

# Application Form Fee-paying Students

## Semester calendar

### Spring Semester

Enrollment start: August 30th, 2026

Enrollment end: October 31st, 2026

Admission decision: acceptance letter communicated via email 7 business days after application receipt

Student confirmation of place and first non-refundable installment: 15 days from Unicollege confirmation via digital acceptance letter <sup>(1)</sup>

Second and final installment: November 6th, 2026

Online cultural and university induction: January 13th, 2027

Arrival: at least 3 days prior to semester start <sup>(2)</sup>

Spring semester start: January 18th, 2027 <sup>(2)</sup>

Add-drop week: January 18th - January 25th 2027

Spring semester end + first exam session: April 19th - April 23rd 2027 <sup>(3)</sup>

Second exam session: May 3rd - May 14th 2027

Transcript delivery (via email): late May - Mid June 2027

(1) Students accepted into Unicollege exchange programs must submit their first non-refundable deposit within 15 days of receiving their acceptance. This deposit secures the candidate's place in the program, including housing, accommodation, reserved class seats, and associated mobility services. The deposit is strictly non-refundable. If a candidate withdraws from the program for any reason, the allocated resources and assigned place cannot be reassigned. However, upon request, candidates may be permitted to defer their deposit to a future term, subject to approval by both Unicollege and their home institution.

(2) Check-ins must take place on the Thursday or Friday preceding the Monday on which the semester begins (9:00 a.m. - 6:00 p.m.). Any check-in occurring outside these days or hours will incur a fee of €50,00. Any student who experiences delays or unforeseen circumstances that may prevent them from starting on this date must immediately inform both the home and host institutions, which will jointly provide an appropriate resolution plan.

(3) All international student will return home by April 25th, 2027, and can take online any remaining exams on the second exam session: May 3rd - May 14th, 2027.

**NB** In the event of institutional needs, Unicollege reserves the right to amend any of the dates indicated above, with notification to participants.

In exceptional cases, students who may enter Italy visa-free (including U.S. and Canadian citizens) can attend Unicollege for up to 90 days, completing the semester without a study visa within the legal limit. Students are solely responsible for remaining within the 90-day period and the academic term; Unicollege is not liable for overstays, miscalculations, or irregular travel. Any missed classes or exams will be completed online, with instructions provided at the start of the semester.

## Candidate Information

Legible writing and capital letters required

Last Name \_\_\_\_\_

First and Middle Names \_\_\_\_\_

Gender  Male  Female  Prefer not to say

Date of Birth (dd/mm/yy) \_\_\_\_\_

Place of Birth \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_

State \_\_\_\_\_

ZIP Code \_\_\_\_\_

Country \_\_\_\_\_

Nationality/ies \_\_\_\_\_

Email \_\_\_\_\_

Mobile Phone Number \_\_\_\_\_

Passport Number \_\_\_\_\_

Issuance Date \_\_\_\_\_

**Firenze**  
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studyabroad@unicollegessml.it  
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C.F. e P.IVA 06279150962  
REA MI - 1882706  
  
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Expiry Date \_\_\_\_\_

Home University \_\_\_\_\_

Home University City \_\_\_\_\_

Home University State \_\_\_\_\_

Major/s \_\_\_\_\_

Minor/s \_\_\_\_\_

GPA \_\_\_\_\_

Current Year of Study \_\_\_\_\_

Campus **Florence** **Mantua** **Turin**

**NB** in case of unexpected high semestral enrollments/international applications, Unicollege may re-assign to another campus.

(Learning) Disabilities and/or Special Needs \_\_\_\_\_

## Emergency Contact

Last Name \_\_\_\_\_

First and Middle Names \_\_\_\_\_

Email \_\_\_\_\_

Mobile Phone Number \_\_\_\_\_

## Academics

Students must select courses totaling 15 credits. Exceptionally, and with home university approval, a 12-credit semester may be authorized.

Applicants must select 10 courses: 5 primary courses for the semester schedule and 5 backup courses in case of conflicts, cancellations, or unforeseen circumstances.

Courses have no prerequisites and may be selected from any school or department. Courses are generally in person and on campus; however, some may be delivered online from other campuses and remain valid toward credit requirements. Final course offerings, delivery mode, and the academic calendar will be confirmed at least one month before the semester begins.

By selecting courses, students confirm that their choices have been approved by the appropriate authority at their home university and acknowledge that they are fully responsible for their selections.

