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# a guide for foreign researchers



# a Guide for Foreign Researchers

#### Acknowledgements

This publication is the result of the work of the members of the national ERA-MORE Network, a body made up of sixteen mobility centres in universities, research centres and organisations, and has been made possible by the activities of a working group set up within the framework of the European Community funded project MOBI-CT-2004-510973 'ERAMIT - European Research Area Mobility in Italy' managed by the CRUI Foundation. The publication *Italy - A Guide for Foreign Researchers* has been made possible by the financial contribution of the European Commission's General Research Directorate, under the Sixth Framework Programme.

For their help in the drafting of the chapters of this Guide we would like to thank the following: Teresa Caltabiano - University of Catania
Candida Calvo Vicente - University of Sienna
Mara Caputo - University of Bologna
Katia Insogna - CRUI Foundation
Irene Liverani - University of Turin
Mauro Mazzotta- University of Pisa
Natalia Paganelli - CRUI Foundation
Emanuela Pavia - University of Padua
Maddalena Pigozzi - University of Verona
Daphne van de Sande - APRE (Agency for the Promotion of European Research)

In some cases the contents were processed, updated and edited from existing sources of information, both at national and international levels, including the web sites of embassies, ministries and statistical institutes. The drafting of this Guide was thus also made possible by the work of people who produced these sources and made them available to the public.

This Guide is purely for information purposes and provides information on practical and administrative procedures in Italy. The information and indications that it contains do not replace official sources of information and provide no bases for claims or legitimate expectations of any kind.

The contents of this Guide were last updated in January 2007.

Readers of the Guide should be aware of the fact that some regulations referring to national research and/or work policies (including entry procedures) are currently being modified. It is therefore possible that some realities described in this Guide have changed since the last update. Information in this Guide should be compared with up-to-date sources of information and double-checked with bost institutions or the Network of Mobility Centres Helpdesk (mobility@fondazionecrui.it).

Printed in Italy in march 2007

Free copy Design, layout and prepress: POLARIS - www.polarisonline.it Special thanks to the Italian Universities and Research Centres for the photos









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# Introduction

In the following pages you will find general information on the higher education and research system in Italy, as well as information on procedures concerning your arrival to Italy, together with practical information on your stay. You will find more detailed information on the matters discussed in this Guide on our National Mobility Portal, available at

#### www.fondazionecrui.it/eracareers

We hope that this will be helpful to you in the organisation of your mobility experience in our country. By way of an introduction, we would like to give you a brief overview of the main steps you will have to take in order to plan and spend a period of research in Italy.



# **1. COMING TO ITALY STEP BY STEP**

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# BEFORE COMING TO ITALY

If you wish to come to Italy for a research period, you should start planning your mobility experience at least six months before your departure (or even longer if you have to find suitable funding).

In brief, to come to Italy you need:

- > To find support (funding) for your mobility period.
- > To contact the university or research organisation where you would like to spend your study or research period.
- > (If you are not an EU citizen), to check with the available sources of information and with the Italian embassy/consulate in your own country whether you need an entry visa.
- > To define with your host institution:
  - which type of contract/fellowship you will receive
  - which procedures should be implemented before your arrival in Italy and which of them should be implemented by your host institution.

As far as funding is concerned, the main channels to look for appropriate support are:

- Professional reviews and magazines specialised in your field of research.
- > The Internet: universities and research centres have websites with lists of departments or institutes that advertise their offers of fellowships and research grants. You should be aware that not all the information will have an English translation and that some advertisements will be in Italian.
- > ERACAREERS, the European Researchers' Mobility Portal, which offers information to mobile researchers on funding and work opportunities in Europe.
- > Personal contacts developed during your career.

If you need an entry visa, you should apply for one at the Italian embassy or consulate of your country of fixed residence.

The documents to be provided will have to prove that:

- > You are coming to Italy to carry out research or to study.
- You will be hosted by a university, a research institution or a company.
- > The cost of your stay will be covered by an appropriate source of funding.



ONCE IN ITALY, you will have to:

- > Apply for a Permesso di Soggiorno within 8 days after your arrival at the relevant local offices if you are a non-EU citizen with an entry visa.
- > Apply for a Carta di Soggiorno if you are an EU citizen who intends to stay in Italy for more than three months.
- > Register with the National Health Service, if you are not covered by personal health insurance.
- > If this is required, request a tax identification number.



# 2. HIGHER EDUCATION AND RESEARCH IN ITALY

# THE ITALIAN SYSTEM OF HIGHER EDUCATION

Italian higher education has a binary system and consists of two main sectors:

- > The university sector.
- > The non-university sector.

At present, the university sector is made up of 94 university institutions.

A complete and updated list is available at the central ministry database http://cercauniversita.cineca.it/ where detailed information about structures, programmes and academic staff can be found (it.).

Universities	94
Students	1,823,886
Academic staff	60,251
Enrolled PhD candidates	36,944

Some Data on the Italian University System - Year 20051

#### The University Sector

Universities in Italy provide teaching and carry out research activities. According to the principle of autonomy, each university draws up its own statutes and internal regulations which establish the rules for its administration, teaching and research.



As far as the internal structure is concerned. departments organise research in line with the teaching that is carried out and coordinated at a faculty level and they also organise PhD courses and engage in research activity and consultancv outside the university. Departments are administered by department councils and their directors. Specific units have been created to manage questions relating to the management of research and policies connected with patents and intellectual property rights.

<sup>1</sup> Or latest year available.



At present the **academic staff** in universities are organised into the following main categories:

- A. Full professors.
- B. Associate professors.
- C. Researchers.
- D. Contract lecturers (external teaching staff).

#### The Structure of University Education

University studies are organised into three cycles: bachelor's degrees, master's degrees and doctorates, which in Italian are termed respectively *laurea*, *laurea magistrale* and *dottorato di ricerca*. Depending on the study programme, students are awarded credits expressed in CFU (Crediti Formativi Universitari) which are compatible with the European Credit Transfer System (ECTS). The ECTS makes it easier to compare the study programmes of different universities and thus facilitates mobility and academic recognition within the European Higher Education Area.

Further information www.study-in-italy.it the Ministry's database 'Study in Italy' (en.)

#### **Recognition of Diplomas and Qualifications**

This type of information is usually provided by the National ENIC-NARIC Centre which is represented in Italy by the CIMEA.

