Pre-departure Information Handbook for US Fulbright Grantees to Italy

Academic Year 2019-20
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Part I - The Fulbright Program

The Fulbright Program in Italy

The Fulbright Program, named after United States Senator J. William Fulbright (1905 – 1995), was established under Public Law 584 during the 79th Congress and was designed to promote peace through the exchange of ideas and culture. The bill was an amendment to the Surplus Property Act of 1944 and was signed by President Harry S. Truman on August 1, 1946. The Act authorized the Government to use funds accrued from the sale of surplus war property to fund educational exchanges between the United States and other nations.

In Italy, the Program initiated in 1948, with the first agreement between the Italian and the U.S. Government and the foundation of the Commission for Educational and Cultural Exchange between Italy and the United States. The program became binational in 1976 and is funded both by the U.S. and the Italian Governments, with complementary financial support coming from partner universities, organizations and institutions of both the private and public sector. The Bureau of Educational and Cultural Affairs of the U.S. Department of State and the Italian Ministry of Foreign Affairs coordinate the management of the Program.

Since its beginning, more than 10,000 grantees of both nationalities have benefited from the Program, crossing the Atlantic Ocean in both directions. Many Fulbrighters feature prominently in politics, business, the arts and academia both in the United States and Italy and have contributed to greater mutual understanding in transatlantic relations.

Every year, the Fulbright Commission awards about 80 grants to Italian and American graduate students and scholars in every academic rank, to study, conduct research and lecture in the United States and Italy. The Commission is managed by a Board, composed of twelve members: six Italians and six Americans appointed by their respective governments. Below is information on the Commission’s staff:

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What it means to be a Fulbrighter

Fostering these - leadership, learning, and empathy between cultures - was and remains the purpose of the international scholarship program ... It is a modest program with an immodest aim - the achievement in international affairs of a regime more than civilized, rational and humane than the empty system of power of the past... Senator J. William Fulbright

Becoming a Fulbrighter means you have joined a very special group of more than 250,000 alumni in approximately 150 countries who, since 1946, have become heads of state, judges, ambassadors, cabinet ministers, CEO's, university presidents, journalists, artists, and especially professors and teachers who have influenced thousands of others. You have been awarded a Fulbright grant not only for your academic and/or professional excellence but because of your leadership potential. While each grantee has a specific teaching, research or professional project to pursue, it is important to recognize that all Fulbrighters ultimately promote mutual understanding and respect between the United States and other nations. In this sense, Fulbrighters are "cultural ambassadors" to their host countries and are active members of their communities upon returning home. Here are some ways to enrich your Fulbright experience:

In the host country, Fulbrighters:

❖ Meet as many people as possible in all walks of life by speaking and writing about their countries to interested groups.
❖ Participate in a broad range of social and community activities in addition to pursuing their academic or professional objectives.
❖ Continue to learn about the history and culture of their host countries.

Upon returning home, Fulbrighters:

❖ Speak and write about their Fulbright experience as widely as possible.
❖ Support the Fulbright Program in their countries through various activities such as becoming involved with alumni activities, serving on selection committees, and hosting visiting Fulbrighters.

Becoming a Fulbrighter is a lifelong commitment

Source: Communication by the J. William Fulbright Foreign Scholarship Board - Washington D.C.
The Fulbright Community

The Fulbright community involves Fulbright grantees, alumni and friends through alumni associations in the United States and abroad and through online social media.

US Fulbright alumni are invited to join The US Fulbright Association upon their return in the US.

Founded in 1977 with the endorsement of Senator Fulbright, the US Fulbright Alumni Association (www.fulbright.org), provides opportunities for continued involvement with the Fulbright Program to Fulbright alumni and friends, and conducts a variety of educational and cultural programs serving alumni, visiting Fulbrighters and the local community.

The US Fulbright Association organizes an annual conference on global issues in Washington, D.C. and annually awards the J William Fulbright Prize for International Understanding to an individual who has made outstanding contributions toward bringing peoples, cultures, or nations to greater understanding of others. Past recipients of the Fulbright Prize have included Nelson Mandela, Jimmy Carter, William Jefferson Clinton, and Kofi Annan. The Association is headquartered in Washington, D.C. and has 47 chapters throughout the United States.

Alumni and current grantees are also encouraged to participate in online social networks sponsored by the US Department of State: State Alumni and ExchangesConnect.

State Alumni (https://alumni.state.gov) is an online global community for all past and current participants of US government-sponsored exchange programs – including Fulbright Alumni. It grants members access to a variety of research, funding and professional resources and is a networking tool where photos, blogs, stories and articles documenting programs can be shared.

ExchangesConnect (http://exchanges.state.gov/us/connect) is a growing global community of people interested in cross-cultural dialogue and international exchange. It is open to anyone who wishes to join, and its purpose is to form an online community of individuals dedicated to building bridges among cultures and making a positive contribution to the world. There are several affinity groups within ExchangesConnect, including one for the Fulbright Program.

Grantees are warmly welcome to join The US-Italy Fulbright Commission on Facebook (http://www.facebook.com/FulbrightCommissionItaly and http://www.facebook.com/group.php?gid=2420913604&ref=ts), Twitter (http://twitter.com/fulbrightitalia) and Instagram (fullbright.italy) social networks to share their Fulbright experience, network with alumni and other grantees, follow latest news on the Fulbright Program in Italy, events and cultural activities, and opportunities for study, research and university teaching both in the US and in Italy.
Part II - Before Leaving the United States

Understanding the terms of your grant

Prior to coming to Italy, you will receive from the Fulbright Commission, the official documents of your Fulbright grant that include the letter of award, the Grant Authorization and Terms and Conditions of Award. The latter document indicates grant period, host institution, purpose of grant, benefits, rights and responsibilities of the grantee, and grant terms and conditions. The Grant Authorization should be signed for acceptance by the grantee and returned both to the Commission and to the U.S. agency through which you applied.

You will also receive information on the schedule of payment of the grant financial benefits and information on administrative requirements to be fulfilled during the grant period.

Please read these documents carefully and remember to bring with you for your reference during the Fulbright grant:
- Official Letter of Award
- Grant Authorization and Terms and Conditions of award
- Official Letter of Introduction to the U.S. Consulate

The Medical Clearance Process

Fulbright grants are contingent upon medical clearance. The medical history and examination form should be submitted to IIE as soon as possible but earlier than six months prior to the grant start date. IIE will assist grantees obtaining medical clearance, mandatory to be enrolled in the ASPE Health Care Benefit plan, offered by US Department of State to participants in USDOS Exchange Programs. The awarding of the Fulbright grant is contingent upon CIES medical clearance therefore the Commission will issue the Fulbright official documents after the medical process is completed.

Applying for an Entry Visa to Italy

Where to Apply

U.S. Fulbright grantees in all categories (Graduate Students, English Teaching Assistants, and Scholars) must enter Italy with an Entry Visa for Study purposes (Visto di ingresso per studio).

Grantees can apply for a student visa - study grants (Visto per studio – Borse di studio) at the Italian Embassy or Consulate having jurisdiction in the state where they reside. Grantees studying full-time at a University located in a State other than the one in which they reside, should enquire at the local Italian Embassy or Consulate if they can accept their application.

Similarly, grantees residing abroad prior to their departure for Italy should enquire at the Italian Embassy or Consulate where they are temporarily residing about the possibility of applying for the Visa there, without having to return to the U.S. to start the application process.

A complete list of Italian Consulates in the U.S. with their area of jurisdiction as well as information on visa application procedure can be found in the website of the Embassy of Italy in Washington, DC: www.ambwashingtondc.esteri.it (see Information and Services). Please be informed that the consulate
having jurisdiction in your area might be far from your place of residence. Be aware of that in planning your appointment.

When to Apply
The average time for visa issuance is 30 days and it is advisable to start the visa application procedure at least 1-2 months in advance of departure for Italy. Please consider that especially during the months of May, June, July, August, September and December the request for visas increases and visa issuance may take more time. Consider, however, that the application for the visa cannot be made earlier than three months before arrival in Italy.

Visa Types
Fulbright grantees enter the country with a student visa. The main types and categories of Visa that are issued for study purposes are indicated below. Each visa type is characterized by different territorial and time validity, number of allowed entries in Italy, and rules concerning transit in the territory of the Schengen area and cross its external borders.