**NB** Our Italian language courses can be taken for credit or not for credit if they exceed the maximum number of credit of the student

### 12 Credits

### 15 Credits

**Criminology**  
(3 US Credits)

**Introduction to Criminal Law**  
(3 US Credits)

**Sociology of Deviance and Criminogenesis**  
(3 US Credits)

**Clinical and Forensic Psychology**  
(3 US Credits)

**Crime Scene Analysis: Inspection, Evidence Collection, and Profiling**  
(3 US Credits)

**Introduction to Psychopathology**  
(3 US Credits)

**Investigative Methodology**  
(3 US Credits)

**Cybercrime and Security Analysis**  
(3 US Credits)

**Corporate Communication**  
(3 US Credits)

**Marketing**  
(3 US Credits)

**Digital Marketing**  
(3 US Credits)

**Applied Marketing**  
(3 US Credits)

**Sociology of Emerging Trends**  
(3 US Credits)

**Consumer Behaviour and Purchasing Psychology**  
(3 US Credits)

**History and Aesthetics of Luxury and Fashion**  
(3 US Credits)

**Creative Direction in Luxury and Fashion**  
(3 US Credits)

**Fashion Product and Production**  
(3 US Credits)

**Fashion Product Management and Retail**  
(3 US Credits)

**History of Art and Visual Cultures**  
(3 US Credits)

**Geography of Tourism and Destination Management**  
(3 US Credits)

**Art, Law, and Business**  
(3 US Credits)

**International and Diplomatic Law**  
(3 US Credits)

**International Relations and Global Governance**  
(3 US Credits)

**Applied Geopolitical Analysis**  
(3 US Credits)

**History of International and Diplomatic Relations**  
(3 US Credits)

**Diplomatic Theory and Practice**  
(3 US Credits)

**Economics and Management**  
(3 US Credits)

**Event Management and Planning**  
(3 US Credits)

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## Food, Wine, and Hospitality Management

(3 US Credits)

## Human Rights and Peace Studies

(3 US Credits)

## Italian Language

(3 US Credits) – level to be assessed, from absolute beginner to advanced

## Italian Language

(6 US Credits) – 2 progressive Italian language courses (3 + 3 US Credits), level to be assessed, from absolute beginner to advanced

## Italian Language

(9 US Credits) – 3 progressive Italian language courses (3 + 3 + 3 US Credits), level to be assessed, from absolute beginner to advanced

## In-house Internship in Teaching Assistantship

(3 US Credits) – additional fee € 300,00

## In-house Internship in Language Support and Tutoring

(3 US Credits) – additional fee € 300,00

## In-house Internship in Psychological and Academic Counseling

(3 US Credits) – additional fee € 300,00

## Field Trip courses

Field Trips are credit-bearing academic experiences that may award credits in the following disciplinary areas: Art History (AH), Cultural Studies (CULSTU), Humanities (HUM), Italian Studies (ITLAN), Anthropology (ANT), Photography (PHOTO), Art (ART), Culinary Studies (CNARYSTU), and Interdisciplinary Studies (INTDISTU).

Upon approval from their home university, students must indicate the specific course code under which they wish to receive credit, in order to be assigned appropriate academic training and assessment aligned with that discipline.

Each Field Trip includes:

- an ad hoc syllabus, tailored to the selected academic area;
- assignment to a designated instructor responsible for instruction and assessment.

Should a specific destination fail to meet the minimum number of participants, Unicollege reserves the right to activate an alternative destination, while ensuring full academic and thematic consistency with the approved syllabus. This decision is final and not subject to appeal. Full details of the experience—including travel dates, schedule, assigned instructor, and logistical information—will be communicated to students prior to the start of the semester.

An additional fee of **€ 200,00** applies and includes transportation, a light meal, and academic instruction.

### Field Trip to Siena

(3 US Credits) – additional fee € 200,00 (includes transportation, light meal, instruction)

### Field Trip to Pisa

(3 US Credits) – additional fee € 200,00 (includes transportation, light meal, instruction)

### Field Trip to Rome

(3 US Credits) – additional fee € 200,00 (includes transportation, light meal, instruction)

### Field Trip to Bologna

(3 US Credits) – additional fee € 200,00 (includes transportation, light meal, instruction)

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## Independent Study Courses

Candidates who wish to pursue Independent Study courses must submit below a request by specifying: Area (e.g., Art History – AH; Cultural Studies – CULSTU; Humanities – HUM; Italian Studies – ITLAN; Anthropology – ANT) and Course level (e.g., 200, 300, 400). Once the course parameters have been defined, Unicollege will assign a designated instructor and issue a syllabus, which will later be recorded on the student’s official final transcript.