> Further information www.cimea.it Information Centre on Academic Mobility and Equivalence(it. en.)



#### **RESEARCH IN ITALY**

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#### Facts

Recent studies, which have at times been published in leading research journals (i.e. David A. King, 'The Scientific Impact of Nations', Nature, vol. 430, 15 July 2004), demonstrate that Italy's performance in research, in specific fields in particular, is of the highest level.

A survey of the Conference of Italian University Rectors (CRUI) published in 2005 and based on the ISI Thomson database, analysed scholarly production in 89 research disciplines. The survey showed that in 42 disciplines Italy's number of citations is above the average at a world level. Italian researchers seem to contribute in the main to the development of knowledge

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in fields such as internal medicine, aerospace, physics, and haematology.

Recently a research assessment exercise was carried out at a central level by the CIVR (the National Committee for the Assessment of Research) whose results by research body and institution can be found on the Internet. The CIVR website also offers links to research bodies in Italy and Europe. A new national Agency for the assessment of universities and research (ANYUR) was created in November 2006. It will replace the CIVR the CNVSU (the and National

Committee for the Evaluation of the University System).

Further information www.civr.it the National Committee for the Assessment of Research (it. en.) http://vtr2006.cineca.it/ Results of the research assessment VTR 2001-2003 (it. en.)

#### **Overview and Actors**

In 2003 the total number of researchers (FTE) was more than 70,000, while the total number of staff employed (FTE) in research activities was nearly 162,000 (source: Istat, 2005).

The main actors in research and technological development activities are in **universities** (which were responsible for 33.9% of national research activities in the year 2003), **public research institutes** and **private companies**. The average contribution of the private sector to research was 47.3% in 2003, for which mainly a few large companies were responsible. In 2003 the total expenditure on research activities within research institutions in Italy was more than 14.7 billion Euros.

Funds for research and technological development come mainly from the Ministry for Universities and Research (MIUR), but other central bodies also allocate funds to research activities, for example, the Ministry of Health, the Ministry for the Environment, the Ministry of Agriculture, and other relevant bodies.

Further information www.fondazionecrui.it/eracareers/research\_italy.htm National Researchers' Mobility Portal (en.)

Specific Units have been created in universities to deal with questions connected with policies in relation to patents and intellectual property rights.

> Further information www.netval.it the National Network for the Promotion of University Research (it.)



The creation of **technological districts** has been supported at a central level in order to foster innovation in the business world and to strengthen the hi-tech sector.

Further information www.distretti-tecnologici.it/home.htm Technological Districts Observatory (it.)

Science and technology parks have been created thanks to funding made available by the Ministry of Universities and Research and by the European Community through the Structural Funds. Their goal is to promote research activities with strong links with the business world.

> Further information www.apsti.it The Association of Science and Technology Parks (it.)

The creation of **centres of excellence** in different research areas of the university sector has been supported by the Ministry for Universities and Research since 2000.

Centres of excellence have been set up in the following areas in particular: biotechnology and biomedicine; new materials; ICT; environmental studies; logistics; economics and the social sciences.

> Further information www.ricercaitaliana.it/eccellenza.htm Interactive map of Italian centres of excellence by region (it.)



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#### FUNDING OPPORTUNITIES



In Italy, funding opportunities for research and technological development come essentially from two principal sources: the **state** and the **European Union**.

Funds from the EU are made available through the Structural Funds and Framework Programmes for Research and Technological Development.

The financial contributions for research allocated through the funds of the Italian government and the Structural Funds are described in the following main types of documents, which also take into account the 'Priority Objectives' that the European Union

intends to achieve in the planned period:

- > The National Research Plan (PNR) a three-year planning document drawn up by the Ministry for Universities and Research and then approved by the Council of Ministers through the Committee for Economic Planning.
- > The POs (Operational Programmes) which can be administered at national or regional level (PON and POR): the national planning of the so-called European Structural Funds envisages a quota of national co-financing. The 'PON Research' intended for the Objective 1 Regions (Basilicata, Calabria, Campania, Puglia, Sardinia, Sicily) is agreed upon for the purposes of research activity by both the regional governments and the Ministry for Universities and Research. At the present time, the PON 2000-2006 is being implemented. The new PON will cover the period 2007-2013.
- > The DOCUPs (Single Planning Documents) which in Italy, for the period 2000-2006, were for the Objective 2 Regions.

Various programmes (until 2006) financed research at a national level: the main instrument was the **PRIN** (the Fund for Universities for the Financing of Research Programmes of National Interest) and the **FIRB** (the Fund for Basic Research). These had annual calls. From 2007, different programmes will merge into one single fund, the **FIRST (Fund for Investments in Research**, **Science and Technology)**.

#### How to find information

Because of the existence of different sources of funding, which are generally made available to national universities and research centres through open calls, researchers wishing to spend a period in Italy need to consult different sources of information, online or on paper. According to a recent survey on the mobility of researchers in Italy, the main source of information used to find available positions and funding are the Internet and personal



contacts developed through previous research projects, as well as specialised reviews and magazines in the disciplines of researchers.

For a list of universities and research centres in Italy

www.fondazionecrui.it/eracareers/ (section 'Research System in Italy') (en.)

Available vacancies at a national and European level

http://europa.eu.int/eracareers/ The European Researchers' Mobility Portal (en.)

http://cordis.europa.eu/mc-opportunities/ Marie Curie Actions - Human Resources and Mobility Programme, European Commission (en.)





# **3. WORK CONTRACTS**

In Italy there are various forms of work relationships. For a researcher, the most common contract typologies are:

- Employment contracts.
- > Fellowships.
- > Self-employment.
- > 'Semi-subordinate' contracts.



A choice in favour of one these options has consequences at the level of taxation and social security.

