Cattolica International Curriculum

International Curriculum page

UNIVERSITÀ CATTOLICA del Sacro Cuore

Make sure to bookmark the International Student Services page for up-to-date information about your stay at Cattolica

UNIVERSITÀ CATTOLICA del Sacro Cuore

Cattolica **International**

International Student Services - Academic year 2024/25

Before your arrival

During your stay

Life in Milan

- Checklist for Students: From Application to Arrival
- Cattolica Communications
- Orientation event
- Health and Safety

International Curriculum Webpage

Cattolica International Curriculum page: save the link in your favorites!
https://international.unicatt.it/ucscinternational-8674.htm

Cattolica International Curriculum - Fall 2024

Online registration

Add / Drop

Withdrawal

The Cattolica International Curriculum has been created specifically **for international students only** and courses are formulated to have an international teaching approach.
The curriculum is managed by the Cattolica International department and this means that it operates in a different way to the wider Cattolica Academic Curriculum.

There are **limited spaces available** in the International Curriculum courses, so **students are required to complete the Online Registration**, where they secure their spot in the courses they want.

Students can change their course selections when they arrive at Cattolica, during the first two weeks of the semester in the Add/Drop period. In order to be prepared for the semester, we recommend that you read all the information on this page.

Useful resources:

ACADEMIC POLICIES

International Curriculum contacts:

Via Carducci 30,
3rd floor

Francesca De Martini
International Student Services Team Coordinator

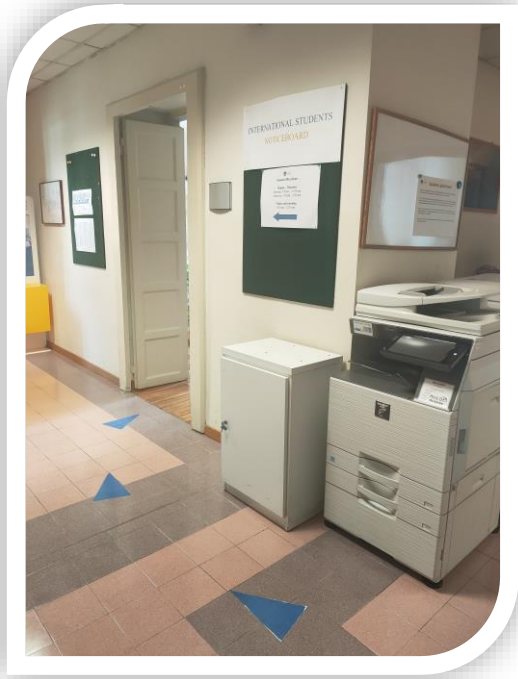
Email: francesca.demartini1@unicatt.it

Phone: (0039) 0272345221

Olivia Menghini
International Curriculum Course Coordinator

Email: oliviapaige.menghini@unicatt.it

Phone: (0039) 0272345217



Find us in the office or on TEAMS!

Content of this session

Semester Calendar

Cattolica International Academic Policies

Add/drop Procedure

Course features & How courses are managed

International Curriculum important dates

Cattolica International Curriculum – Fall 2024 Calendar

AUGUST/SEPTEMBER 2024		
26	MON	ARRIVAL 1
27	TUE	Orientation event 1
28	WED	Orientation event 1
29	THU	Orientation event 1
30	FRI	
31	SAT	
1	SUN	
2	MON	
3	TUE	
4	WED	
5	THU	
6	FRI	
7	SAT	
8	SUN	
9	MON	ARRIVAL 2
10	TUE	Orientation event 2
11	WED	Orientation event 2
12	THU	Orientation event 2
13	FRI	
14	SAT	
15	SUN	
16	MON	Courses begin
17	TUE	
18	WED	
19	THU	
20	FRI	
21	SAT	
22	SUN	
23	MON	
24	TUE	
25	WED	
26	THU	
27	FRI	Add / Drop Deadline
28	SAT	
29	SUN	
30	MON	

OCTOBER 2024		
1	TUE	
2	WED	
3	THU	
4	FRI	
5	SAT	
6	SUN	
7	MON	
8	TUE	
9	WED	
10	THU	
11	FRI	
12	SAT	
13	SUN	
14	MON	
15	TUE	
16	WED	
17	THU	
18	FRI	
19	SAT	
20	SUN	
21	MON	Midterm Exams
22	TUE	Midterm Exams
23	WED	Midterm Exams
24	THU	Midterm Exams
25	FRI	Midterm Exams
26	SAT	
27	SUN	
28	MON	
29	TUE	
30	WED	
31	THU	*Fall Break*

NOVEMBER 2024		
1	FRI	*Public Holiday (All Saints)*
2	SAT	
3	SUN	
4	MON	
5	TUE	
6	WED	
7	THU	
8	FRI	Withdrawal Deadline
9	SAT	
10	SUN	
11	MON	
12	TUE	
13	WED	
14	THU	
15	FRI	
16	SAT	
17	SUN	
18	MON	
19	TUE	
20	WED	
21	THU	
22	FRI	
23	SAT	
24	SUN	
25	MON	
26	TUE	
27	WED	
28	THU	
29	FRI	
30	SAT	

DECEMBER 2024		
1	SUN	
2	MON	
3	TUE	
4	WED	
5	THU	
6	FRI	
7	SAT	*Public Holiday*
8	SUN	*Public Holiday (Immacolata)*
9	MON	Final Exams
10	TUE	Final Exams
11	WED	Final Exams
12	THU	Final Exams
13	FRI	Final Exams /Programme ends
14	SAT	
15	SUN	
16	MON	
17	TUE	
18	WED	
19	THU	
20	FRI	
21	SAT	
22	SUN	
23	MON	
24	TUE	
25	WED	
26	THU	
27	FRI	
28	SAT	
29	SUN	
30	MON	
31	TUE	

