Università
della
Svizzera
italiana

Guide for Bachelor's and Master's students

Eng

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Introduction

USI key figures

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Bachelor

Mendrisio Campus	Architecture	180 ECTS, 6 sem. + 2 sem. of practice
Lugano West Campus	Italian Language, Literature and Culture	180 ECTS, 6 sem.
	Communication	180 ECTS, 6 sem.
	Economics	180 ECTS, 6 sem.
	Theology***	180 ECTS, 6 sem.
	Philosophy***	180 ECTS, 6 sem.
Lugano East Campus	Informatics*	180 ECTS, 6 sem.
	Medicine**	180 ECTS, 6 sem.

* Teaching language: English.
** Students are matriculated at USI but attend classes at University of Basel. Teaching language: German.
*** take place at the Faculty of Theology, affiliated to USI.

All other Bachelor programmes are held in Italian.

www.
usi.ch/bachelor

Master

Mendrisio Campus	Architettura**	120 ECTS, 4 sem.
	History and Theory of Artand Architecture**	120 ECTS, 4 sem.
Lugano West Campus and/or Lugano East Campus	Lingua, letteratura e civiltà italiana	120 ECTS, 4 sem.
	Philosophy***	120 ECTS, 4 sem.
	Finance	90 ECTS, 3 sem.
	European Studies in Investor Relations and Financial Communication* In coll. with l'Università Cattolica del Sacro Cuore di Milano	120 ECTS, 4 sem.
	International Tourism	120 ECTS, 4 sem.
	Economia e Politiche Internazionali* In coll. with l'Università Cattolica del Sacro Cuore di Milano	120 ECTS, 4 sem.
	Economics	90 ECTS, 3 sem.
	Public Management and Policy**	120 ECTS, 4 sem.
	Management	120 ECTS, 4 sem.
	Marketing and Transformative Economy	120 ECTS, 4 sem.
	Corporate Communication	120 ECTS, 4 sem.
	Digital Fashion Communication* In coll. with l'Université Paris1 Panthéon-Sorbonne	120 ECTS, 4 sem.
	Communication, Management and Health	120 ECTS, 4 sem.
	Cognitive Psychology in Health Communication* In coll. with l'Università Vita Salute San Raffaele di Milano	120 ECTS, 4 sem.
	Medicine	180 ECTS, 6 sem.
	Media Management	120 ECTS, 4 sem.
	Informatics	120 ECTS, 4 sem.
	Artificial Intelligence	120 ECTS, 4 sem.
	Software and Data Engineering	120 ECTS, 4 sem.
	Management and Informatics	120 ECTS, 4 sem.
	Financial Technology and Computing	120 ECTS, 4 sem.
	Computational Science	120 ECTS, 4 sem.
	Teologia***	120 ECTS, 4 sem.
	Scienza, filosofia e teologia delle religioni*** Online	120 ECTS, 4 sem.
	Diritto canonico ed ecclesiastico comparato***	120 ECTS, 4 sem.
	Cultura e archeologia delle terre bibliche***	120 ECTS, 4 sem.

* One (or more) semester is offered by the partner university.
** Teaching languages: Italian and English.
*** take place at the Faculty of Theology, affiliated to USI.

www.
usi.ch/master

The Faculties

Mendrisio Campus	Villa Argentina Largo Bernasconi 2 6850 Mendrisio Svizzera	Academy of Architecture info.arc@usi.ch
Lugano West Campus	Università della Svizzera italiana Via Buffi 13 6900 Lugano Svizzera	Faculty of Communication, Culture and Society decanato.com@usi.ch
		Faculty of Economics decanato.eco@usi.ch
Lugano East Campus	Università della Svizzera italiana Via la Santa 1 6962 Lugano-Viganello Svizzera	Faculty of Biomedical Sciences decanato.med@usi.ch
		Faculty of Informatics decanato.inf@usi.ch

Contacts

USI Università della Svizzera italiana
Study Advisory Service
Via Buffi 13
6900 Lugano
Switzerland
tel + 41 58 666 4795
fax + 41 58 666 4759
studyadvisor@usi.ch
www.usi.ch

USI Università della Svizzera italiana
Academy of Architecture
Villa Argentina
Largo Bernasconi 2
6850 Mendrisio
Switzerland
tel + 41 58 666 5000
fax + 41 58 666 5868
info.arc@usi.ch
www.arc.usi.ch

Studying at USI

Scholarships for Bachelor and Master Programmes

Scholarships granted by the Canton Ticino

The Department of Education, Culture and Sport (Dipartimento dell'Educazione, della cultura e dello sport - DECS) of the Canton of Ticino provides financial support to students who meet its residency requirements. The information brochure and the application forms can be downloaded from the web page:

www4.ti.ch/decs/sa/uast/sportello/formulari-e-opuscoli

For further details, please contact the "Ufficio degli aiuti allo studio":

www4.ti.ch/decs/sa/uast/ufficio

Scholarships granted by other Swiss cantons

Swiss students residing in other cantons can apply for educational funding from the competent cantonal office, which can be found through the following web site:

http://borsedistudio.educa.ch/it

Scholarships granted by the Foundation for the Lugano Faculties of the Università della Svizzera italianaa

The Foundation for the Lugano Faculties of the Università della Svizzera italiana awards:

- one-off scholarships of CHF 4'000 each to first-year Bachelor students who obtained their high school degree and who at the moment of graduation had legal residence in a German- or French-speaking canton of Switzerland;
- 5 three-year scholarships for students admitted to the first year of the Bachelor in Economics;
- 5 three-year scholarships for students admitted to the first year of the Bachelor in Communication;
- 5 three-year scholarships for students admitted to the first year of the Bachelor in Informatics;

- 15 annual scholarships (5 for each of the 3 years of study) to students enrolled in the Bachelor in Italian language, literature and culture;
- 60 one-off scholarships of CHF 4'000 each to the students admitted to the first year of a USI Master's programme;
- 5 two-year scholarships for students admitted to the first year of one of the Masters offered by the Faculty of Informatics;
- 5 two-year scholarships for students admitted to the first year of the Master in Italian language, literature and culture;
- 20 one-off scholarships worth CHF 4'000 to the best second year student of each Master's programme based on the results at the end of the first year of study.

The regulations and application forms are available at:

www.usi.ch/en/tuition-and-scholarships

whereas the link of the online application form is provided in the admission letter.