- > The employment contracts (fixed term or permanent) mostly used for researchers are those of the university sector, of public research institutions (some large institutions may have their own specific contract, for example ENEA) and those of the medical and chemical sectors. The careers of university professors in Italy are basically regulated by Law DPR 382/80 and by Law 230/2005 which specify the number of hours that must be dedicated to teaching activities.
- > A specific kind of *fellowship* is the 'assegno di ricerca', which is regulated by Law 449/97 which envisages working with a specific research project. Its duration may vary but generally it cannot exceed 4 years. The remuneration is exempt from personal income tax but subject to social security contributions.
- > A self-employed worker normally has a VAT number ('partita IVA') and issues invoices instead of receiving a fixed salary. The VAT due is on each invoice and an income tax return needs to be filed at regular intervals. A self-employed worker needs to make his/her own provisions for social security which is, nonetheless, compulsory.
- > The 'semi-subordinate' work relationship, which is an intermediate form between being an employee and being a freelance professional, includes at least three types of employment contracts:
  - The 'contratto di collaborazione coordinata e continuitiva- Co.Co.Co.', which at the present time is only allowed in public bodies;
  - The 'lavoro a progetto', the so-called 'Co.Co.Pro.', a type of contract which since 24 October 2005 all private organisations have been obliged to use instead of the Co.Co.Co.;
  - 'Prestazioni occasionali' (occasional work) can only be used for assignments of less than 30 days and a total yearly remuneration of less than 5,000 Euros.



Further information www.fondazionecrui.it/eracareers/ the National Researchers' Mobility Portal (en.)





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# 4. ENTRY AND RESIDENCE PROCEDURES

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# ENTRY PROCEDURES

#### EU /EFTA citizens

European Union citizens, together with EFTA and Swiss citizens, do not require a visa to study or work in Italy. Nevertheless they must possess a valid ID card or passport. Once in Italy, they must apply for a 'Carta di Soggiorno' if they intend to stay in Italy for more than 3 months.

#### Non-EU citizens

Non-EU citizens intending to study or work in Italy need to apply for a visa at the Italian diplomatic offices (*embassies* or *consulates*) in their country of residence. **Researchers are advised to start the whole application** 



procedure well in advance of their planned stay in Italy (at least three months before the intended start of their research activities) because visas, and especially work visas, may take a long time to be issued.

It is important, therefore, to contact the inviting/hosting organisation before applying for the VISA in order to verify which type should be requested, according to the reason for entry, the length of stay and the financial means of support. In most cases, the hosting institution has to provide researchers with specific documents which have to be enclosed with the visa application.

There are different types of visas, but the following are those most requested by researchers:

- VISA USV C: for short stay or travel, valid for up to 90 days and for the whole Schengen Area, or for one country only, or for the country which has issued the VISA. With this kind of visa it is not possible to obtain the renewal of a residence permit.
- VISA NV D, long stay or national visa valid for visits longer than 90 days with one or more entries, only in the territory of the Schengen state whose diplomatic representative issue the visa. The type D visa allows transit through another Schengen state for up to 5 days. With this kind of visa it is also possible to obtain the renewal of a residence permit.

If you want to stay more than 90 days and, while in Italy, for any reason you wish/need to visit other Schengen states for more than 5 days, then you are strongly advised to apply for a <u>C+D visa</u>.



Visas can be issued for various reasons:

- A. Study (proof of enrolment in a study course and/or an awarded grant must be provided).
- B. *Employment contract* (authorisation to work in Italy, requested by your employer at the local employment office *Sportello Unico* or *Direzione Provinciale del Lavoro*, must be enclosed with the application).
- C. Self-employed work/ freelance work ('incarico').
- D. *Family reunion* (for family members joining the person who is applying for a visa for one of the above reasons).

It is not advisable to apply for a 'tourism' type of visa because, as with type C, the maximum length of stay is 90 days, during which period you are not allowed to work.

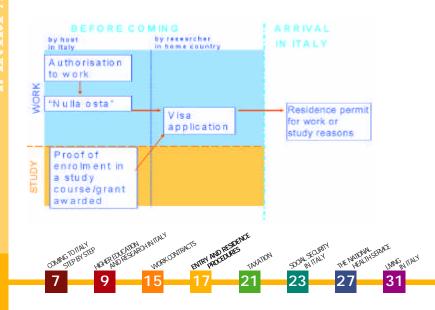
An insurance coverage for medical care and/or hospital admission is necessary to obtain a uniform Schengen visa and certain national visas.

You can check if you need a visa, and which standard document you should provide, at

www.esteri.it/visti/home\_eng.asp The database of the Italian Ministry of Foreign Affairs (en.)

Please note that researchers from Bulgaria and Romania, new member states from 1 January 2007, do not require a visa to enter Italy. However, a transition period of one year is foreseen, in which some categories of workers from those two countries are requested to follow a simplified procedure to obtain their residence permit. Consult your hosting institution for more details on this subject.

As emerges from the following table, the application procedures differ according whether the entry is intended for study or work purposes:





Further information www.fondazionecrui.it/eracareers/ the National Researchers' Mobility Portal (en.)

#### **RESIDENCE PROCEDURES**

Upon their arrival in Italy, **non-EU researchers** need to go to one of the many urban authorised post offices within 8 days of their arrival and apply for a *Permesso di Soggiorno* (residence permit), which has to be requested for the whole duration of the employment contract, fixed term contract or assignment contract. It cannot exceed two years but it is possible to apply for a renewal.

If the worker can prove that he/she has applied for renewal, he/she is allowed to stay in Italy while awaiting the issue of the new permit. There may be restrictions on travelling outside Italy during this period.

EU citizens need a Carta di Soggiorno if they intend to stay in Italy for more than 3 months, and/or if they intend to have a work contract or study. The application for the 'Carta di Soggiorno' is regarded as compulsory in order to obtain social security benefits, i.e. to register with the Italian National Health Service (SSN). EU-citizens may choose whether to apply for their

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*Carta di Soggiorno* at a post office or at an immigration office of a police headquarters. The *Carta di Soggiorno* allows them to stay in Italy with no time limit and gives them access to some social benefits.

Please note that researchers from Bulgaria and Romania, new member States from 1 January 2007, are subject to a transition period of one year, during which time they are requested to follow a simplified procedure to obtain their residence permit. Consult your hosting institution for more details on this point.





# **5. TAXATION**

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The Agenzia delle Entrate (Inland Revenue) administers the Italian taxation system and its local offices provide information to citizens.

In Italy, taxes are grouped into two main categories:

- Direct taxes: on the income of individuals (known as *IRPEF* but whose acronym has recently been modified to *IRE*) and on the income of enterprises/companies (*IRES*). This last is not directly applicable to researchers.
- Indirect taxes: on goods, services or imports (*IVA*, equivalent to VAT), on regional production (*IRAP*), on real estate (*ICI*), etc.

