



FREIE UNIVERSITÄT BOZEN  
LIBERA UNIVERSITÀ DI BOLZANO  
FREE UNIVERSITY OF BOZEN - BOLZANO

Fakultät für  
Design und Künste

Facoltà di  
Design e Arti

Faculty of  
Design and Art

## Study Manifesto **Degree course Design**

2008/2009 academic year

## EDUCATIONAL OBJECTIVES AND COURSE ORGANISATION

The degree course (BA) in Design is aimed at training designers whose multilingual academic study plan including product design and visual communication will enable them to operate at an international level in various areas of design. The main distinguishing feature of the teaching model offered by the Faculty of Design and Art is its structure of interdisciplinary projects where the conceptual reflection of project work leads to immediate practical application and experimentation. Students are given ample space to take personal initiatives and are stimulated to develop, in a gradual way, their own personal way of working.

Teaching is divided into semesters, spread over a total of 6 semesters. The degree course envisages the attribution of 180 credit points (CP) which include:

- 9 credits for language courses
- 9 credits for other courses to be chosen by each individual student
- 12 + 1 credits for the final degree project.

Students must sit and pass an exam for each course. Students are also required to attend tutorials. The degree course ends with the completion and presentation of a degree project whose subject can be decided upon in the fifth semester.

Although attendance of courses and lessons is not compulsory, it is deemed necessary due to the practical nature of project work.

## LANGUAGES USED IN TEACHING

The languages used in teaching are Italian, German and English. The individual lessons take place in one of these official languages, although it is the lecturer's right to use the other two languages for various sections of the lessons, if deemed necessary. The Faculty of Design and Art will try to ensure that the three languages are used in as balanced a way as possible. Nevertheless, the final exam will always take place in the official language of each course.

## CAREER OPPORTUNITIES

Graduates will be qualified to work in product design and visual communication. Career opportunities will therefore exist in the design of goods, technical systems and services, graphic design, co-ordinated images, as well as graphic design in various media and web design.

## STUDY PLAN

Students of the **degree course in Design** are encouraged to create their own study plan by the date indicated by the Faculty Secretariat. The elements that make up the individual study plan are: **Warm up, projects, lectures, language courses, optional courses and the degree project.**

Projects and teaching take place over semesters. Students choose four projects out of all the projects on offer to work on over the course of the four central semesters. Besides the four projects, over the course of the six semesters, students also have to attend 10 courses, as well as 3 language courses, some optional courses and five specialised workshop courses.

## THE WARM UP

The Warm up is an introduction semester and comprises a warm up project as well as two practical subjects. During the "warm up project" various project leaders and lecturers offer students a series of short projects. This is aimed at allowing the students to familiarise themselves both with the various aspects of design and the individual lecturers' working methods.

The warm up must be attended during the first semester.

Name	Contents	Hours	CP
Warm up project	Introduction via brief project experiences in planning methodologies, strategies and techniques, applied within the context of multicultural, multi-disciplinary teamwork, resulting in finished creations in the field of product or graphic design.	60	10
Geometry	Models of geometric representation	30	3
Methods and techniques of representation WUP	Drawing: methods and techniques of representation	36	3

## PROJECTS

The individual projects involve practical tasks which aim to motivate students to discover new solutions independently. Projects include practical design work and two project-supporting subjects, where students are monitored by a specially appointed designer and two lecturers of theoretical and practical subjects. The students must undertake one project per semester.

