

INTERNATIONAL WELCOME DESK

ORIENTATION DAY
SEPTEMBER 24, 2025

 International
Welcome Desk

 Students
Accommodation

TABLE OF CONTENT

- About us
- IWD app
- Services
- Codice fiscale request
- Housing support
- Residence Permit

ABOUT US



International Welcome Desk

We are an outsourcing company, working under the supervision of the University of Verona since 2001, closely supporting international students during their stay with management consulting and dedicated services.

What we do:

- Provide information about the administrative procedures (residence permit, tax code)
- Offer support with accommodation-related issues
- Give guidance on local services and daily life in Verona

Our goal is to ensure that you feel welcomed, supported, and well-informed throughout your Erasmus experience.

All services are free of charge.

IWD APP

Available on the App Store and Google Play for mobile devices, Chromebooks, and iPads.

- Download the app
- Register
- Wait for the confirmation
- Request the services



! NOTIFICATIONS MUST BE ENABLED

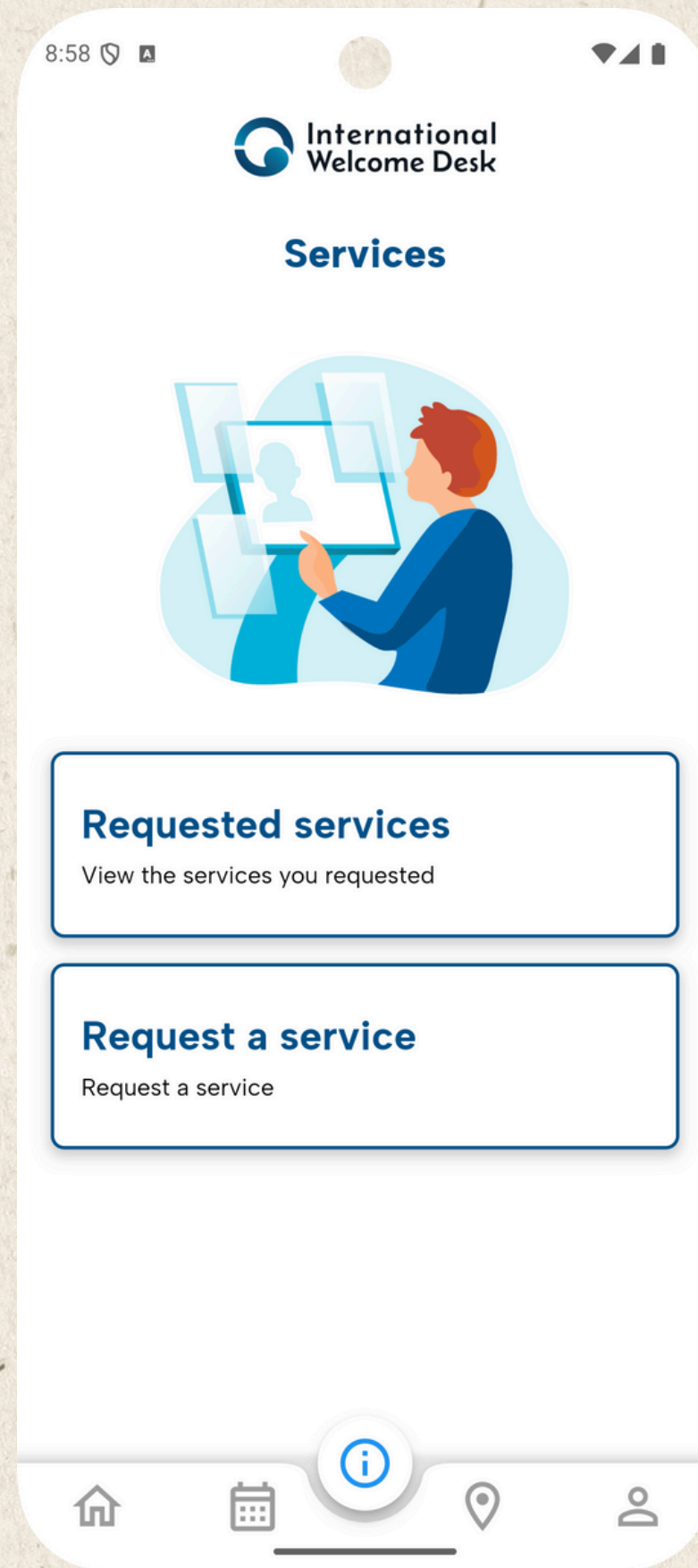
IWD APP REGISTRATION PROCEDURE



SERVICES

SERVICES AVAILABLE:

- CODICE FISCALE REQUEST
- RESIDENCE PERMIT
- ACCOMMODATION (SHORT/LONG)
- DECLARATION OF PRESENCE
- TEMPORARY POPULATION REGISTRATION



WE OFFER

... but also information
about

- TELEPHONE SIM CARD
- WI-FI CONTRACTS
- PUBLIC TRANSPORT
- BANK ACCOUNT
- HEALTH INSURANCE

CODICE FISCALE REQUEST

**Make sure you've requested
your CF on the App:**

The **Italian fiscal code** (Codice Fiscale) is a 16-character alphanumeric code used for tax and identification purposes, calculated based on name, surname, date of birth, and country of birth.

It is essential for:

- House contract registration
- Bank account
- Sim card



**Codice Fiscale Service
Information**



Codice Fiscale Request

HOUSING SUPPORT

Our office is here to help you, ensuring your housing situation is safe and clear.