- **Uniform Schengen Visas (USV) – type C (short stay):** valid in the territories of the whole Schengen area for up to 90 days, for single or multiple entries.
- **National Visas (NV) – type D (long stay):** valid for visits that are longer than 90 days, with one or more entries, in the territory of the Schengen State whose diplomatic representative issued the visa, and to transit through the territory of other Schengen States for a period of not more than five days. (application fee: $57.10)
- **Long stay or "national" visas which also have the value of short-term visas – type D+C.**
  IMPORTANT: If you plan to stay in Italy for more than 90 days and, while in Italy, you wish/need to visit other Schengen states for more than five days, then you are strongly advised to apply for a D+C visa. (application fee: $132.40)

**Visa Application**
When applying for the visa, the grantee must inform the Consulate that s/he is a recipient of a Fulbright grant to Italy. It is recommended that, when applying for the visa, grantees take into consideration the duration of their stay in Italy as well as their travel plans both within and outside the Schengen area. Visa validity must cover the entire length of stay in Italy and will correspond to the duration of the residence permit, which must be requested only for stays that are longer than three months.

To facilitate visa application, the Commission provides the grantee with a letter addressed to the competent Italian diplomatic authority certifying that s/he is recipient of a Fulbright grant, the amount of grant’s financial benefits and the duration of stay in Italy. The letter also attests that, during the period of the grant, the grantee is enrolled in the ASPE health care benefit plan (*Accident and Sickness Program for Exchanges*) provided by *US Department of State*, which covers limited medical expenses, including hospitalization.

**Length of your stay:** The commission cannot sponsor visas that are much longer than you grant period, however we do have a margin of a total of 30 days before the grant starts and after it ends to allow you settle down and prepare for your departure.

**Required Documentation for Visa application**
As a general rule, the documentation required for application for a student VISA includes:

1. The visa application form.
2. A recent passport-style photo.
3. Passport or travel document valid for at least three months after visa expiry date.
4. The letter to the competent Italian diplomatic authority provided to you by the Fulbright Commission in support of your Visa application.
5. A copy of the Grant Authorization that specifies grant’s benefits.
6. Declaration of the availability in Italy of appropriate lodgings as well as funds that are necessary for repatriation, possibly to be demonstrated in the form of a return airline ticket.
7. Proof of insurance coverage for medical treatment and hospitalization for the period of your stay in Italy. Proof of insurance coverage is indicated in the Commission’s letter of introduction to the Embassy or Consulate.

Source [http://vistoperitalia.esteri.it/home/en](http://vistoperitalia.esteri.it/home/en)

**Entry Visa for accompanying dependents**

Grantees who wish to be accompanied to Italy by their family dependents should be aware that situations must be evaluated on an ad hoc basis and that obtaining visas for your family might be complicated.

Please be reminded that only spouses and minor children under age 18 are considered dependents by the Italian law. Children of grantees’ spouses, for whom grantees have legal guardianship, are considered dependents by Italian law as well. Grantees who wish to be accompanied to Italy only by their minor children must have an authorization from the other parent in order to apply for a visa.

Up until now, Italian immigration regulations have allowed dependents of Fulbright grantees to receive the study visa, and consequently the permit-to- stay for study reasons. The Commission, however, has been recently alerted by the Italian Ministry of Foreign Affairs that, due to recent changes in regulations, dependents can no longer apply for study visas. The options for dependents are listed below:

- Dependents may stay in Italy as tourists for a period of 90 days (no visa required)
- Dependents may enroll in an Italian language course and apply for a study visa (the Commission cannot assist in identifying the course nor does it have the funding to allocate to this purpose)
- Dependents could apply for a Ricongiungimento Familiare (This procedure may prove to be long and complicated. Please ask further information to cpetrilli@fulbright.it)

**Comments on the visa application process:**

- It is possible that questions on the visa application process are not adequately answered in the materials provided by the Fulbright Commission. Due to the fact that every consulate in the US may require a slightly different set of documents the Commission will not be able to assist grantees in their application procedures. Grantees are invited to contact the Italian Consulate, introduce him/herself as a Fulbright Grantees to Italy and ask for the list of documents to be included in the application for a study visa. We strongly recommend that you receive confirmation of application procedures directly from the Consulate.
• Visa application fees are not waived and passports must be valid at least 3 months beyond the expiration date of the requested visa. To avoid delays we strongly recommend that you renew or apply for a new passport several months prior to your departure from the US.

• The Italian Diplomatic Authority that issues the visa gives the grantee copy of the submitted documentation. You should bring it with you since it is necessary to present it to the Questura (your local police headquarters) in your city of residence in Italy when applying for the residence permit (permesso di soggiorno).

**Registering the overseas residence with the US Government before departure from United States**

Before leaving the United States, grantees must register their overseas residence online at https://step.state.gov/step/ and enroll in the Smart Traveler Enrollment Program. Travel registration is a service provided by the US Government to US citizens who are living in a foreign country and allows you to record information about your upcoming trip abroad that the Department of State can use to assist you in case of an emergency. US citizens residing abroad also receive routine information from the nearest US Embassy or Consulate while in Italy.

**Health and Accident Insurance**

All Fulbright grantees are enrolled in the ASPE health care benefit plan (Accident and Sickness Program for Exchanges - [http://usdos.sevencorners.com](http://usdos.sevencorners.com)), offered by U.S. Department of State to participants in USDOS exchange programs. The plan, administered by Seven Corners, covers limited medical expenses during the Fulbright grant period.

Please note that ASPE covers the grantee only for his/her grant period in Italy. Insurance coverage is not provided for dependents of Fulbright grantees and does not apply to the period of stay that exceeds the Fulbright grant, to stopovers and diversionary travel en route to or from place of assignment, nor to any breaks in the assigned grant activity.

The following Health and Accident insurance documentation will be provided to the grantee by the Commission upon arrival in Italy:

a. Hard copy of ASPE guide, explaining coverage and limitations (downloadable at [http://usdos.sevencorners.com](http://usdos.sevencorners.com/));

b. Your ASPE Identification Card;

c. Copies of ASPE forms

We strongly suggest that you carefully read the ASPE Guide prior to your departure for Italy and that you keep it as a reference during your stay in Italy. The Guide contains useful information to be read before leaving the US. If you have any questions on your ASPE Health Care Benefit Plan during your stay please contact Seven Corners’ Customer Service.
Taxes

Please be advised that Fulbright grants are subject to U.S. income tax only. Grantees are responsible for checking their tax liability and should refer to their local Internal Revenue Service (IRS) representative or tax professional for tax advice. Please note that neither the Fulbright Commission nor IIE/CIES is allowed to give tax advice.

For tax purposes, grantees will receive from the Fulbright Commission a tax statement detailing the amount of funds received during calendar year (from January 1 to December 31).

For more information on grants and taxes:

Internal Revenue Service
International Tax Assistance
Call: International Taxpayer Assistance
(267) 941-1000 (note: not “toll-free”)
6:00 am to 11:00 pm (EST) M - F
Fax: (267) 941-1055
Write:
Internal Revenue Service
P.O. Box 920
Bensalem, PA 19020

Travel Arrangements: the Fly America Act and the Open Skies Agreement

Fulbright grantees in all categories should travel, whenever possible and applicable, using a U.S. flag carrier (an airline owned by an American company), therefore abiding to the “Fly America Act”. Generally, if a traveler is traveling on funds provided by the federal government, he/she must use a U.S. flag carrier, regardless of cost or convenience.
However, following the recent “Open Skies Agreement”, grantees can choose to fly on different flag carriers if, in comparing routes and costs, the fare applied by an European flag carrier turns out to be more convenient than that applied by a U.S carrier. (See below, also Ref: http://www.gsa.gov/portal/content/103191)

Also, grantees should be aware that the cost of ticket might be more convenient in the following cases:

- If it is purchased a roundtrip ticket without utilizing the return portion of the ticket
- If it purchased a round-trip ticket with the first portion operated by a U.S. carrier and the return portion operated by an European carrier for an effective return to Italy in occasion of a Holiday period (such as Thanksgiving, Christmas, Easter) or for personal reasons.