Equal Opportunities Service of USI

The Equal Opportunities Service of USI offers one scholarship worth CHF 4'000 for a female student admitted to the first year of the Bachelor in Informatics:

www.usi.ch/en/education/bachelor/informatics/fees-and-grants

Private foundations for the Academy of Architecture

For scholarships granted by private foundations to students enrolled in the Academy of Architecture, please refer to:

www.arc.usi.ch/en/practical-information/scholarships

Leonardo Foundation

Swiss and foreign students enrolled at USI can apply for a scholarship granted by the Leonardo Foundation.
To access the application form, click

www.usi.ch/en/tuition-and-scholarships

SODESKA Foundation

The SODESKA Foundation offers 5 scholarships worth CHF 4'000 each to Swiss students to support them during their studies at USI:

www.usi.ch/en/tuition-and-scholarships

Zonta Club Lugano Foundation

The Zonta Club Lugano Foundation awards several scholarships to Swiss students or foreign students living in Ticino with a C residence permit who are attending a Bachelor's or a Master's Degree Programme

http://lugano.zonta.ch/fondazione

IBSA Foundation for scientific research

The IBSA Foundation for Scientific Research offers scholarships to USI students in their 1st or 2nd year of Master of medicine every year.
More information on how to apply for an IBSA scholarship can be found on the web page:

www.biomed.usi.ch/en/study/study-medicine/fees-and-scholarships

"Arnoldo Bettelini" scholarship

The descendants of Arnoldo Bettelini, a Swiss naturalist and philanthropist who promoted the foundation of a university in the Italian-speaking part of Switzerland, make available a three-year scholarship covering the tuition fees for a Bachelor of the Università della Svizzera italiana, up to a maximum 4'000 CHF for each academic year. The call and the regulations are available on the web page:

www.usi.ch/en/education/bachelor/fees-and-grants.

Ermes and Fiorella Borsari Foundation

The Ermes and Fiorella Borsari Foundation offers two scholarships for university studies in Economics and/or Fine arts (sculpture and painting) worth 6'000 CHF each, aimed at students born or residing in the Canton of Ticino who attend a Swiss university, a recognized or accredited Swiss university of applied sciences and arts or the Brera Academy in Milan:

www.usi.ch/en/education/bachelor/fees-and-grants.

For information on other private foundations present in Ticino, please refer to:

www4.ti.ch/decs/sa/uast/fondazioni-private/fondazioni-private/

Further information:

- Academy of Architecture: scholarship.arc@usi.ch
- Faculty of Economics, Faculty of Communication, Culture and Society and Faculty of Informatics: studygrants@usi.ch
- Faculty of Biomedical Sciences: decanato.med@usi.ch

Academic Calendar

Autumn Semester	Courses start Semester	3rd Monday in September 14 weeks of courses
Spring Semester	Courses start Semester	3rd Monday in February 14 weeks of courses

For the detailed academic calendar (exam sessions and public holidays):

www.desk.usi.ch/en/usi-academic-calendar

Registration

Applications for a Bachelor or Master programme at Università della Svizzera italiana should be submitted online:

https://application.usi.ch

Applications submitted in paper form, by e-mail or fax will not be accepted.

Fees

Tuition fees amount to CHF 4'000 per semester.
Applicants whose **official residence** was in Switzerland (including Liechtenstein and Campione d'Italia under certain conditions) at the time of the final high school exam (Maturità) pay a reduced semester fee of CHF 2'000.

Tuition fees are payable at the beginning of each term, by the deadline indicated on the invoice; fee payment is an essential condition for matriculating or renewing one's enrolment.

Certificates

www.esami.lu.usi.ch is the portal where students of the Faculties of Communication, Culture and Society, Economics, and Informatics can generate and download a series of certificates:

- certificate of attendance (the document that certifies enrolment at USI);
- statement for the Cantonal migration office;
- request form for military service deferment;
- certificates for requesting gainful employment during studies.

The portal is accessible with the student Edu-ID credentials.

Grade transcript of exams (Communication, Economics)
The official grade transcript of exams, which includes the related ECTS study points, can be obtained at:

www.esami.lu.usi.ch

Queries and special certificates
For queries and special certificates, please contact:

- Faculties of Communication, Culture and Society and Economics attestati.lu@usi.ch
- Faculty of Informatics decanato.inf@usi.ch
- Faculty of Biomedical Sciences decanato.med@usi.ch
- Academy of Architecture: segretariato.arc@usi.ch

iCorsi3

iCorsi3 is USI's e-learning platform:

www.icorsi.ch

The platform enables students to download or consult teaching materials and take examinations online using the Safe Exam Browser programme.

Access to the platform is via the personal Edu-ID.

Lugano Campus

Living on the USI campus

The information below is published in alphabetical order.

Accessibility to the Campuses

Lugano Campus, Palazzo Canavée and the Mendrisio Library are fully accessible for people with disability through ramps. Facilities for people with disability are also available on site (WC, etc.).
For further information and assistance, please contact directly:
Pro Infirmis Luganese e Mendrisiotto
Via dei Sindacatori 1
6908 Massagno
tel + 41 58 775 37 70
ticino@proinfirmis.ch

Alumni

The Alumni Service promotes contacts between alumni, the academic staff, students, companies, and institutions. It supports the professional development and networking of the Alumni community, and through them it contributes to the promotion of USI image.
The main activities of the service are:

- Managing and updating the Alumni Database;
- Organising events and reunions for graduates;
- Creating, developing, and managing Alumni chapters around the world;
- Visiting alumni programme and Alumni Digital Talks: career testimonials in the classroom and online;
- Collection and post of Career Stories (also video);
- Placement survey: monitoring of the professional outlets of USI graduates;
- Private career advisory meetings and access to job offers database;
- Alumni Newsletter and Alumni News;
- Email forwarding service.

www.usi.ch/en/alumni

ATM

Lugano West Campus

An ATM is available in the main building (back entrance under the cafeteria).

Mendrisio Campus

There is no ATM on the Mendrisio Campus. The closest ATM is located at the Regional Hospital OBV (next to the palazzo Turconi).

Career

The University's Career Service aims at fostering exchange and contacts with the business world, and to acquaint students with the working environment, thus ensuring a smoother and successful transition from the academic world to the workplace.
The key activities of the Service focus on the following:

- Maintain a database with internships and job opportunities;
- Weekly Career Newsletters;
- Personal advice on career guidance;
- CV Checks
- Stage coordination;
- Coordination of scholarships for internships abroad;
- Professional Mentoring;
- Company presentations;
- "Career Management Workshops" Meeting Cycle;
- Career Live Streams;
- Long Night of Careers;
- Field Projects Coordination;
- USI Career Stories;
- Meetings with Alumni (Alumni Digital Talks Project)

www.usi.ch/en/career

Copy Center

The Copy Center which is located on the Lugano West Campus

- manages the printers on the Lugano Campus;
- is the focal point for the production, distribution and sale of course materials on the Lugano Campus;
- provides a thesis printing and binding service (for a charge).

Contact:
tel + 41 58 666 4586
copycenter@usi.ch

To access the student printers, please refer to section "Printing" on page 18.