Independent study courses do not typically include regular class lectures; instead, they consist of weekly (or bi-weekly) meetings with the assigned instructor, either in person or online. These courses carry a standard value of 3 US credits, with the possibility of awarding up to 6 US credits, as jointly authorized by both the home institution and Unicollege.

Independent study courses are generally granted to students with a GPA of 3.0 or higher.

Due to the individualized mentoring format, Honor Courses require an additional contribution of **€ 300,00** for a 3-credit course.

Proposed area and course level must be indicated below and later confirmed by Unicollege.

### Independent Study

(3 US Credits) – area, course code, and level to be specified below. *An additional fee of € 300,00 applies*

**Final provisional costs for academics**

€ \_\_\_\_\_

## Academic Validation

**NB** Upon completion of the exam session, the details below will be used as a reference to send the official transcript. If the transcript must be sent to an alternative office/person, all details must be provided below:

**Home University Academic Advisor Name** (if applicable) \_\_\_\_\_

**Home University Academic Advisor Email Address** (if applicable) \_\_\_\_\_

**Home University Academic Advisor Phone Number** (if applicable) \_\_\_\_\_

**Academic Advisor/Delegate Signature**  
(Upon approval – if applicable)

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## Alternative Academic Reference

Full Name \_\_\_\_\_

Position \_\_\_\_\_

Official Email Address \_\_\_\_\_

Official Phone Number \_\_\_\_\_

## Visa

**NB:** Applicants who wish to stay for more than 90 days can request a D-VISA that will cover the whole semestral stay.

Expected Arrival Date (dd/mm/yy) \_\_\_\_\_ **VISA Needed**    **Yes**    **No**

Expected Return Date to the Home University (dd/mm/yy) \_\_\_\_\_

**Home University Academic Advisor/Delegate  
Signature** (Upon approval - if applicable)

**Unicollege Representative**  
(if approved)

## Tuition & Fees

	<b>Number of credits</b> (e.g., 15)	<b>Final cost</b> (Multiply the number of credits by the nominal cost/credit  For instance: 15 credits*300ca = € 4.500,00)	
<b>Credits</b>  <b>€ 300/credit</b> NB: for VISA purposes, applicants must enroll in at least 12 credits/semester			
<b>Application Fee</b> (Non-refundable)	<b>Up to 12 credits</b>	€ 80	
	<b>13-18 credits</b>	€ 100	
<b>Payment Processing Fee</b>	<b>Up to 12 credits</b>	€ 30	
	<b>13-18 credits</b>	€ 45	
<b>Late Registration Fee</b> (30 days before the semester start date and minimum 15 days, if allowed by Unicollege)	<b>Up to 12 credits</b>	€ 160	
	<b>13-18 credits</b>	€ 270	
<b>Late Payment Fees</b>	<b>From 1 to 5 days</b>	€ 10	
	<b>From 6 to 10 days</b>	€ 20	
	<b>From 11 to 15 days</b>	€ 30	
	<b>From 16 to 20 days</b>	€ 50	
	<b>From 21 onwards</b>	+ 10% of the global cost for the credits (see the first box above – e.g., € 330 of 3.300,00)	
<b>Final provisional costs for tuition &amp; fees</b>			<b>€</b> _____

## Housing, meal plan, and optional services

### Housing + Meal Plan for full semester (Mandatory)

Select only one accommodation option

**NB:** All weekly housing options provide an embedded meal plan, which includes 5 meal units/week.

#### Florence campus

**Single room**

€ 8.820,00

**Double room<sup>1</sup>**

€ 6.500,00

**Garden view apartment (for 2 people)**

€ 8.820,00

**Garden view apartment single use**

€ 19.300,00

**Triple room<sup>2</sup>**

€ 5.460,00

**Quadruple**

€ 4.420,00

#### Mantua campus

**Single room**

€ 7.140,00

**Double room**

€ 5.460,00

**Triple room**

€ 5.060,00

#### Turin campus

**Single room**

€ 7.140,00

**Double room**

€ 5.460,00

<sup>1</sup> Double rooms can be either with single beds or bunk beds, assigned randomly and on availability.

<sup>2</sup> Triple rooms are displayed with 1 bunk bed and 1 single bed, assignation is to be decided by the students, Unicollege does not reserve any responsibility in deciding allocation.