All workers (including the selfemployed) are subject to the taxation of their income or other benefits, with the exception of daily allowances paid for business journeys and lunch tickets<sup>2</sup>. The amount of taxes to be paid depends on the type and duration of the contract.

As a general rule, if EU and foreign citizens stay in Italy less than 183 days in a calendar year, they will be considered *non-resident citizens* and thus not resident in Italy for fiscal purposes. EU and non-EU citizens become automatically *residents*, and ought to pay taxes on income earned in Italy when they stay in Italy for more than 183 days in a calendar year.



#### Bilateral Agreements against Double Taxation

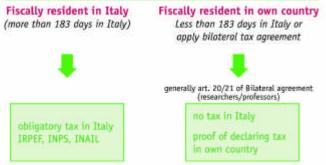
Foreign researchers who have fixed residence in a country that has signed an agreement with Italy against double taxation are generally allowed to choose whether to pay taxes in their residing country or in Italy - usually for a maximum of two years. In order to benefit from the application of such bilateral agreements, you should provide proof of the effective payment of taxes in your country of residence (generally this declaration is issued by the Inland Revenue or equivalent body in your country). Please contact your hosting organisations well in advance to enquire about the procedure to follow once you are in Italy.

<sup>2</sup> Amounts subject to yearly updates. For daily allowances lower limits apply if expenses are reimbursed separately.



The overview below provides a simplified representation of these principles:





In addition, art. 3 of Law 326 (2003) allows a tax reduction on the salaries paid to Italian researchers who return to work in Italy after a period abroad, and to foreign researchers moving to Italy, under certain conditions. If the researcher is then considered eligible, he/she is required to pay taxes on only 10% of his or her actual income in Italy and the employer does not pay IRAP. The tax reduction to the researcher can be applied for a maximum of three fiscal years.

#### Tax Identification Number

The **tax identification number** (*codice fiscale*) is the citizen's fiscal identification number and this is often required in Italy for all sorts of procedures (i.e. opening a bank account, renting a flat, applying for a fixed telephone line, etc.). To apply for it, foreign citizens need a valid residence permit and ID: the application must be made to a local tax office of the Italian Inland Revenue (*Agenzia delle Entrate*).

Further information www.agenziaentrate.it Italian Inland Revenue (find your local office in the section 'Trova l'ufficio') (it.) www.fondazionecrui.it/eracareers/tax\_useful.htm (en.)





# 6. SOCIAL SECURITY IN ITALY

## **BASIC PRINCIPLES**

According to Italian and EU social security principles and rules, workers from EU, EEA and Switzerland:

- > Are subject to the law of only one country at any one time.
- > Are usually insured under the social security laws of the country they work in, except when they are posted workers abroad.
- > Will receive the same benefits and rights as local workers, if they register with the Italian social security system, by paying contributions.
- > Have the right, in many cases, to sum up working periods carried out in different countries where they pay contributions ("aggregation" of periods), in order to receive work and unemployment benefits and state pensions.

Non EU/EEA nationals belonging to countries which have signed bilateral social security agreements with Italy will get the same benefits as local workers provided they register with the Italian social security system and pay the required contributions.

#### Social Security Institutes in Italy

- INPS (the National Social Security Institute) operates an ordinary fund for employed workers and a special fund for semi-subordinate workers and holders of a fellowship at an Italian university www.inps.it (it.).
- INPDAP (the National Social Security Institute for Civil Servants) performs the same role as INPS but does so specifically for civil servants and similar categories www.inpdap.it (it.).
- <u>INALL</u> (the National Institute for Accidents at Work) deals with accidents at work and occupational illnesses www.inail.it (it.).
- Various institutes deal with various categories of self-employed workers (such as the INARCASSA for engineers and architects, the ENPAB for biologists, the ENPAM for medical doctors, etc.).

#### Types of Insurance and Benefits Included in the Italian Social Security System

- > Sickness and maternity leave (and insurance against tuberculosis).
- > Insurance against accidents at work and occupational illnesses.
- > Compulsory insurance against general invalidity, old age, loss of spouse/parent.
- > Insurance against involuntary unemployment.
- > Family cheques/allowances.





Some benefits may vary according to provisions in the different categories of contract. Fellowships from the Italian government include insurance against sickness and accidents through INA; fellowships from Italian universities/research centres generally include insurance against accidents.

#### Pensions

Foreign workers who have worked in Italy and contributed to the INPS or INPDAP pension schemes can benefit from the same pension benefits as Italian workers. There are two types of pension: old-age pensions and seniority or length-of-service pensions. Additionally, some workers may be entitled to ordinary or civil invalidity pensions, and immediate family relatives who lose a spouse/parent may also be entitled to a pension.



How to Benefit from the Italian Social Security system

In order to collect benefits, workers need to register with and to contribute to the social security system: registration and contribution may be mandatory or voluntary.

For employed/subordinated workers, registration is the duty of the employer; self-employed workers need to register personally.

Researchers with a fellowship and/or an 'assegno di ricerca', as well as semi-subordinate workers, are generally registered by their employers with the so-called 'Gestione separata' of INPS, a fund managed separately from the funds of subordinated workers. Holders of a fellowship of the Italian government are registered with the INA (National Insurance Agency) for insurance against sickness and work accidents but do not contribute to the other kinds of insurance. For other fellowship types, please check on a case-bycase basis.

As far as contributions are concerned, compulsory contributions are made by each worker (whether employed or self-employed during his or her working life), while voluntary and/or retroactive voluntary contributions are made in order to preserve or improve the workers' future pension benefits, for example during certain periods of absence from work (e.g. while receiving unemployment benefits or during compulsory maternity leave).

For employed workers, semi-subordinate workers and students holding a fellowship at an Italian university, compulsory contributions are calculated on the basis of the salary received, according to contribution rates fixed by law. Whereas employed workers contribute to the ordinary INPS fund, the other two categories contribute through the 'gestione separata'. As a general rule,

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two-thirds of these contributions are paid by the employer and one third by the worker. The employer is obliged to transfer the entire amount, including the proportion paid by the worker, to INPS.