Equal Opportunities Service

The Equal Opportunities Service undertakes activities aimed at ensuring and promoting an inclusive, transparent and non-discriminatory environment for study and work at USI. Students are welcome to contact the Equal Opportunities Service to:

- Receive individual counseling concerning specific needs linked to disabilities or learning disorders, in agreement with the Pro-rector's office for education and students' experience;
- Inquiry about measures available to reconcile university life and personal/family needs;
- Obtain support to pursue non-stereotypical study and career paths, through our Mentoring programme and the provision of a scholarship for female students in the technical-scientific sector;
- Participate in events and activities aimed at enhancing and disseminating a culture of equity and diversity, within and outside the USI community,
- Report and address potential cases of inappropriate behaviour.

For more information, visit

www.usi.ch/en/equal-opportunities-usi

Food

Lugano Campus

USI has a cafeteria on the West Campus and a cafeteria and bar on the East Campus.

The canteens offer several daily menus (price for student).

- Pasta CHF 7.50
- Vegetarian CHF 10.00
- Meat or fish CHF 11.00

You will also find cold dishes, toast, piadina, sandwiches and various take-away products.
The menu prices are subject to change.
To benefit from reduced prices, when asked you must show your student ID card.

The opening hours and weekly menus of the cafeterias are available on the website:

The weekly menu is available (only in Italian) at:

www.desk.usi.ch/it/mensa-e-menu-settimanale-campus-di-lugano

Mendrisio Campus

Students of the Academy of Architecture can take advantage of special prices at:

- the Osteria Vignetta
  in Via Turconi, next to Villa Argentina

www.vignetta.ch

Housing

USI does not have on-campus accommodation for all students, who must therefore provide for themselves.
Further information on housing is available at www.desk.usi.ch, the portal with all practicalities for the USI community:

- Housing in Lugano / Mendrisio
- USI Home
- Casa dell'Accademia
- Rental listings database
- Student accommodations
- Useful information on Swiss regulations
- Advisory services for tenants
- FAQ

For further information:

- Lugano Campus: alloggi@usi.ch
- Mendrisio Campus: alloggi.me@usi.ch

For help with housing matters, USI has a Facebook page with posts from students looking for a roommate or who are leaving their flat/room.

- Lugano Campus: www.facebook.com/usialloggi
- Mendrisio Campus: www.facebook.com/usialloggimendrisio

www.usi.ch/en/housing

International Relations and Study Abroad

The International Relations and Study Abroad Service actively contributes to the implementation of USI's international strategy, in particular with regard to the international promotion of the university, the conclusion of international collaboration agreements and the management of exchanges, through participation in the following programmes:

- Swiss mobility programme
- SEMP programme
  (Swiss-European Mobility programme - formerly Erasmus)
- International exchange programme.

www.usi.ch/en/relint

Internet Connection / Wi-Fi

On the Mendrisio and Lugano (West and East) campuses are available the following Wi-Fi networks:

- USI
- USI-Guest
- Eduroam

IT Support

The USI IT Service provides its users with services ranging from the management of IT infrastructures such as the regional academic network or computing clusters for researchers, to support for individual IT, as well as the development of management applications and the care of the University's data.
Through the serviceportal.usi.ch platform it is possible to explore the full range of services available and to engage in dialogue with the IT support desk.

Support desk Lugano Campus:
serviceportal.usi.ch
tel + 41 58 666 4610

Support desk Mendrisio Campus::
serviceportal.usi.ch
tel + 41 58 666 5883

Support desk Bellinzona Area:
serviceportal.usi.ch
tel + 41 58 666 5370

Languages Courses

USI offers Italian, French, German and English languages courses before the beginning of the academic year and during the semesters. Language courses are free for USI students.

Italian courses: www.italiancourse.usi.ch
French, German and English courses: www.corsilingua.usi.ch

Laboratory for Models
Mendrisio Campus

The Academy has a modelling laboratory (in palazzo Canavée) equipped with machines for cutting (including laser cutting) and for processing the materials needed to build architectural models. There is also a laboratory for the production of concrete/chalk models and one for three-dimensional printing.
Students are required to attend an introductory course on the use of this equipment, which is compulsory for access to the various workshops.

Leave of Absence

Bachelor and Master's students may obtain a leave of absence, for one or more semesters, in the event of maternity, military or civil service, severe illness or other difficulties deemed as significant obstacles to the regular course of studies.
The leave of absence has a suspensive effect on the binding terms for exams and graduation.
Students on leave of absence remain matriculated, and will continue to benefit from the status of student by paying a reduced tuition fee of CHF 100 per semester, according to the USI Regulations for admissions and enrollment. During the leave of absence students are not allowed to attend courses, take exams,

or defend a Master thesis; they can however take exams of courses attended prior to the leave of absence.
To apply for a leave of absence, students should contact the Dean's Office / Faculty secretariat who will provide information of the relevant procedure and documentation.

www.desk.usi.ch/en/congedi-studenti-bachelor-e-master

Libraries

The libraries hold a wide collection of books and periodicals in USI's areas of study, providing individual study spaces and photocopying services.

University Library Lugano
For information and opening hours please refer to:

https://it.bul.sbu.usi.ch

BiblioAgorà (East Campus)
For information and opening hours please refer to:

https://it.bul.sbu.usi.ch

Academy of Architecture Library
For information and opening hours please refer to:

http://biblio.arc.usi.ch

Lost and Found

Lugano Campus
For all lost items, contact the USI reception according to the opening hours.

Mendrisio Campus
For all lost items, contact the reception of Villa Argentina according to the opening hours.

Monthly average budget

Accommodation (shared single room or one-bedroom apartment)	CHF 450/800
Food and other household expenses	CHF 450
Health Insurance (if required)	CHF 110/280
Public Transportation	CHF 50/100
Books and study materials	CHF 50
Free time expenses	CHF 200
Total / per month	**CHF 1'300/1'900**

This budget is referred to an average of the monthly budget for a USI student, excluding however the one-off expenses such as residence permit, regional foreign office, security deposit, etc.

Nursery

Lugano Campus
USI provide its own nursery a the East Lugano Campus.
USI SUPSInido welcome a maximum of 23 children, and the children of USI and SUPSI staff and students are admitted as priority. For information about fees and the enrolment procedure, please contact the Equal Opportunities Service.

Mendrisio Campus
USI does not have a nursery service in the Mendrisio Campus. For the members of its community, 3 places are reserved in the public nurseries of Mendrisio.
The Equal Opportunities Service is available to provide more information concerning the placement of children of members of the USI communities in nurseries, and/or concerning further opportunities for improving the work/life balance.

www.desk.usi.ch/en/child-care

Parking

Lugano Campus
Two underground car parks (CHF 2 per hour) are available on the Lugano East and West Campuses. It is possible to pay only with Swiss francs (CHF). Credit cards are not accepted.
Around USI there are a few blue zones available (maximum 1 hour) and white zones (CHF 2 per hour).

www.desk.usi.ch/en/parking-lugano-campus

Mendrisio Campus
There are no available parking spaces for students on the Mendrisio campus. Car parks are available in town.

