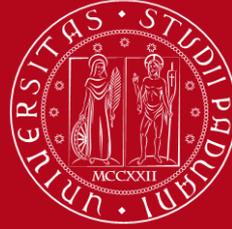


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DI PADOVA

**WELCOME DAY**  
**Political Science and Law**  
**1<sup>st</sup> Semester 2020/2021**

# Erasmus Central Office

**ERASMUS+ for studies** (KA103 from European countries)

**Irene Occhipinti** and **Federica Bison**

e-mail: [erasmus.incoming@unipd.it](mailto:erasmus.incoming@unipd.it)

**ERASMUS+ KA107** (from non-European countries) and **BILATERAL AGREEMENTS**

**Elisa Zambon**

e-mail: [elisa.zambon@unipd.it](mailto:elisa.zambon@unipd.it)

**Address:** Via Portello 31

**Office hours:** Monday, Tuesday and Wednesday from 10AM – 1PM; On Tuesday also from 3PM to 4:30PM; Thursday from 10AM – 3PM

**Due to the Covid-19 safety measures we are still receiving students mainly online using the Zoom platform, by appointment only.**

**You can only access the University's facilities by appointment only or if you have booked your attendance in presence**

# Erasmus Office at ...

## DEPARTMENT OF POLITICAL SCIENCE - SPGI

**Anna Gottardo**

Via del Santo 28

[Erasmus.spgi@unipd.it](mailto:Erasmus.spgi@unipd.it)

**Office hours:** Tuesday 10AM – 1PM, 3PM – 5PM;  
Wednesday 10AM – 1PM



**Ca' Borin +  
Wollemborg**

**Due to the Covid-19 safety measures we are still receiving students mainly online using the Zoom platform, by appointment only. The office is open to the public by appointment only.**



## SCHOOL OF LAW

**Giulia Marini**

Via Portello 31

[erasmus.giurisprudenza@unipd.it](mailto:erasmus.giurisprudenza@unipd.it)

**Office hours:** Monday 10AM – 1PM; Thursday 10AM – 3PM (from 1PM to 3PM by appointment only to be arranged by email)

## Refer to the Erasmus Office of LAW (Giulia) or SPGI (Anna) for:

- Learning Agreement
- Study Plan
- Information about the educational courses on offer, professors, schedules, registration of exam grades, etc ...

## Refer to the Central Office at Palazzo Bo (Irene, Federica or Elisa) for:

- Extension request
- Certificate of arrival and departure (certificate of stay)
- Transcript of records

# REGISTRATION AT UNIPD

**SASSA SERVICE** (by appointment: <https://incomingstudents.setmore.com/>)

➤ your **Student ID card (badge)**

(on the card: **registration number - MATRICOLA**)

## CONTRIBUTION TO ENROLMENT

➤ On Uniweb portal: payment € 24.50 for administrative costs and University insurance for accidents

**ATTENTION!!** - If you don't pay the contribution of € 24.50, your enrolment will be cancelled and you will not be able to sign up for exams.

### 3. Your new UNIPD ACCOUNT

USERNAME: [name.surname@studenti.unipd.it](mailto:name.surname@studenti.unipd.it)

PASSWORD is the one you have set in the Application Form

#### About your password

- To recover it: <https://uniweb.unipd.it/password/index.php/en/>
- Password expires every three months (do not let it expire!)
- Ask for help from Buddies and junior Tutors

Same credentials for:

- **UNIWEB**: payment of € 24.50, study plan, online booklet, exam registration and acceptance of grades
- **Moodle**: sharing course materials and information
- **Webmail**: institutional email account

## ON UNIWEB, please update your personal profile by adding

- your Italian **mobile phone** number and
- your **address in Padova**

### How to...

- Enter Uniweb and click on «**Home**» in the top right corner sandwich menu
- Click on «**Master data**»
- Click on «**Edit residence details**» in the Residence section

### Personal record

On this page you can find information about personal details, permanent address (residence) and domicile. You can change

#### Residence

Country	Germany
Town/City	Halle (Saale)
Postcode	
Part of town/city	
Address	06112, Friesenstraße
n°	15
Valid from	01/10/2016
Telephone n°	01626224966
Domicile coincides with residence	N

[Edit residence details](#) Use to link to edit Residence details

... *how to...*

- **DO NOT CHANGE THE RESIDENCE ADDRESS!**
- *On the last question click on «N» to add the Domicile section*
- *Click on Next*



#### Registration: Permanent address (Residence)

Please enter or edit your permanent address (Residence)

Residence

Country*	Italy
Province*	Padova
	<small>if in Italy</small>
Town/City*	Allignatesego
Postcode*	35020
	<small>if in Italy</small>
Part of town/city	
Address (if not in Italy, please enter also the postcode)*	VIA A. VOLTA
	<small>(St, Rd, Av, Square...)</small>
n**	11
Valid from*	13/05/2013
	<small>(gg/mm/aaaa)</small>
Telephone n**	0498805577
Domicile coincides with residence (permanent address)*	<input type="radio"/> Y <input checked="" type="radio"/> N

Back Next

... how to

- Complete the **Domicile** section with your address in Padova and your Italian mobile phone number, if you have one (if not, write the number you are using here).
- Click on **Next** and it's done

Registration: current address (Domicile)

Please enter or edit your current address (Domicile)

Domicile

C/O	<input type="text"/>
Country*	Germany ▼
Town/City:*	Halle (Saale)
Postcode	<input type="text"/>
<small>if in Italy</small>	
Part of town/city	<input type="text"/>
Address (if not in Italy, please enter also the postcode)*	06112, Friesenstraße <small>(St, Rd, Av, Square.)</small>
n°*	15
Telephone n°	01626224966

Back Next

**Does your Home University require its own  
ARRIVAL CERTIFICATE?**



***NO***



***Forward to your Home University the  
Certificate of Arrival that you receive via  
email by our office.***

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# ARRIVAL CERTIFICATE

This is the template of the Arrival Certificate used by UniPD.

It will be sent to you **via email** after you pick up your student card at **SASSA Service**. You should forward it to your Home University to prove your arrival.

The date stated in your Certificate will be **23rd September 2020** (unless you arrive afterwards).

**REMIND:** If you haven't been to Sassa Service yet, PLEASE make an appointment ASAP!

AMMINISTRAZIONE CENTRALE  
AREA DIDATTICA E SERVIZI AGLI STUDENTI  
INTERNATIONAL OFFICE



UNIVERSITÀ  
DEGLI STUDI  
DI PADOVA

Via VIII Febbraio, 2  
35122 Padova (Italy)  
tel +39 049 827 3061-3063  
fax +39 049 827 3060  
erasmus.incoming@unipd.it  
CF 80006490281  
P.IVA 00742430283

## DICHIARAZIONE DI ARRIVO – Anno Accademico 2018/19 *Arrival Certificate – Academic year 2018/19*

Si attesta che  
*We hereby certify that*

Cognome e Nome: \_\_\_\_\_  
*Surname and Name:*

Luogo di nascita: \_\_\_\_\_  
*Place of Birth:*

Data di nascita: \_\_\_\_\_  
*Date of Birth*

Università di provenienza: \_\_\_\_\_  
*Sending Institution:*

è arrivato/a il 26/09/2018  
*arrived on*

presso l'Università degli Studi di Padova  
*at the University of Padova*

nell'ambito del programma di mobilità Erasmus+ for studies  
*in the framework of Erasmus+ for studies Programme*

sotto la supervisione del Prof.: \_\_\_\_\_  
*under the supervision of Professor:*

nella scuola/ nel dipartimento of: \_\_\_\_\_  
*in the school / department of*

Si rilascia la presente dichiarazione in carta semplice per gli usi consentiti dalla legge.  
*This document is issued to the person concerned for the purposes granted by law.*

Padova, 26/09/2018

Per il Capo Servizio  
*For the Head of the International Office*



*Federica Cecchi*

## Does your Home University require its own ARRIVAL CERTIFICATE?



**YES**



*Fill in the form of your Home University as follows:*

- **Name, Surname, Home University / Institution**
- **Host University / Institution:** *UNIVERSITÀ DEGLI STUDI DI PADOVA*
- **Erasmus code:** *1 - PADOVA01*
- **Arrival date:** *23<sup>rd</sup> September 2020*

***DO NOT SIGN THE FORM!!*** *We will sign it for you*

- Please send the document by email to [erasmus.incoming@unipd.it](mailto:erasmus.incoming@unipd.it)
- **SEND the ARRIVAL CERTIFICATE to your Home University** (we will not send it, you have to do it yourselves)

# ITALIAN LANGUAGE COURSE

<http://cla.unipd.it/en/courses/italian-courses/biannual-courses/>

You have at your disposal a **free-of-charge Italian course offered by the CLA** (Level from pre-A1 to C1). The course will be **included in your transcript of records for 3 ECTS** (you can also add it to your LA).