The following are the projects that can be taken in the second, third, fourth and fifth semesters, one per area (A, B, C, D):

Project A	Contents	Hours	CP
product design (PD)	Planning methodologies, strategies and techniques, applied within the context of multi-cultural, multi-disciplinary teamwork, resulting in finished creations in the field of product design.	90	12
digital modelling	Criticism of electronic programs for three-dimensional planning, resulting in prototyping and rapid production	60 integrated	5
technical and environmental physics	Technical physics and the holistic dimensions of the project	30 integrated	5
Project B	Contents	Hours	CP
visual communication (VC)	Planning methodologies, strategies and techniques, applied within the context of multi-cultural, multi-disciplinary teamwork, resulting in finished creations in the field of visual communication (VC).	90	12
interior and exhibit design	Planning resolution of temporary furnishings in cultural and commercial spaces and museums with emphasis on communicative aspects.	60 integrated	5
semiotics of the image	The elements of linguistic and communicative analysis of forms and icons, practice in applied analysis	30 integrated	5
Project C	Contents	Hours	CP
visual communication (VC)	Planning methodologies, strategies and techniques, applied within the context of multi-cultural, multi-disciplinary teamwork, resulting in finished creations in the field of visual communication (VC).	90	12
graphic design	Methods and techniques of graphic design	60 integrated	5
geometry of images	Geometrical techniques and instruments, directed towards the representation and planning of objects and visual creations	30 integrated	5
Project D	Contents	Hours	CP
product design (PD)	Planning methodologies, strategies and techniques, applied within the context of multi-cultural, multi-disciplinary teamwork, resulting in finished creations in the field of product design (PD).	90	12
production technologies and systems	Production techniques and systems in their function of engineering the product	60 integrated	5
design theory and terminology	Research into expressive tendencies in relation to social dynamics and technological innovations	30 integrated	5

### THE COURSES

All the courses listed below should be attended by the students during the six semesters. The order can be chosen freely by the students.

**WS** = winter semester

**SS** = summer semester

Name	Contents	Semester	Hours	CP
History of contemporary art	Movements, authors and artistic tendencies of the twentieth century, with particular emphasis on interrelationships with design	WS	30	5
Theory and practice of the technological image	Elements of the theory of photography, cinema, the electronic and analogical image. Students can choose between: artistic photography product/applied photography video	SS	60	5
		WS + SS	60	5
		WS	60	5
Interactive medias	Criticism of electronic systems, directed towards visual communication	WS + SS	30	5
Theory of social change	Sociological models of change, qualitative methodologies of analysis, innovations and trends	WS	30	5
Digital graphics and typography	Graphics and printing through digital technology	SS	40	3
History of design	Processes, tendencies, theories of the planning of communicative objects and creations for modern living	SS	30	5
Aesthetics	Theory of artistic expression and aesthetics of design	WS	30	5
Business administration	Elements of general economics, with particular emphasis on aspects related to production and marketing costs	WS	30	5
Methods and techniques of representation	Drawing. Students can choose between: life/still life drawing conceptual rendering	SS	24	2
		SS	24	2
Theory of media and cultural consumption	Currents of sociological thinking in the cultural and media industry. Methodologies of research and analysis of products and media processes	SS	30	5

### TECHNICAL WORKSHOP COURSES

In order to gain access to the various workshops, students have got to follow the respective introductory courses to the workshops.

Students follow at least five technical courses in workshops of their choice over the course of the six semesters (introductory or specialisation courses). They can choose from the following below:

Name	Contents	Available 2008/09
Carpentry workshop	Woodworking techniques	x
Metal workshop	Techniques and processing of metals	
Plastics workshop	Techniques of plastics processing	x
Shaping and moulding workshop	Techniques for modelling shapes and moulds	
Modelling workshop	Modelling techniques, work models, function and prototype models	x
Digital modelling workshop	CAD/CAM/ CNC/CAQ, rapid prototyping, rapid production	
Materials and technologies workshop	Materials composition in design	x
Printing workshop	Printing and binding techniques, serigraphy, engraving and embossing	x
Photography and video workshop	Photographic and video techniques	x
Computer workshop	Computer methodologies	x

## LANGUAGE COURSES

Name	Contents	Hours	CP
3 language courses (Italian, German, English)*	General and specialist language at various levels	30	3

\* It is not possible to choose courses in the language of one's secondary school. – Students can only attend these courses once they have passed the corresponding language assessment test at the Language Centre.