OPEN SKIES AGREEMENT

The biggest exception to the Fly America Act is the Open Skies Agreement. On October 6, 2010, the United States and European Union (EU). Recent international treaties, referred to as “Open Skies Agreements”, provide limited exception to the Fly America Act. Under the Open Skies Agreement between the U.S. and the European Union (EU), USG funded travelers may compare itineraries and costs between US and EU flag carriers when the flight originates, arrives in, or stops in any of the EU countries and select the most cost effective option.

Grantees are responsible for making their own travel arrangements and must send a copy of travel documentation in order to receive payment of travel allowance. Grantees are recommended to buy air travel tickets well in advance to get convenient fares. Airline companies’ websites, student travel agencies that offer student fares or online travel services can be a good place to look at for cheap airline tickets (see below).

When should grantees purchase their tickets?

- After IIE has cleared the medical forms
- After they have signed the Fulbright Grant Authorization
- After they have scheduled the visa appointment at the Italian Questura

Useful websites

Student Travel Agencies
- http://www.statravel.com
- http://www.studentuniverse.com
- http://www.kayak.com

Online Travel Services
- http://www.travelocity.com

Some suggestions on what to bring to Italy


Adapters/transformer that render your personal appliances compatible with 220V electrical current used in Italy
Batteries
Business cards
Camera
Cash - At least 200 Euros for initial expenses
Clothing: bring clothing for varying weather conditions. Temperature differs across Italy and depending on the season.
Contact information for credit card companies, hometown banks, etc.
Contact lens fluid
Copy of birth certificate
Copy of your résumé
Credit cards
Driver’s license or international driver’s license
Extra pair of glasses or extra pairs of contacts
Family photos
Favorite recipes
Four passport sized photos of yourself
Fulbright grant documents
Insurance information
Italian-English dictionary
Medical and immunization records, dental records
Contact list of U.S. Embassy and U.S. Consulates in Italy
Notebook and power transformer/ converter
Passport and other IDs
Photocopies of passport, IDs, other important documents
Pictures or postcards of your hometown and the US
Plug converter kit
Prescription medications for any existing medical conditions as well as a copy of prescriptions
Small bag for overnight trips
Small first aid kit
Small sewing kit
Some toiletries
Sunglasses
Travel alarm clock
Umbrella
University transcripts

Some suggestions on what NOT to bring to Italy:
Linens, kitchen supplies, other household items. If your apartment is not furnished, it is usually easier to purchase these items in Italy.

Small electrical appliances such as hairdryers. They may not work even with plug adaptors, and are easy to purchase in Italy.

**Pre-departure checklist**

The checklist which follows may assist you with the organization of your departure from the US and arrival in Italy:

- Receive the official documents of your Fulbright grant (the letter of award and Grant Authorization)
- Sign and return your Grant Authorization to the Fulbright Commission and to the US agency through which you applied.
- Obtain or update your passport
- Obtain from the Fulbright Commission the letter in support of your application for a VISA for study purposes.
- Apply for a Visa for study purpose for yourself and any dependents that will accompany you
- Purchase international air tickets
- Send to the Fulbright Commission the Arrival Dates and Visa Information Form together with copies of the air tickets, passport and visa.
- Purchase a small amount of Euro currency
- Register your overseas residence online at [https://step.state.gov/step/](https://step.state.gov/step/)
- Read carefully the ASPE Guide
- If you have questions on your tax liability contact IRS or speak with a tax professional
- Contact the Fulbright Commission with any questions you may have

**Part III - Upon Your Arrival in Italy**

**Applying for the residence permit (permesso di soggiorno)**

**The permit-to-stay**

The permit-to-stay is the only legal document that legitimizes your stay in the country. It is issued in electronic format (your personal data, photograph and fingerprints are stored in digital format). Its duration corresponds to the length of your visa.

**When to apply**

Grantees who will reside in Italy for a period longer than **3 months** must apply for a “Residence Permit for Study Purposes” (**Permesso di Soggiorno per Motivi di Studio**) within **8 days** of the date of arrival in Italy.

To this end, the Commission will provide each grantee with a letter of introduction addressed to the local Questura certifying that s/he is recipient of a Fulbright grant and that s/he is enrolled in the ASPE health care benefit plan for the whole grant period.
Where and how to apply
You can apply for the residence permit for study purposes at one of the 5,700 post offices located throughout the country (the ones which have a Sportello Amico), where you can receive the kit containing the application form and instructions.
To find the office nearest you that has a sportello amico, visit: http://www.poste.it/online/cercaup

Two types of kits are available:
- Envelope with blue stripes: for EU citizens
- Envelope with yellow stripes: for non-EU citizens – (This is the kit you should ask for).

Application acceptance procedures
In addition to the completed application form, you must also submit the following documentation:

- Your valid passport or any other equivalent travel document bearing the entry visa
- A photocopy of all pages of your passport or another valid travel document bearing the entry visa. All copies must be in A4 format, one sided (no two-side copies allowed)
- 4 recent and identical passport-size photographs
- A €16.00 revenue stamp (marca da bollo that you can get at Tabacchi - Tobacco shops)
- The following supporting documents:
  - A copy of the Grant Authorization
  - A copy of the letter of introduction for the local Questura provided by the Fulbright Commission
- A copy of receipt of payment of Euro 30.46 (bollettino postale prestampato- see definition below) to pay the expenses for the issue of the residence permit on electronic medium.
- A copy of receipt of payment of euro 40€ (bollettino postale) to pay the tax for the issue of the residence permit

You will be asked to provide in the application your residential address in Italy and your contact information.

NB.:
1. Bollettino Postale: Many payments in Italy are made through a “bollettino postale” (literally translated as ‘postal paying-in slip’) accepted in every Italian post office and in many tabacchi. The bollettino postale is a white paper slip that must either be filled out or is already pre-printed (as in the case of utility bills) and is divided into two parts: one-half is taken by the post office or tabacchi to process the payment, and the other is given as a proof of payment. It is a rather common method of payment in Italy as it is used for a variety of services.

2. The envelope containing the application must not be sealed

The application must be sent to the local Questura by registered mail (posta raccomandata). The cost of the registered mail is Euro 30.00 to be paid at the post office counter upon acceptance of the application.
On receiving the application, the post office issues a registered letter receipt that proves that you have applied for the permit and indicates the user ID and password to be used to check the status of your application on the Immigration web portal (https://www.portaleimmigrazione.it). Always keep a
photocopy of this receipt with you, as it is proof that you have applied for the permit and you are waiting to receive the document.

**Application cost**

The total cost of the application for the permesso di soggiorno is €116.46:

- €16.00 for the revenue stamp
- €30.46 to be paid by a postal transfer (versamento su conto corrente) to cover the cost of the electronic permit
- €30.00 for the registered mail
- €40.00 to be paid by postal transfer to cover the tax of the issue of the residence permit (subject to period changes)

After submitting the application, you will be called for fingerprinting by your local Questura, usually by registered letter or text message, and you will be then given an appointment to collect your permit. If, for legitimate reasons, you can’t go to the appointment, you might be asked to go in person to reschedule for another date. Please note that it may take several weeks/months to get your residence permit.

**N.B. Procedures to apply for the permit to stay might require time. Rules are subject to periodic changes and costs may vary unexpectedly as well as the list of documents to be submitted along with the residence permit request. Therefore the information included in the pre-departure information handbook should not be considered definitive. (visit www.poliziadistato.it or www.poste.it) .**

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**Residence Permit and Visa**

**Useful websites**

- www.ambwashingtondc.esteri.it - Embassy of Italy in DC
- www.interno.it – Ministry of the Interior
- www.poliziadistato.it- Polizia di Stato – Italian National Police
- www.portaleimmigrazione.it – Immigration Portal
- www.poste.it – Poste Italiane

**Useful Telephone Numbers**

- 800.309.309 – toll free number for general information on the residence permit and on municipalities and patronati that provide assistance for the application. Available 24h a day, in English, Italian, Spanish, French and Arabian.
- 803.160 (*) – Poste Italiane number for information about Post Offices where you can apply for a permesso (Sportello Amico). Mon – Sat, 8 am – 8 pm.
- 848.855.888 (local rate), for information on the stage of your application. Mon – Fri, 8 am – 8 pm.
**Obtaining a Codice Fiscale (taxpayer’s code number)**

The “Codice Fiscale” is very similar to the US Social Security Number and identifies citizens when dealing with public offices or administration. It is also often required when entering into a contract with utility companies, when opening a bank account or renting an apartment. The only valid “codice fiscale” is issued by the Italian Internal Revenue Service (Agenzia delle Entrate). **No other body is authorized to print the code, or to produce programs to calculate the code. In case you buy a mobile phone, do not allow other people or sales clerks to calculate the code for you and do not use free applications that can be found on the web, to produce the code.**

Grantees are recommended to apply for a “Codice Fiscale” upon arrival in Italy. The request for the “Codice Fiscale” can be made at one of the various Local Offices of the Italian Internal Revenue Service (Ufficio Locale dell’Agenzia delle Entrate), whose addresses can be found on the web at: [http://www1.agenziaentrate.gov.it/strumenti/mappe/](http://www1.agenziaentrate.gov.it/strumenti/mappe/).