To attend the course:

1. <b>Enroll</b> according to your self-evaluation (there is no placement test)	<b>by 4th October</b>
2. <b>Confirm your participation:</b> you can choose one of the available courses according to your language level and your timetable preferences	<b>from 7th to 9th October</b>
3. <b>Courses start</b>	<b>12th October</b>

Courses may start online or in classroom. Then, depending on how the situation develops, they may continue in the classroom

The CLA also offers movies to rent, a tandem programme, theatre courses and much more.

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# Language Centre (CLA) Students Office

## Contacts

<http://cla.unipd.it/en/>

Address: Via Venezia, 16 (5th floor) –  
35131 Padova

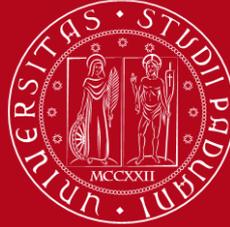
**Opening hours:** Monday to Friday 9:30AM  
till 1PM

Tel.: +39 049 827 6185 (only during  
opening hours)

**Email:** [didattica.cla@unipd.it](mailto:didattica.cla@unipd.it) (for  
inquiries about courses)



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# Unipd tools for students: **UNIWEB and MOODLE**

# UNIWEB – <https://uniweb.unipd.it/>

## Welcome

Welcome to your reserved area.  
In order to edit your personal details click on "Home" -> "Master data"  
Information about your degree course and course units are available on the website <http://didattica.unipd.it>

## Notices

We have detected phishing attempts to steal users' credentials through their university email account. Please ignore and cancel any message asking you to send your personal details by email, as University of Padova system administrations will never ask you to send your personal

Personal details Show details ▶

Control panel Hide details ▼

Process	Status	To do list
Fees	expired - Available MAV	<a href="#">display</a>
Career plan	editable	<a href="#">study plan</a>
Available terms	2 appelli disponibili	<a href="#">prenota</a>
Term registration	0 bookings	

## Notes

### Notes

Note text

No notes

Student status

Messages

Personal messages

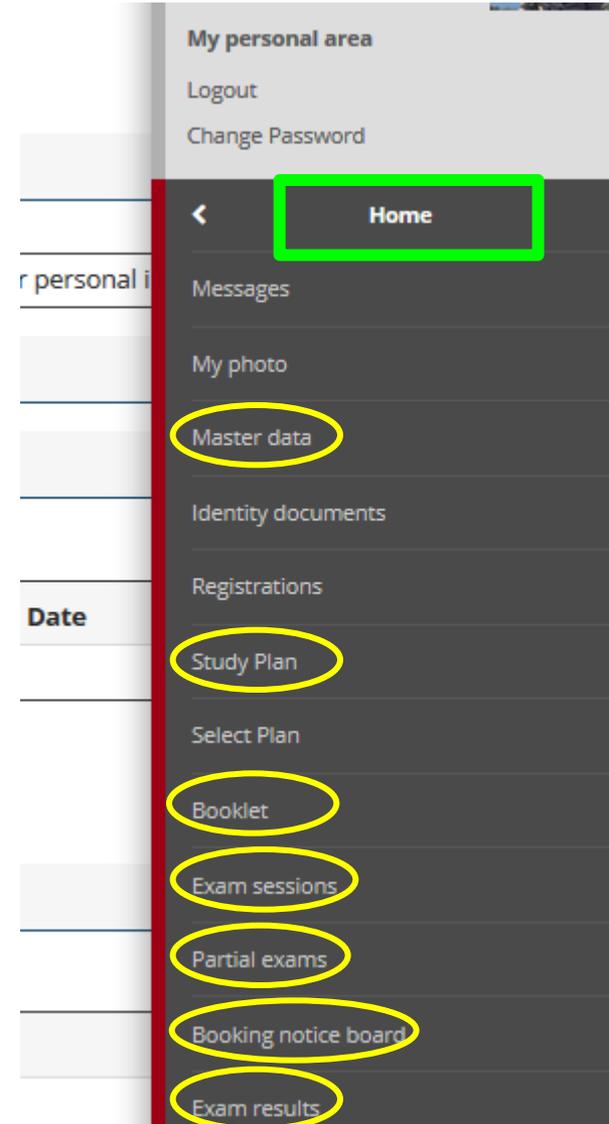
Sender	Title	Date
No messages		

- Home
- Messages
- My photo
- Master data
- Identity documents
- Registrations
- Study Plan
- Select Plan
- Booklet
- Exam sessions
- Partial exams
- Booking notice board
- Exam results

# UNIWEB

The most important tool, through which you have to:

- Pay the **€24.50** contribution to enrolment
- Update your personal data (**Master Data**)
- Fill in your **Study Plan**
- Check the complete list of your course units in the **Booklet**
- Display the **Exam sessions** and sign up to sit the exam
- Sign up to **Partial exams**, if any
- Check if you have correctly signed up to exams (**Booking notice board**)
- See your **Exam results** and refuse the grade (only if you are not happy with it!!)



## What is MOODLE?

Moodle is an **e-learning platform** through which professors make available to students teaching material, publish information about the course and lessons, assign tasks, exercises, tests and more.

To access, use the **same credentials for Uniweb**.

**YOU MUST REGISTER IN MOODLE IN EACH COURSE UNIT  
YOU ARE GOING TO ATTEND!**

We advise that you start from the  
**COURSE CATALOGUE**

In Italian:

<https://didattica.unipd.it/off/2020>

In English:

<https://en.didattica.unipd.it/off/2020>



Academic offer in English:

<https://en.didattica.unipd.it/catalogues>

Go to the page of each course unit and  
click on the **E-learning website link**:

Home > 2020 > Second cycle degree courses > School of Economics and Political Science > HUMAN RIGHTS AND MULTI-LEVEL GOVERNANCE > Common track > HUMAN RIGHTS PRACTICE

[First cycle  
degree courses](#)

[Second cycle  
degree courses](#)

[Single cycle  
degree courses](#)

[School of Economics and Political Science](#)

[HUMAN RIGHTS AND MULTI-LEVEL GOVERNANCE](#)

Course unit  
HUMAN RIGHTS PRACTICE  
EPP8084027, A.A. 2020/21

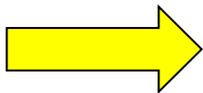
Information concerning the students who enrolled in A.Y. 2020/21

Information on the course unit

<b>Degree course</b>	Second cycle degree in <a href="#">HUMAN RIGHTS AND MULTI-LEVEL GOVERNANCE</a> EP1980, Degree course structure A.Y. 2013/14, A.Y. 2020/21
<b>Number of ECTS credits allocated</b>	6.0
<b>Type of assessment</b>	Mark
<b>Course unit English denomination</b>	HUMAN RIGHTS PRACTICE
<b>Department of reference</b>	<a href="#">Department of Political Science, Law, and International Studies</a>
<b>E-Learning website</b>	<a href="https://elearning.unipd.it/spgi/course/view.php?idnumber=2020-EP1980-000ZZ-2020-EPP8084027-N0">https://elearning.unipd.it/spgi/course/view.php?idnumber=2020-EP1980-000ZZ-2020-EPP8084027-N0</a>
<b>Mandatory attendance</b>	No
<b>Language of instruction</b>	English
<b>Branch</b>	PADOVA



bring this page  
with you



If you **access from the course catalogue** it's easier: you will land directly in the Moodle's course page.

To register in the course, you need to **login** to Moodle first:

EPP8084027 - HUMAN RIGHTS PRACTICE 2020-2021

Stai utilizzando un accesso da ospite (Login)

1 / Corsi di laurea magistrale / EP1980 - HUMAN RIGHTS AND MULTI-LEVEL GOVERNANCE / 2020-EP1980-000ZZ-2020-EPP8084027-NO / Opzioni di iscrizione

Opzioni di iscrizione

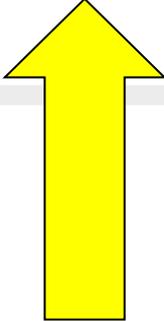
 EPP8084027 - HUMAN RIGHTS PRACTICE 2020-2021 →

Docente: Sara Pennicino

▼ Iscrizione spontanea (Student)

Gli ospiti non possono entrare in questo corso, per favore autenticati.