### ADDITIONAL COURSES

Students have nine credit points available for additional courses of their choice. These courses may include: optional courses offered by the faculty, certain compulsory courses a second time, additional language courses and courses offered by other faculties/universities.

### DEGREE PROJECT

In the sixth semester students must work on an individual degree project. The student conceives and decides on the focus of his or her project together with his/her tutor/s, but it has to be based on the areas of product design or visual communication.

Name	Contents	CP
Degree project	The theme and content of the project is chosen by the student	12
Abstract in two languages	Abstract of the degree project in two languages	1

### CALENDAR AND LECTURE HALLS

Except for the obligatory language courses, teaching takes place on the main premises of the Free University of Bozen-Bolzano, at the Faculty of Design and Art in via Sernesi 1 or at the facilities in Via Castel Weinegg 2.

The calendar detailing lecture halls and lecture times will appear on the notice board situated in the Faculty of Design and Art and will also be available on the Free University of Bozen-Bolzano's website. Special teaching activities may also take place outside the semesters.

### ADMISSION REQUIREMENTS

Every year the Free University of Bozen-Bolzano establishes the maximum number of students who can be admitted to the Degree Course in Design. For the 2008/09 academic year the maximum number of students who can be admitted is **55**. In addition, **5** places are reserved for non-EU citizens.

Concurrent enrolment at several universities or in several courses at the same university is not allowed.

Candidates are eligible to enrol in the degree course if they possess the following qualifications:

- diploma from a five-year secondary school course;
- diploma from a four-year secondary school course, with or without a certificate attesting that they have successfully completed a one-year complementary course;
- degree (irrespective of their secondary school qualifications);
- qualifications equivalent to those in points a), b) and c).

**Candidates with qualifications from abroad** are eligible to enrol if they have successfully completed their secondary school studies and have obtained a secondary school diploma. This should have been obtained after 12 years of school. In the event that the qualification was achieved at the end of a school career that lasted less than 12 years, the candidate must observe the Ministry's regulations. If in the country of origin an aptitude test is used for university admission, the candidate must present a certificate detailing this.

In addition, non-EU citizens resident abroad will have to pass a compulsory Italian language assessment test. Further information is available on the Free University of Bozen-Bolzano's website **www.unibz.it**.

### PRE-ENROLMENT

It is possible to pre-enrol in more than one degree. Applications for pre-enrolment can be submitted from mid-May and must be done through the Free University of Bozen-Bolzano's website **www.unibz.it**. Those who do not have Internet access can use the computers provided for this purpose by the Free University of Bozen-Bolzano. The form must be filled in online and must be printed out and signed. It must be handed in, together with the other material requested, **by Tuesday 1st July 2008, 4:00 p.m.** to the Student Secretariat of the Free University of Bozen-Bolzano (via Sernesi 1, Bolzano), or sent by post. Applications that arrive without a signature, after the deadline, or by email or fax cannot be taken into consideration.

It should be noted that **the date of the postmark will not be taken into consideration** and thus only the applications effectively received by the deadline will be taken into consideration for the selection process.

The application form is to be accompanied by the following extra documentation:

- passport-size colour photo
- photocopy of a valid identity card or passport (back and front)
- any certificates attaining to language knowledge
- curriculum vitae
- video-recording (see admission procedure).

**Candidates who have educational qualifications obtained abroad** must also deliver (at the latest by the date of enrolment):

- the **declaration of equivalent value** issued by the Italian consulate or embassy abroad, together with authenticated photocopy of secondary school (or equivalent) certificate and an official translation into Italian (a translation is not necessary for qualifications obtained in a German-speaking country). The declaration of equivalent value confirms that the qualification obtained by the candidate would grant him/her entry to a similar university course in the country in which the qualifications were achieved. The declaration must be applied for as soon as possible since it can often require long processing times.