# AGGREGATION OR ACCUMULATION OF CONTRIBUTIONS AT AN INTERNATIONAL LEVEL

The provisions applied to researchers are the same as those applied to other categories of workers. Foreign researchers who have contributed to the payment of Italian social security, belonging to the EU, the EEA, or countries which have a bilateral agreement with Italy, can therefore apply for the 'accumulation' of their contributions. An application submitted in one country should also apply to the other country.

Researchers from countries which do not have any bilateral agreements with Italy also have certain rights.

#### Citizens from the EU, the EEA and Switzerland



According to EU regulations, the periods during which a worker has adhered to social security systems in two different countries can be aggregated and this applies to the benefits as well. As regards pensions, aggregation is allowed if the worker has matured, in the country granting the pension, a minimum period of insurance contributions (for EU and EEA countries the minimum period is 52 weeks).

# Citizens from Non-EU/EEA Countries which have Signed a Bilateral Agreement with Italy

Italy has signed bilateral agreements with certain countries in order to ensure that citizens of these countries who have worked in both countries and have made equal contributions enjoy equal social security benefits. Workers from non-EU/EEA countries that have signed a bilateral agreement with Italy can ask for an aggregation of the periods of insurance in Italy and abroad, provided the worker has matured at least the minimum period of



contributions in the country granting the pension. This minimum period may differ according to the country in question.

#### Citizens from Non-EU Countries which have not Signed a Bilateral Agreement with Italy

Foreigners from countries that do not have a bilateral agreement with Italy have the right to apply for the reimbursement of both the worker's and the employer's contributions. A 5% increase for each year will be applied to the sums to be reimbursed. In order to apply, workers must prove that they have at least one contribution, have ceased their professional relationship with the employer, and have left the country.

Further information www.fondazionecrui.it/eracareers/ the National Researchers' Mobility Portal (en.)





# 7. THE NATIONAL HEALTH SERVICE



# THE HEALTH CARE SYSTEM

In Italy the health-care system:

- Is administered at national level by the Servizio Sanitario Nazionale (the National Health Service): this is made up of public and private regulated structures.
- Is organised autonomous-> ly on a regional basis.
- > Includes public and private clinics and specialists (doctors working with in the public system may also work in the private sector).



Registration within the National Health Service (SSN) guarantees:

- Consultations free of charge with the general practitioner (including paediatricians), but payment of a small fee in the form of a 'ticket' for visits and medical examinations with specialists (people with chronic illnesses or belonging to specific groups may be exempted from this payment).
- Free hospitalisation. >
- > Access to day hospitals in specialised medical structures (dermatology, ophthalmology, etc.).
- Pharmaceutical assistance (prescriptions and rebates on purchases). >

In case of emergency, it is possible to go directly to a hospital accident and emergency unit (Pronto Soccorso): this service is usually free for emergencies but the payment of a limited fee may be requested for other types of illnesses. In other cases, if admission to hospital is required (day hospital as well), citizens can contact a general practitioner and refer to the local health office (Azienda Sanitaria Locale - ASL). To call an ambulance, or to receive first-aid assistance, the number to dial is 118; this service is free of charge and available on Sundays, holidays and during the night.

## FU RESEARCHERS

EU researchers are entitled to the European Health Insurance Card (EHIC) which facilitates access to any medical treatment that may become necessary during a temporary stay in another EU country.

Researchers who are officially resident in Italy are automatically regis-



tered with the National Health Service (SSN) and entitled to the above-mentioned benefits of Italian citizens.

## NON-EU RESEARCHERS

Non-EU researchers living, studying and/or working in Italy are obliged to possess a source of health-care provision which protects them in case of sickness, accident or pregnancy. These sources can be:

- > The purchasing of a private health insurance policy valid in Italy; it is advisable, before leaving the departure country, to have a copy of the policy endorsed by an Italian embassy or consulate.
- > Registration with the National Health Service (SSN), on a voluntary basis as well.
- > The purchasing of a private insurance policy issued in Italy by a national insurance company.

Further information www.fondazionecrui.it/eracareers/useful\_health.htm (en.)



# 8. LIVING IN ITALY

# ITALY IN BRIEF



Name: Republic of Italy Area: 301,336 sg. km. Population: 57.8 million Borders: Slovenia (North-East): Switzerland and Austria (North): France (North-West) Sea: Tyrrhenian Sea (West); Ionian Sea (South); Adriatic Sea (West) Climate: mild Mediterranean Capital: Rome Annual growth rate: 0.28%. Religion: Roman Catholic (majority). Language: Italian (official). Education: Compulsory up to 16

Workforce: 24.3 million

#### Political System

*Type*: A republic since 2 June 1946. *Constitution*: 1 January 1948.

*Branches*: Executive - President (Chief of state), Council of Ministers (Cabinet), headed by the President of the Council (Prime Minister).

Legislative - bicameral Parliament: 630-member Chamber of Deputies,

315-member Senate (plus a varying number of Senators for Life). Judicial - independent Constitutional Court and lower magistracy.

Subdivisions: 107 provinces, 20 regions.

*Suffrage*: Franchise for the Chamber of Deputies: universal over 18; franchise for the Senate: universal over 25.



#### ECONOMY

Italy joined the European Monetary Union in 1998 when signing the Stability and Growth Pact and, as a condition of this Euro Zone membership, Italy - like the other member states - must keep its budget deficit beneath a 3% ceiling. Italy's closest trade ties are with the other countries of the European Union, with which it conducts about 60% of its total trade (2004 data). Italy's largest EU trade partners, in order of market share, are Germany, France, Spain and the United Kingdom.

Italy's major industries are precision machinery, motor vehicles, chemicals, pharmaceuticals, electric goods, fashion and clothing.



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#### Labour

The total workforce in Italy amounts to more than 24 million people. About 22.4 million are employed, of whom 6.8 million in industry and 14 million in the services. More than 3 million have a university or post-university diploma (in 2001 7.6% of the total population held a university diploma). Even though much of its mountainous terrain is unsuitable for farming, Italy has a significant workforce (about 1 million) employed in agriculture. Most farms are small, with the average farm being only seven hectares.