The curriculum schedule

- See the full course list on the International Curriculum page
- Look at this when making your add/drop choices
- You are not given a personalised schedule (you have the iCatt app)
- Pagani ZXP696 cancelled
- Mazzucotelli ZXP728 day change

Fall 2024 International Curriculum general schedule

The schedule shows the names of the professors and the course code. Subject areas are divided by colour.
See the course list here: https://international.unicatt.it/ucscinternational-8685.htm

	08:30	09:30	10:30	10:30	11:30	12:30	12:30	13:30	14:30	14:30	15:30	16:30	16:30	17:30	18:30	18:30 - 20:30
Monday	Sepa Edition A ZXP730			Sepa Edition A ZXT880			Cereda ZXP729			Cooking lab 1 ZXS171						Semester Italian language course
	Ovidi ZXP700			Perbellini ZXP702			Perbellini /Provenzi ZXP724						Bettinelli/Baggio Edition A ZXP698			
	Boni Edition A ZXP704						Pietroboni ZXS569			Toccaceli ZXP694						
				Groves ZXP706			Groves ZXP692			Groves Mentoring success						
	Saltini/Colasurdo Edition A ZXP711			Saltini/Colasurdo Edition B ZXS601			Nielsen ZXP708			Benza ZXV380						
				Garassini/ Fornasari ZXP695												
Tuesday	Cannatelli Edition A ZXP709			Cannatelli Edition B ZXS173			Cau/Cannatelli Edition A ZXP712			Cooking lab 2 ZXS171						Semester Italian language course
	Beccanulli ZXT856			Pierini /Fornasari ZXQ008			Quarenghi ZXP717			Cooking lab 3 ZXP698						
	Mazzucotelli ZXP728			Belloni ZXP722			Groves ZXS568			Groves ZXT430			Amori ZXP713			
				Procacci ZXP718			Pietroboni ZXP699			Cau/Cannatelli Edition B ZXV378						
				Colombo ZXP707			Belloni/Bongiovanni ZXP723			Toccaceli ZXT431			Regalia ZXQ016			
				Boni / Napoli ZXS567						Bellini Edition A ZXT857						
				Carini ZXS571						Minciullo ZXP710 Edition A						
Wednesday	Sepa Edition A ZXP730			Sepa Edition A ZXT880			Cereda ZXP729			Cooking lab 4 ZXP698						Semester Italian language course
	Ovidi ZXP700			Perbellini ZXP702			Perbellini /Provenzi ZXP724						Bettinelli/Casagrande Edition B ZXS171			
	Boni Edition B ZXS170						Pietroboni ZXS569			Toccaceli ZXP694						
	Mazzucotelli ZXP728			Groves ZXP706			Groves ZXP692			Benza ZXV380						
	Saltini/Colasurdo Edition A ZXP711			Saltini/Colasurdo Edition B ZXS601			Nielsen ZXP708			Minciullo ZXS600 Edition B						
				Garassini/ Fornasari ZXP695			Bellini Edition B ZXV390									
Thursday	Cannatelli Edition A ZXP709			Cannatelli Edition B ZXS173			Cau/Cannatelli Edition A ZXP712			Cooking lab 5 ZXS171						Semester Italian language course
	Beccanulli ZXT856			Pierini /Fornasari ZXQ008			Quarenghi ZXP717			Cooking lab 6 ZXP698						
				Belloni ZXP722			Groves ZXS568			Groves ZXT430			Amori ZXP713			
	De Vargas ZXP693						Pietroboni ZXP699			Cau/Cannatelli Edition B ZXV378						
				Procacci ZXP718			Belloni/Bongiovanni ZXP723			Toccaceli ZXT431			Regalia ZXQ016			
				Colombo ZXP707												
				Carini ZXS571						Vitulli ZXV379						
				Catalani Edition A ZXS609						Catalani Edition B ZXQ005						

Course features

- **In-person**, not online
- 6 ECTS Credits
- Focus on interaction: your participation is key!

- Readings, exercises and short essays may be assigned
- Travel time is given between lessons: you CAN take back-to back courses

- Most classes meet twice a week for 2 hours each session, with the exception of: ZXV379 Vitulli, ZXS609 Catalani, ZXQ005 Catalani, ZXP693 de Vargas Machuca, ZXP705 Paglia, ZXP704 Boni, ZXS170 Boni, ZXS567 Boni/Napoli, Bellini ZXT857, Bellini **ZXV390**, ZXP710 Minciullo, and ZXS600 Minciullo that meet **once a week for 4 hours**.

- Quarenghi: start on 24 Sept. Pagani course cancelled.

Academic Policies (read them here)

- **In-person** attendance is mandatory for all classes; students must inform professors in advance if they cannot attend
- **Unexcused absences will have a negative impact on your grade**
- *For classes that meet twice a week the maximum number of unexcused absences before a fail is **five**. For classes that meet once a week the maximum number of unexcused absences before a fail is **two.** (this may differ for some courses: ask your professors)*
- **Exams cannot be rescheduled.** Read the **detailed syllabus** on Blackboard to know exactly when lessons, field trips and exams will be

Do not book a flight for the end of term without checking/knowing your exam dates.