**Non-EU candidates with valid residence permit for Italy** can apply directly to the University, as described above.

**Non-EU candidates resident abroad** must carry out the enrolment procedures both through the Italian authorities (consulate or embassy) in the country in which they obtained or are to obtain their academic qualifications and directly with the university. The deadlines imposed by the Italian Ministry of Universities and Research ([www.study-in-italy.it](http://www.study-in-italy.it)) must be respected. Should candidates not follow this procedure with their local Italian consulate, the application that they delivered direct to the university will be declared null and void. The Italian authorities abroad are the only ones able to accept and send applications to the university.

Evaluation can then only take place from the documentation presented with the application form by the candidate. It is the candidate's responsibility, therefore, to make sure that the application is complete. In order to avoid long queues, it is recommended that the delivery of these documents does not take place in the last few days before the deadline.

#### **ADMISSION PROCEDURES: ADMISSION EXAM AND RANK LIST**

Admission to the course is based on the successful completion of aptitude tests.

The admission procedure is divided into two stages:

1) The first stage is pre-enrolment as previously described. The documents that are required and listed above must be accompanied by a video recording. The film – which should last a maximum of 2 minutes – should be of the candidate presenting him or herself as well as showing and commenting on an object or image in order to demonstrate his or her ability of observation and critique. This recording should be provided on a VHS videocassette, a CD Rom/DVD Rom, a mini-DV or a video-DVD (labelled clearly with the name and surname of the candidate) and this too should arrive at the Student Secretariat **no later than the deadline of Tuesday 1st July 2008, 4:00 p.m.** Recordings provided on a different support (including Compact-VHS) will not be considered.

A video-DVD should not be divided into chapters and has to be playable as an entire film. Those who use a CD-Rom/DVD-Rom as their data medium have to save the video in one of the following formats: \*.avi; \*.mov; \*.mpeg (Quicktime); \*.wmv (Windows Media Player). The commission will use either a VLC Player<sup>1</sup>, a Windows Media Player or an Apple Quicktime Player. The video has to run on one of these players. If there are technical faults with the data medium, it will not be accepted for the application. Candidates are recommended to test their data medium and video on different computers to make sure they work.

The exam commission, based on the material provided by each student, will evaluate each student's attitude and motivation as well as their ability of observation and reflection, and will draw up a list of candidates who will be invited to take part in the second stage of the selection process.

2) The second stage consists of a workshop that will take place from 18 to 20 July 2008. During this workshop, candidates will participate in activities and tests that have been designed to evaluate their interdisciplinary curiosity, creativity and predisposition to work in a group. Each participant will also have to attend an interview. Once this procedure is over, the results will be published in a rank list detailing who has been accepted onto the course.

**N.B.: Students from foreign universities wishing to transfer to the Free University of Bozen-Bolzano, Faculty of Design and Art**, must follow the admission procedures (pre-enrolment by July 1<sup>st</sup> 2008) and enclose to the other documents requested also their application for recognition of exams taken at foreign universities (forms available from the Students' Secretariat).

#### **LANGUAGES**

By the end of their first year of study, students will have had to demonstrate an adequate knowledge of the three official languages of the University. Adequate knowledge of one or more languages is based on the following criteria:

- Secondary school leaving diploma taken in one of the three official teaching languages;
- A pass in a language assessment test organised by the Language Centre of the Free University of Bozen-Bolzano (exam dates: June and/or August 2008)
- Presentation of one of the following language certificates:

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<sup>1</sup> You can download a free-version of the VLC-player here: [www.videolan.org/vlc/](http://www.videolan.org/vlc/)

Certificates and exams recognised by the Language Centre of the Free University of Bozen-Bolzano