Photography Laboratory
Mendrisio Campus

The laboratory offers students the opportunity to take photographs of models and projects carried out in the ateliers. It is located in the Canavée building (floor -1) and has a photographic studio and a workspace equipped with the related materials (panels, black cloth, continuous light headlights). The request for use of the Laboratory must be forwarded to:

www.aule.usi.ch/prenotazione

Printing

The locations of the printers available to USI students (Lugano and Mendrisio campuses) can be found at the following link:

www.desk.usi.ch/en/essential-guides-about-it-services
(section "Printing Service")

Lugano Campus

On the Lugano campus, students may only print in A4 format and in black and white.

Mendrisio Campus

Students can use all printers and plotters located in common areas. There are two types of printer available:

- laser, for small sizes (A4-A3)
- inkjet plotter for large formats (>A3)

All prints / photocopies are deducted from an initial printing credit assigned to each student at the beginning of the academic year. The remaining credit is automatically displayed on the screen each time you log in on the faculty PCs.

Psychological Counselling Service

The Psychological Counselling Service offers a counselling service in cooperation with the ATP, the association of psychologists in Ticino, to help students reach professionals in the field of psychology. Emotional distress may come in different forms and degrees, from a short term to a more complicated and long-lasting discomfort. When a disorder or a problem interferes with one's daily routine affecting relationships, family, the workplace or school, seeking assistance from a qualified psychologist is certainly an option. Counselling is not a free of charge service; supplemental health insurance will cover the fees for Cantonal appointed qualified psychotherapists.
USI will cover the fees for the first session.

www.desk.usi.ch/counselling

SostA Project

The general objective of the "SostA... towards a sustainable university" project is to achieve environmental, economic and social responsibility at USI. The specific objectives are:

- to improve energy efficiency;
- to introduce and strengthen sustainability criteria in daily management and purchasing;
- to raise the awareness of the USI community;
- to guide USI towards a sustainability model.

As part of the project, useful information is available concerning sustainability (rubbish collection, water and energy consumption), mobility arrangements (bike sharing in Lugano and Mendrisio) and other aspects.

www.sosta.usi.ch

Sport

The Sport Service USI organises several sport activities addressed to the university community (students, PhD, academic and non-academic staff). The goal is to create adequate opportunities to complement the intellectual or office-based routines with an attractive offer enhanced by social and cultural components.
The programme includes courses and special events offered throughout the academic year, as well as between terms, with a selection of weekly activities, training courses, camps and events.
To take advantage of the activities and offers of the Sport Service it is necessary to subscribe to the website.

www.sport.usi.ch

Sports Hall

A Sports hall ("palestra") is available on the Lugano East Campus, provided with services, changing rooms, a Fitness Room (with latest-generation machines) and a Courses Room for group lessons such as pilates, yoga, aikido, dancing and much more.
Qualified instructors, personalised training and high-quality audio and video equipment optimise the sports offer.
A rich programme schedule and tailor-made subscriptions is available to the USI community.
For more information on the programme and subscription prices:

www.sport.usi.ch

Start-up Centre

USI Startup Centre offers valuable and targeted support to incubated startups to help them attain their business objectives, in whichever development stage they find themselves in.
Below are the main categories of services provided:

- Advisory
- Tools
- Workspaces
- Training

In addition, USI Startup Centre organises and/or promotes a variety of training courses to help prepare startuppers for the challenging entrepreneurial world.
For more information:

www.startup.usi.ch

Student associations

All USI students can actively contribute to university life by joining existing student associations or proposing new ones.
For more information and direct links to the various student associations:

www.desk.usi.ch/en/list-acknowledged-student-associations

Student Card

Your student card provides proof of your enrolment at USI and bears your matriculation number. It is assigned to you when you first complete the enrolment process.

Lugano Campus

The card enables students of the Faculty of Communication, Culture and Society , Economics, Informatics and Biomedical

- Sciences to:
- renew their enrolment automatically;
- access the common areas of the campus 24/7;
- use printers, make photocopies and scan documents;
- obtain up-to-date certificates;
- register for sporting activities;
- register for the bike sharing service;
  benefit from various promotions.

www.desk.usi.ch/card

Mendrisio Campus

The student card allows students of the Academy of the Architecture to access the buildings on campus 24/7, to benefit from the Library loan and a few student reductions (Osteria Vignetta). The card is also necessary to be able to make photocopies and scans on the multifunction printers.

Study Areas

All the study areas are accessible 24/7 using the student card and are covered by the campuses Wi-Fi networks. Access to PCs is via the CAMPUS account. For further information on study and relaxation areas on the Lugano Campuses:

www.desk.usi.ch/study-areas

Municipal park, Mendrisio Campus

Spazio 1929
Officina Creativa,
Lugano

Skate park,
Lugano

Piazza Riforma,
Lugano

International students

Parco Ciani, Lugano

Bureaucracy at a glance

		EU/EFTA Students		Non-EU/EFTA Students
Visa	○	Not mandatory	●	The procedure takes 1-4 months
Residence Permit	●	Within 14 days of your arrival in Switzerland	●	Within 14 days of your arrival in Switzerland
Resident's registration office	●	Within 8 days of arrival in Switzerland	●	Within 8 days of arrival in Switzerland
Health Insurance	●	Can be exempted	●	Mandatory*
Third-party liability Insurance (RC)	●	If requested by the homeowners	●	If requested by the homeowners

Legend

○ Not mandatory
● Can be exempted
● Mandatory

* The student can be exempted if he/she can prove that such insurance complies with Swiss standards, i.e. that it is unlimited.

The information below is published by order of relevance
For further information please refer to
www.usi.ch/en/organising-bachelor-master-studies

Visa

Students from EU/EFTA do not need a visa to enter Switzerland.

Students from non-EU/EFTA must request a **student visa** to the Swiss Embassy or Consulate in their home country before entering Switzerland.
All the necessary forms are available at the Swiss Embassies and Consulates.
To start the procedure, candidates must provide the admission letter from the Università della Svizzera italiana.

It is recommended that non-EU/EFTA apply for admission as early as possible. Students will receive the visa to enter Switzerland only at the end of the procedure.

The renewal of visa must be carried out annually.

Note:
the visa process might take between 1 and 4 months. Entry into Switzerland is only possible after the application is approved.
A tourist visa for Switzerland cannot be converted into a student visa. Regardless of the visa, the student must apply for a residence permit.

www.sem.admin.ch/sem/en/home/publiservice/weisungen-kreisschreiben/visa/liste1_staatsangehoerigkeit/leg_visum.html

Residence Permit

Foreign students wishing to stay in Switzerland during their study period must apply for **a residence permit for educational purposes**. The application must be submitted **within 14 days** of the arrival in Switzerland following the online procedure.

The renewal of the residence permit must be carried out annually.

Foreign students residing in the frontier zone who return home daily do not need to apply for permission.