Add / Drop meetings to change your courses

- **1st week reservations: 12-15 September**
- **1st week of Add/Drop: 16-20 September**
- ***Go to your classes, and if you still want to change…***
- **2nd reservations: 19-22 September**
- **2nd week of Add/Drop: 23-27 September**

1st week of Add/Drop

September 11: Students will receive an email with a link to the website with info about Add/Drop

1. Select your Add/Drop appointment day and time:

Enter **Week 1 of Online Reservations for Add/Drop** meetings link. **Link active on Thursday 12 September from 14:30 until Sunday 15 September 23:59 (CEST).**

2. Complete the **Add/Drop form (linked on the website)**, where you will write the courses you wish to Add and/or Drop. **Complete this before the meeting and send to Olivia @ international.advisor@unicatt.it with the email subject and document name as your LASTNAME_NAME**

- On a first- come first-served basis, students will **select a time slot** on the *online meeting booking platform*.
- The platform to reserve your appointment is the same as the one for Online Registration to International Curriculum courses. You will receive an online Microsoft TEAMS invitation link from international.advisor@unicatt.it with the time and day of your meeting (the time you selected!) **to your icatt email address.**
- In the meeting we will help you to Add/Drop courses in order to create your schedule. We will verify if the courses you want to ADD still have spaces; if YES then you will be added. If NOT you can join the **waiting list** or select a different course.

Add / Drop meetings to change your courses

- **1st week reservations: 12-15 September**
- **1st week of Add/Drop: 16-20 September**
- ***Go to your classes, and if you still want to change…***
- **2nd reservations: 19-22 September**
- **2nd week of Add/Drop: 23-27 September**

2nd week of Add/Drop

September 19: Students will receive an email with a link to the same website.

1. Select your Add/Drop appointment day and time:
Enter **Week 2 of Online Reservations for Add/Drop** meetings link. **Link active on Thursday 19th from 14:30 (CEST) until Sunday 22 September 23:59 (CEST).**

2. Complete the **Add/Drop form (linked on the website)**, where you will write the courses you wish to Add and/or Drop. **Complete this before the meeting and send to Olivia @** international.advisor@unicatt.it **with the email subject and document name as your LASTNAME_NAME**

- On a first- come first-served basis, students will **select a time slot** on the *online meeting booking platform*.
- The platform to reserve your appointment is the same as the one for Online Registration to International Curriculum courses. You will receive an online Microsoft TEAMS invitation link from international.advisor@unicatt.it with the time and day of your meeting (the time you selected!) **to your icatt email address.**
- In the meeting we will help you to Add/Drop courses in order to create your schedule. We will verify if the courses you want to ADD still have spaces; if YES then you will be added. If NOT you can join the **waiting list** or select a different course.

Suggestions for Add/Drop

- Verify your ADD/DROP choices with your home advisor first! (check the course list and send them your course wishlist **today**!)
- Come to your online Add/Drop meeting with **back-up choices** in case your desired course/s are full.
- You also have the second week to modify your schedule – don't panic!
- Send us an email if you don't need your appointment anymore.
- You don't need an appointment if you **only** want to drop a course. **Send an email with the Drop form attached.**

- **Waiting Lists** for full courses will be created. If you tell us during the ADD/DOP meetings that you wish to join the waiting list for a class, be sure to **check your emails** to see if you have been added to the course. **If you don't respond to confirm by the given date then you may lose your spot.**

Withdrawal

- *To Withdraw* means to officially leave a course **after** the ADD/DROP period.
- A '**W'** will be reported on your final Transcript of Records and no credits will be assigned; the '**W'** means that you left the course during the semester. (There is no negative impact)
- You can withdraw from courses after Midterm exams. We will send an email.
- You will find the **Withdrawal form** on the international curriculum page; which you must complete and send to me / international.advisor@unicatt.it to officially leave a course.
- If you don't plan to complete a course or take the final exam for a course but you do not officially **withdraw** from it, your Transcript of Records will show a **FAIL**.

For courses with cooking labs…

Cooking lab fee: 80€ per course

- ZXP699 **Italy a country to savor** – Professor Pietroboni – **one** cooking lab in a professional kitchen
- ***(Lab is on 19 or 21 November)***

- ZXP698 / ZXS171 **The discovery of Italy through its culinary traditions** – Professor Bettinelli and Casagrande – cooking labs **every week** *(LABS BEGIN ON THE 2° WEEK* ***(WEEK COMMENCING 23 SEPTEMBER).*** *Your professor will tell you more info in class)*

- **You have received an email with more information (including which day your lab is), and the link to pay the fee. Please pay by Friday 13 September!** ***(Failure to pay will mean you are removed from the course)***

- **If you don't want to pay the fee, please let me know and I will remove you from the course**

Exams

Most International Curriculum final exams will be held between 9-13 December.

International courses end on the 13 December. You will not be asked to stay for an exam after the 13 December!

The exams for each course will be during the **regular lesson time for that course**. Read the syllabus /ask the professor for further details.

You do NOT need to register to the International curriculum exams.
(You ***do*** need to register for *Academic curriculum courses*. Listen to Laura Farrari later!)

<u>If you require academic accommodations (extra time in exams, separate testing room, etc)</u>

- We received your documentation in the application and I will email you with Midterm exam /Final exam accommodations offers.
- You should inform your professors of any needs you may have in the classroom.
- If you have Academic Curriculum courses make sure you inform Laura Ferrari of your needs ASAP.
- If you need extra time/separate room I (Olivia) will manage your exams.