In order to obtain a “codice fiscale”, it is sufficient to show either your valid passport or a valid residence permit. The release of the “Codice Fiscale” number is usually immediate.

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**“Agenzia delle Entrate” Contact Information:**

- Call 848.800.444 to access various services and information. Available Monday through Friday from 9 a.m. to 5 p.m. and on Saturday from 9 a.m. to 1 p.m. (local rate)
- From a mobile phone call 06.96668907 (Charges vary according to mobile companies)
- From abroad call: +39.06.96668933 (Cost is charged to the caller)
- By SMS Text Messaging to 320.4308444
- By Web Mail: see [http://www.agenziaentrate.it](http://www.agenziaentrate.it)

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**Finding Accommodation**

Unless university accommodation is provided as a benefit of the Fulbright grant, grantees are responsible for securing housing for the period they will spend in Italy. The Commission recommends defining your search for an accommodation upon your arrival in Italy and not from the U.S., since it is wise to see the apartment and meet the landlord/rental agent in person (Please verify with the Consulate if proof of lodging reservation is required to apply for Visa).

This approach would allow you to see in person the apt that you would rent for the entire period of stay avoiding unpleasant surprises with the online booking. When searching for an accommodation through an online website always be careful and protect yourself from possible Internet frauds and crimes.
Most consulates, with some exceptions, accept this approach and proof of housing that covers only the very beginning of your stay. It is always advisable to contact them in advance and verify directly with them.

Italian universities have student services and housing offices that manage university housing facilities and can provide information also on renting student apartments, which are generally more affordable than accommodation on the private market. Common types of university accommodation are university dorms (*residenze universitarie* e *case dello studente*), university guestrooms (*foresterie* – usually for short stays), and university colleges or residences (*collegi o residenze universitarie*). Admission to university residencies is usually based on selection on the basis of the student’s financial status and on merit.

### University Residences – Useful websites

- http://www.collegiuniversitari.org - directory of Christian University Colleges in Italy - Italian Episcopal Conference CEI
- www.fondazionerui.it - RUI Foundation (International University Residences)
- www.camplus.it - University Residences in Bologna, Milan, Catania and Turin - CEUR Foundation

Other possible solutions for student accommodation can be a room in a shared apartment or a room in a private home.

If you wish to search for an accommodation autonomously you can:

- Look at rent ads that can be found on bulletin boards at universities and student travel agencies (such as CTS – Centro Turistico Studentesco e Giovanile - [www.cts.it](http://www.cts.it), at US and European universities and institutions in Italy (for a list of US universities in Italy visit ACUUPI website at [www.aacupi.org](http://www.aacupi.org) - Association of American College and University Programs in Italy) and at international bookshops.

- Look at rent ads that are published on local papers, and on magazines for foreign residents, classified magazines, online services and websites.

- Go to a real estate agency. Please note that real estate agencies charge a fee for their service.

- Rely on word of mouth, personal relationships and network of friends. You may also wish to contact past Fulbrighters who lived in your city of affiliation to receive useful tips about housing. The Fulbright Commission will provide US students with a list of Fulbrighters of the previous academic year and with a document containing information on housing collected from past grantees.
Safety and Security when searching for an Apartment

- Always see the apartment and meet the landlord/rental agent in person before giving any money to the landlord/rental agent
- Always ask a friend to come with you when seeing the apartment and meeting the landlord/rental agent
- Never send money in advance to secure an apartment especially through wire transfers without seeing the apartment and meeting the landlord/rental agent in person (i.e. via Western Union, Moneygram or other wire service)
- Never send copies of your documents, bank account data, credit cards numbers or other financial information as a guarantee for securing an apartment, in order to protect yourself from identity theft and frauds
- Be careful of deceptive ads and photos which are aimed at attracting your attention and may hide frauds and crime schemes
- Do not rent an apartment for longer than you need, since once a contract is signed you are bound to it

Please see the resources and advice on how to protect yourself from crime and frauds on both US and Italian Police websites:
- http://www.poliziadistato.it - Italian National Police
- http://www.getsafeonline.org - Advice on online safety
- http://wiredsafety.org - Advice on online safety

Short-term lodging can be found at religious accommodation facilities and institutes (i.e. in religious guesthouses – case per ferie). For more information, visit www.nibiru.it, the web portal on religious housing facilities. When exploring online resources please be sure to take security measures against Internet frauds.

Short term accommodation:
- www.enit.it – Italian Tourist Board (see section “Where to sleep”)  
- www.nibiru.it – web portal on religious housing facilities

Independent search:
- http://annunci.repubblica.it - Real Estate search engine on "La Repubblica" newspaper
- http://sabbaticalhomes.com - Academic community’s resource for home exchanges and home rentals
- http://trovocasa.corriere.it - Real Estate search engine on "Corriere della Sera" newspaper
Renting a furnished apartment

Furnished apartments (appartamenti arredati) are rather difficult to find in Italy, especially for periods of less than one year. Rent varies from very expensive in larger cities to moderately expensive in smaller towns. Rates are usually higher for locations closer to the city center and can range from 300 Euros to 1000 Euros a month, depending on the size of the apartment and the area. In university cities, furnished rooms in private homes are also available. (Please note that in rent ads, the apartments should be classified as “uso abitazione” and not as “uso ufficio”).

Furnished apartments sometimes are supplied with linens and cooking utensils. If provided, each item should be carefully checked and its condition noted down. Any item you may need to purchase is available at a reasonable price in department stores or open markets. Prices increase in specialized shops.

As a general rule, the lease must be registered by the landlord, and you will be asked to pay half of the registration charges that amount to 2% of the total amount of the rent. You will probably be asked to pay also a two-month security deposit (deposito) to cover possible damages.

Utilities and telephone

Utilities, such as electricity, gas and telephone are not included in the rent and are usually paid by the tenant usually through a bollettino postale. Most utility bills are issued every two months. If a telephone is desired, it is advisable to find an apartment that already has one, as the installation fee is high. Electricity costs far more in Italy than in the US, so it is wise to limit the use of electric heaters and other appliances that consume a great deal of electricity.

A word to the wise: Insist on being present to record the meter readings for gas and electricity, both when you arrive and when you leave, so that charges you are responsible for will be calculated accurately. Utility companies usually issue itemized bi-monthly statements detailing consumptions.

Electrical Equipment

As in other European countries, electric current in Italy is 220V, 50 Hz. Appliances brought from the U.S. will need a transformer and/or a converter plug adaptor. Computers and printers, unless clearly marked for both 120V and 220V, will also need transformers and/or converters. Plug adaptors for general use and transformers for small appliances can be found in many shops selling electrical items. However, make sure that the transformers’ capacity is suited for the appliance, and ask specific questions when purchasing.
N.B.: Some U.S. appliances, such as stereos and clocks will not operate properly even with a transformer. Consider buying small appliances here.

**The doorman**

Many apartment buildings still have a doorman (*portiere*), whose responsibilities usually include receiving and distributing mail, signing for packages, building maintenance and various other duties. For a relatively small tip he may be asked to do minor repairs.

**Waste Recycling**

Waste is generally collected and sorted using dedicated bins located at the curbside, which separate recyclable materials such as glass, metal, plastic and paper, from not recyclable materials. In some Italian cities, especially in old towns, waste is collected through a door to door pickup service. Collection rules may vary from one city to another and from region to region.

