



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
Bachelor in Design and Art
Major in Design

2009/2010 academic year

subject to change

WHAT ARE THE OBJECTIVES OF THE BA IN DESIGN IN BOZEN/BOLZANO

The **Bachelor in Design and Art – major 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.

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, web and interface design.

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.

HOW IS THE COURSE STRUCTURED? - STUDY PLAN

Teaching is divided into semesters, spread over a total of 6 semesters attributing a total of 180 credit points (CP). Students must sit and pass an exam for each course. The Bachelor ends with the completion and presentation of a degree project whose subject is decided upon in the sixth semester.

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

Students of the Bachelor in Design and Art – major 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:

- the Warm up**
- 4 projects**
- 9 lectures and practical courses**
- 3 language courses**
- the optional courses and**
- the degree project.**

THE WARM UP

The Warm up is an introduction semester and comprises a warm up project as well as two practical subjects.

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
descriptive geometry	Models of geometric representation	30	5
methods and techniques of representation WUP	Drawing: methods and techniques of representation	36	3

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.

In order to pass the warm up project, all the short projects contained in it must be passed. Students who do not pass the warm up project before the beginning of the second semester will only be allowed to attend language and workshop courses during the second semester; in the following winter semester they will have to enrol again in the first year and will have to attend the warm up project again.

PROJECTS

There are four types of project (A, B, C, D – see table below) that can each be undertaken only once. The individual projects – focusing either on product design (PD) or visual communication (VC) - 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. In the second, third, fourth and fifth semesters, the students must undertake one project per semester.

Project A	Contents	Hours	CP	Exam
product design (PD)	Design 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	1 exam 22 CP
digital modelling	Criticism of electronic programs for three-dimensional planning, resulting in prototyping and rapid production	60 integrated	5	
cultural anthropology	Introduction to the scientific work field (object of research, methods). Verification of the project related approach and results from the point of view of the cultural anthropology.	30 integrated	5	
Project B	Contents	Hours	CP	Exam
visual communication (VC)	Design 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	1 exam 22 CP
interactive & motion graphics	Methodologies, strategies and techniques of motion graphics as part of visual communication, including the design of motion graphics/sequences of images (video) as well as the animation of static shapes.	60 integrated	5	
graphic design theory and terminology	The elements of linguistic and communicative analysis of forms and icons, practice in applied analysis	30 integrated	5	
Project C	Contents	Hours	CP	Exam
visual communication (VC)	Design 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	1 exam 22 CP
graphic design	Methods and techniques of graphic design	60 integrated	5	
visual culture	Communicational and linguistic analysis of 2 and 3dimensional shapes: excercises in applied image analysis	30 integrated	5	
Project D	Contents	Hours	CP	Exam
product design (PD)	Design 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	1 exam 22 CP
production technologies and systems	Production techniques and systems in their function of engineering the product	60 integrated	5	
product 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 through their study plans.

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
typography and graphics	Introduction the the technical and design foundation of typography and graphics	SS	60	3
theory of social change	Sociological models of change, qualitative methodologies of analysis, innovations and trends	WS	30	5
history and criticism of film and audiovisual media	Movements, authors and main tendencies of the twentieth century	SS	30	5
history of design	Processes, tendencies, theories of the planning of communicative objects and creations for modern living	SS	30	5
interior & exhibit design	Possible solutions for the temporary design of spaces for cultural, exhibitional or commercial use, taking into consideration the communicative aspects.	WS	60	5
methods and techniques of representation*	Drawing. Students can choose between: life/still life drawing or conceptual rendering	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

WS = winter semester - **SS** = summer semester

* This course can only be taken after having passed the exam of "Methods and techniques of representation WUP"

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 2009/10
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

In order to allow the students to follow adequately the teaching in three languages, the faculty offers various 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 twelve 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 (if coherent with the educational project).

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 tutors, 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	10
Abstract in three languages	Abstract of the degree project in the three teaching languages (dt-it-en)	1

LECTURE HALLS AND CALENDAR

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 piazza Università 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 TO THE BACHELOR : ADMISSION REQUIREMENTS

Every year the Free University of Bozen-Bolzano establishes the maximum number of students who can be admitted to the Bachelor in Design and Art. For the 2009/10 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 Bachelor 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.

There are special ministerial admission requirements for some qualifications (American High Schools, British and Greek qualifications for example).

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.

HOW TO OBTAIN A PLACE - 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 Wednesday 1st July 2009, 12:00 noon** to the Student Secretariat of the Free University of Bozen-Bolzano (piazza Università 1, Bolzano), or sent by post. Applications that arrive after the deadline, or by e-mail 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 (for one of the reasons observed in article 39, paragraph 5 of the legislative decree of 25.07.1998, n. 286) apply directly to the University, as described above. A copy of the valid residence permit must be enclosed with the pre-enrolment form.

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) 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.

The first 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:

- a) 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 analysing critically a two- or three-dimensional object of his/her own choice. This recording should be provided on 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 **Wednesday 1st July 2009, 12:00 noon**. Recordings provided on a different support 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 Player¹, 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, motivation and originality 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.

b) The second stage consists of a workshop that will take place from 17 to 19 July 2009. 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 1st 2009) and enclose to the other documents requested also their application for recognition of exams taken at foreign universities (forms available from the Students' Secretariat).