Trade unions claim to represent about 40% of the workforce. Most Italian trade unions are grouped into four principal confeder-

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ations: the General Italian Confederation of Labour (CGIL), the Italian Confederation of Workers' Unions (CISL), the Italian Union of Labour (UIL), and the General Union of Labour (UGL). The CGIL, the CISL and the UIL are affiliated to the International Confederation of Free Trade Unions (ICFTU) and customarily coordinate their positions before negotiating with management or lobbying the government. The confederations have had an important consultative role in the formulation of national social and economic policies.

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#### PEOPLE AND HISTORY

Italy has the fifth-highest population density in Europe - about 200 persons per square kilometre (490 per square mile). Minority groups are small, the largest being the German-speaking community of the Province of Bolzano and the Slovenes near Trieste. There are also small communities of Albanian, Greek, Ladino and French origins. Immigration has increased in recent years, while the Italian population is declining in overall terms due to low birth rates. Although Roman Catholicism is the majority religion - 85% of native-born citizens are nominally Catholic- all religious faiths are provided equal freedom before the law by the Constitution.

#### History - A Brief Overview

In the eighth and seventh centuries BC, Greeks settled in the southern part of the Italian Peninsula; Etruscans, Romans and other peoples inhabited the central and northern mainland. The peninsula was subsequently unified under the Roman Republic. The neighbouring islands were under Roman control by the third century BC and by the first century AD the Roman Empire effectively dominated the Mediterranean world.



After the **collapse of the Roman Empire** in the West in the fifth century AD, the peninsula and islands were subjected to a series of invasions, and political unity was lost. Italy became an oft-changing succession of small states, principalities, and kingdoms, which fought among themselves and were subject to the ambitions of foreign powers. **The Popes of Rome** ruled



central Italy, and rivalries between the Popes and the Holy Roman Emperors, who claimed Italy as their domain, often made the peninsula a battleground.

The commercial prosperity of northern and central Italian cities, which began in the eleventh century, combined with the influence of the **Renaissance**, somewhat mitigated the effects of these medieval political rivalries. Although Italy declined after the sixteenth century, the Renaissance had strengthened the idea of Italian nationality. By the early nineteenth century, a nationalist movement had developed and this led to the **reunification of Italy** except for Rome - in the 1860s. In





#### The Twentieth Century

1861, Victor Emmanuel II of the House of Savoy, was proclaimed King of Italy. Rome was incorporated into the kingdom in 1870. From 1870 until 1922, Italy was a constitutional monarchy with a parliament elected by a limited franchise.

During the First World War, Italy abandoned its standing alliance with Germany and Austria-Hungary and in 1915 entered the war on the side of the Allies (France, Russia, British Empire and, later on, the United States of America). Under the post-war settlement Italy received some former Austrian territories along her northeast frontier. In 1922 Benito Mussolini came to power and over the next few years eliminated political parties, curtailed personal liberties, and installed a Fascist dictatorship which was termed a corporate state. The king, with little or no effective power, remained the titular head of state.

Italy allied with Germany and declared war on the United Kingdom and France in 1940. In 1941, Italy, with the other Axis powers, Germany and Japan, declared war on the United States and the Soviet Union. After the

Allied invasion of Sicily in 1943, the King dismissed Mussolini and appointed Marshal Pietro Badoglio as premier. The Badoglio government declared war on Germany, which quickly occupied most of the country and freed Mussolini, who then led a brief-lived regime in the north of the country. An anti-Fascist popular resistance movement grew up during the last two years of the war and harassed German forces before they were finally driven out in April 1945. A plebiscite in 1946 ended the monarchy, and a constituent assembly was elected to draw up plans for the Republic.



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Under the 1947 peace treaty, minor adjustments were made to Italy's frontier with France, the eastern border area was transferred to (now former) Yugoslavia, and the area around the city of Trieste was designated a free territory. In 1954, this free territory, which had remained under the administration of U.S.-U.K. forces (Zone A, including the city of Trieste) and Yugoslav forces (Zone B), was divided between Italy and Yugoslavia, principally along the zonal boundary. This arrangement was made permanent by the Italian-Yugoslav Treaty of Osimo, ratified in 1977. Under the 1947 peace treaty, Italy relinguished its overseas territories and certain Mediterranean islands.

The status of the Roman Catholic Church in Italy has been determined, since its temporal powers ended in 1870, by a series of accords with the HEERIDCATON CHINITAL

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Italian Government. Under the Lateran Pacts of 1929, which were confirmed by the present Constitution, the Vatican City was recognised by Italy as an independent sovereign entity. While preserving that recognition, in 1984 Italy and the Vatican up-dated several provisions of the 1929 accords. The end of Roman Catholicism's status as Italy's official state religion formed a part of that up-dating.

#### DID YOU KNOW THAT ...

- > Italy was a founding member of the European Community?
- > Italy hosts two independent states: the Vatican City and the Republic of San Marino?
- > Italy hosts different ethnic groups, including groups of Albanians and Greeks?
- > There have been nineteen Italian Nobel Prize winners?
- > Italy is called '*il Belpaese*' (Italian for 'beautiful country') by its inhabitants because of the beauty and variety of its landscapes and because it has the largest artistic heritage in the world (the country is home to the greatest number of UNESCO world heritage sites, forty-one as of 13 July 2006)?
- > The history of Italian cinema began just a few months after the Lumière brothers discovered the medium when Pope Leo XIII was filmed for a few seconds in the act of blessing a camera?

Further information www.fondazionecrui.it/eracareers/ the National Researchers' Mobility Portal (en.)





#### PRACTICAL INFORMATION

#### Banking

Opening hours:

Monday to Friday 8.30 am - 1.30 pm 2.30 pm - 4 pm

Some banks open all day without a lunch break and/or on Saturday mornings.

To open a bank account, citizens must be aged eighteen and possess a valid ID and a tax identification number. Proof of a legal address in Italy (i.e. utility bills) may be requested by some banks. The current account ( conto corrente) conditions vary depending on the bank: in most cases, a debit card

(Bancomat) is issued as well as a cheque-book (libretto degli assegni), which must be collected personally at a branch of the bank. Current accounts can also be registered as joint accounts (conto corrente cointestato).

#### Currency

The national currency is the Euro.