**Opening a Bank Account**

Fulbright Grantees who will stay in Italy for more than 6 months are encouraged to open a checking account to receive payments in Euro currency related to the grant.

However, in recent years opening a bank account in Euro in Italy has become very difficult for U.S. grantees. If up until now, banks have opened accounts to non-European citizens requesting the receipt of the permit-to-stay application, they now only open accounts to non-European citizens who have received the permit-to-stay and can present their permit to stay card. The Commission, in order to avoid problems to Fulbright grantees will wire transfer the whole Euro sum to the grantee’s bank account in the U.S. Please note that the U.S. BANK ACCOUNTS MUST HAVE A BIC SWIFT CODE in order for the payment to go through. If you can’t provide the Commission with a BIC SWIFT CODE, you will be asked to open a new bank account. Account with intermediary banks will not be accepted. Accounts must be under the grantee’s name.

Fulbright Grantees are welcome to verify if any banks/post offices in their town of affiliation will consider opening an account without the actual permit to stay. Please consider that the Commission will not be able to provide specific guidance for each bank because every bank, and even every branch within each bank, follows its own internal rules.

**When opening a checking account (conto corrente), please make sure of the following:**

- It is clear whether you can open a resident-type of account (Residence Permit is required) or a non-residence type of account;
- You have a valid passport, Codice Fiscale and a receipt released by the post office when applying for the Residence Permit;
- It is a regular checking account and NOT another type of bank service which offers wire payment services such as prepaid card;
- It can receive extra-EU wire transfers and whether it has any incoming wires limit. If so, please alert our administrative office in order to plan your grant payment schedule better;
- The bank gives you details for all fixed costs such as monthly fees and whether they charge to close to account or not.
We recommend activating the following services:
- a debit card (*Bancomat*) to withdraw money at ATMs and to pay at retail stores, grocery, restaurants, post office etc...;
- a prepaid credit card to make online payments;
- online banking to easily check your updated status of incoming wires from the Commission.

Grantees who will reside in Italy for more than six months, will receive from the Commission, a letter of introduction to facilitate the opening of the bank account, upon their arrival in Italy.

Official online resources: Patti Chiari (http://www.pattichiari.it/) where you can also compare the checking account offer in Italy (http://conticorrentiaconfronto.pattichiari.it/home.do?link=oln33l.redirect)

**Arrival checklist**

Things to do on your arrival in Italy:

- Receive from the Fulbright Commission the letter in support of your application for the Residence Permit.
- Receive from the Fulbright Commission your Arrival Package (only for scholars)
- Apply for a Residence Permit if you will reside in Italy for a period longer than 3 months. Application must be submitted within 8 days from your arrival in Italy.
- Obtain your Codice Fiscale.
- Open a bank account if your stay in Italy is longer than six months.
- Secure an accommodation.
- Participate in the Orientation Program (only for U.S. Fulbright graduate students and English Teaching Assistants).
- Identify a doctor and hospital in case of emergency.
- Notify the Fulbright Commission of your Italian Residential address and contact numbers.

**Part IV – Living in Italy**

**Italian Education System**

**Introduction**

The main principles at the basis of the Italian educational system are laid down in the Constitution of the Italian Republic that came into force on January 1st, 1948. According to the Italian Constitution, the Republic guarantees freedom of the Arts and Sciences, which can be freely taught, and promotes the development of culture and of scientific and technical research. The Republic establishes state schools for all grades and recognizes private educational institutions (See articles 9, 33-34).

Italian higher educational system consists of a university sector that includes state and private universities (about one hundred), polytechnics, universities for foreigners, schools of advanced studies and telematic universities. The non-university sector comprises national academies in the fine arts,
cinema, dance and drama, music conservatories, schools and institutes for the education and training of professionals in various fields such as language mediation, design, restoration, military studies, etc.

Universities are organized by faculties that deal with particular subjects and are structured in specialized departments. They are founded on the principle of autonomy, according to which they have the right of establishing their statute and internal regulations. Governing, teaching and research staff at Italian universities include:

**Governing staff**

- Rettore (*Rector*)
- Prorettore (*Pro-rector*)
- Preside (*Dean*)
- Direttore del dipartimento (*Department Chair*)

**Tenured staff**

- Professore Emerito (*Emeritus Professor*)
- Professore Ordinario (*Full Professor*)
- Professore Associato (*Associate Professor*)
- Ricercatore Confermato (*Researcher with tenure*)

**Temporary staff**

- Professore a contratto (*Professor with a non-tenured lectureship*)
- Ricercatore non confermato (*Researcher with no tenure*)
- Assegnista di ricerca (*Research fellow*)

The Ministry of Education, University and Research (MIUR) manages the Italian higher education system together with advisory bodies such as the National University Council (CUN), the Conference of Italian University Rectors (CRUI), the National Council for Higher Artistic and Music Education (CNAM) and the University Student National Council (CNSU).

The university sector has recently undergone a substantial reform, approved in 1999 in accordance with the Bologna Declaration, signed by 29 countries on June 19, 1999. The Bologna process aimed at facilitating the convergence of European higher educational systems by creating a European Higher education area, characterized by common degree frameworks and quality standards.

**Compulsory Education**

A 13-year compulsory education: 5 years of primary school, 3 years of junior high school and 5 years of secondary school. Children entered primary school at 6 and obtained their School Leaving Certificate (Maturità) at 19 years old.

**Current University System**
Following the reform, university degrees are organized in a three-cycle sequence.

1) 1st Cycle University Degrees – undergraduate level
The requirement for admission to a 1st cycle degree course (corso di laurea di primo livello) is the diploma awarded at the end of secondary school after the exit examination. Entry to undergraduate degree programs can either be restricted or open, and can be sometimes subject to a motivational test or entry examination. Undergraduate degree programs last three years and are characterized by both theoretical and applied studies that aim at providing a solid knowledge of general scientific methods and subject contents as well as professional skills. After completion of the program, students are awarded the degree of “dottore”.

2) 2nd Cycle University Degrees
Two types of degrees are offered in the second cycle: Corsi di Laurea Specialistica and first level Master’s Degree Programs (Corsi di Master Universitario di Primo Livello). A first level bachelor’s degree (or equivalent) is required for admission. Laurea specialistica programs last two years and are characterized by a strong theoretical part and specialized studies in the given subject field that aim at acquiring professional competences. After completion of the Laurea specialistica, and the defense of an original dissertation, students are awarded the degree of “Dottore Magistrale”. First Level Master’s Degree last one or more years and can be either academically or more professionally oriented.

Law, Medicine, Dentistry, Pharmacy, Architectural Engineering and Architecture Schools offer 4-6 year Degree Programs that are structured as a unified 1st and 2nd cycle course of study (corso di laurea magistrale a ciclo unico) leading to the degree of Dottore Magistrale. Admission is always subject to an entry examination.

3) 3rd Cycle University Degrees
The main degrees of the third cycle, open to graduates of a Laurea specialistica or magistrale, are:
- 2nd level Master’s Degrees (Master Universitario di 2° livello) of 1 or more years, either academically or professionally oriented
- 2nd level Specialization Diplomas (Diploma di Specializzazione di 2° livello), 2-6 year professionally oriented programs in the fields of dentistry, medicine, veterinary medicine, training to the legal professions and to teaching in secondary schools. Admission is subject to a examination.
- Research Doctorates (Dottorati di Ricerca), 3 or more years of training for highly specialized research. Doctoral Programs are open to graduates from the laurea specialistica/magistrale, and accept a restricted number of students that are selected through an entry examination.

Foreign Students
Non-EU students are generally admitted to degree programs according to quota systems and require a visa, residence permit, and financial guarantee. Foreign students are also required to pass an Italian language exam.

Academic Calendar and Tuition
As a general rule, classes start at the end of September/early October and end at the end of May/early June. Exam sessions usually take place in January/February and June/July, with smaller sessions in
September and December. Winter break is about two/three weeks starting a few days before Christmas and ending on January 6th. Easter Break is generally one-week long.

Italian and foreign students pay university tuition based on their income and depending on type of degree program, course level, and subject area.

Grades and educational credits
Examinations’ grades are expressed on a scale of 30/30, 18 being the passing grade. Degree examination is graded on a scale of 110/110, 66/110 being the passing grade. Cum Laude is added to the maximum grade (110/110), to indicate a high level of academic distinction.