[Continua](#)



Click on «**ACCEDI A MOODLE CON SINGLE SIGN ON (SSO)**» (on the top left)

Se è la prima volta che arrivi in questa pagina

## Accedi a Moodle con il Single Sign On



Il browser deve avere i cookie abilitati ?

[Recupero password SSO @studenti.unipd.it](#)

[Recupero password SSO @unipd.it](#)

## Accesso a Moodle

Username

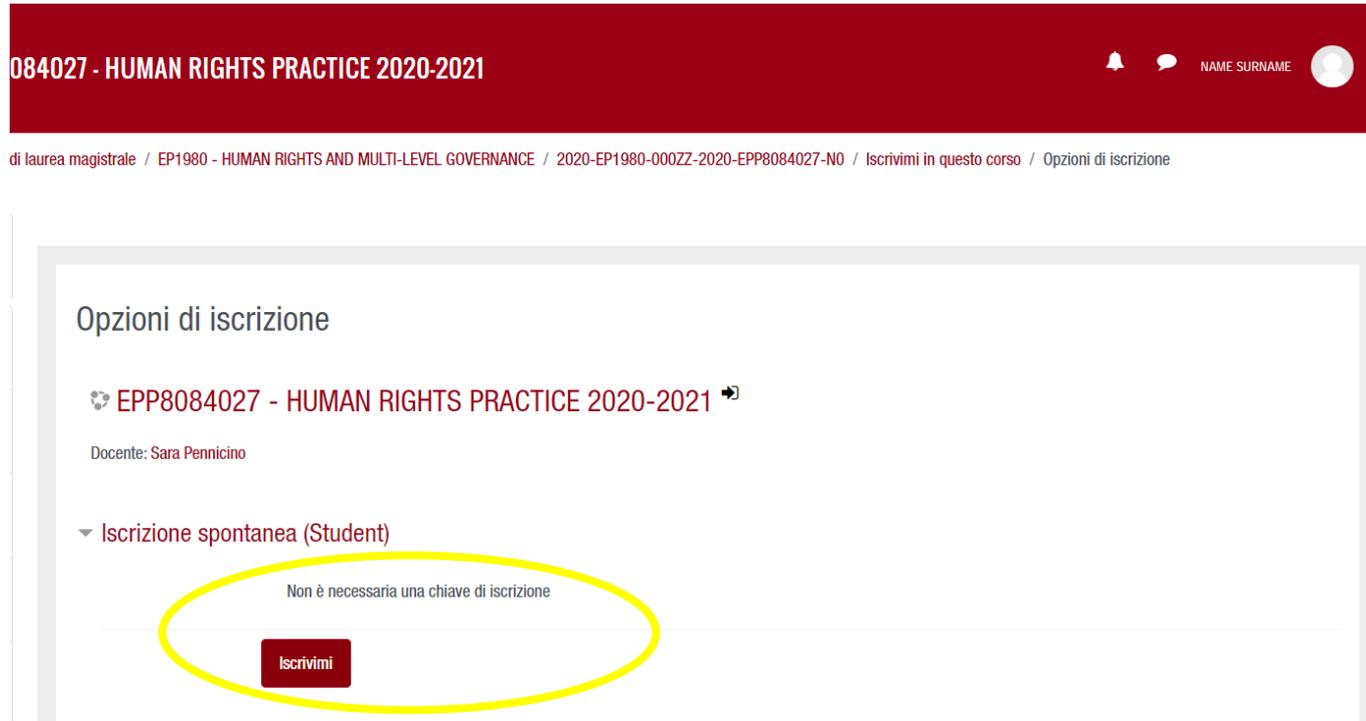
Password

Lo

1. Sei uno Studente o Docente o PTA dell'Università di Padova?

2. Non appartieni al riquadro a sinistra

If no password (“*Chiave di iscrizione*”) was set by the Professor, you will just need to click on **ISCRIVIMI** (“Register me”):



084027 - HUMAN RIGHTS PRACTICE 2020-2021

di laurea magistrale / EP1980 - HUMAN RIGHTS AND MULTI-LEVEL GOVERNANCE / 2020-EP1980-000ZZ-2020-EPP8084027-NO / Iscrivimi in questo corso / Opzioni di iscrizione

### Opzioni di iscrizione

🗑️ EPP8084027 - HUMAN RIGHTS PRACTICE 2020-2021 ➡️

Docente: Sara Pennicino

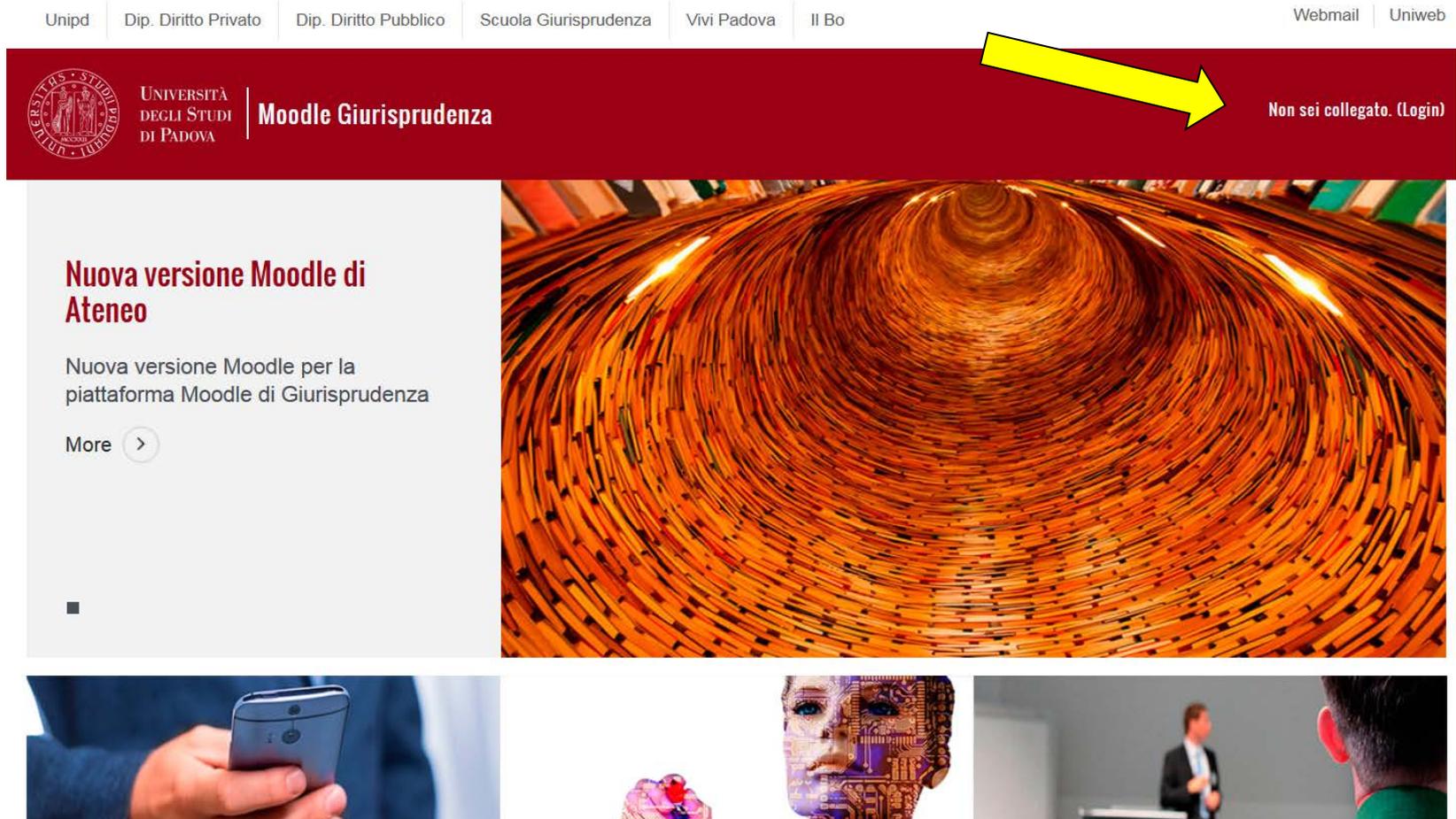
▼ Iscrizione spontanea (Student)

