should be obtained before arrival to Italy and it should cover costs resulting from illness or an accident. EU Students should provide the European Health Insurance Card; Extra EU Students should provide a private insurance. Our institution will provide assistance, when required, in securing insurance for incoming and outgoing Students/staff, according to the requirements of the Erasmus Charter for Higher Education.

### 3.4. Visa and Residence Permit for non EU Students

- Non EU Students who need a visa (check [Il visto per l'Italia.esteri.it](#)), will receive from the I.R.O. a letter of invitation addressed to the Italian Embassy, where they have to apply for a study purpose visa well in advance.
- The Embassy gives the Students the link for the pre-registration (mandatory) on the University portal (<https://www.universitaly.it/>)
- Within 8 working days from their arrival in Italy, Students must apply for the Residence Permit, following the instructions given by the I.R.O.

### 3.5. Medical assistance, psychological counseling and special needs Students

Along with the National Health System services, Students can benefit from discounted rates of the health services offered by medical centres, specialist practices, pharmacies and hospitals with which LUMSA has agreements. LUMSA also provides Students with a service of psychological support, free of charge. Incoming Students with special needs can submit the relevant medical certifications to the International Office, that will contact the Inclusion Unit to request specific support.