University educational credits (credit formativi universitari - CFU) measure the attainment of the educational goals in terms of student’s workload, curricular activities, class attendance, class work, labs, individual study, and internship. Every year a student can devote 1500 hours to studying at the undergraduate or graduate level, which correspond to 60 CFU. The required credits that are necessary to obtain one’s degree amount to 180 CFU for the laurea di primo livello, 300 CFU for the laurea specialistica and 60 CFU for both 1st cycle and 2nd cycle 1-year Master’s Degree Programs.

Day-care and Schools
Day-care for infants and small children under the age of 3 is provided in Italy by public and private nurseries (asili nido). Public day nurseries are run by the municipality whereas private ones are run by either religious or private organizations. Application for admission should be made well in advance, usually six months before the starting date of the school year. Selection and charges in public day-care centers are based on parents’ income.

Education in public schools is free of charge for both Italian and foreign children, and it is compulsory for children between the ages of 6 and 16. The school system in Italy consists of non-compulsory nursery school (scuola dell’infanzia), from the age of 3 to 5, followed by primary school for 5 years from the age of 6 to 11 (scuola primaria o elementare), first grade secondary school for three years from the age of 11 to 14 (scuola secondaria di primo grado o scuola media) and higher secondary school (scuola secondaria di secondo grado) for five years from the age 14 to 19. (For more information visit http://www.istruzione.it )

Secondary education is offered by high schools (licei), art schools (licei artistici e istituti d’arte) and institutes that provide a vocational and professional education (istituti tecnici e professionali).

Licei can have different orientations and emphasize the study of particular subjects such as ancient Greek and Latin (licei classici), mathematics, physics, chemistry and natural science (licei scientifici), foreign languages (liceo linguistico), humanities and social sciences (liceo delle Scienze Umane), music and singing (liceo musicale e coreutico). Some high schools offer experimental curriculums that focus on the social sciences or on classical, linguistic or scientific subjects. Other experimental licei provide an international education.

<table>
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<tr>
<th>Italian Secondary Education System</th>
<th>High Schools (Licei)</th>
<th>They can have different orientations and emphasize the study of particular subjects:</th>
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<tr>
<td></td>
<td>Greek and Latin (licei classici)</td>
<td>Maths, Physics, Chemistry and Natural Sciences (licei scientifici)</td>
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The International Baccalaureate

Some Italian schools offer an international educational qualification, the International Baccalaureate, recognized by Italian and foreign universities (for more information visit the International Baccalaureate website at http://www.ibo.org )

Daycare and Schools – Useful Websites

- http://www.istruzione.it/web/hub – Ministry of Education
- www.ibo.org - International Baccalaureate
- http://archivio.pubblica.istruzione.it/anagrafica_scuole/statali.shtml - private nursery school listings
- http://archivio.pubblica.istruzione.it/anagrafica_scuole/non_statali.shtml - public nursery school listings

Museums and Libraries

Museums are usually open from 9.00 or 10.00 am to 5.00 pm and in some cases all-day till 8 pm Tuesday – Thursday. Museums generally have longer opening hours on Friday, Saturday and Sunday. Closing day is generally Monday. Hours may vary for small private art galleries.

Budgetary problems keep many libraries (especially in small cities) from remaining open all day long and on Saturdays and Sundays. Libraries are usually closed on holidays.

The Fulbright Commission can provide grantees with specific letters of reference for introductory purposes to libraries, archives and cultural institutions.

A list of Italian Libraries by region is available at:
http://www.biblio.polito.it/it/documentazione/biblioit.html

Identification Documents

You should carry an identification document with you at all times. To cash a check or make a purchase with a credit card you may be asked to show a valid form of identification such as your passport.
Money
Euro coins and bills entered circulation in Italy on January 1st 2002. The Euro is divided into 100 cents. Bills are in denominations of €500, €200, €100, €50, €20, €10 and €5. Coins are in denominations of €2, €1 and 50, 20, 10, 5, 2 and 1 cent(s).

Foreign currency can be changed at any bank, post office and at currency exchange offices (uffici di cambio) usually located in the city center and in main railway stations and airports. Cash can be withdrawn at ATMs (bancomat). Make sure your bank tells you if they charge anything for withdrawing at different banks’ ATMs.
Debit cards (bancomat), credit cards (carte di credito) and prepaid credit cards (carte di credito prepagate) are widely used throughout Italy as a secure means of payment.
Take usual precautions when withdrawing cash from ATM’s by keeping your PIN out of sight. Be careful in using ATMs alone at night. Memorize your cards’ PIN and do not write it down or keep it together with your cards.
Money can also be sent or received from the US via Western Union. Some branches are open seven days a week. For more information visit: www.westernunion.com.

Banks are usually open Monday through Friday from 8:30 a.m. to 1:30 p.m. and from 2:30 p.m. to 4:00 p.m. Hours may vary in some cities. Banks are usually closed on Saturday, Sunday and holidays throughout the country.

Money Transfer
If you need to have somebody at home send you money while in Italy, a wire transfer is the recommended method. It is safe and relatively fast (average time 7 days). Make sure you provide the sender your IBAN as well as the BIC/SWIFT code.

Transportation and travel
Train
Italian Railways (Ferrovie dello Stato)
Unless the grantee is travelling only a very short distance, it is recommended that a reservation be made, and whenever possible, well in advance especially during holiday periods and summer months. Reservations are subject to a small supplemental fee.
Reservations can be made and tickets purchased at the train stations, at most travel agencies, online at http://www.trenitalia.com. Ticket offices in big train stations are usually very crowded, but most vending machines are easy to use, with instructions available also in English. Do not forget to validate your ticket before getting on the train. Electronic validation machines are usually located close to the tracks and are yellow-coloured.
The Green Card is available for young people from 12 to under 26-year-old. It costs 40 euro and allows young people to benefit from discounts of 10% off first and second class fares on all national trains, including wagon lits and couchettes and up to 25% off when travelling around Europe. The card is valid one year.

NTV Spa (Nuovo Trasporto Viaggiatori)
Please note this is a new private Railway company.
Please check the website http://www.italotreno.it/ for information on the offered routes.
City Bus Transport
Bus Service is available in almost every city and village, but punctuality and frequency will vary greatly. Single tickets, books of 10 tickets or monthly passes (tessera) can be purchased in advance at ticket kiosks or ticket machines and in some bars, newsstands and tobacco shops. Bus tickets are usually valid for 100 minutes and cover various means of public transport, including trams and the subway.

Single tickets must be validated when boarding and retained. Holders of monthly pass must validate the ticket once and retain it for the whole month. Passengers should get on the bus by the front or back doors and get off through the middle door.

Some big cities also have a tram service.

Subway (Metropolitana)
Milan, Rome and Naples have subway systems that are fast, efficient and reasonably-priced. Tickets can be purchased in advance at tobacco shops (tabacchi) and at subway stations.

Bus Service outside Major cities
Italy has a vast network of coaches (pullman) that serve every region. The Regional, provincial and municipal public transport also serve small towns and villages that are not connected by the railway. The terminal (capolinea) of local buses is usually near the train station, or in the city center.

Driving
Foreign (non-EU) citizens must have an International Driving Permit (IDP) in order to drive private motor vehicles in Italy. This document is issued in the same country in which the driver’s original license was released. It provides a translation of your driver’s license and doesn’t substitute for your original driver’s license, but complements it.
In the US, it is issued by the American Automobile Association (http://www.aaa.com), and by the National Automobile Club (http://thenac.com).

Taxis (tassi or taxi)
Taxis can be found at clearly marked taxi stands and can be hailed in the streets or called by telephone. All authorized taxis are equipped with a meter. Do not trust people who approach you at stations, airports or tourist sites: they are often illegal and are notorious for overcharging.

At the airports, ask the charge for transportation before getting into the taxi: check the meter first, and then ask the driver to see the price list. Surcharges can include: service at night (additional charge from 10:00 p.m. to 7:00 a.m.), Sundays, holidays and baggage.
Telephone numbers of taxi companies and lists of taxi stands can be found in the yellow pages.