English	Exam	Level	Grade/score
Cambridge ESOL	First Certificate in English – FCE		A – B
Cambridge ESOL	Certificate in Advanced English – CAE		A – C
Cambridge ESOL	Certificate of Proficiency in English – CPE		A – C
Cambridge ESOL	Business English Certificate – BEC Vantage		A – B
ETS of Princeton, NJ	Test of English as a Foreign Language – TOEFL		550 Paper/213 Computer/ 80 Internet*
British Council/IELTS Australia/Cambridge ESOL	International English Language Testing System – IELTS (general & academic)		Minimum band scores: 6.0
Italiano	esame	livello	valutazione
Università per Stranieri di Perugia	Certificato di Conoscenza della Lingua Italiana (CELI)	3, 4, 5	Superato
Università per Stranieri di Siena	Certificazione di Italiano come Lingua Straniera (CILS)	2, 3, 4	Superato
Università di Roma	Università di Roma Tre		Superato
Provincia di Bolzano	Esame di bilinguismo	A	Superato
Deutsch	Prüfung	Niveau	Bewertung
Goethe Institut	Goethe-Zertifikat	B2, C1	Bestanden
Goethe Institut	Kleines Sprachdiplom – KDS		Bestanden
Goethe Institut	Großes Sprachdiplom – GDS		Bestanden
Goethe Institut	Zentrale Oberstufenprüfung – ZOP		Bestanden
Österreichisches Sprachdiplom Deutsch- ÖSD	Mittelstufe – M		Bestanden
TestDaF-Institut, Hagen	TestDaF	3, 4, 5	Bestanden (alle Prüfungsteile)
Deutsche Kultusministerkonferenz	II. Stufe – Deutsches Sprachdiplom der Kultusministerkonferenz – KMK		Bestanden
Hochschulen	Deutsche Sprachprüfung für den Hochschulzugang – DSH		Bestanden
Provinz Bozen	Zweisprachigkeitsprüfung	A	Bestanden

\*only valid for two years after sitting the test

In order to enrol in the first year, candidates must be able to certify an adequate knowledge of at least one of the 3 teaching languages.

**Beginners in one or two teaching languages:** At the end of the admission workshop in July 2008 a commission will ascertain whether the candidates are beginners in one or more of the three teaching languages (Italian, German and English). Candidates without any knowledge in two of the three teaching languages cannot be admitted to the first year. Candidates who do not have any knowledge of one of the three teaching languages will have to attend a language course **before the beginning of the academic year** and certify an attendance of at least 100 teaching hours of this course. After attending this course (at the end of September) they will also have to pass an oral examination with a commission in order to prove that they have reached at least the level A1/a following the Common European Framework (= basic language level that can be reached after 100 hours of teaching). Only those candidates who pass this oral exam will be admitted in to the first year. This language course of at least 100 hours can be followed at the Language Centre of the FUB (see: Preparation courses offered by the Language Centre – intensive courses) or at any language school.

If students cannot certify adequate knowledge in a language at the time of enrolment, then this must be certified by the end of the first year. In such an event, students must attend courses in the language(s) that they are missing at the Language Centre of the Free University of Bozen-Bolzano with compulsory attendance of 75% of the course. Attendance of these courses does not entitle students to credit points and only once students have passed the relevant end-of-course exam will they be able to enrol onto the second year of the degree course.

Students who are unable to certify knowledge in one or two languages cannot attend practical or theoretical courses in the language(s) that they lack (except practical courses linked to the Warm Up) until they have provided certification.

Those students who do not pass one or more language tests administered by the Language Centre of the Free University of Bozen-Bolzano by the end of the first year must repeat that year and will be barred from following projects until they have passed all the language tests necessary.

#### PREPARATION COURSES OFFERED BY THE LANGUAGE CENTRE (INTENSIVE COURSES)

The University Language Centre is organising **intensive language courses** in Italian, German and English for pre-enrolled students. The preparation courses for the language exam last three weeks (Monday to Friday, four hours a day) from **4th to 25th August 2008**.

The Language Centre also organises **beginners' courses** in the above languages (**4th August–16th September 2008**). We strongly recommend enrolling in one of these courses if you are an absolute beginner in one of the three teaching languages of your degree course. The **deadline for enrolment** on all these language courses is **25th July 2008**.

