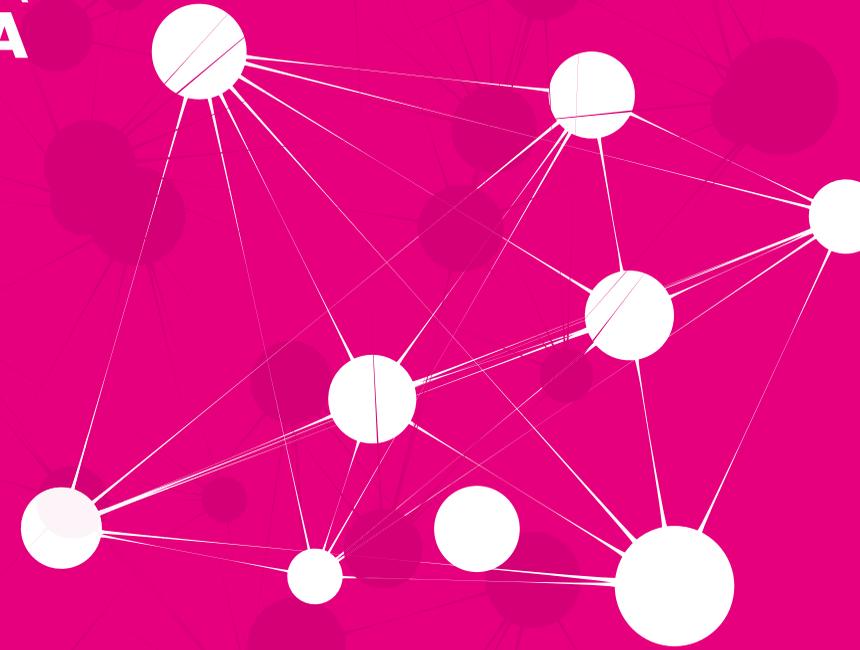




UNIVERSITÀ  
di **VERONA**



ERASMUS STAFF TRAINING WEEK

***W.E.L.C.O.M.E.  
to Verona!***

*Week – Erasmus – Language – Connect – Organize – Meet – Enjoy*

**11 – 14.05.2020**

**WELCOME GUIDE**



University of Verona (I VERONA01)



U.O. Mobilità Internazionale - International Office  
Chiostro San Francesco - via San Francesco, 22 - Verona



+ 39 045 802 8358



[relazioni.internazionali@ateneo.univr.it](mailto:relazioni.internazionali@ateneo.univr.it)



[www.univr.it/en/international](http://www.univr.it/en/international)



<https://www.facebook.com/internationalunivr>



Opening Times:

Monday, Wednesday, Friday from 10.00 a.m. to 12.45 p.m.



Phone Opening Times:



Monday to Friday from 9.30 a.m. to 12.30 p.m.



Postal address:

Università degli Studi di Verona

U.O. Mobilità Internazionale

Via dell'Artigliere, 8 - 37129 - Verona - ITALIA

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## WELCOME GUIDE



# WELCOME TO VERONA

The city of Verona  
is situated in Veneto,  
north of Italy



Walking through Verona is an endless voyage of discovery and a pleasant and attractive place to study in.

Verona is a city where you can get from place to place on foot. Here you will feel surrounded by more than 2000 years of history. One of the best known monuments is the Arena, the ancient Roman amphitheatre where opera, music and ballet performances take place in the summer.

Verona has a wealth of exceptional monuments, as the exclusive Piazza dei Signori, the characteristic Piazza delle Erbe, the ancient Teatro Romano (an open-air theatre, today seat of ballets and plays), the Torre dei Lamberti (from which you can enjoy a beautiful view of the town), the Romanesque church of San Zeno, the medieval Castelvecchio, the suggestive Giardino Giusti.

Not far from the Lake Garda (Lago di Garda), Verona is situated in magnificent surroundings which make it an important destination for international tourism.

# TRAVEL AND TOURIST INFORMATION

## How to reach Verona, and how to get around the city

### By plane

- Aeroporto [Valerio Catullo](#) is in Villafranca, 10 km from the centre of Verona.