Application procedure for EU/EFTA students

www4.ti.ch/index.php?id=130308

Once the online procedure has been completed, the student must print the form and send it together with the requested documents listed on the following link:

www.usi.ch/en/organising-bachelor-master-studies

The student will be summoned to the Migration Office to check his/her documents before being issued with a residence permit for educational purposes.

Application procedure for non-EU/EFTA students

Within 14 days of entry into Switzerland, non-EU/EFTA students must send the following documents to the Migration Office in Bellinzona:

- signed Entry Authorization
- copy of passport
- copy of visa
- copy of lease of accommodation
- photograph (3.5x4.5 cm)

All documents must be written and/or translated into Italian.

The student will be summoned to the Migration Office to check his/her documents before being issued with a residence permit for educational purposes..

Pending the issue of a residence permit for educational purposes, students wishing to leave Switzerland must ensure that the entry visa on their passport is still valid (if not, they must request a new one from the Bellinzona Migration Office).

Procedure for renewing a residence permit for educational purposes

The permit must be renewed each year, at least **14 days before it expires**, following the procedure online:

www4.ti.ch/index.php?id=130259

Residents' Registration Office

All foreign students and Swiss students domicilied in municipalities other than those where they are staying for study purposes must register with the Resident's registration office of the municipality in which they reside **within 8 days** of their arrival.

For Lugano

Puntocittà
Via della Posta 8
6900 Lugano
tel + 41 58 866 6000
puntocitta@lugano.ch
www.lugano.ch/puntocitta

For Mendrisio

Resident's registration office City of Mendrisio
Via Municipio 13
6850 Mendrisio
tel + 41 91 640 3120
controlloabitanti@mendrisio.ch
https://mendrisio.ch/servizio/arrivare-a-mendrisio

Health Insurance

Every person residing in Switzerland is required to have a health and accident insurance or to obtain the relevant exemption within three months of entry into Switzerland.

Compulsory health insurance covers the costs of the medical care in case of illness or accident.

Upon registration at the Migration Office , students will receive two official letters requesting to apply for health insurance by a specific date. If the terms are not met, or exemption is not obtained, an insurance will be assigned at the discretion of the respective authorities.
Under certain conditions, students may be exempted from contracting compulsory health insurance in Switzerland.

This applies in particular to:

- students coming from EU/EFTA countries who have a European Health Insurance Card;
- students with private insurance in Germany who can prove that it complies with Swiss standards, i.e. that it is unlimited;
- students from non-EU/EFTA countries who can prove that such insurance complies with Swiss standards, i.e. that it is unlimited.

www.desk.usi.ch/en/health-insurance-students

Personal liability insurance

The liability insurance is optional but highly recommended.
This insurance protects people against unwilling damage caused to third parties, for example damages caused during sports activities, whilst renting an apartment or as a pet owner.

www.ch.ch/en/personal-liability-insurance/

For further information on all procedures please refer to:

www.usi.ch/en/organising-bachelor-master-studies

Free time and life outside of the campus

Bank Account

To open a personal bank account in Switzerland, students are required to present a valid passport or identity card and a certificate of enrolment issued by USI. Certain banks may ask for additional documents. It is recommended to open a student account, which generally offers a series of benefits.

Bicycle

Lugano and Mendrisio
With the student card, it is possible to activate an annual subscription to the 'PubliBike' bike-sharing service at very affordable rates. There are several stations scattered throughout the Sottoceneri region, including stations strategically located at the entrances to the USI campuses of Lugano and Mendrisio. The first 30 minutes of use of the bike, i.e. the time it takes to get from one station to another, are free of charge; after this period the user will be charged a fee per minute.

www.desk.usi.ch/en/bike-sharing-lugano

Mendrisio
On the Mendrisio Campus, students can also use the "Carvelo2go" service. This is a new network for sharing electric cargo bikes.
For more information and prices:

www.carvelo2go.ch/en

Buses

Lugano
The buses guarantee efficient mobility in the city of Lugano and the surrounding areas. In addition to the city buses, surrounding towns can be reached with the yellow coaches (Autopostale) or by the Lugano public transportation network (Autolinee Regionali Luganesi).

Mendrisio
In Mendrisio, buses provide regular connections between the Academy and the cities of Chiasso and Como.
Information on bus passes is available on the website :

www.arcobaleno.ch

Car

In Switzerland, you must be at least 18 years old to obtain a driving license and driving is on the right.
For further information on the foreign driving licence (validity, change, etc) refer to the "Sezione della Circolazione":

www.ti.ch/circolazione (only in Italian)

Post Office

Post offices now provide a variety of products and facilities: stamps, stationery, money transfers from abroad (international money orders are handled only by the main post offices) and other products. In addition, the Post Office offers the "PostFinance account" as an alternative to a bank account.

Ufficio postale Lugano Centro (main office)
Via della Posta, 6900 Lugano

Ufficio postale Mendrisio Stazione (main office)
Via Franscini, 6850 Mendrisio

tel + 41 848 888 888

www.postfinance.ch
www.posta.ch

Shops

The main supermarkets are open Mondays to Fridays from 8.30am to 7pm, Thursdays from 8.30am to 9pm, and Saturdays from 8.30am to 5pm (in the summer until 6.30pm). Smaller shops stay open until 6.30pm (also on Thursdays) and close on Saturdays 5pm.

Telephone

To call Ticino from abroad, you must dial 0041 91 (land lines) and then the phone number. In Switzerland, there are several mobile phone operators. Information on rates, subscriptions and prepaid cards may be obtained from the specialist shops throughout Ticino and at post offices. Generally, prepaid cards and contracts can be used with all standard GSM mobile phones on 900/1800 Mhz.

Train

Students can purchase a "Swiss Half-Price Card" from a Swiss Railway ticket office that entitles them to a 50% reduction on all train fares in Switzerland. Swiss Rail also offers season tickets at special rates for commuters, i.e. people who live just across the border in Italy and travel to Switzerland every day.
Another train pass is available that entitle the holder to travel for free after 7pm until 5am, only for persons under 25 years-old .

www.sbb.ch/en/half-fare
www.sbb.ch/en/seven25

USI Student Discounts

USI's students can benefit from the discounts and special rates showing the USI student card. The list is available at:

www.desk.usi.ch/discounts

Useful Links

Lugano	Cantonal Library of Lugano	www.sbt.ti.ch/bclu
	City of Lugano	www.lugano.ch
	Lugano Region	www.luganoregion.com/en
	Medical Centre	www.centromedico.ch
	Hospitals (Civico and Italiano)	www.eoc.ch
	Dental Medical Service	www.croceverde.ch
	Lugano Migration Office (New Arrivals Service)	Via Serafino Balestra 33 6900 Lugano
Mendrisio	Cantonal Library of Mendrisio	www.sbt.ti.ch/bcme
	City of Mendrisio	www.mendrisio.ch
	Mendrisiotto Tourism	www.mendrisiottoturismo.ch
	Medical Centre	www.centromedico.ch
	Hospital "Beata Vergine"	www.eoc.ch
Ticino	Canton Ticino	www.ti.ch
	Ticino Tourism	www.ticino.ch/en
	Migration Office	Via Lugano 4 6501 Bellinzona
USI Security number	Lugano Campus	+41 58 666 4730
	Mendrisio Campus	+41 58 666 5820
Other Useful Numbers	Helpline (Volunteer Emotional Support)	143
	Traffic conditions	163
	Swisscom Info Service (fee liable)	1811
Emergency Swiss Numbers	General Emergency	112
	Police	117
	Fire Department	118
	Ambulance	144
	REGA	1414
	Roadside Assistance	140
	Toxicological Institute	145

How to reach us

By plane

- Zürich-Kloten International Airport (CH - about 220km):
  www.zurich-airport.com
- Milano-Malpensa International Airport (I - about 80km):
  www.milanomalpensa-airport.com

By car

For Lugano Campus
- Exit to Lugano Nord, follow “City centre” and then “USI” signage.