The Language Centre will also be organizing specific **refresher courses** for freshmen in **September 2008**. Further information regarding deadlines, enrolment and fees is to be found on the website of the Language Centre.

## **ENROLMENT**

Candidates well positioned on the rank list may enrol for the Degree Course in Design by submitting their application **by 12:00 midday Friday 26th September 2008** at the Student Secretariat in Bozen-Bolzano, via Sarnesi 1.

With the application, the following documents must be enclosed:

- receipt of the first payment of university fees
- receipt of the provincial tax for the right to study

The payment slips are available in the Student Secretariat.

**Prospective students who have secondary school certificates and/or qualifications from abroad** must also enclose:

- original of the declaration of equivalent value of the secondary school certificate/qualification issued by the Italian consulate or embassy abroad;
- original of the official translation of their academic qualification into Italian (translation is not necessary if the certificates have been issued in German).

**Non-EU citizens** must also enclose:

- original secondary school certificate;
- a valid residence permit for stays in Italy must be presented to the Student Secretariat.

Candidates intending to transfer from another Italian university to the Free University of Bozen-Bolzano must enclose with the enrolment form a copy of the transfer application presented at their university of origin.

The rank list is only valid for the academic year in question. In the event that candidates on the list do not apply to become students by the date stated, the Free University of Bozen-Bolzano reserves the right to accept applications from students further down the list.

Candidates who are high enough up the rank lists to be taken for more than one degree course can only enrol for one of those courses. Once they have enrolled for this course, they lose the right to move up in the rank lists of other degree courses.

## **TUITION FEES**

Enrolment taxes and fees for the 2008/09 academic year and the provincial tax for the right to study amount to:

university fees: **€ 1,150.00**

provincial tax: **€ 129.50**

Tuition fees must be paid in **two instalments**: the first at the time of enrolment (by 26.09.2008), the second by 31.03.2009. The payment of the first and second instalment must be effected through postal slip or bank transfer (in both cases a payment receipt must be submitted to the Student Secretariat). The payment of the provincial tax must be effected separately through postal slip in favour of the Autonomous Province of South Tyrol. Precompiled postal slips are available in the Student secretariat.

In order to enrol, the first instalment must be paid. Delayed payment of the second instalment will result in a fine being levied. Students who have not paid their taxes or other fees will be unable to take exams and will not be able to transfer to other universities or other degree courses.

Disabled students with a disability up to or exceeding 66% are completely exonerated from paying university fees (except the provincial tax): the disability certificate, issued by the health authorities, should be presented at the beginning of the academic year.

Foreign students who have been granted a scholarship from the Italian government are also exonerated from all university fees (except the provincial tax).

## **RECOGNITION OF CREDIT POINTS**

At the moment of enrolling, credit points gained during previous university studies that regard individual modules or parts of modules consistent with the subject on the Bachelor's Degree Course curriculum may be recognized. These credits will be established by a special commission and will be added to the student's credit record.

Exams passed for a degree course followed at other Italian universities cannot be recognized if candidates intentionally dropped out of that particular degree course.

## **STUDY GRANTS AND STUDENT ACCOMMODATION**

Information regarding student grants, exemption from the payment of university taxes and also the assignment of accommodation may be requested at the "Amt für Hochschulförderung, Universität und Forschung/Ufficio per il Diritto allo Studio universitario, l'Università e la Ricerca scientifica" of the Autonomous Province of Bozen – Bolzano. Application for the above assistance is to be submitted following the official terms. The assignment of accommodation in student hostels follows a first-come first-served system.

## ADVISORY SERVICE

The Advisory Service of the Free University of Bozen-Bolzano informs prospective students about the faculties and the degree courses offered and provides support regarding the choice of study. At the Infopoints in Bozen-Bolzano and Brixen-Bressanone prospective students can view information material and receive information about the Free University of Bozen-Bolzano and its courses. There is also an individual consultation service available for anyone who is interested. The Advisory Service guarantees full support for disabled students throughout their time at the University.