Non è necessaria una chiave di iscrizione

**Iscrivimi**

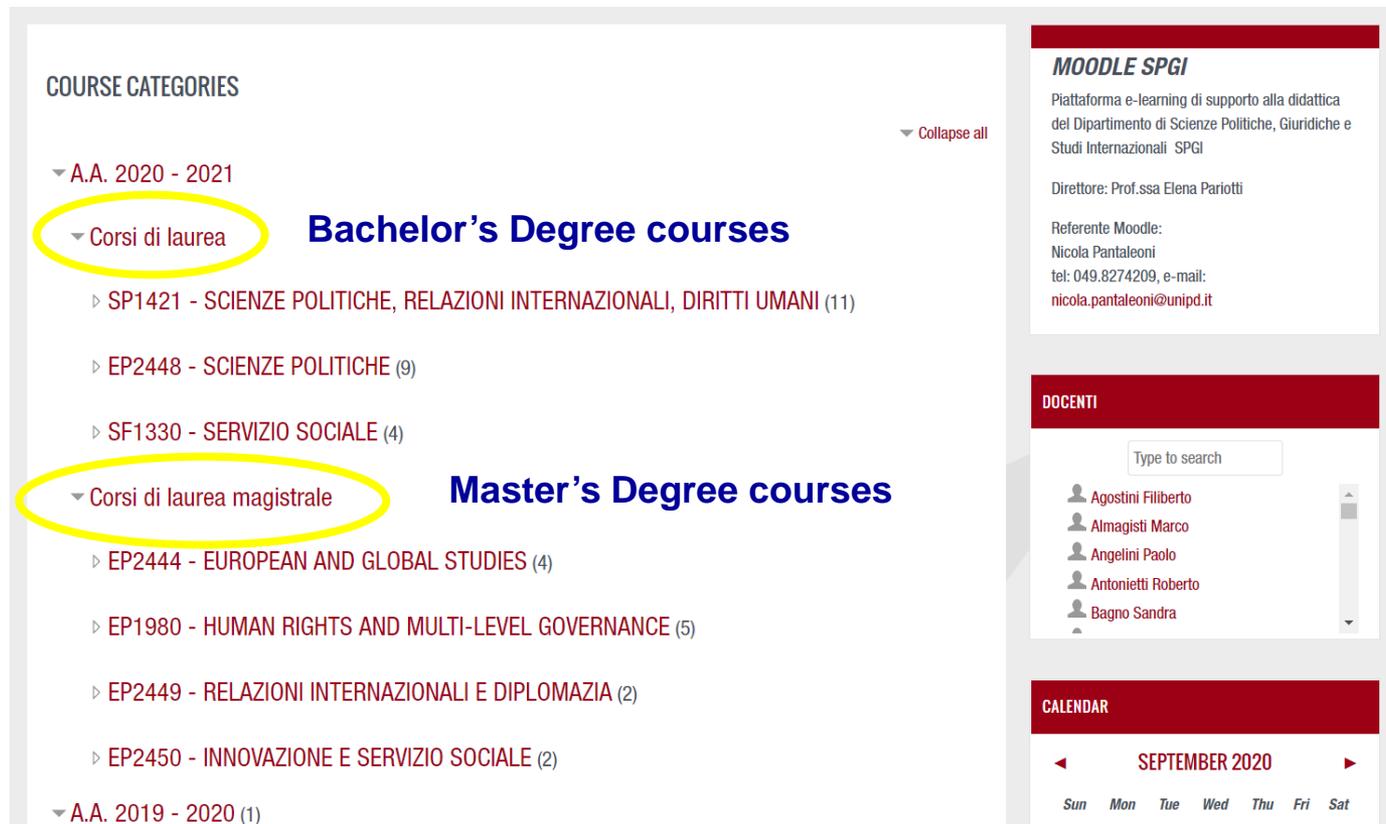
If a password (“*Chiave di iscrizione*”) was set , you should ask the Professor directly!

You can also access Moodle from the **Department e-learning page:**  
(**LOGIN** on the top right)



The screenshot shows the Moodle Giurisprudenza website interface. At the top, there is a navigation menu with links for Unipd, Dip. Diritto Privato, Dip. Diritto Pubblico, Scuola Giurisprudenza, Vivi Padova, and Il Bo. On the right side of the menu, there are links for Webmail and Uniweb. Below the menu is a dark red header bar containing the University of Padua logo, the text "UNIVERSITÀ DEGLI STUDI DI PADOVA", and "Moodle Giurisprudenza". On the right side of the header bar, there is a login link that says "Non sei collegato. (Login)". A yellow arrow points to this login link. Below the header bar, there is a large image of a spiral of books. To the left of the spiral, there is a white box with the text "Nuova versione Moodle di Ateneo" and "Nuova versione Moodle per la piattaforma Moodle di Giurisprudenza". Below this text is a "More" button with a right-pointing arrow. At the bottom of the page, there are three small images: a hand holding a smartphone, a colorful abstract image, and a person's face with a circuit board overlay.

If you do so, from the Homepage (scroll down) you can **browse** through the list of degree courses and the respective course units:



**COURSE CATEGORIES** ▼ Collapse all

▼ A.A. 2020 - 2021

▼ **Corsi di laurea** **Bachelor's Degree courses**

- ▶ SP1421 - SCIENZE POLITICHE, RELAZIONI INTERNAZIONALI, DIRITTI UMANI (11)
- ▶ EP2448 - SCIENZE POLITICHE (9)
- ▶ SF1330 - SERVIZIO SOCIALE (4)

▼ **Corsi di laurea magistrale** **Master's Degree courses**

- ▶ EP2444 - EUROPEAN AND GLOBAL STUDIES (4)
- ▶ EP1980 - HUMAN RIGHTS AND MULTI-LEVEL GOVERNANCE (5)
- ▶ EP2449 - RELAZIONI INTERNAZIONALI E DIPLOMAZIA (2)
- ▶ EP2450 - INNOVAZIONE E SERVIZIO SOCIALE (2)

▼ A.A. 2019 - 2020 (1)

**MOODLE SPGI**  
Piattaforma e-learning di supporto alla didattica del Dipartimento di Scienze Politiche, Giuridiche e Studi Internazionali SPGI  
Direttore: Prof.ssa Elena Pariotti  
Referente Moodle: Nicola Pantaleoni  
tel: 049.8274209, e-mail: nicola.pantaleoni@unipd.it

**DOCENTI**

Type to search

- Agostini Filiberto
- Almagisti Marco
- Angelini Paolo
- Antonietti Roberto
- Bagno Sandra

**CALENDAR**

◀ **SEPTEMBER 2020** ▶

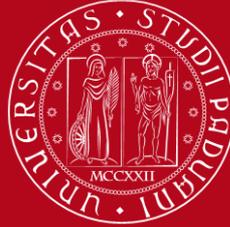
Sun Mon Tue Wed Thu Fri Sat

The **list of all e-learning platforms** is available here:

<https://www.unipd.it/en/elearning>

But we recommend that you **access from the course catalogue**, because it's easier!

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# Course Catalogue Restrictions and Learning Agreement

# COURSE CATALOGUE

**In Italian:**

<https://didattica.unipd.it/off/2020>

**In English:**

<https://en.didattica.unipd.it/off/2020>



**Academic offer in English:**

<https://en.didattica.unipd.it/catalogues>

The guide “***How to choose courses at Unipd***” is available on our website at this link (“Learning Agreement changes” section):

<https://www.unipd.it/en/exchange-students/erasmus-studies-incoming/during-your-stay-erasmus-studies>

# TIPS ON THE COURSE CATALOGUE

We suggest that you consider the **“Course units available in A.Y. 2020/21”** section (left bottom box) to display the **complete list of course units** on offer (held **both in Italian or in English**) available per School

UNIVERSITÀ DEGLI STUDI DI PADOVA Unipd.it   Contacts   IT

**Educational offer**

Home

**▼ Educational offer**

Select your enrollment Academic Year:

[A.Y. 2020/21](#)  
[A.Y. 2019/20](#)  
[A.Y. 2018/19](#)  
[A.Y. 2017/18](#)  
[A.Y. 2016/17](#)  
[A.Y. 2015/16](#)  
[A.Y. 2014/15](#)  
[A.Y. 2013/14](#)  
[A.Y. 2012/13](#)  
[A.Y. 2011/12](#)

Here you can find the information about all the course units of the degree courses offered by the University of Padova.

For each course unit you will find all available details such as the educational aims, the syllabuses and the lecturers' names.

Please select your enrollment academic year up here on the right, then choose the type of degree course, the School and the degree course in order to get all the information.