Courses are managed via the web page and via apps

- https://login.unicatt.it/
- iCatt App

- View list of classes
- View classroom number
- Activate your courses for BLACKBOARD

(Only possible on the WEB page (not the App)

- https://blackboard.unicatt.it/
- Blackboard app

- View course material, announcements and grades
- Email professors

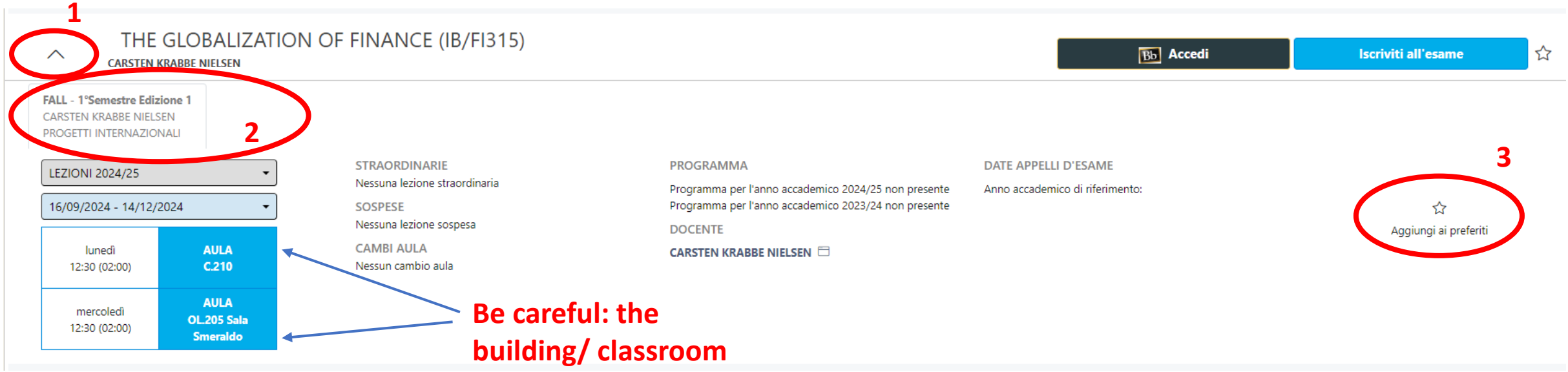
We recommend using Chrome and Firefox for all University platforms

Where can you see your courses?

- Go to your [iCatt page]
- Click on the tab *Corsi (courses)*

Where can you view the room number?

- Go to your [iCatt page]
- Click on the tab *Courses*
  - ✓ 1 - Click on the arrow close to the title of the course
  - ✓ **2 - Select the tab Fall SEMESTRALE - 1° semestre**
  - ✓ 3 - Click on the star **Add to favourites;** this will help you to see the course on the iCatt APP



Notes on classrooms & buildings

Check the **letter** written before the room number:
it indicates the building where
the class is located. (e.g., C.310)

B.112 = Buonarroti, room 112

On the APP you can click the map which shows you the location of the building/room.

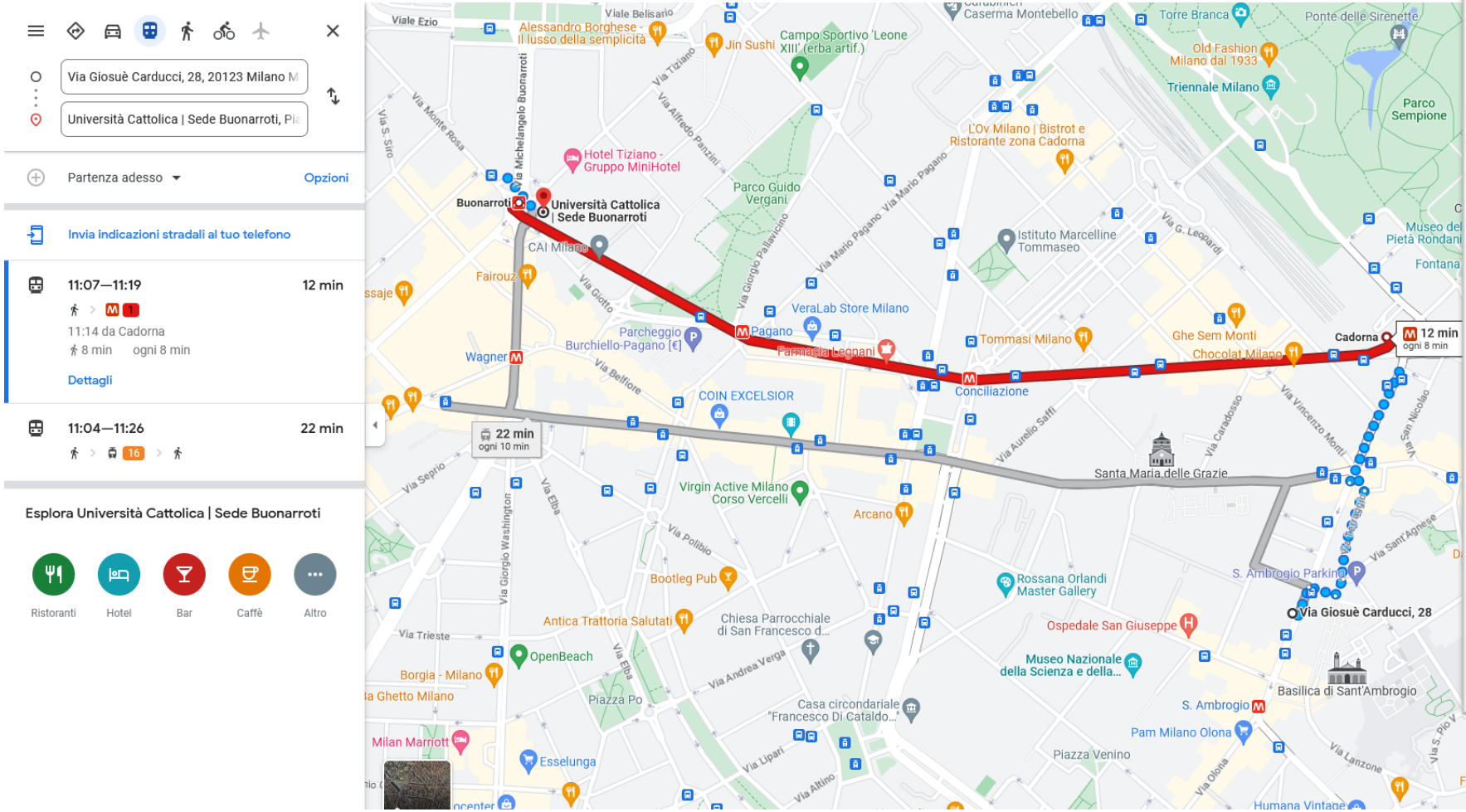
Check the board at the main entrance of the buildings in case of **last-minute changes**