#### Day Care System

Day care for children under the age of three is provided by: day nurseries, the so-called asili nido, and childminders (public or private). The asili nido are run by public authorities, such as the municipal office (comune), or by private organisations. In public day nurseries, children are accepted from the age of three months but places are not guaranteed. Normally, the application for admission has to be presented at the municipal office the semester before the starting date (i.e. applications for January are due in November); charges depend on the parents' joint income and on whether admission is on a full or a part-time basis. There are also many private nurseries, which are sometimes run by religious organisations; for an available place the waiting list may vary between 6-12 months, but some last minute places are possible. Some municipalities run public childminding services for children up to three years of age: qualified babysitters are provided upon request. For further information contact the 'Servizio Asili Nido' of your local municipality.

#### Driving

When driving in Italy, the following should be borne in mind:

- The minimum driving age is eighteen for cars, fourteen for scooters, > sixteen for motorcycles up to 125cc and twenty for motorcycles up to 350cc.
- > Foreign citizens with permanent residence in Italy who have a motor vehicle registered abroad are obliged to register it and to apply for a homologation certificate at the local Motorizzazione Civile office.



- Insurance in Italy is compulsory for all types of vehicles. A 'green card' (*carta verde*) frontier insurance valid for 15, 30 or 45 days can be purchased before entering Italy, while for stays of more than 45 days a regular Italian insurance policy must be taken out (the insurance is issued on the basis of the homologation certificate).
- A photo-card driving licence issued in another member state including EC format pink and green licences - authorises the holder, when in Italy, to drive motor vehicles of the categories indicated in it. A foreign citizen owning a driving license without the above requirements may only drive a motor vehicle if he/she is the holder of a valid international driving licence. In particular, non-European and former green European driving licences must be accompanied by an International Driving Permit (IDP), issued by the foreign country that released the driving licence. For long stays, citizens of EU countries and of those countries that have reciprocal agreements with Italy need to convert or secure official recognition of their driving licence.



To apply for the conversion, citizens should contact the 'Motorizzazione Civile' and/or a driving agency before the foreign license expires, and within one year after becoming resident in Italy. The conversion involves the issue of a new Italian driving licence. Citizens belonging to non-EU countries and/or to those countries without a reciprocal agreement with Italy need to apply for a new Italian driving licence if they are planning to stay in the country for more than a year, and they have to take both the practice and theory examinations.

#### Education

The Italian educational and schooling system is free for all children regardless of their nationality; it is compulsory for all children to attend school from the age of six to sixteen. The educational system in Italy is made up of attendance at a nursery school, a first cycle which includes primary and first grade secondary school, and a second cycle which includes secondary school and vocational educational training.

#### Nursery schools

A list of public nursery schools in each town is available at 'Anagrafe scuole statali': www.pubblica.istruzione.it/anagrafica\_scuole/statali.shtml (it.)



A list of private nursery schools is available at 'Anagrafe scuole non statali': www.pubblica.istruzione.it/anagrafica\_scuole/nonstatali.shtml (it.)

Primary schools (Scuola primaria)<sup>3</sup>

All children who have reached six years of age can register at a primary school. Parents may freely choose the school to be attended if there are vacant places. Primary schools are completely free; however parents must pay for meals and for school transport. The municipality provides for the children's textbooks. Registration must be done by 31 January: for registration, an application form together with a copy of the child's vaccination certificate must be submitted and, for foreign children, there should also be a copy of the child's residence permit or passport.

Primary school lasts five years; the school year usually lasts from mid-September until mid-June. The regional education authorities define the school calendar for the institutions within their area of competence.

As a rule, no more than 25 and no less than 10 children are included in each class. Subjects include: Italian, English, geography, history, mathematics, science, technology, music, art, physical education, information technology and religion (optional).

Every year the Ministry of Education publishes up-dated information on procedures and application forms for the yearly enrolments, as well as the regional school calendars.

Further information www.pubblica.istruzione.it/ The Ministry of Education (it.)

Secondary schools - level one (Scuola secondaria di primo grado)

For students from the ages of 11 to 14. Although schooling is free, books must be purchased at the family's own expense. Class size is about 21 stu dents. Subjects include: religion, Italian, English, an alternative foreign lan-



<sup>3</sup>The *scuola primaria* is also called '*scuola elementare*'. <sup>4</sup>The *scuola secondaria di primo grado* is generally known as '*scuola media*'.



guage, history, geography, science, maths, technology, IT, art, and music. Students must take and pass an examination before moving on to secondary school (level two).



Secondary schools - level two (Scuola secondaria superiore or liceo )

Higher secondary school lasts five years, until students are eighteen or nineteen years old. Students must make a choice about their education at an early age and choose the secondary high school they will attend. The secondary high school system is sub-divided by subject matter and the curriculum varies according to the course of study chosen.

Class sizes are between 25 to 28 students and tuition fees must be paid. However, depending on family income, some students may qualify for exemption. Students must pass an examination in order to receive their *Diploma di Maturità*. Once they have their diplomas, they can go to university.

### International schools

EU citizens can easily gain admission to the international schools in Italy listed below:

- > German schools (*Deutsche Schulen* in Milan, Genoa and Rome).
- > French lycées: 'Chateaubriand' in Rome, 'Stendhal' in Milan, 'Jean Giono' in Turin.
- > the Spanish School 'Cervantes' in Rome.



- > British schools (St. George's British International School, 'The New School' in Rome and the 'Sir James Henderson School' in Milan).
- Swiss schools (The Swiss School in Rome and Milan).

The qualifications awarded by international institutes based in Italy are recognised for enrolment in the first cycle university programmes (*Corsi di Laurea*) at Italian universities under certain specific conditions. Such con-

ditions are clearly stated in the agreements signed by Italy with the respective countries of reference. In accordance with Law No 738/86, there are a few schools which can the International issue Baccalaureat in Italy. The International Baccalaureat is an international educational qualification. This diploma, awarded at the end of school studies, gives access to Italian and foreign universities and replaces the last two years at high school in Italy.



Schools awarding IB (International Baccalaureat) Diplomas recognised for university access in Italy

The American International School of Florence, Bagno a Ripoli (Florence). American Overseas School of Rome. American School of Milan, Noverasco di Opera (Milan). Baccalauréat International Sacre-Coeur, Padua. Collegio del Mondo Unito di Duino Aurisina, Trieste. International School of Milan, Milan. International School of Turin dell'A.C.A.T., Moncalieri (Turin). Marymount International School, Rome. St. George's British International School La Storta, Rome. St. Stephen's School, Rome. The New School, Rome. Vicenza International School (Vicenza).