### Additional optional services

(select as many as requested - they apply to all campuses)

Additional meal (1 extra meal per day)

**€ 1.200,00**

Bed sheet rent (1 Set)

**€ 85,00 + € 50,00 deposit** (returned if fully intact)

Towels (3 items)

**€ 85,00 + 50,00 deposit** (returned if fully intact)

Cleaning (weekly)

**€ 60,00/weekly session** (1 session = 2.5 hours circa)

Airport pick-up from Florence airport by taxi

**€ 65,00**

Pickups from nearby airports (e.g., Rome, Milan, etc.) can be arranged upon request.

**Cost will be communicated**

**Final provisional costs for housing**

€ \_\_\_\_\_

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## Housing and Accommodation Policy

Due to ongoing housing challenges across all Unicollege locations (Florence, Mantua, and Turin), seasonal and/or semester-based overbooking may occur. In such cases, Unicollege reserves the right to relocate applicants to a trusted member of the housing community. These alternatives may include affiliated and referenced agencies, verified and reputable host families, or other approved accommodations, all of which adhere to the complementary standards outlined above.

Upon arrival, all candidates must sign a Good Conduct Agreement to ensure compliance with house rules and national/international housing regulations. Any violation of these regulations may result in academic, financial, and/or legal consequences, which will be assessed on a case-by-case basis.

### Accommodation Features

All accommodations, whether shared or single (including those with ensuite facilities), provide access to the following shared spaces and amenities:

- Fully equipped kitchen
- Full bathrooms (sinks & showers) and separate toilets
- Laundry facilities (washing machine and clothes dryer)
- Common living room
- Wi-Fi and air conditioning
- Washing machines
- On-campus housing also provides air drying machines

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## Total

<b>Provisional total costs for all ticked services in the previous pages</b> <small>+1% of the overall total above, as a compensation for international bank transfers and currency adjustments</small>	€ _____
<b>Provisional deposit to be sent to Unicollege (50%)</b> <small>15 days from acceptance</small>	€ _____
<b>Provisional deposit to be sent to Unicollege (50%)</b> <small>November 6th 2026</small>	€ _____

### All payments must be sent to:

Adiuva s.r.l.  
iban: IT27B0503401631000000014679

Description of payment: **Name and Last Name – Study Abroad**

BIC: BAPPIT21A40  
Bank: Banco BPM – Via Santa Margherita 5, Milano, Italy, 20121  
Beneficiary: UniCollege Firenze – Adiuva S.r.l. – Via Durini 7, Milano, Italy, 20122

#### Penalties

In the event of non-payment by the established deadlines, the following penalties will apply.  
**NB** Payment must be registered by our administrative offices by the deadline.

- +0.5% after 10 days
- +0.75% after 11-15 days
- +1% after 16-20 days
- +1.5% after 21 days

**NB** All costs will be verified and formally confirmed by Unicollege and must be indicated and paid in euros. Any transaction or bank fees are the sole responsibility of the sender. Unicollege must receive the full net amount as indicated. In the event of discrepancies or shortfalls upon receipt of one or more installments, Unicollege reserves the right to request the payment of a compensating balance to ensure that the full net amount is received. Delays, partial payments, or incomplete settlements until the total balance is received in full (net and in euros) may result in academic or administrative consequences, including, but not limited to, delays in the issuance of official transcripts, and/or the adoption of further binding administrative measures.