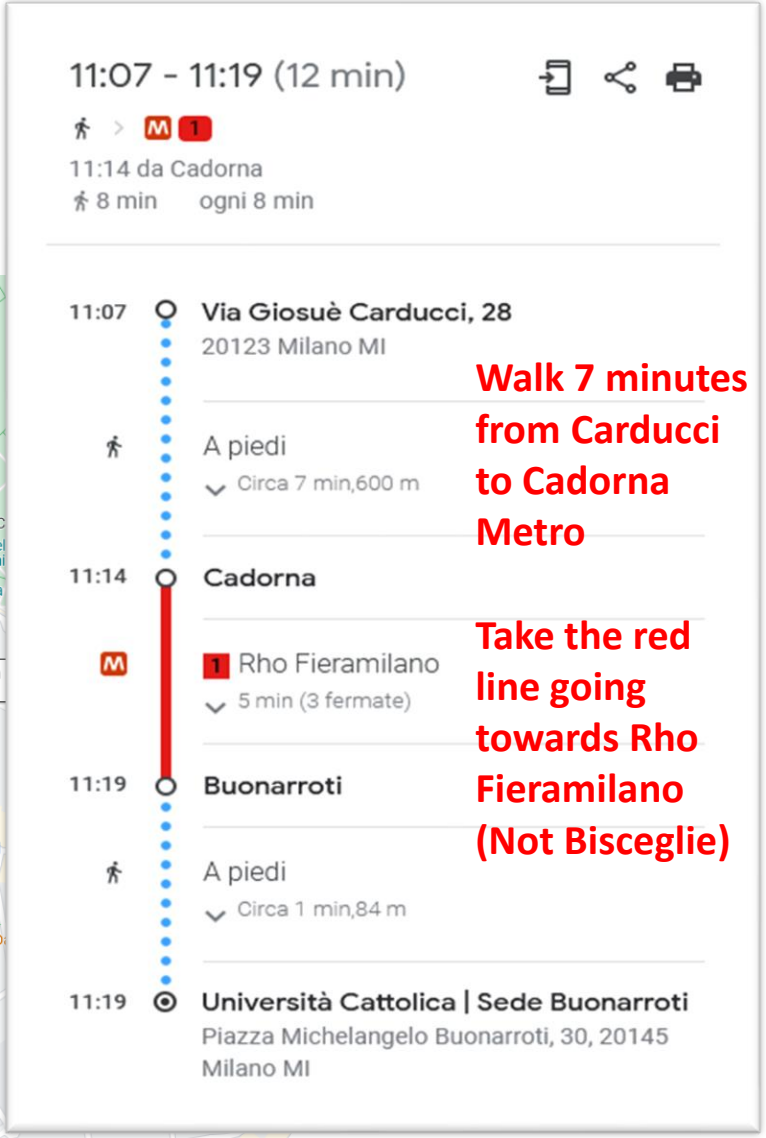
Index of the buildings:

- G= Gemelli: **Main Campus** – L.go Gemelli, 1 – 20123 Milano
- C = Carducci: **UCSC International Building** – via Carducci, 28 – 20123 Milano
- SA = Sant'Agnese: **Sant'Agnese Building** – via Sant'Agnese, 2 – 20123 Milano
- B = Buonarroti: **Buonarroti Building** – piazza Buonarroti 30, entrance from via Giotto – 20145 Milano
- OL = Olona: **Olona Building** – via Olona 2 – 20123 Milano

Buonarroti building

Address: Piazza Buonarroti 30, entrance from via Giotto – 20145 Milano





Walk 7 minutes from Carducci to Cadorna Metro

Take the red line going towards Rho Fieramilano (Not Bisceglie)

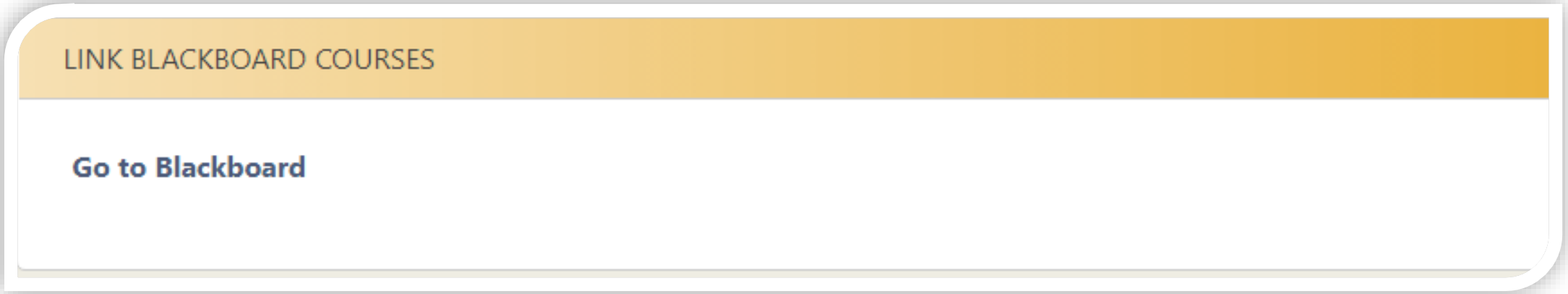
Where can you activate Blackboard?