[Download "Prospetto dell'offerta formativa" \(official overview of educational offer\) A.Y. 2020/21.](#)

**Course units available in A.Y. 2020/21**

- [School of Agricultural Sciences and Veterinary Medicine](#)
- [School of Economics and Political Science](#)
- [Law School](#)
- [School of Engineering](#)
- [School of Medicine](#)
- [School of Psychology](#)
- [School of Science](#)
- [School of Human and Social Sciences and Cultural Heritage](#)

**▼ Course units in other languages A.Y. 2020/21**

[Catalogues of course units held in English](#)

- [School of Agricultural Sciences and Veterinary Medicine](#)
- [School of Economics and Political Science](#)
- [Law School](#)
- [School of Engineering](#)
- [School of Medicine](#)
- [School of Psychology](#)
- [School of Science](#)
- [School of Human and Social Sciences and Cultural Heritage](#)

Università degli Studi di Padova, via 8 febbraio 2, 35122 Padova / P.IVA 00742430283 - [Informazioni sull'uso dei cookie](#)

# TIPS ON THE COURSE CATALOGUE

You click on  
**“Current A.Y.  
 20XX/XX”** to  
 display relevant  
 information  
 related to the  
 specific course  
 unit you wish to  
 attend

UNIVERSITÀ DEGLI STUDI DI PADOVA Unipd.it Contacts

**Educational offer**

Home

Course units available in A.Y. 2020/21  
 Law School

Available Course units			
Degree course code (?)	Course unit code	Course unit name	Cred
GI0270	GI01103669	ADMINISTRATIVE CASE LAW AND PROCEDURE <a href="#">A.Y. 2020/21 details</a>	9
GI0270	GI01103669	ADMINISTRATIVE CASE LAW AND PROCEDURE <a href="#">A.Y. 2020/21 details</a>	9
GI0269	GIL1001890	ADMINISTRATIVE LAW <a href="#">A.Y. 2020/21 details</a>	6
GI0270	GI05101905	ADMINISTRATIVE LAW <a href="#">A.Y. 2020/21 details</a>	9

# Information required for your Learning Agreement and your Study Plan on Uniweb available on the Course Catalogue:

- **Course Unit code** (e.g. GI01103669)
- **Course Unit exact name**
- **Degree Course** to which it belongs
- **Number of credits**
- **Department of reference**
- **Period:** when the course unit is offered (First Semester, Second Semester or Annual)
- **Language** of instruction
- **Branch:** the campus where the course unit is offered (some course units are only offered at Treviso or Rovigo, even though you are allowed to attend them)
- **Lecturers:** click here and information about the Teacher in charge will show up (contacts details and receiving hours as well)
- **Syllabus**

UNIVERSITÀ DEGLI STUDI DI PADOVA [Unipd.it](#) [Contacts](#) [IT](#) [EN](#) [Webmail](#) [Uniweb](#)

## Educational offer

Search

Home > 2015 > Single cycle degree courses > Law School > LAW AND JURISPRUDENCE (Ord. 2014) > GENERICO - SEDE DI PADOVA > ADMINISTRATIVE CASE LAW AND PROCEDURE

<a href="#">First cycle degree courses</a>	<a href="#">Second cycle degree courses</a>	<a href="#">Single cycle degree courses</a>
--	---	---

[Law School](#)

[LAW AND JURISPRUDENCE](#)

**Course unit**  
ADMINISTRATIVE CASE LAW AND PROCEDURE  
GI01103669, A.A. 2019/20

Information concerning the students who enrolled in A.Y. 2015/16

**Information on the course unit**

<b>Degree course</b>	5 years single cycle degree in <a href="#">LAW AND JURISPRUDENCE (Ord. 2014)</a> GI0270, Degree course structure A.Y. 2014/15, A.Y. 2019/20
<b>Degree course track</b>	<a href="#">GENERICO - SEDE DI PADOVA [999PD]</a>
<b>Number of ECTS credits allocated</b>	9.0
<b>Type of assessment</b>	Mark
<b>Course unit English denomination</b>	ADMINISTRATIVE CASE LAW AND PROCEDURE
<b>Department of reference</b>	<a href="#">Department of Public, International and Community Law</a>
<b>Mandatory attendance</b>	No
<b>Language of instruction</b>	Italian
<b>Branch</b>	PADOVA
<b>Single Course unit</b>	The Course unit can be attended under the option Single Course unit attendance
<b>Optional Course unit</b>	The Course unit can be chosen as Optional Course unit

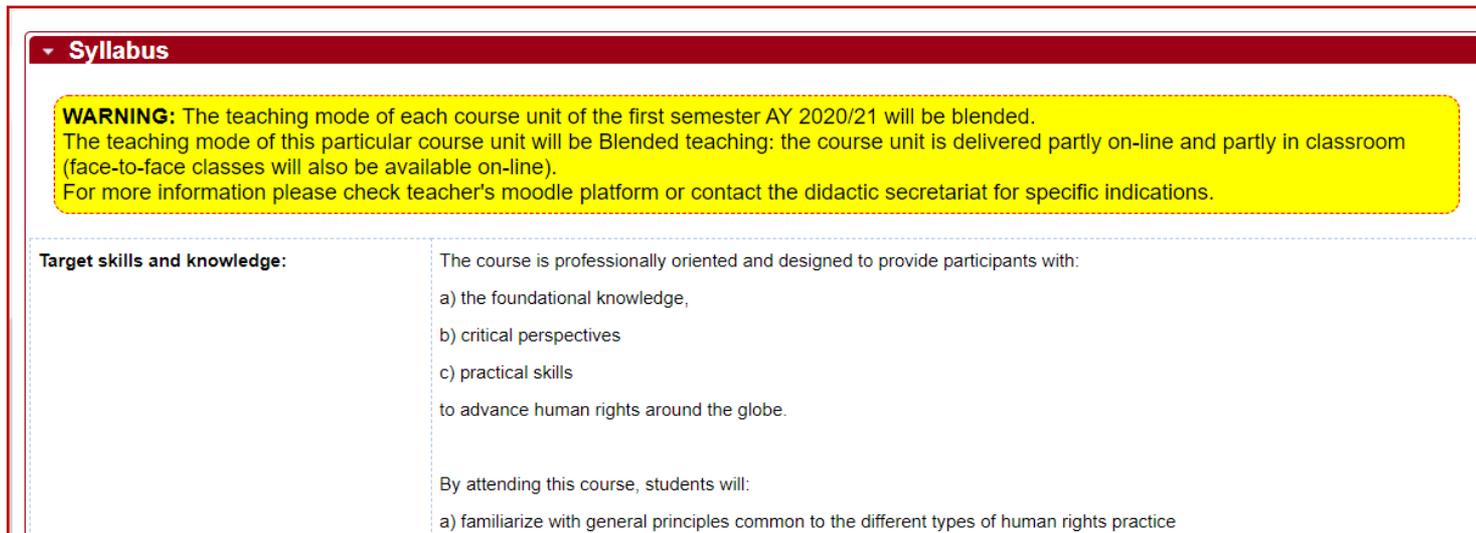


bring this page with you

In the course unit's page in the [course catalogue](#), you also find:

- 1) the direct link to the **timetable**
- 2) the direct link to the **Moodle page**
- 3) the **teaching modality**:

online or blended (in classroom and online) – see image below



**Syllabus**

**WARNING:** The teaching mode of each course unit of the first semester AY 2020/21 will be blended.  
The teaching mode of this particular course unit will be Blended teaching: the course unit is delivered partly on-line and partly in classroom (face-to-face classes will also be available on-line).  
For more information please check teacher's moodle platform or contact the didactic secretariat for specific indications.

<b>Target skills and knowledge:</b>	The course is professionally oriented and designed to provide participants with: <ul style="list-style-type: none"><li>a) the foundational knowledge,</li><li>b) critical perspectives</li><li>c) practical skills</li></ul> to advance human rights around the globe.  By attending this course, students will: <ul style="list-style-type: none"><li>a) familiarize with general principles common to the different types of human rights practice</li></ul>
-------------------------------------	--



# RESTRICTIONS

As a **general rule you can attend course units in any other Department, as long as your LA is approved, BUT** you must make sure there are NO restrictions.

## 1. School of Law: “DDP-P” course units

They are NOT available for exchange students: these are special and reduced modules only for double degree students.

GI0270	GIP7082323	DIRITTO AMMINISTRATIVO (DDP-P)	9	Secondo semestre	ITA	<a href="#">ALESSANDRO CALEGARI</a>
		<a href="#">Info e programma immatricolati A.A. 2015/16</a> <a href="#">Attuale A.A. 2017/18</a>				
GI0270	GIP7082323	DIRITTO AMMINISTRATIVO	9	Secondo semestre	ITA	<a href="#">CRISTIANA</a>

# RESTRICTIONS

- 2. SPGI Department:** Bachelor students **CANNOT** choose course units from the Master's degree programme in "Human Rights and Multi level Governance". They can choose course units from **OTHER** Master's degree programmes: in this case, they should check the prerequisites in the syllabus of each course unit.