For Mendrisio Campus
- Exit to Mendrisio and then “Accademia” signage.

By train

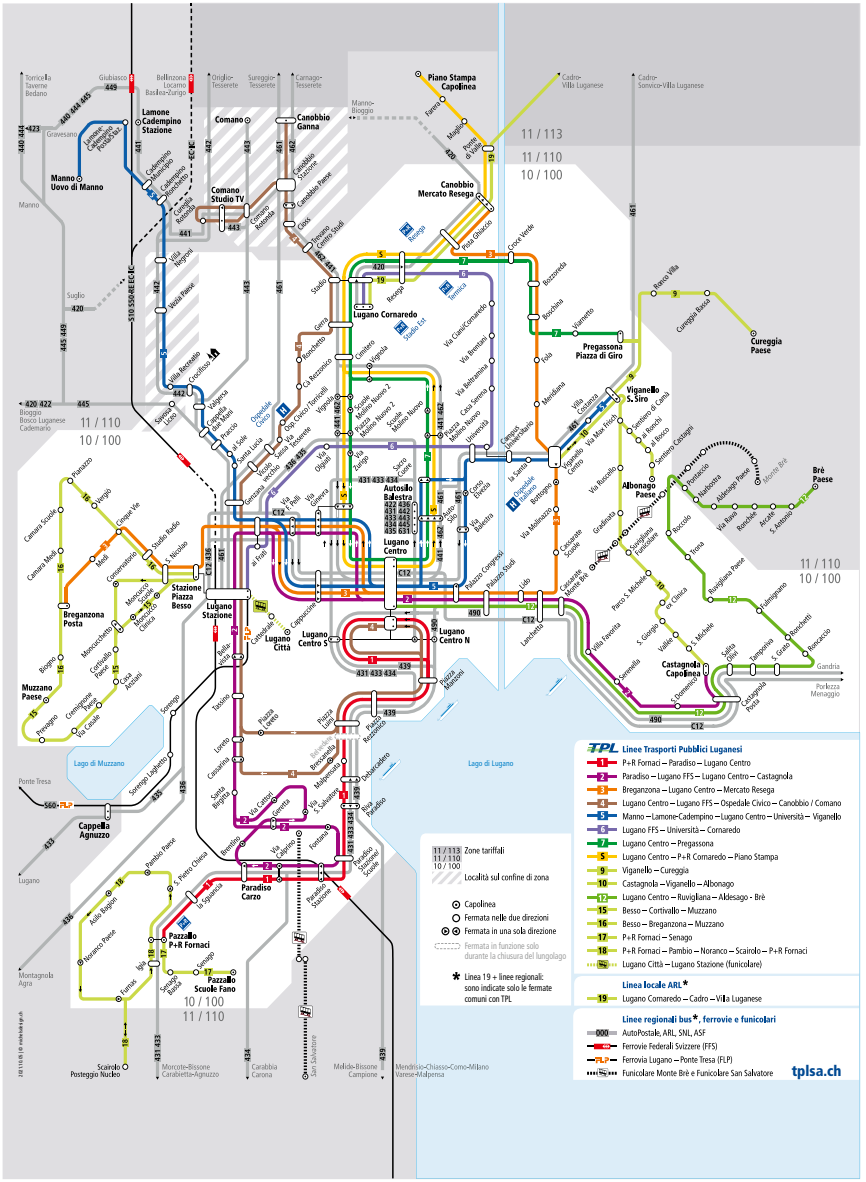
For Lugano Campus
- From the train station take the bus number 6 (dir. Cornaredo, stop “Università” or “Campus universitario”).

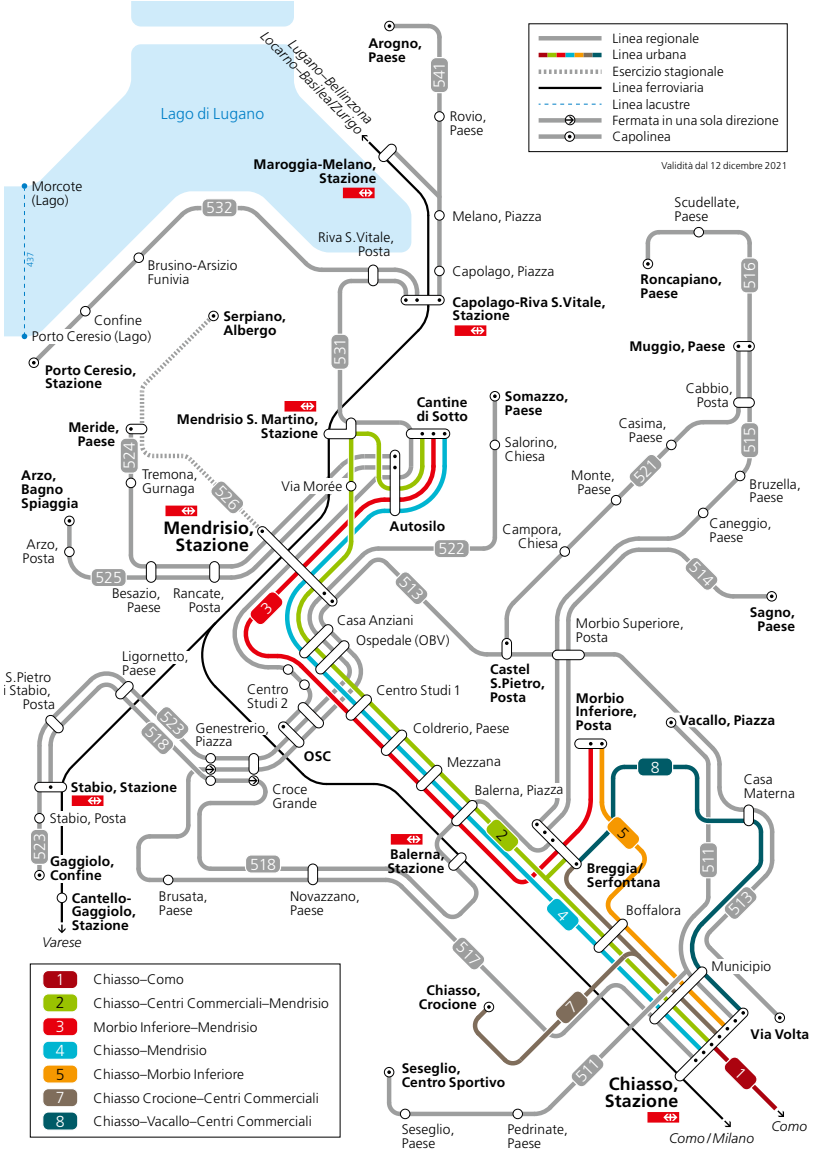
For Mendrisio Campus
- The Academy of Architecture is located a few steps away from the train station.