ENROLMENT

Candidates well positioned on the rank list may enrol for the Bachelor in Design and Art by submitting their application **by 12:00 midday Friday 25th September 2009** at the Student Secretariat in Bozen-Bolzano, piazza Università 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 enrol for another course or to move up in the rank lists of other courses.

LANGUAGES

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. 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 the language assessment tests administered by the University's Language Centre (contact details are indicated on the last page of this Manifesto). Candidates may choose between two exam sessions:

¹ You can download a free-version of the VLC-player here: www.videolan.org/vlc/

- **11th June 2009** (and following days): Enrolment for the test must be done directly at the Language Centre.
- **26th August 2009** (and following days): Enrolment for the test will be done directly by the Language Centre for those candidates having passed the workshop selection in July.

The tests are held in Bozen-Bolzano in the University main building.

The test results will be published on the Language Centre's board and on www.unibz.it. If one fails the test in June, he/she can repeat it in August.

- Presentation of one of the following language certificates:

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 – C
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 – Certificazione IT	C2	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	Mittelstufe – M		Bestanden
Deutsch- ÖSD			
TestDaF-Institut, Hagen	TestDaF	3, 4, 5	Bestanden (alle Prüfungsteile)
Deutsche Kultusministerkonferenz	II. Stufe – Deutsches Sprachdiplom der Kultusministerkonferenz – DSD		Bestanden
Hochschulen	Deutsche Sprachprüfung für den Hochschulzugang – DSH		Bestanden
Provinz Bozen	Zweisprachigkeitsprüfung	A	Bestanden

*only valid for two years after sitting the test

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 Bachelor.

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.

Beginners in one or two teaching languages: At the end of the admission workshop in July 2009 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 (in the second half 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.

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 **3rd to 21st August 2009**.

The Language Centre also organises beginners' courses in the above languages (**3rd August – 11th September 2009**).

The deadline for enrolment on all these language courses is **24th July 2009**. Further information regarding deadlines, enrolment and fees is to be found on the website of the Language Centre.

TUITION FEES

Enrolment taxes and fees for the 2009/10 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 via bank transfer in two instalments: the first at the time of enrolment (by 25.09.2009), the second by 31.03.2010.

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 (and 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 (and the provincial tax).

RECOGNITION OF CREDIT POINTS

After enrolling, credit points gained during previous university studies, consistent with the subject on the Bachelor's 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 study grants, refund of the provincial tax for the right to study and 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 by the official deadline.

Applications for **accommodation** can be accepted starting Monday, 11th May 2009, 09:00 a.m. From this date onwards, applications can be handed in personally or sent by fax to the above mentioned office. The application form will be available online on the website of the office at the beginning of May. It is possible and also advisable to do the application for accommodation already upon pre-enrolment at the university or before knowing the admission procedure results, because the number of students applying for accommodation is considerably high. The assignment of accommodation in student hostels follows a first-come first-served policy, in which applications handed in personally have priority.

For further questions concerning **study grants**, students and candidates can also contact the "Südtiroler HochschülerInnenschaft" (sh.asus) which can give important information and help with the online application.

Addresses and telephone contacts are indicated on the last page of this Manifesto.

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.

Address and telephone contact for the relevant office are indicated on the last page of this manifesto.

ACADEMIC CALENDAR 2009/10

Pre-enrolment	by 1 st July 2009
Language assessment tests	
1 st session	as from 11/06/2009
2 nd session	as from 26/08/2009
Enrolment	by 25/09/2009
Winter semester	
Lessons start	28/09/2009
Christmas holidays	24/12/2009 – 06/01/2010
Lessons end	23/01/2010
Summer semester	
Lessons start	08/03/2010
Easter holidays	02. – 05/04/2010
Lessons end	19/06/2010
Exam sessions	
Winter	25/01 - 09/03/2010
Summer	21/06 – 10/07/2010
Autumn	27/08 – 05/10/2010

FOR FURTHER INFORMATION

Advisory Service

tel.: +39/0471 012 100
fax: +39/0471 012 109
e-mail: advisoryservice@unibz.it

Open to the public:

Bozen/Bolzano, Universitätsplatz/Piazza Università 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

Universitätsplatz/Piazza Università 1 – SER-A (4th floor)

I-39100 Bozen/Bolzano

tel.: +39/0471 015 000

fax: +39/0471 015 009

e-mail: _design-art@unibz.it

Open to the public:

Monday – Friday, 09:00 – 12:00

Tuesday and Thursday, 14:00 – 16:00

Student Secretariat

Universitätsplatz/Piazza Università 1 – SER-B (1st floor)

I-39100 Bozen/Bolzano

tel.: +39/0471 012 200

fax: +39/0471 012 209

e-mail: 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

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

E-Mail: hochschulfoerderung@provinz.bz.it

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

Südtiroler Hochschülerschaft / Associazione studenti universitari sudtirolesi (sh.asus)

Kapuzinergasse / Via Cappuccini, 2

39100 Bozen/Bolzano

Tel.: +39 0471 974614

E-Mail: bz@asus.sh

www.asus.sh/

Open to the public:

Monday – Thursday, 08:30 - 12:30 e 14:00 – 17:00

Friday, 08:30 - 12:30

www.unibz.it