You can attend bachelor courses held in Italian and take the exam in English!

A list of them can be downloaded here:

<https://www.spgi.unipd.it/incoming-students>



# RESTRICTIONS

## 3. GENERAL RULE which applies to all Schools: «Corsi Integrati»:

They are course units composed of two or more modules

It is compulsory to sit the exam and successfully pass all the modules otherwise they will not appear in your final transcript of records. You CANNOT choose only one module.

Insegnamento  
MANAGEMENT DELLE RETI DI GOVERNANCE (C.I.)  
EPP4068100, A.A. 2016/17

### Principali informazioni sull'insegnamento

Corso di studio	Corso di laurea magistrale in <a href="#">STUDI EUROPEI</a> SP1866, ordinamento 2013/14, A.A. 2016/17
Curriculum	<a href="#">POLITICHE DELL'UNIONE EUROPEA [002PD]</a>
Crediti formativi	
Denominazione inglese	MANAGEMENT OF NETWORK GOVERNANCE
Dipartimento di riferimento	<a href="#">Dipartimento di Scienze Politiche, Giuridiche e Studi Internazionali</a>
Obbligo di frequenza	No
Lingua di erogazione	ITALIANO
Sede	PADOVA



### Docenti

Responsabile			
	PATRIZIA MESSINA	<a href="mailto:patrizia.messina@unipd.it">patrizia.messina@unipd.it</a>	SPS/04

### Moduli che appartengono al corso

Codice	Insegnamento	Responsabile
EPP4068101	<a href="#">ANALISI ORGANIZZATIVA (MOD. B)</a>	MAURO SALVATO
EPP4068102	<a href="#">POLITICHE DELL'UNIONE EUROPEA PER LO SVILUPPO LOCALE (MOD. A)</a>	PATRIZIA MESSINA

## *How to get in contact with a teacher...*

<http://www.didattica.unipd.it/>

- *Write the teacher's surname in the website's search engine*
- *Click on the teacher's name which appears next to the course title*
- *Visit the teacher's page where you will find all their contact information and their office hours*

## *How to write/talk to a teacher...*

**The relation between teachers and students is pretty formal in Italy**

Please remember to use the courtesy form (**LEI**) if you are speaking or writing in Italian

**e.g.** *“Buongiorno  
professoressa Bianchi, sono  
uno studente Erasmus di  
Coimbra, posso chiederLe  
un'informazione?”*

# LEARNING AGREEMENT

## during the mobility

- We recommend that you change your LA **within 30/40 days from the beginning of the Semester however UNIPD does not set a specific deadline** (you should also check your Home University rules) so ...
- ... take your time in changing your LA and send it only once you are sure about the activities you wish to carry out
- If your Home University does not require a specific form, **download the Standard European form from our website**  
<https://www.unipd.it/en/exchange-students/erasmus-studies-incoming/during-your-stay-erasmus-studies>
- **Send by email your LA** (signed by you) **to your Erasmus officer** (Anna for SPGI students and Giulia for Law students).
- **Once signed by the Academic Coordinator, it will be sent back to your email address.**
- Pay close attention to any **comments** we might add to the LA!

# LEARNING AGREEMENT during the mobility

- Make sure to fill in the **right template** (LA during the mobility, NOT another before the mobility)
- Remember to write your **name** on the top right
- Please also specify the **code of each course unit**
- Remember to **sign** the LA



Erasmus+

Higher Education Learning Agreement form  
Student's name

**Section to be completed DURING THE MOBILITY**

**CHANGES TO THE ORIGINAL LEARNING AGREEMENT**

## I. EXCEPTIONAL CHANGES TO THE PROPOSED MOBILITY PROGRAMME

Table C: Exceptional changes to study programme abroad or additional components in case of extension of stay abroad

Component code (if any) at the receiving institution	Component title (as indicated in the course catalogue) at the receiving institution	Deleted component	Added component	Reason for change	Number of ECTS credits to be awarded by the receiving institution upon successful completion of the component
		<input type="checkbox"/>	<input type="checkbox"/>		
		<input type="checkbox"/>	<input type="checkbox"/>		
		<input type="checkbox"/>	<input type="checkbox"/>		
		<input type="checkbox"/>	<input type="checkbox"/>		
		<input type="checkbox"/>	<input type="checkbox"/>		
Total: .....					

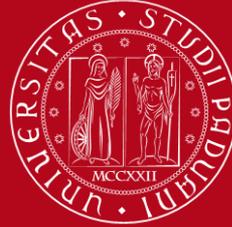
Table D: Revised group of educational components in the student's degree that will be replaced at sending institution\*

Component code (if any) at the receiving institution	Component title (as indicated in the course catalogue) at the sending institution	Deleted component	Added component	Reason for change	Number of ECTS credits
		<input type="checkbox"/>	<input type="checkbox"/>		
		<input type="checkbox"/>	<input type="checkbox"/>		
Total: .....					

The student, the sending and the receiving institutions confirm that they approve the proposed amendments to the mobility programme.

Approval by e-mail or signature of the student and of the sending and receiving institution responsible persons.

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# Academic calendar, timetable and class attendance

# ACADEMIC CALENDAR

<https://www.unipd.it/en/key-academic-dates>

## First Semester (semester system)

**Classes:** 28th September 2020 to  
16th January 2021

**Exam session:** between 18th  
January and 27th February 2021

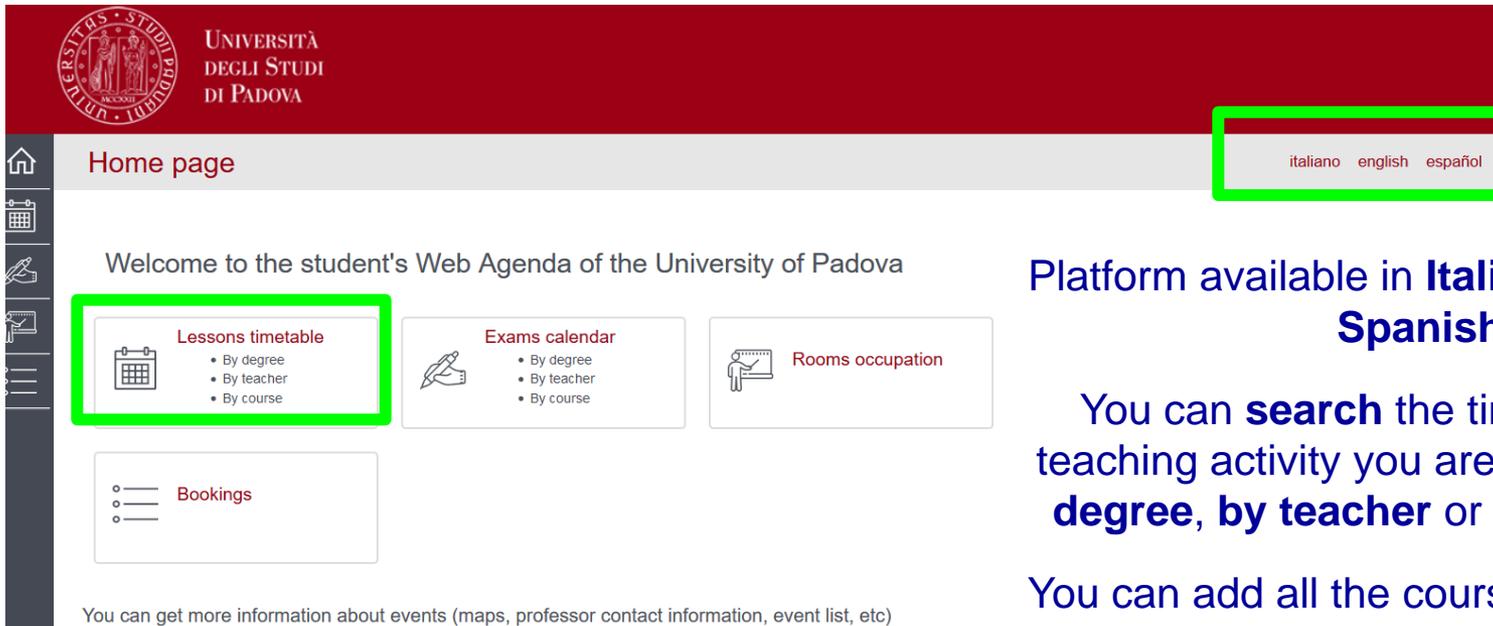
The University is closed on the Italian  
Public holidays and

classes are suspended during  
**Christmas holidays** (23<sup>rd</sup> December  
2020 to 6<sup>th</sup> January 2021)



# TIMETABLE

<https://gestionedidattica.unipd.it/Aule/Orario/>



The screenshot shows the 'Home page' of the University of Padua's Web Agenda. The header includes the university logo and name. A language selection menu is highlighted with a green box, showing options for 'italiano', 'english', and 'español'. The main content area features several navigation cards: 'Lessons timetable' (highlighted with a green box), 'Exams calendar', 'Rooms occupation', and 'Bookings'. The 'Lessons timetable' card lists options: 'By degree', 'By teacher', and 'By course'. A footer note states: 'You can get more information about events (maps, professor contact information, event list, etc)'.