By bus

For Lugano Campus
- Bus number 6 (dir. Cornaredo, stop “Università” or “Campus universitario”).
- Bus number 5 (dir. Viganello, stop “Sacro Cuore”, “Università” or “Campus universitario”.)
  For further information, please refer to the map on page 36.

For Mendrisio Campus
- Bus number 2 and 4 (dir. Chiasso, stop “Ospedale B. Vergine”).
  For further information, please refer to the map on page 37.


Lago di Lugano
Lago di Muzzano
Lugano Stazione
Lugano Centro
Lugano Città
Lugano Centro S
Lugano Centro N
Stazione Piazza Besso
Breganzona Posta
Muzzano Paese
Cappella Agnuzzo
Pazzallo P+R Fornaci
Pazzallo Scuole Fano
Paradiso Carzo
Scairolo Posteggio Nuoto
Manno Uovo di Manno
Lamone Cadempino Stazione
Comano
Comano Studio TV
Canobbio Ganna
Canobbio Mercato Resega
Piano Stampa Capolinea
Lugano Cornaredo
Pregassona Piazza di Giro
Cureggia Paese
Viganello S. Siro
Albonago Paese
Brè Paese
Castagnola Capolinea
Autosilo Balestra
Cadro-Villa Luganese
Cadro-Sonvico-Villa Luganese
Gandria
Porlezza Meraggio
Morcote-Bissone Carabbietta-Agnuzzo
Carabbia Carona
Melide-Bissone Campione
Mendrisio-Chiasso-Como-Milano Varese-Malpensa
11 / 113
11 / 110
10 / 100
Zone tariffali
Località sul confine di zona
Capolinea
Fermata nelle due direzioni
Fermata in una sola direzione
Fermata in funzione solo durante la chiusura del lungolago
* Linea 19 + linee regionali: sono indicate solo le fermate comuni con TPL
TPL Linee Trasporti Pubblici Luganesi
1 P+R Fornaci – Paradiso – Lugano Centro
2 Paradiso – Lugano FFS – Lugano Centro – Castagnola
3 Breganzona – Lugano Centro – Mercato Resega
4 Lugano Centro – Lugano FFS – Ospedale Civico – Canobbio / Comano
5 Manno – Lamone-Cadempino – Lugano Centro – Università – Viganello
6 Lugano FFS – Università – Cornaredo
7 Lugano Centro – Pregassona
5 Lugano Centro – P+R Cornaredo – Piano Stampa
9 Viganello – Cureggia
10 Castagnola – Viganello – Albonago
12 Lugano Centro – Ruvigliana – Aldesago - Brè
15 Besso – Cortivallo – Muzzano
16 Besso – Breganzona – Muzzano
17 P+R Fornaci – Senago
18 P+R Fornaci – Pambio – Noranco – Scairolo – P+R Fornaci
Lugano Città – Lugano Stazione (funicolare)
Linea locale ARL *
19 Lugano Cornaredo – Cadro – Villa Luganese
Linee regionali bus *, ferrovie e funicolari
AutoPostale, ARL, SNL, ASF
Ferrovie Federali Svizzere (FFS)
Ferrovia Lugano – Ponte Tresa (FLP)
Funicolare Monte Brè e Funicolare San Salvatore
tplsa.ch


Linea regionale
Linea urbana
Esercizio stagionale
Linea ferroviaria
Linea lacustre
Fermata in una sola direzione
Capolinea
Validità dal 12 dicembre 2021
Lago di Lugano
Lugano–Bellinzona Locarno–Basilea/Zurigo
Arogno, Paese
Rovio, Paese
Maroggia-Melano, Stazione
Melano, Piazza
Morcote (Lago)
Brusino-Arsizio Funivia
Riva S.Vitale, Posta
Capolago, Piazza
Capolago-Riva S.Vitale, Stazione
Scudellate, Paese
Roncapiano, Paese
Confine
Porto Ceresio (Lago)
Serpiano, Albergo
Porto Ceresio, Stazione
Muggio, Paese
Cabbio, Posta
Meride, Paese
Mendrisio S. Martino, Stazione
Cantine di Sotto
Somazzo, Paese
Casima, Paese
Salorino, Chiesa
Arzo, Bagno Spiaggia
Tremona, Gurnaga
Via Morée
Monte, Paese
Bruzella, Paese
Mendrisio, Stazione
Autosilo
Campora, Chiesa
Caneggio, Paese
Arzo, Posta
Besazio, Paese
Rancate, Posta
Casa Anziani
Ospedale (OBV)
Sagno, Paese
Morbio Superiore, Posta
Ligornetto, Paese
Castel S.Pietro, Posta
S.Pietro i Stabio, Posta
Centro Studi 2
Centro Studi 1
Morbio Inferiore, Posta
Vacallo, Piazza
Genestrerio, Piazza
Coldrerio, Paese
OSC
Mezzana
Stabio, Stazione
Croce Grande
Balerna, Piazza
Casa Materna
Stabio, Posta
Balerna, Stazione
Gaggiolo, Confine
Breggia, Serfontana
Brusata, Paese
Novazzano, Paese
Boffalora
Cantello-Gaggiolo, Stazione
Varese
Municipio
Chiasso, Crocione
Via Volta
Seseglio, Centro Sportivo
Chiasso, Stazione
Seseglio, Paese
Pedrinate, Paese
Como / Milano
Como
1 Chiasso–Como
2 Chiasso–Centri Commerciali–Mendrisio
3 Morbio Inferiore–Mendrisio
4 Chiasso–Mendrisio
5 Chiasso–Morbio Inferiore
7 Chiasso Crocione–Centri Commerciali
8 Chiasso–Vacallo–Centri Commerciali