### Electricity

Everywhere the current is 220-volt; plugs and sockets are European standard.

#### Emergency Phone Numbers

Police: 113 Fire Service: 115 First Aid/Ambulance: 118 Carabinieri: 112



#### Employment

Job offers can be found in national, regional and local newspapers, via the Internet (there are several web resources which advertise job offers with a searchable database, see for instance www.jobonline.it/lavoro/ or www.infojobs.it/), and by contacting organisations and Centres for Employment (*Centri per l'impiego*), Temporary Employment Agencies (*Agenzie interinali*), Youth Information Centres (*Informagiovani*).

Further information www.welfare.gov.it/centriimpiego/Elregione1n.asp a network of local public employment offices - Centri per l'impiego (it.)

www.lavoro.gov.it/Lavoro/md/AreeTematiche/occupazione/Albolnformatico Database of authorized employment agencies (it.)

www.comune.torino.it/infogio/cig/ecr.htm the Italian network of youth information centres 'Informagiovani' (it.)

> http://europa.eu.int/eures/ The European Job Mobility Portal-EURES (en.)

### Housing and Accommodation

In Italy there are different housing options, from individual/shared apartments to single/double rooms; the availability and costs of accommodation vary considerably depending on location and character. Some Italian universities and research centres provide accommodation for free or at lower prices





to foreign researchers, but in most cases, especially for long stays, researchers need to arrange their own accommodation. It is important to observe that non-EU researchers, when applying for a visa document, must provide proof of accommodation or an address where they will reside once in Italy. It is therefore highly recommended that researchers contact the hosting institution well in advance to ascertain if there is any available accommodation for the whole length of the stay, and to make all the necessary arrangements before leaving their home country.

Websites of universities and research organisations often have a section dedicated to accommodation for foreign students or researchers. For more information on available accommodation in a



specific town, researchers may also contact the local mobility centre or estate agencies. Before entering the flat, the payment beforehand of a deposit (usually two months' rent) plus one month rent is normally required. Additional payments might be required in advance when using the services of an estate agency: these normally charge a variable percentage between 2-4% on the total amount of the rent contract.

#### Hotels and Hostels

Information can be found at the Italian Tourism Board website (ENIT) and at the Italian Youth Hostel website. Another source of information for young people is CTS, the Students' Tourism Centre.

> Further information www.enit.it ENIT, Italian Tourism Board.

www.ostellionline.org/index.php AIG, Italian Association of Youth Hostels. (it. en.)

> www.cts.it/ Students' Tourism Centre.

### Telephone

COMMISTO TALY

It is possible to apply for a fixed telephone line by signing a contract with one of the telecommunications companies operating in Italy; the contract has to be registered in the name of the person living in the flat, who must have a residence permit and a tax identification number. The telephone bill of the

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main Italian company, Telecom, is usually bi-monthly and inclusive of a fixed monthly fee plus the charge for telephone calls and VAT (IVA). It is possible to use a mobile phone GSM DUAL BAND by simply buying a new 'SIM' card:

- > When calling Italy from abroad, for fixed telephone lines dial the country code + 39 + the local/town code (e.g. Rome 06; Milan 02) followed by the telephone number.
- > When calling Italy from abroad, for mobiles dial the country code + 39, followed by the Italian mobile number.
- > When calling from Italy to abroad, dial OO (code for international calls) + country code + the local/town code, followed by the telephone number.



### Time

Italy has European continental time.

Date	Italian	English
1 January	Capodanno	New Year's Eve
6 January	Epifania	Epiphany
*	Pasqua	Easter
*	Lunedì dell'Angelo	Easter Monday
25 April	Festa della Liberazione	Liberation Day
1 May	Festa dei lavoratori	Labour Day
2 June	Festa della Repubblica	Republic Day
15 August	Ferragosto	Celebrations for the ending of the summer
1 November	Ognissanti	All Saints' Day
8 December	Immacolata Concezione	Ascension Day
25 December	Natale	Christmas
26 December	Santo Stefano	Boxing Day
* Easter takes place every year on Sundays on different dates between March/April, and it is always followed by Easter Monday.		

#### Public Holidays in Italy



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### The ERAMIT PROJECT

The ERAMIT project (European Research Area Mobility in ITaly) is coordinated by the CRUI Foundation, in partnership with APRE and CNR, and it is part of the European Community initiative ERA-MORE (European Research Area -MObile REsearchers). The project's main objective is to support the active role of Italy in the European Research Area by providing broad, updated and tailored information and assistance services to researchers in all fields related to their mobility experience. To this end, a National Mobility Portal and a Network of Mobility Centres have been developed.

### The National Mobility Portal

This Portal, available in English at the address

www.fondazionecrui.it/eracareers/, provides easily accessible information to mobile researchers and their families to guide them before and upon their arrival in Italy, on issues relating to entry conditions, residence and work permits, taxation, social security, health care, schooling, language courses and various information on daily life; it also provides information about national and European research policies and funding opportunities.

### The National Network of Mobility Centres

This Network is made up of sixteen Mobility Centres, located throughout the country, which provide information services and assistance to mobile researchers. The list of the members of the National Network and contact details are available at the National Mobility Portal.

### **ERACAREERS**

### The European Researchers' Mobility Portal

This Portal, available at http://europa.eu.int/eracareers/, provides information on European and national research policies and job opportunities, grants and fellowships. It also provides direct access to the National Mobility Portals and contact details of the European Mobility Centres of each participating country. It provides access to other European sources of information for funding and employment opportunities.

### **ERA-MORE**

### The European Network of Mobility Centres

The ERA-MORE Network, made up of approximately 200 Mobility Centres based in 33 countries, guarantees comprehensive, up-to-date information, as well as individualised assistance to researchers and their families before, during and after their move abroad. The updated list of the European Mobility Centres is available at the European Mobility Portal.

### The CRUI Foundation

The CRUI Foundation is the organisation that since 2001 has operated side by side with the Conference of Italian University Rectors in managing activities and projects directed towards achieving innovation in the national university system. The CRUI Foundation co-ordinates the ERA-MORE Network in Italy. More information is available at www.fondazionecrui.it