🕒 7.00 a.m. - 12.00 a.m. (midnight)

☎ +39 045 8095666

A special shuttle service connects Verona Villafranca Airport with Verona Porta Nuova railway station (€6).

🕒 5.35 a.m.-11.10 p.m

Other International airports not far from Verona are:

- [Orio al Serio International Airport](#), Bergamo
- [Marco Polo International Airport](#), Venezia
- [SEA Milano Linate](#), [Milano Malpensa](#)
- [Aeroporto di Treviso](#)

### By train

The central railway station is [stazione di Verona Porta Nuova](#).

🕒 6.00 a.m. - 9.00 p.m.

☎ 892021 Call Center

### By car

Verona is easily accessible by motorway:

- A4 Milano-Venezia, take “Verona SUD” exit;
- A22 Brennero-Modena, take “Verona NORD” exit.

There are several car-free streets (pedestrian areas) in the city centre: in order to park there you'll have to buy specific parking tickets or get a parking permit (*Verona Pass*) issued by *Ufficio Permessi* at the City Hall.

### By bus

You can also reach the University's campuses and venues by catching a bus at the central railway station (Verona Porta Nuova):

- the *International Office* and other offices/campuses based in *Veronetta* (many student offices, *Economics*, *Foreign Languages and Literatures*, *Humanities*), and *Sport Sciences* (Via Casorati): routes 11, 12 and 13;
- *Law* (Via Montanari): route 51;
- *Natural Sciences and Engineering*, and *School of Medicine* (Borgo Roma): route 21 and 22.

For further information ([Azienda Trasporti Verona](#))

☎ +39 045 8057811

🕒 Monday - Friday 8.00 a.m. - 6.00 p.m.

Saturday 8.00 a.m. - 2.00 p.m.

✉ [info@atv.verona.it](mailto:info@atv.verona.it) or [atv@atv.verona.it](mailto:atv@atv.verona.it)

## Tourist information

[Università degli Studi di Verona](#)

Follow the University of Verona on Facebook:

📱 [www.facebook.com/internationalunivr](https://www.facebook.com/internationalunivr)

[Comune di Verona](#)

📍 Piazza Bra, 1

[IAT](#) – Verona Tourist Office

[Lago di Garda](#) / Lake Garda

[Spettacoli Arena](#)

Arena Call Center

☎ +39 045 8005151

[Centro prenotazioni alberghiere](#)

☎ +39 045 8009844

## Shopping

Usually shops open:

- 🕒 On Monday from 3.30 p.m. to 7.30 p.m. and from Tuesday to Saturday 9.00 a.m. - 12.30 noon and 3.30 p.m. - 7.30 p.m.  
Many central shops are open all day from 9.00 a.m. to 7.30 p.m. and even on Sundays.

## How to get to the International Office

International Office is situated at Chiostro S. Francesco next to the Frinzi library (Veronetta).

Access to the Office is from the courtyard:

📍 Via S.Francesco 22 - Verona  
First floor - Stairs “A”

Please see the maps [online](#).

# PARTICIPATION IN THE STAFF TRAINING WEEK

## Duration

The training week will take place from **Monday 11.05.2020** to **Thursday 14.05.2020 (4 days)**.

Participants are requested to attend the events from Monday to Wednesday. On Thursday optional activities are proposed (see provisional programme).

## Attendance certificates

Certificates will be issued on the last day, based on the actual attendance of participants. Examples:

3-day duration: from May 11<sup>th</sup> to 13<sup>th</sup> 2020

4-day duration: from May 11<sup>th</sup> to 14<sup>th</sup> 2020

## Language

Main working language will be English.

## Application

Please fill in the online [application form](#).

**Deadline: 16.03.2020**

## Mobility Agreement

When completing the application form please upload your mobility agreement by using the standard form available [online](#).

## Presentations

On Monday May 11<sup>th</sup>, participants will be invited to present themselves through a one-slide short presentation (3 minutes).