Glossary
Glossario

English - Italian

A	accommodation	alloggio
	apartment	appartamento
	application	iscrizione
	attend (to)	frequentare
	attachment	allegato
	authenticate (to)	vidimare
	Autumn semester	SA (semestre autunnale)
B	board	vitto
	book	libro
	borrow (to)	prendere in prestito
C	canteen	mensa
	car	auto
	car park	parcheggio
	card	tessera
	certificate / transcript	attestato
	city hall	municipio
	class	corso
	classroom	aula
	closing date	termine d'iscrizione
	compulsory	obbligatorio
	course catalogue	libretto corsi
	course schedule	orario corsi
	course subject	corso
D	deadline	termine d'iscrizione
	dean	decano
	deductible	franchigia
	deposit	cauzione / caparra

	discount	riduzione/sconto
	dishwasher	lavastoviglie
E	elective	corso a scelta
	enclosure	allegato
	enrolment certificate	attestato di frequenza
	entry requirements	criteri d'ammissione
	excess	franchigia
	exchange	scambio
	exempt	esentare
	extra (service) charges	spese
F	Faculty Council	Consiglio di Facoltà
	fail (to)	bocciare
	fare	tariffa
	fee	tassa d'iscrizione
	flat, apartment	appartamento
	floor	piano
	form	formulario / modulo
	formal registration	immatricolazione
	free time	tempo libero
	freshman	matricola
	furnished	arredato, ammobiliato
G	grade	voto
H	health insurance	cassa malattia
	housing	alloggio
I	included / not included	incluso / escluso
K	kiosk	edicola
L	lab / laboratory	laboratorio
	landlord	proprietario
	leave of absence	congedo
	lend (to)	prestare
	lesson	corso
	let (to)	dare in affitto
	library	biblioteca
	lodger	subentrante
M	main building	stabile principale
	major / minor (area)	(area) maggiore / minore
	mandatory	obbligatorio
	mark	voto
	matriculation	immatricolazione
	meals	vitto
	migration office	ufficio della migrazione
N	newsstand	edicola
	no classes on	sospensione corsi

	notes	appunti
	notice board	bacheca
O	official residence	domicilio legale
	one-room apartment	monolocale
	optional	facoltativo
	owner	proprietario
P	paper	elaborato
	parking lot	parcheggio
	pass (to)	superare, passare un esame
	post account / bank account	conto corrente postale /bancario
	plane	aereo
	phone	telefono
	photocopy / to photocopy	fotocopia/fotocopiare
	practice	esercitazione
	preferential rates	sconto/ riduzione
	print (to)	stampare
	public transportation	trasporti pubblici
R	rate	tariffa
	reception	segreteria
	rent, rent (to)	affitto, affittare
	residence permit	permesso di soggiorno
	residents' registration office	controllo abitanti (PuntoCittà)
	room	stanza / locale
S	scholarship	borsa di studio
	share (to)	condividere
	shop	negozio
	Spring Semester	semestre primaverile (SP)
	statement	dichiarazione
	storey	piano
	studio flat	monolocale
	subscription	abbonamento
	sublet (to)	subaffittare
T	teaching timetable	orario dei corsi
	teaching / class	corso
	third-party liability insurance	RC (responsabilità civile)
	town hall	municipio
	train	treno
	transcript	attestato
V	vending machine	distributore automatico
	visa	visto
W	washing machine	lavatrice

A	abbonamento	subscription (newspapers, etc.) season ticket (transports)
	aereo	plane
	affitto, affittare	rent, to rent
	allegato	enclosure/attachment
	alloggio	accommodation / housing
	appartamento	flat, apartment
	appunti	notes
	area maggiore/minore	major/minor
	arredato, ammobiliato	furnished
	attestato	certificate / transcript (of exam results)
	attestato di frequenza	certificate of attendance/ enrolment certificate
	aula	classroom
	auto	car
B	bacheca	notice board
	biblioteca	library
	bocciare	to fail
	borsa di studio	scholarship/grant
C	cassa malattia	health insurance
	cauzione / caparra	deposit
	condividere	to share
	congedo	leave of absence
	Consiglio di Facoltà	Faculty Council
	conto corrente postale/ bancario	post account/ bank account
	controllo abitanti (PuntoCittà)	residents' registration office
	corso	Class/course/lesson
	corso a scelta	elective
	criteri d'ammissione	entry requirements
D	dare in affitto	to let
	Decano / decanato	Dean / dean's office
	dichiarazione	statement
	distributore automatico	vending machine
	domicilio legale	official residence
E	edicola	newsstand / kiosk
	elaborato	paper / essay
	esentare	exempt
	esercitazione	practice

F	facoltativo	optional
	formulario / modulo	form
	fotocopiare / fotocopia	to photocopy / photocopy
	franchigia	deductible or excess
	frequentare	to attend
I	immatricolazione	formal registration / matriculation
	incluso / escluso	included / not included
	iscrizione	application / registration / enrolment
L	laboratorio	lab / laboratory
	lavastoviglie	dishwasher
	lavatrice	washing machine
	libretto corsi	course catalogue
	libro	book
M	matricola	freshman
	mensa	canteen
	monolocale	one-room apartment / studio flat
	municipio	town hall (building) / City Hall
	modulo / formulario	form
N	negozio	shop
O	obbligatorio	compulsory / mandatory
	orario dei corsi	teaching timetable / course schedule
P	parcheggio	parking lot / car park
	passare/superare	to pass
	permesso di soggiorno	residence permit
	piano	floor / storey
	prendere in prestito	to borrow
	prestare	to lend
	proprietario	owner / landlord
R	RC (responsabilità civile)	third-party liability insurance
	rinnovo	renewal
S	SA (semestre autunnale)	Autumn semester
	scambio	exchange
	sconto / riduzione	preferential rates / discount
	segreteria	reception
	sessione esami	Exams session
	sospensione corsi	no classes on
	SP (semestre primaverile)	Spring semester
	spese	extra (service) charges
	stabile principale	main building
	stampare	to print
	stanza / locale	room

	subaffittare	to sub-let
	subentrante	lodger
	superare un esame	to pass
T	tariffa	fare / rate
	tassa d'iscrizione	fee (tuition fee)
	tempo libero	free time
	telefono	phone
	termine d'iscrizione	deadline / closing date
	tessera	card
	trasporti pubblici	public transportation
	treno	train
U	ufficio della migrazione	migration office
V	vidimare	authenticate
	visto	visa
	vitto	board / meals
	voto	mark or grade

Contacts

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Anna Giovanetti
Collaborator

Géraldine Moretti
Collaborator

Svenja Nemeth
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Simona Rigamonti
Collaborator

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Main Building
Via Buffi 13
6900 Lugano
tel +41 58 666 4795
e-mail studyadvisor@usi.ch

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instagram.com/usiuniversity
youtube.com/usiuniversity
linkedin.com/school/usi-universita-della-svizzera-italiana

To know

In Switzerland tap water is drinkable

230 V – 50 Hz

Standard CET or UTC/GMT +1 hour

German, French, Italian and Romansh

+41 (International call prefix 00)

Swiss Francs (CHF)

Università
della
Svizzera
italiana

Guide for Bachelor's and Master's students

Università della Svizzera italiana

Study Advisory
and Promotion Service
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6900 Lugano
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+41 58 666 4795
orientamento@usi.ch
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