## Terms

By signing this form,

- I acknowledge that my participation in the Unicollege Exchange Program is voluntary and that I assume all risks associated with travel, academic studies, housing, excursions, transportation, and other program-related activities.
- I release Unicollege, its affiliates, faculty, staff, and any associated institutions from any liability, claims, or damages resulting from injury, illness, accident, or loss of personal property, whether caused by negligence or any other third scenario.
- I acknowledge that I am expected to maintain the academic integrity standards set by Unicollege and my home institution, and I will comply with the Student Code of Conduct of both institutions.
- I understand that failure to meet academic expectations, including but not limited to excessive absences, non-submission of coursework, or academic dishonesty, may result in disciplinary action, withdrawal of credits, or expulsion from the program without refund.
- I understand that official transcripts will not be issued until I complete all required assessments and evaluation forms for my courses, and that I have paid all potential due costs.
- I acknowledge that once I have selected my preferred housing type (single/double room), I cannot request to change my designated and allocated accommodation.
- I accept that my housing assignment is final and cannot be altered or switched unless Unicollege deems it necessary due to unforeseen circumstances (e.g., overbooking, operational issues, or force majeure events).
- If my housing is in an externalized facility (e.g., homestay, third-party housing), I agree to respect the property, house rules, and all residents. Any damage, misconduct, or breach of contract will be my direct financial and legal responsibility.
- I understand that failure to comply with housing rules, misconduct, or violations of Italian laws may lead to immediate eviction without refund and may also result in academic penalties or dismissal from the program.
- I understand that as part of the international exchange experience, I do not have the right to request a preliminary or post-arrival roommate interview or change my roommate based on personal preference.
- I understand that if I have opted for a meal plan, it is non-refundable and non-transferable, and I must comply with the service provider's policies.
- I acknowledge that dietary restrictions, allergies, or personal preferences must be communicated in advance, but Unicollege cannot guarantee that all dietary needs will be accommodated. As an additional precaution, candidates are also encouraged to remind staff of any dietary restrictions or preferences before each meal.
- I accept full responsibility for any health-related issues or allergic reactions that may arise due to the consumption of meals provided under the plan.
- I acknowledge that I am a representative of both my home university and my country and will conduct myself in a manner that aligns with Unicollege's standards and the host country's cultural norms and legal framework.
- I understand that any disruptive, offensive, or illegal behavior will be reported to my home university, and Unicollege reserves the right to dismiss me from the program without refund if my actions:
  - Violate Unicollege's Student Code of Conduct.
  - Breach Italian laws or local regulations.
  - Cause harm to others, damage property, or disrupt the learning environment.
  - Include substance abuse, harassment, discrimination, violence, or any form of misconduct.
- I understand that Unicollege's decision regarding disciplinary actions is final and non-appealable.
- I confirm that I have obtained comprehensive international health insurance covering illness, accidents, repatriation, and emergency medical treatment for the entire duration of my stay.
- I acknowledge that Unicollege is not responsible for any medical expenses, hospitalization costs, or emergency evacuations and that I am solely responsible for my health-related financial obligations.
- I understand that if I have a pre-existing medical condition, physical or psychological, I must ensure that I have adequate medical support and insurance coverage, as Unicollege does not assume responsibility for managing my personal medical needs.
- I acknowledge that I must immediately report any medical emergency or serious health issue to Unicollege staff, and failure to do so may result in removal from the program if my condition poses a risk to myself or others.
- I understand that group excursions, field trips, and travel activities organized by Unicollege may involve transportation via buses, trains, or other means, and I voluntarily assume all associated risks.
- I acknowledge that Unicollege is not liable for any delays, transportation failures, lost property, injuries, or accidents during excursions, whether organized by the university or conducted independently.
- I am aware that for any personal travel outside of Unicollege-sponsored activities, I am solely responsible for my safety, travel arrangements, and legal documentation.

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 D.M. 12/11/2007, G.U. n. 273 23/11/2007

### Gruppo Adiuvia

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 REA MI - 1882706

[unicollegessml.it](http://unicollegessml.it)

## Terms

- I acknowledge that all deposits, tuition, housing, and service payments are non-refundable, unless otherwise specified in Unicollege's refund policy.
- I understand that if I withdraw from the program after acceptance but before the semester start date, I will forfeit the right to enroll in any future term (unless exceptional circumstances are reviewed and approved by Unicollege).
- I acknowledge that if I abandon, terminate, or am dismissed from the program for any reason, Unicollege is entitled to claim justified compensation for any financial loss incurred.
- I agree that all disputes regarding tuition, fees, housing, or services must be resolved directly with Unicollege, and I will not hold third parties liable.
- I understand that Unicollege's decisions on withdrawals, dismissals, financial obligations, and academic credits are final and non-disputable.
- I consent to Unicollege collecting, processing, and storing my personal data in accordance with the EU General Data Protection Regulation (GDPR) (EU) 2016/679 and Italian law D. Lgs. 101/18.
- I acknowledge that as an adult under Italian jurisdiction, all communication, complaints, or requests must be made directly by me, and Unicollege is not obligated to communicate with third parties (e.g., parents, guardians, or external representatives) unless deemed necessary.
- I acknowledge and agree that I am solely responsible for any actions or behavior that may cause reputational damage to Unicollege, its staff, affiliates, or any individuals or entities associated with it, whether at a local or international level. This includes, but is not limited to, defamatory statements, actions, or conduct that could negatively impact the image or standing of Unicollege or any person or subject affiliated with it. I understand that such actions may result in disciplinary measures, including legal actions and termination of my participation in any program, at the sole discretion of Unicollege.

## Place and date

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## Signature