N.B.: Fixed rates are usually applied for rides with a fixed route to and from the airports.
In big cities, suburban taxi rates are usually higher than urban rates. In Rome for example, there are two standard Taxi rates: Tariffa 1 for city rides within Rome beltway (Grande Raccordo Anulare or G.R.A.) and Tariffa 2, which is more expensive, for rides outside the G.R.A. Always check on the meter that the right rate is being applied.

 Strikes (scioperi) and other work stoppages occur frequently in the transport sector (national airlines, airports, trains and bus lines). A sciopero is generally announced in advance and is of short duration.
Below is a list of applications for smartphones or websites related to public transportation in Italy and in major cities:

Prontotreno, App
ViaggiaTreno.it
Info Treni, App

Milan
APPS: Muovimi, iATM, Autobus Milano
WEBSITES: www.atm-mi.it

Florence
APPS: Ataf 2.0, Firenze Bus
WEBSITES: www.ataf.net

Rome
WEBSITES: http://Atac.roma.it; http://muovi.roma.it/;
APPS: ProBus Roma, Autobus Roma

**Telephone Information**

**Telephone directories**
To search for a telephone number, a post code and both local and international telephone codes you can consult online white pages at [http://www.paginebianche.it](http://www.paginebianche.it).

**Direct-dialing calls**
To make an international call, dial 00 followed by country code, area code and number. The country code to dial direct the US is 001. The country code to dial direct Italy from abroad is 0039.

**Long distance collect calls**
To make long distance collect calls dial 170. This service is available Monday to Friday from 8.00 am to 10.30 pm and is provided by Telecom Italia, one of the main Italian TLC companies.

**Mobile phones (telefoni cellulari)**
Having a mobile phone during your stay in Italy can be very useful and it is advisable to either bring with you from the US an unlocked mobile phone that works on the European GSM standard or buy one while in Italy.

The major Italian mobile telephone companies are TIM, Vodafone, Wind. Mobile phones can be purchased at any consumer electronics store or mobile telephone stores. Prices range from 40 Euro (for a dual band phone) to 100 Euro and up (for a 3 or 4 band phone with access to Internet and multimedia services).

Mobile phones in Italy work on GSM band 900 or 1800. Another standard that is coming into widespread use is UMTS, which provides wide-band multimedia and Internet services.
Mobile phones can be either locked or unlocked. Locked mobile phones can only be used with the SIM card of the TLC service provider that is built in the phone. Unlocked mobile phones are sold without the SIM card and can be used with any TLC company.

To use an unlocked mobile phone with no built-in SIM card, you can buy a rechargeable SIM card from one of the main Italian mobile companies mentioned above. To buy a SIM card you will need a codice fiscale and an ID card. Remember that in case you have not obtained your codice fiscale yet, when you buy the SIM card, you should not allow sales clerks to calculate the codice fiscale for you or use free applications that can be found on the web, to produce the code. The only valid codice fiscale is issued by the Italian Internal Revenue Service (Agenzia delle Entrate). See Obtaining a Codice Fiscale for more information on this issue.

Phone credit can be added directly to the SIM card with pre-paid cards in denominations €5, €10, €25 and up. Pre-paid cards of phone credit can be purchased at tobacco shops, and in bars and newsstands. You can recharge your card also electronically at ATMs, and in some bars and tobacco shops.

Locked mobile phones have a built-in SIM card and are usually sold either at a reduced price or given for free by subscribing to a long-term monthly plan of at least 1-2 years. TLC companies offer many plans' options and cellular phones' models.

Mobile phones can usually be rent out for short-term periods also at airports.

Useful websites
- http://www.slowtrav.com/europe/cell_phones.htm - a useful guide on mobile phones in Europe

Telephone Directories
- http://www.paginebianche.it – white pages
- http://www.paginegialle.it - yellow pages

Major Mobile Phone Companies
- TIM – Telecom Italia Mobile - visit www.tim.it or call 119
- Vodafone Italia - www.190.it or call 190
- Wind – visit www.wind.it or call 155

**WI-Fi in Italy**

Wi-Fi coverage in Italy is growing significantly: also, free hot spots are more often easy to find.

- On wired.it you can find a map with wifi spots all over Italy and you can also find the link to download the related APP on your smartphone: http://www.wired.it/wifi
In Rome, you can check Provincia wifi, you can type http://www.opendata.provincia.roma.it/ on your laptop/tablet/smartphone and you will be redirected to the page where you can register to the service.

In Florence, FiWiFi offers a free internet connection for up to 2 hours a day and 300Mb of traffic.

In Milan, there’s Open Wifi Milano. Check the details on the website (in English): http://info.openwifimilano.it/en/index.aspx

**Post Office and Mail**

Post offices are identified by a PT sign and deal with mail and bank services. They are generally open from 8.30 am to 7.00 pm Monday – Friday. They are usually open on Saturday morning. Opening hours may vary in small towns.

It may take as long as 6-7 working days for airmail letter to reach the addressee in the US via first-class mail (*posta prioritaria*). Stamps can be bought either at the post office or at tobacco shops.

The standard postage for national mailing via *posta prioritaria* is 60 Euro cents. For postal rates check www.poste.it or call toll-free Customer Service number 803 160.

Red mailboxes are located at Post Offices entrance and on many streets and carry a sign on which collection times are indicated. Mail is delivered Monday through Saturday.

Italian zip code is usually composed of 5 digits.

Incoming packages are opened and checked at the customs and they can be held until proof of safe content is given.

**Express Mail Services**

In Italy, there are many express carriers (*corrieri espresso*) that operate mail and packages delivery services both nationally and internationally. Carriers usually offer special collection and delivery services on Saturdays.

<table>
<thead>
<tr>
<th>Major Express Couriers</th>
</tr>
</thead>
<tbody>
<tr>
<td>DHL - 199 199 345 - <a href="http://www.dhl.it">www.dhl.it</a></td>
</tr>
<tr>
<td>FedEx Italia - 199.151.119- <a href="http://www.fedex.com/it/">www.fedex.com/it/</a></td>
</tr>
<tr>
<td>SDA – 199-113366 - <a href="http://www.sda.it">www.sda.it</a></td>
</tr>
<tr>
<td>UPS - 02-30 30 30 39- <a href="http://www.ups.com">www.ups.com</a></td>
</tr>
<tr>
<td>TNT Global Express - 199 803 868 - <a href="http://www.tnt.it">www.tnt.it</a></td>
</tr>
<tr>
<td>Mail Boxes ETC. - local numbers - <a href="http://www.mbe.it">www.mbe.it</a></td>
</tr>
</tbody>
</table>

**Vatican Post Office (Rome)**
Vatican postal services have a reputation for delivering outgoing mail faster and more efficiently than the Italian postal system. Vatican City postal facilities are available to the public. Vatican postage differs from the Italian one (for more information visit: http://www.vaticanstate.va/IT/Servizi/Poste_Vaticane).

**Leisure Time**

**Cinema and Theatres**

Most movie theaters in Italy offer 4 showings: around 4 pm, around 6pm, around 8 pm and around 10 pm. Bigger movie theaters such as multiplex and megaplex also have later shows. Tickets cost 5-6 € during the week and 7-8 € in the weekends, although you might find higher prices in bigger movie theaters. Movie theaters in big cities usually also offer movies in the original language. Italian cities offer a selection of both bigger and smaller theatres. The theatrical season lasts from September/October to June.

**Movies - Useful websites**

- www.mymovies.it
- http://trovacinema.repubblica.it/
- http://www.comingsoon.it/
- http://www.35mm.it/
- http://www.cinematografo.it/

**Film Festivals**

- http://www.romacinemafest.it - Festival Internazionale del Film di Roma
- http://www.torinofilmfest.org - Torino Film Festival
- http://www.wuz.it/directory-dvd/festival-cinematografici/a1.html#Festival+in+Italia - Directory of Film Festivals in Italy

**Shopping Hours**

Most shops in big cities and in tourist areas open at 9 or 10 a.m. and close at 8 p.m., sometimes with a one hour break for lunch, from Monday to Saturday. Shops in the outskirts or in small towns have a longer lunch break, usually from 1- 1:30 p.m. to 4:30-5 p.m.