You must activate blackboard for each course through your iCatt page (web, not the app)

- On a **computer,** go to your [iCatt page]
  - ✓ 1 - Click on the tab *Courses, select the Spring semester course*
  - ✓ 2 - Click on the black 'BB Accedi' /'enter' button
  - ✓ 3 - Click on 'select'/'seleziona' next to the professor's name **(2024/25)**
- Do these actions for each of your international curriculum classes (iCatt web version, **NOT on the iCatt app**).

How to enter Blackboard to see your activated courses

- Go to your iCatt page
- From the home page click on **Go to Blackboard** under the box LINK BLACKBOARD COURSES



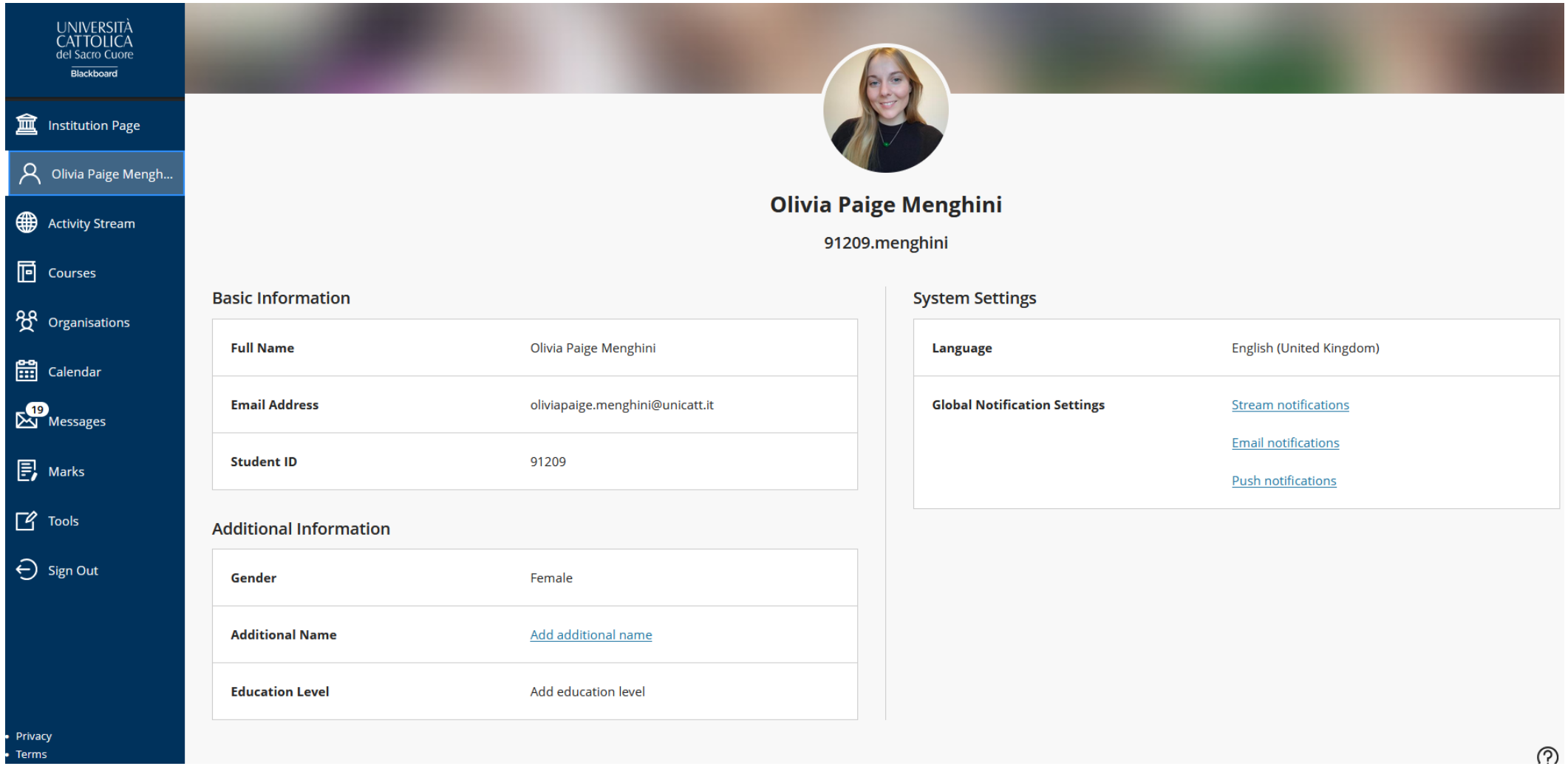
You can also enter BB at this link and log in using your iCatt credentials:

http://blackboard.unicatt.it

We recommend using Chrome and Firefox for all University platforms

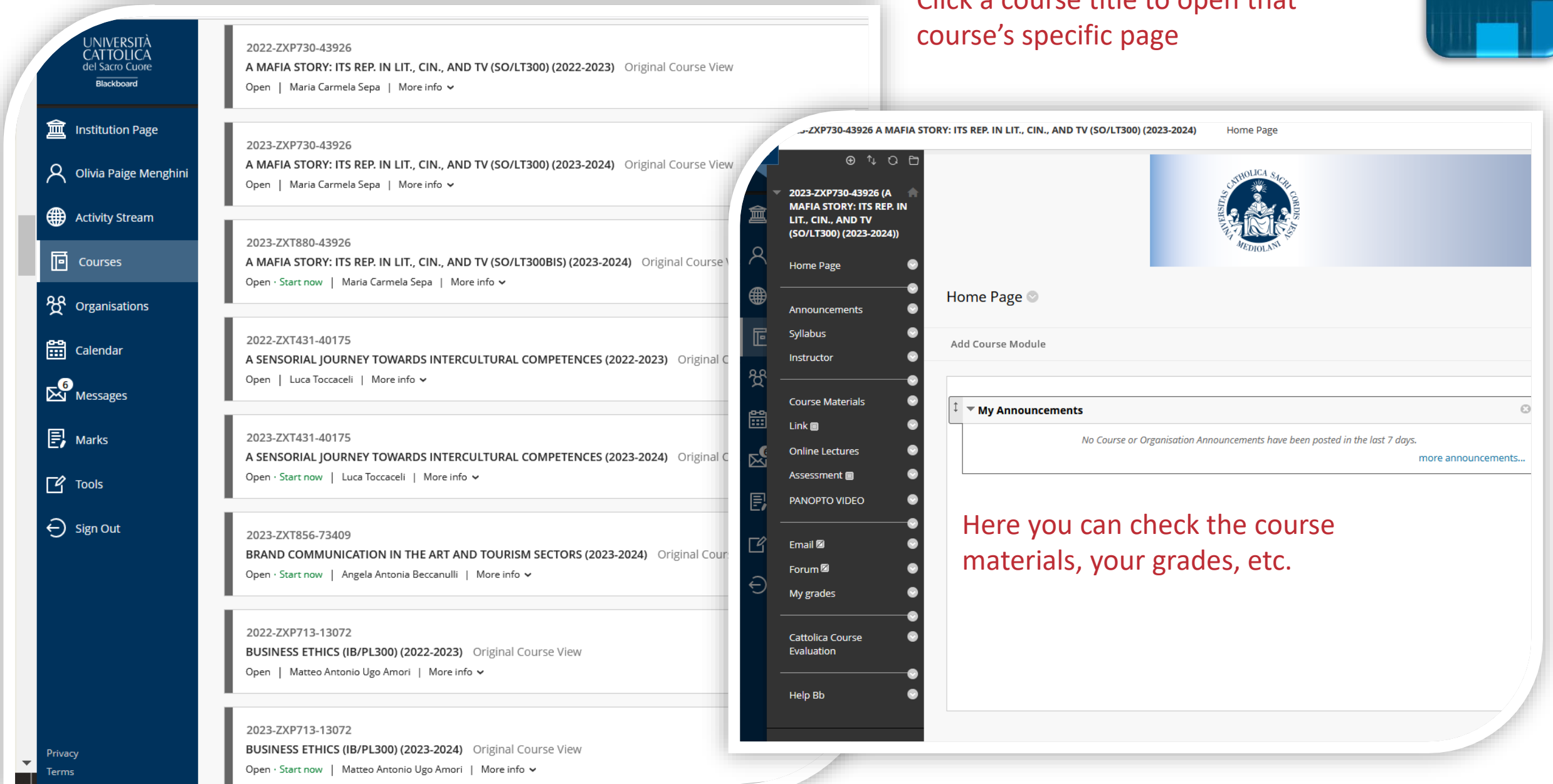
Blackboard: add your picture

Adding your photo to BB helps your professor and will ensure they can mark you as present in the class ☺



Your courses on Blackboard

Click a course title to open that course's specific page



Specific course pages on BB

- On Blackboard, click ‘Courses’ then click on the **title of the course**

- On the left side of the course page you can find the following menu (some sections might not be activated yet):
  - ✓ **Announcements**: announcements from professors
  - ✓ **Syllabus**: course syllabus that is the ‘agreement’ between you and the professor of the course
  - ✓ **Instructor**: Professors might write information on themselves
  - ✓ **Course Materials**: slides and/or readings uploaded by professors
  - ✓ **Online Lecture**: N/A
  - ✓ **Panopto Video:** class recordings will be in this section in case of Covid quarantine
  - ✓ **E-mail**: you can get in contact directly with your professors or classmates;
  - ✓ **Forum**: this section might be used to share information with the entire class
  - ✓ **My Grades**: you may view your personal grades if posted by the professors.
  - ✓ **Cattolica Course Evaluation**: anonymous survey on the course you will be requested to fill in at the end of the semester

UPLOAD YOUR PHOTO TO YOUR ACCOUNT

IMPORTANT: all the emails related to your courses will be sent to your @icatt.it email address

How are courses managed via APPs?