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### Decree of 30 June 2003, no. 196: Data Protection Act

Information for interested parties:

All the information needed to complete the pre-enrolment and enrolment forms is necessary for carrying out the pre-enrolment and enrolment procedures. All information provided will be dealt with and stored on computer following the Data Protection Act, decree no. 196/2003, by employees of the Free University of Bozen-Bolzano under the responsibility of the Academic Director.

Should candidates wish to exercise their rights as detailed in articles 7 and others of the aforementioned decree as concerns access to, information on, updating of and the cancellation of this information, they can make a request to the Administrative Director of the Free University of Bozen-Bolzano.

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## ACADEMIC CALENDAR 2008/09

Pre-enrolment	by 1 <sup>st</sup> July 2008
Language assessment tests	
1 <sup>st</sup> session	as from 12.06.2008
2 <sup>nd</sup> session	as from 27.08.2008
Enrolment	by 26.09.2008
Winter semester	
Lessons start	29.09.2008
Christmas holidays	24.12.2008 – 06.01.2009
Lessons end	24.01.2009
Summer semester	
Lessons start	09.03.2009
Easter holidays	10 – 13.04.2009
Lessons end	20.06.2009
Examination sessions	
Winter	26.01 – 10.03.2009
Summer	22.06 – 11.07.2009
Autumn	29.08 – 29.09.2009

## FOR FURTHER INFORMATION

### Advisory Service

tel.: +39/0471 012 100  
fax: +39/0471 012 109  
e-mail: [advisoryservice@unibz.it](mailto:advisoryservice@unibz.it)

Open to the public:

**Bozen/Bolzano**, Sernesistraße 1/  
Via Sarnesi 1

Wed, Fri, 10:00 – 12:30  
Tue, Thu, 14:00 – 16:00

**Brixen/Bressanone**, Bahnhofstraße  
16/ Via Stazione 16

Thu, 14:00 – 16:00  
Tue, Thu (only June to October),  
09:00 – 12:00

### Secretariat of the Faculty of Design and Art

Sernesistraße/Via Sarnesi 1  
I-39100 Bozen/Bolzano  
tel.: +39/0471 015 000  
fax: +39/0471 015 009  
e-mail: [design-art@unibz.it](mailto:design-art@unibz.it)

Open to the public:

Monday – Friday, 09:00 – 12:00  
Tuesday and Thursday, 14:00 – 16:00

### Student Secretariat

Sernesistraße/Via Sarnesi 1  
I-39100 Bozen/Bolzano  
tel.: +39/0471 012 200  
fax: +39/0471 012 209  
e-mail: [student.secretariat@unibz.it](mailto:student.secretariat@unibz.it)

Open to the public:

Monday, Wednesday, Friday, 09:00 –  
12:00  
Tuesday, Thursday, 14:00 – 16:00

### Language Centre

Dantestraße/Via Dante 9  
I-39100 Bolzano  
tel: +39/0471/012 400  
fax: +39/0471/012 409  
e-mail: [language.centre@unibz.it](mailto:language.centre@unibz.it)

Open to the public:

from Monday to Friday, 14:30 – 17:00

### Amt für Hochschulförderung, Universität und Forschung/Ufficio per il Diritto allo Studio universitario, l'Università e la Ricerca scientifica

Andreas-Hofer-Straße/Via Andreas Hofer,  
18

I-39100 Bozen/Bolzano  
tel.: +39 0471 413 304  
fax: +39 0471 413 388

[www.provinz.bz.it/bildungsfoerderung](http://www.provinz.bz.it/bildungsfoerderung)

Open to the public:

Mon, Tue, Wed, Fri, 09:00 – 12:00  
Thursday, 08:30 – 13:00 and 14:00 – 17:30

**[www.unibz.it](http://www.unibz.it)**