Platform available in **Italian, English and Spanish**

You can **search** the timetable of the teaching activity you are interested in **by degree, by teacher or by course unit**

You can add all the course units you wish to attend to have a **complete and customised overview of your timetable**

Make sure to select the course unit belonging to the correct degree course!

# TIMETABLE

## WARNING

You should search for the **official name of the course unit**, NOT its English translation.  
Check the **language of instruction** to know whether the official name of the course unit is in Italian or in English.

### CASE 1: Administrative Law

The official name is in Italian as the language of instruction is Italian, therefore you have to search “***Diritto Amministrativo***”

☰ Search your timetable by course

By degree \_\_\_\_\_

By teacher \_\_\_\_\_

● By course \_\_\_\_\_

Academic year: 2019/2020 ▼

Teaching activity:  
ADMINISTRATIVE LAW  
No results found

View

### CASE 2: Children’s Rights

The official name is in English as the language of instruction is English

☰ Search your timetable by course

By degree \_\_\_\_\_

By teacher \_\_\_\_\_

● By course \_\_\_\_\_

Academic year: 2019/2020 ▼

Teaching activity:  
CHILDREN'S RIGHTS  
CHILDREN'S RIGHTS - Cds: HUMAN RIGHTS AND MULTI-LEVEL GOVERNANCE (Laurea Magistrale)

View

# We remind you that this semester:

For each course unit, one of the following teaching modalities will be adopted:

1. **Dual teaching:** the course is offered simultaneously in class and online.
2. **Blended teaching:** part of the course is offered exclusively online, part is offered both in class and online.
3. **In presence teaching:** the activity (lab, trainings, field trips) is offered in presence only. Students who cannot physically attend the activity will be provided with online materials to acquire the relevant competencies.
4. **Online teaching:** the course is offered exclusively online.

The information about the teaching modality of each course unit is in the course catalogue (<https://en.didattica.unipd.it/>).

Download the mandatory app «**OrariUnipd**»:



<https://play.google.com/store/apps/details?id=it.easystaff.unipd>

<https://apps.apple.com/it/app/orariunipd/id1436137050>

You should set your **personal timetable** and  
you **must use it** to **notify your presence** and **reserve your  
place** in the classroom!

You can also book your place in the **study rooms**.



Watch the app presentation on [YouTube](#)

## How to attend lessons in class @GIURI:

<https://www.giurisprudenza.unipd.it/turni-la-partecipazione-presenza-alle-lezioni>

- Download **SHIFTS FOR ATTENDANCE IN PRESENCE** for courses held in presence only!
- Please note that shifts @Giuri are defined for the first three weeks – updates soon
  - Shifts are organized according to:
    - The initial letter of your **surname**
    - the **degree course** of each course unit
  - The **year** in which the each course unit is taught

**TURNI PER LA PRESENZA A LEZIONI NEL 1° SEMESTRE A.A. 2020/2021**

LA PARTECIPAZIONE IN PRESENZA E' OFFERTA AI SOLI STUDENTI REGOLARI E SOLO PER IL RELATIVO ANNO DI CORSO

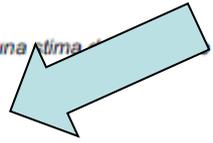
**Attenzione!**

Le ripartizioni del 1° anno sono state effettuate sulla base di una stima delle preimmatricolazioni e potrebbero pertanto essere soggetto a modifiche.

**PADOVA**

**CLM in GIURISPRUDENZA (GI0270) sede di Padova**

anno di corso	turno	da ... (iniziale cognome)	a ... (iniziale cognome)	Calendario delle prime tre settimane
1* (AVK)	1°	A...	D...	Lu 28 settembre; Me 30 settembre; Ma 6 ottobre; Lu 12 ottobre; Me 14 ottobre
	2°	E...	K...	Ma 29 settembre; Lu 5 ottobre; Me 7 ottobre; Ma 13 ottobre
1° (L/Z)	1°	L...	Q...	Lu 28 settembre; Me 30 settembre; Ma 6 ottobre
	2°	R...	Z...	Ma 29 settembre; Lu 5 ottobre; Me 7 ottobre
2°	1°	A...	Cul...	Lu 28 settembre; Ma 6 ottobre; Me 14 ottobre
	2°	Daf...	Iul...	Ma 29 settembre; Me 7 ottobre; ...
	3°	Juc...	Poz...	Me 30 settembre; Lu 12 ottobre; ...
	4°	Ram..	Zud...	Lu 5 ottobre; Ma 13 ottobre; ...
3°	1°	A...	Bul...	Lu 28 settembre; Me 7 ottobre; ...
	2°	Bur...	Fas...	Ma 29 settembre; Lu 12 ottobre; ...
	3°	Fav...	Marc...	Me 30 settembre; Ma 13 ottobre; ...
	4°	Marz...	Sam...	Lu 5 ottobre; Me 14 ottobre; ...
	5°	Sar...	Z...	Ma 6 ottobre; ...
4°	1°	A...	Dal Mas...	Lu 28 settembre; Ma 6 ottobre; Me 14 ottobre
	2°	Dal San..	Llak...	Ma 29 settembre; Me 7 ottobre; ...
	3°	Lom...	Rag...	Me 30 settembre; Lu 12 ottobre; ...
	4°	Ram..	Z...	Lu 5 ottobre; Ma 13 ottobre; ...
5°	1°	A...	Col...	Lu 28 settembre; Ma 6 ottobre; Me 14 ottobre
	2°	Cos...	Guz...	Ma 29 settembre; Me 7 ottobre; ...
	3°	Haj...	Pier...	Me 30 settembre; Lu 12 ottobre; ...
	4°	Piet...	Z...	Lu 5 ottobre; Ma 13 ottobre; ...



**Turni**  
=  
**Shifts**

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**Class attendance:  
Reserve your seat @  
SPGI**

# How to attend lessons in class @ SPGI:

For dual, blended and in presence teaching **RESERVATION IS MANDATORY**  
for those who want to attend lessons in class

## How to reserve a seat?

- From Wednesday to Sunday you can reserve a seat for the lessons of the following week through MOODLE platform
- If lessons will be held in the same room and hour you'll be able to reserve your seat submitting only one reservation
- If lessons will be in different rooms you'll have to reserve each lesson

**FIRST COME, FIRST SERVED!**

## PRENOTAZIONE LEZIONI IN AULA

Tutte le lezioni si terranno in:

**AULA N dalle ore 12:30 alle 14:30**

Palazzo Wollemborg, via del santo 26, Padova

Gli studenti intenzionati a partecipare a **\*tutte\*** le lezioni di questo insegnamento per **singola settimana**, devono iscriversi nella relativa lista fino ad esaurimento dei posti a disposizione.

Si ricorda che:

- durante la permanenza nell'edificio e nell'aula è **obbligatorio indossare la mascherina** e attenersi a tutte le indicazioni di prevenzione anticovid;
- le iscrizioni si apriranno il mercoledì (ore 8:30) e si chiuderanno la domenica (ore 20:30) della settimana precedente il pacchetto lezioni.
- è fatto obbligo di disiscriversi dalla relativa lista nel caso si sia costretti a rinunciare alla presenza in aula.