- View list of courses
- View building/ classroom number

- View course material/ announcements/ grades

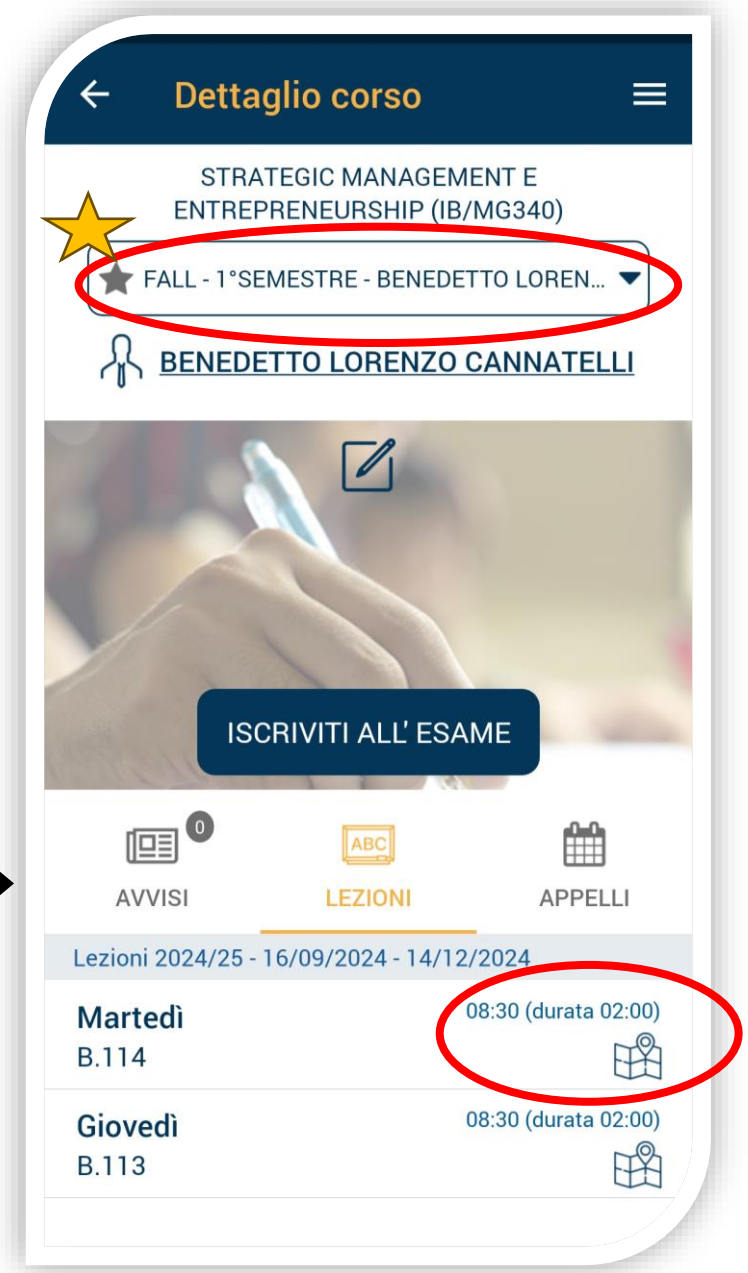
Useful when you are moving between lessons to check classrooms and buildings. You will receive updates and messages from your professors through Blackboard.

Remember you must use the web version of iCatt to activate Blackboard!

iCatt App

You can view the room number in the section **LEZIONI**

You are told about room changes in the section **AVVISI**



Select the Fall course in the drop down menu and press the STAR ★

Click the map to open Google maps! ☺

How grades are assigned

- Partial and final grades are available on **Blackboard**. Professors then publish the **final course grade** on your ICatt page at the end of the semester.
- Grades will be assigned according to the Italian grading system (30/30). A grade below 18/30 is insufficient and will be marked as F *(Whereas failing grades from the Academic curriculum do not show on the Transcript)*

A	95-100	Excellent	29-30 (30L – A+)
A-	90-94	Very good	28
B+	85-89	Very good	27
B	80-84	Good	26
B-	75-79	Good	25
C+	70-74	Decent	24
C	65-69	Satisfactory	23
C-	60-64	Satisfactory	22
D+	55-59	Pass	21
D	50-54	Pass	20
D-	45-49	Barely Pass	18-19
F	44 and below	Fail	‹18

- Your home institution will convert the grade when Cattolica sends the final transcript to them at the end of your study abroad.

Cattolica International curriculum VS Cattolica Academic Curriculum

	Cattolica International Curriculum	Cattolica Academic Curriculum
Course registration	• **In December** via dedicated link • First-come first-served • Limited spots in each class	• No action needed • Unlimited spots in each class
Blackboard courses	• Activation in iCatt done by students	• Activation in iCatt done by students
Add/drop process	• Meetings from **September 16 – 27th** • Specific forms to be filled in by students • Changes must be considered with home institution and must be approved by the International Office office	• No Add/Drop form requested; students can modify study plan on iCatt • Changes must be considered with home institution
Study plan in iCatt	• No action needed - It is completed by the International Office	• Students can complete it under the tab: *Online Registrar* • **October 31**
Exams registration	• No registration required • **ONE exam date. NO rescheduling or re-taking exams**	• Students must sign up to exams 4 days before the exam date • 2 to 3 possible exam dates for each course
Grades	• from 18/30 - 30/30 • Grades below 18 are marked as F (Fail)	• from 18/30 to 30/30 • Grades below 18 are not recorded
Advisors of reference	• Olivia Menghini, Francesca De Martini	• Laura Ferrari

Next Orientation Events:

Today

11.30 am - 12 pm: G.A03 Franceschini - ISEP Exchange students' benefits (only for ISEP Exchange students)

12 pm - 12.30 pm: G.A03 Franceschini – Info session on Italian Language Course

2 pm - 3.30 pm: G.A03 Franceschini – Info session on Cattolica Academic Curriculum (the session will be held in English language)

Tomorrow

9.30 am - 10.30 am: G.A03 Franceschini - Info session on Cattolica Academic Curriculum (the session will be held in Italian language – you don't need to attend if you don't speak Italian)

12 pm – 1 pm: Q&A virtual session
The link will be sent to you on Wednesday

For any questions:

oliviapaige.menghini@unicatt.it

international.advisor@unicatt.it

International Curriculum page