## Selection

The number of participants is limited to 30, with a maximum of 2 attendees per Institution.

Should the number of applications exceed the maximum, a selection will take place on a first-come first-served basis.

**Selection results will be announced by 01.04.2020.**

## Funding

Participants are responsible for covering their own accommodation, travel, meals and other expenses.

We suggest to seek for Erasmus staff training funding at your Home Institution, where possible.

## Accommodation

If you need help in finding a hotel or temporary accommodation for the week, please contact the International Students Union at:

✉ [accommodation@isu-services.it](mailto:accommodation@isu-services.it)

## Arrival in Verona

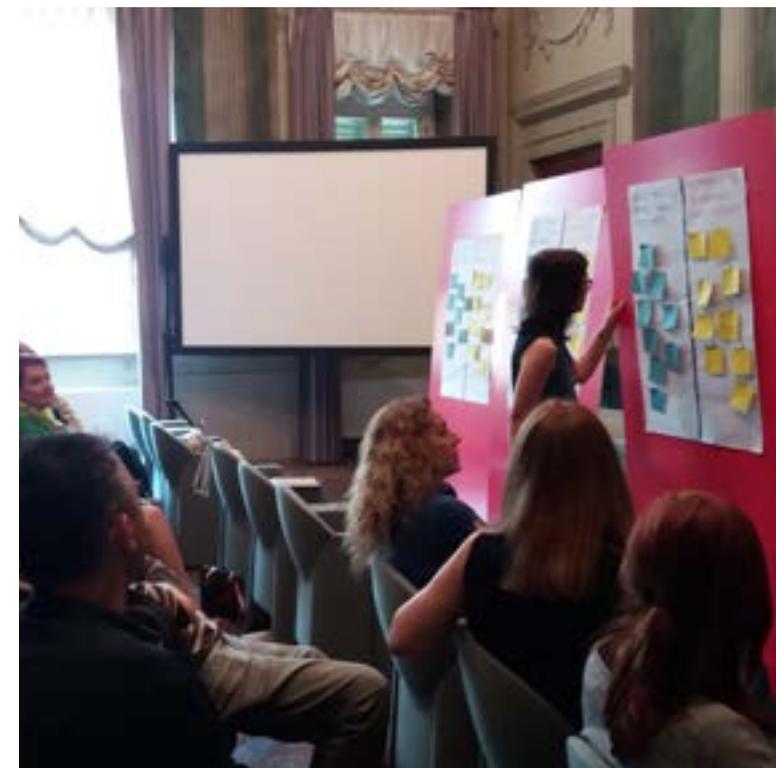
Once in Verona, should you need help, please contact the following numbers:

• **International Office**  
☎ +39 045 8028358

• **Mr. Andres Maldonado** (International Students Union)  
☎ +39 393 9722386

## Individual meetings

If you wish to arrange additional visits with other offices on Wed. May 12<sup>th</sup> afternoon, please specify your request in the Application and we will provide you with the relevant e-mail contacts.



# PROVISIONAL PROGRAMME



## Erasmus Staff training week 2020

### W.E.L.C.O.M.E. to Verona!

### Week – Erasmus – Language – Connect – Organize – Meet – Enjoy

	Welcome and Registration	Presentation of the University of Verona	One-slide presentation of participants
<b>Monday</b> 11.05	<i>Light lunch</i>		
	Walking Guided Tour in Verona		
	€ <i>Optional Social Dinner</i>		
<b>Tuesday</b> 12.05	International University Fair: participants promote their own Universities to Verona students and staff		
	<i>Lunch break</i>		
	Italian language training session at the University Language Centre	Keep fit! In collaboration with CUS (University Sport Centre)	
<b>Wednesday</b> 13.05	“Interactive” campus tour: visit to the University and meetings with staff working in the offices		
	<i>Lunch break</i>		
	Roundtable at the International office or Individual meetings with other offices upon request		
<b>Thursday</b> 14.05	€ <i>Optional Visit to University campus Villa Lebrecht and fee-paying wine tour in Valpolicella</i>		