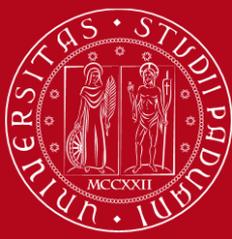
**21** Prenotazione per la settimana 28/09 - 02/10 solo cognomi dalla A alla L

Date lezioni: **28-29-30 settembre 2020**

Apertura prenotazioni: mercoledì 23 settembre ore 8:30

Chiusura prenotazioni: domenica 27 settembre ore 20:30

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**Mandatory reservation to  
attend lessons  
in class @ SPGI – an example**

## Prenotazione per la settimana 28/09 - 02/10 solo cognomi dalla A alla L

Date lezioni: **28-29-30 settembre 2020**

Apertura prenotazioni: mercoledì 23 settembre ore 8:30

Chiusura prenotazioni: domenica 27 settembre ore 20:30

**Place:**Aula N, via del Santo 26, Padova

**Start date:**Monday, 28 September 2020, 12:30 PM

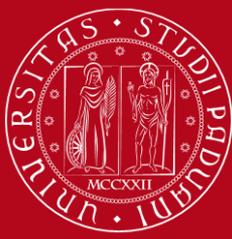
**End date:**Wednesday, 30 September 2020, 2:30 PM

**Reservation start on:**Wednesday, 23 September 2020, 8:30 AM

**Reservation end on:**Sunday, 27 September 2020, 8:30 PM

Reservations not yet opened

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**Mandatory reservation to  
attend lessons  
in class @ SPGI – an example**

EPP8084278 - EUROPEAN AND GLOBAL ECONOMY 2020-2021 - PROF.  
ROBERTO GANAU



Annunci



Pagina dell'offerta Formativa



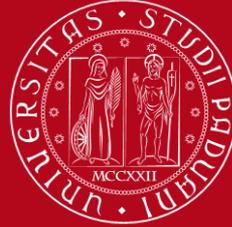
Pagina dell'offerta Formativa

Introduction to the Course

ONLINE CLASSES

REGISTRATION FOR CLASSROOM LESSONS

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# Study Plan and Exams

# STUDY PLAN ON UNIWEB

This year, due to the Covid-19 emergency, we ask you to “sign up” on Moodle for the course units before the start of the lectures (you have received an email about this).

Anyway, it is compulsory to fill in the on-line study plan before sitting the exams

- Through this procedure you can add the course units to your **ONLINE BOOKLET**
- The study plan must **correspond to your LA!** You can change your Study Plan as many times as you need!
- You will be able to **sign up for exams and to record the grades** only if the course units are already included in your Online Booklet
- For specific instructions please download our **GUIDE** (Uniweb: how to fill in the Study Plan)
- and refer to Anna or Giulia for support

# EXAMS ON UNIWEB

## DO NOT FORGET TO SUBSCRIBE ON UNIWEB!

- You will be able to sign up **only for the course units included in your ONLINE BOOKLET on Uniweb**
- You can sign up **during the “Sign up session”** only: usually **between 10 and 4 days before the exam** (please do not wait until the very last day!)
- **It is mandatory to sign up for exams ON UNIWEB even if a professor asks you to sign up on Moodle – in this case you need to register twice**
- If you take a **“pre-appello”** (i.e. the professor allows you to take the exam in advance, outside the official session) **you STILL have to sign up on Uniweb for one of the official dates of the exam!**
- **IT IS FORBIDDEN TO ASK PROFESSORS FOR OTHER “APPELLI” OR DATES,** especially if you take course units offered by other SCHOOLS
- For specific instructions please download our **GUIDE** (Uniweb: how to sign up for exams) and refer to Anna or Giulia for support

# GRADES ON UNIWEB

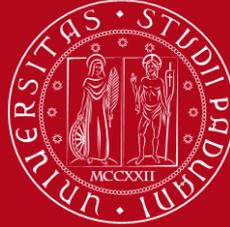
**If you do not sign up for the exam, the professor will not be able to register your grade!**

- The grade will be visible on **UNIWEB - EXAM RESULTS BOARD**
- A grade between **18 (min)** and **30 (max)** means you have passed the exam.
- It is possible to **reject** a grade **within 7 days** from the publication of the result (for instructions download our **GUIDE**)
- **Check that all your grades have been registered on your ONLINE BOOKLET** (*libretto online*) before the end of your mobility.

**Your Transcript of Records (certificate of your passed exams) will be based on your online booklet**

- Your ToR will not include any failed exams: should you need a certificate of failed exams, please refer directly to the Professor in charge of the course unit!!

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# Useful Services for your daily-life

# JUNIOR TUTORS SERVICE

## Contacts:

**SPGI DEP** (in Via del Santo, 28 - first floor):

Email: [tutor.scipol@unipd.it](mailto:tutor.scipol@unipd.it)

Zoom: <https://unipd.zoom.us/j/9850243397>

<https://www.spgi.unipd.it/servizi/tutor-junior>

**Office hours:** from Mon, Wed and Friday from 10am to 12.30am and Wednesday also from 2pm to 4pm

**LAW SCHOOL** (Ufficio Studenti at Palazzo Bo):

<https://elearning.unipd.it/giurisprudenza/course/index.php?categoryid=8>

Email: [tutor.giurisprudenza@unipd.it](mailto:tutor.giurisprudenza@unipd.it)

## Opening hours:

<https://www.giurisprudenza.unipd.it/scuola/attivita%3A0-di-sostegno/accoglienza-e-tutor-junior>

## STUDENTS who give support to other students about:

- Course units schedules
- Didactic matters about course units
- Exams registration (how to sign up for exams, etc...)
- How to get in contact with a teacher
- How to activate your Uniweb account and recover your password
- Every-day-life at you Department

# CANTEEN

To eat in any of the university canteens you have to download the QR code online from “**Sportello Studente**” of **ESU website**:

<https://myesupd.dirittoallostudio.it/>

**Sportello studente** is the same platform where you filled in your **Accommodation Form**

For any issues, refer to  
[dirittoallostudio@esu.pd.it](mailto:dirittoallostudio@esu.pd.it)

**Prices for exchange students:** €4.60 «primo or secondo» (one plate), €5.70 «primo and secondo» (two plates)



## LIBRARIES

You can find: reading rooms, books, journals, copy machines, computers...

Visit the **University Catalogue** (<https://catalogo.unipd.it/F/?func=find-b-0>) to find books/journals shelf-number

Network of the **Social Sciences Libraries** (*Polo di Scienze sociali*)

<http://biblio.scipol.cab.unipd.it/>

<http://bibliotechecaborin.cab.unipd.it/>



Network of the **Law Libraries** (*Biblioteca Centrale di Giurisprudenza*)

<http://meneghelligiuridica.cab.unipd.it/>

## STUDY ROOMS

<https://www.unipd.it/en/studying-padova/services/study-and-multimedia-facilities>



**All students can access all University libraries and study rooms.**

Seats in LIBRARIES should be booked using «**Affluences**» app:



<https://play.google.com/store/apps/details?id=fr.affluences>

<https://apps.apple.com/it/app/affluences/id869919405>

# HEALTH AND PRIMARY SERVICES

All relevant information are provided at the following link:

- English version: <https://www.unipd.it/en/healthcare>
- Italian version: <https://www.unipd.it/assistenza-sanitaria>

Our University offers to all students

- Psychological and Psychiatric Services
- Gynaecology and Andrology Services

# SPORTS

**Cus Padova:**

<http://www.cuspadova.it/>



**Sports and hobbies:** <https://www.unipd.it/en/inclusion-leisure-sport-and-volunteering>



# GROUPS AND ASSOCIATIONS

**Erasmus students Network:**

<http://www.esnpadova.it>



**University:**

<https://www.unipd.it/associazioni>

**City:**

[www.provincia.padova.it/index\\_net.php?p=2](http://www.provincia.padova.it/index_net.php?p=2)

# RESPECT THE ENVIRONMENT

## BIKE CULTURE

<https://mobike.com/it/>

<http://www.goodbikepadova.it/>

<http://www.lamentecomune.it/>

<http://mobilitycenter.comune.padova.it>



## SELECTIVE

**WASTE:** <https://www.padovanet.it/informazione/raccolta-differenziata-padova>



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## LEISURE

<https://ilbolive.unipd.it/>

<http://www.padovaeventi.org/>

<http://www.padovaoggi.it/eventi>



## DISCOVER PADOVA



<https://www.musei.unipd.it/en>

<http://padovacultura.padovanet.it/it/musei>

# PRACTICING YOUR RELIGION

## CATHOLIC CHURCHES

[HTTP://WWW.DIOCESIPADOVA.IT/](http://www.diocesipadova.it/)

## JEWISH COMMUNITY

26, Via Piazze – Padova

## EVANGELIC CHURCH

6, Corso Milano – Padova

## GREEK ORTHODOX CHURCH

c/o Chiesa di San Clemente, Piazza dei Signori – Padova

## ROMANIAN ORTHODOX CHURCH

Via Vigonovese 71 - 35127 Padova

## EVANGELIC CHRISTIAN CHURCH

Via Pietro Martire Vermigli – Padova

## ISLAMIC ASSOCIATION - LA MOSCHEA DI PADOVA

156, v. Ponte Vigodarzere - Padova





**THANK YOU FOR YOUR  
ATTENTION!**

**Anna and Giulia**

1222 · 2022  
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