Visit us if you need to check your rental agreement or if you need advice about a specific situation

Useful advice:

- Notify the owner or agency about the apartment's condition within 10 days.
- Preferably pay via bank transfer for rent, bills, and deposit. If you can't, always ask for a receipt.
- Make sure your tenancy agreement is regular and officially registered.



RESIDENCE PERMIT APPLICATION

Visa holders

1

Form filling - appointment required

2

Submission at the post office

3

Immigration office appointment

A stack of Italian residence permit application forms (Permesso di Soggiorno) and a yellow envelope, illustrating the application process. The forms are from the Ministero dell'Interno and include sections for personal data, family information, and a declaration of intent. A yellow envelope is placed on top of the forms, and a small camera icon is visible in the bottom left corner of the image.

RESIDENCE PERMIT APPLICATION

Visa holders

Immigration office appointment (Police Headquarters)

Documents:

- Passport
- Visa
- Invitation letter + arrival certificate
- Student Health Insurance
- Accommodation document
- Bank statements/Scholarship
- 4 passport-size pictures



Costs:

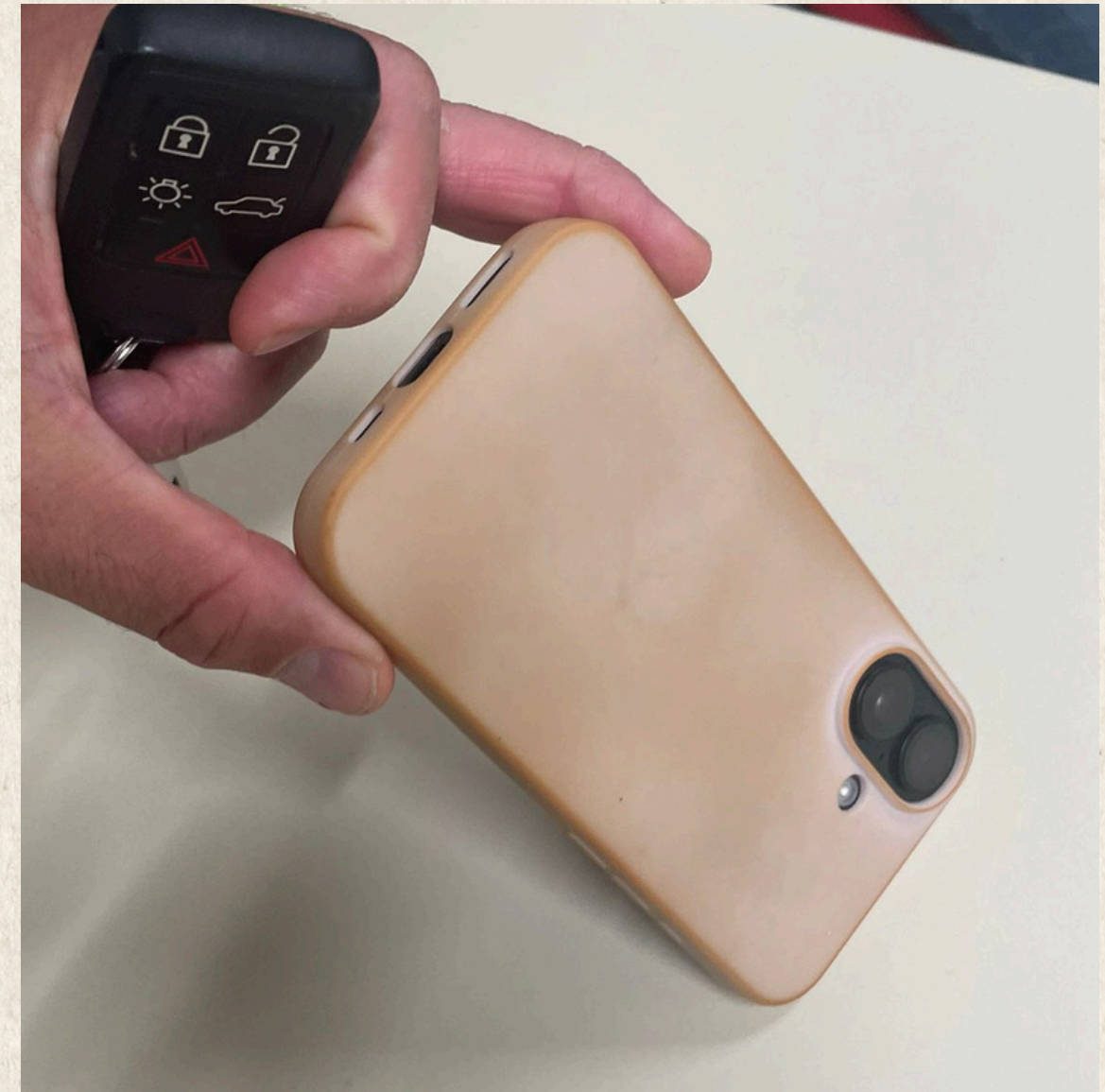
- €16
- €70,46
- €30

IMPORTANT UPDATES:

For those who haven't found accommodation yet, we still have some options available.

Come to our office tomorrow at 9:30 AM

phone found



GET IN TOUCH WITH US!

 **VISIT US:**

**VIA CAMPOFIORE 19/A,
VERONA**

 **PHONE:**

+39 045 800 3198

 **OPENING HOURS:**

MONDAY TO FRIDAY,

09:30 AM - 1:00 PM

02:30 PM - 05:00 PM