**Holidays**
All offices including the Fulbright Commission in Rome, schools, and shops will be closed on the following dates:

- November 1 - All Saints - Ognissanti
- December 8 – Ascension Day – L’Immacolata Concezione
- December 25 - Christmas - Natale
- December 26 – Boxing Day - Santo Stefano
- January 1 - New Year’s Day – Capodanno, Primo dell’Anno
- January 6 – Epiphany – Epifania
- April 12 - Easter Day – Pasqua di Resurrezione
- April 13 - Easter Monday – Lunedi dell’Angelo
- April 25 - Anniversary of Italian Liberation – Anniversario della Liberazione
- May 1 - Labor Day (Europe) – Festa del Lavoro
- June 2 - Italian Republic Celebration Day – Festa della Repubblica
- August 15 –Assumption Day - Ferragosto

US Embassy, American Consulates and the Fulbright Commission also celebrate:

- Independence Day
- Thanksgiving Day

The following American holidays are observed by the US Embassy and Consulates but not by the Commission:

- Labor Day - September 2, 2019 (first Monday in September)
- Columbus Day - October 14, 2019
- Veteran’s Day - November 11, 2019
- Martin Luther King Day - January 20, 2020 (third Monday in January)
- President’s Day - February 17, 2020 (third Monday in February)
- Memorial Day - May 25, 2020 (the Monday nearest May 30)

Part V - Information for Grantees

Orientation Program for US graduate students and Mid-Year Meeting
Fulbright grantees in the Graduate Student category are required to participate in a two/three-day Orientation program organized by the Fulbright Commission in Rome during the month of October.

In winter, usually in February, the Fulbright Commission organizes a Fulbright Meeting for US ETAs.

In spring, the Fulbright Commission organizes a Fulbright Final Meeting and all grantees in Italy are invited to participate.

The objective of the meetings is to enable grantees to review their study and research projects carried out at Italian universities, report on their progress and share their experiences.
**Enrichment Seminars in Brussels and Berlin for US graduate students**

During the academic year, US Fulbright grantees in the graduate student category residing in Europe, are invited to participate in the Enrichment Seminars organized by the Belgian Fulbright Commission and by the German Fulbright Commission.

The Brussels Seminar, open to Fulbright grantees in the graduate student category residing in Europe, is organized every year in Late February/Early March, and focuses on issues related to the European Union and NATO.

The Berlin Seminar, organized in the months of March/April is an opportunity for US Fulbright graduate students and scholars in Germany and Europe to get together, share experiences and discuss problems and achievements of the past semester. The meeting includes lectures, guided tours to historical sites, to museums and terminates with a concert with the participation of Fulbright musicians.

Participants in the two seminars are chosen by the Commission among the group of graduate students on the basis of a competitive selection. Information on the two seminars will be available in the fall.

**Fulbright Inter-country Program for US Scholars**

During their Fulbright grant, Fulbright Scholars in Italy can be invited from other Italian or European universities to take part in academic meetings, conferences, seminars, lectures and other program-related activities under the auspices of the Fulbright Inter-Country Program.

Information on the Fulbright Inter-country Program is available on the Fulbright website at [http://www.fulbright.it/fulbright-intercountry/](http://www.fulbright.it/fulbright-intercountry/)

**Termination of the Fulbright grant**

**Extensions - Renewals**

No extensions or renewals of grants are envisaged.

**Mid – Term and final reports**

The US Department of State and Bureau of Educational and Cultural Affairs in collaboration with the Institute of International Education in New York requires that grantees in the Graduate Student category complete mid-term and final reports on the academic and practical aspects of the grant experience.

After submission of the final report, grantees will receive payment of the second half travel allowance. Detailed instructions on the procedures and deadlines for submission of on-line reports will be given to Fulbright grantees in the Graduate Student category during the Orientation Program.

The US Department of State, Bureau of Educational and Cultural Affairs in collaboration with the Council of International Exchange of Scholars in Washington requires that grantees in the Distinguished Lecturer, Lecturer and Research Scholar Categories complete final reports at the end of the grant period. CIES will provide grantees with the necessary information during the grant period.
PART VI

GENERAL SECURITY MEASURES

The Commission will send out an official email requiring every grantees to share their primary and secondary email address, their U.S. and IT mobile number, their home address in Italy and an emergency contact person (when possible). The Commission will keep the list of grantees contact always updated. Each grantee will also receive a digital version of this emergency plan.

Grantees are requested to send a notification of intention to travel anytime they travel outside Italy. The Commission provides grantees with the form to be filled out.

THE COMMISSION EMERGENCY PLAN
## TERRORIST ATTACKS / EARTHQUAKES

<table>
<thead>
<tr>
<th>The Commission sends out emails to all grantees with the subject <strong>Emergency, confirm you are safe</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>Every grantee must respond immediately</td>
</tr>
<tr>
<td>If necessary, the Commission will also make quick phone calls to all grantees in order to verify their safety</td>
</tr>
<tr>
<td>The Commission will consult the U.S. Citizen Service asking for instructions</td>
</tr>
<tr>
<td>The Commission will report the results of the safety check to the U.S. Embassy, the Department of State, IIE and CIES</td>
</tr>
<tr>
<td>The Commission will also use Social Media (Facebook but mostly Twitter) to spread important communications in case of extraordinary emergencies</td>
</tr>
</tbody>
</table>

## HEALTH PROBLEMS / SEXUAL ASSAULT

<table>
<thead>
<tr>
<th>Grantees are strongly recommended to contact the emergency persons at the Commission (in addition to U.S. Citizen Service)</th>
</tr>
</thead>
<tbody>
<tr>
<td>The Commission staff can be considered as emergency contacts that can play the role of intermediary with the U.S. Citizen Service. But in case of emergency, grantees must always contact the authorities first.</td>
</tr>
<tr>
<td>The Commission will consult the U.S. Citizen Service</td>
</tr>
<tr>
<td>The Commission will inform the U.S. Embassy, the Department of State, IIE and CIES</td>
</tr>
<tr>
<td>In case of extraordinary emergency, the Commission and the U.S. Embassy will consider to reach the grantee if in need of assistance</td>
</tr>
</tbody>
</table>

## Safety and Security

Always take usual security precautions:

- Always park your car or wait for public transport in a well-lighted area
- Before opening the front door, always ask who it is
- Beware of pickpockets and gypsy girls with babies or young children who sometimes try to attract the attention of foreigners to rob them
- Beware of phishing and other Internet frauds
- Do not accept a ride or an invitation from a stranger
- Do not carry with you large amounts of cash
- Do not leave your bag, purse, notebook, camera or other valuables unattended
Do not show money or valuables in public
- Lock doors and windows when you leave home
- Report any theft or loss immediately to the police.
- If you lose your passport, inform immediately the US Embassy or Consulate. The US Embassy and Consulates offer telephone advice on how to report a crime.

Harassment

Harassment can be defined as behavior that is persistent and is intended to disturb and upset. There are different types of harassment, including psychological, racial, religious, police, and sexual harassment. A target can be verbally, physically, and psychologically harassed and stalked; tormented, intimidated, degraded, and discriminated against.

Sexual harassment is defined as unwanted sexual advances or visual, verbal, or physical conduct of a sexual nature. Although sexual harassment does not often put the victim in the way of physical assault, it can be used by potential perpetrators to test the boundaries of potential victims. Therefore, it is important for participants to stay aware of the prevalence of sexual harassment and how best to respond.

It is challenging to reduce harassment while overseas due to language barriers, new surroundings, and lack of familiar cultural signals and cues. Be sure to find an ally in faculty members, supervisors, and/or neighbors. Exercise caution when meeting new people and make sure to arrange the meeting in a public place or with others.

Remember to communicate clearly and be assertive. You should not sacrifice your personal safety or security for saving face—be sure to set your limits for what is acceptable behavior and try to be consistent. Take cues from locals, including co-workers and peers, and talk to your fellow Fulbrighters, friends, and colleagues that you trust. All types of harassment are best handled by staff in the field that is familiar with the cultural nuances exhibited in a particular region or country. Therefore, if you are the victim of harassment, please contact the Fulbright Commission (http://eca.state.gov/fulbright/about-fulbright/funding-and-administration/fulbright-commissions) or U.S. Embassy (http://usembassy.gov) in your host country.

GUIDELINES FOR U.S. GRANTEES

EMERGENCY NUMBERS

FULBRIGHT COMMISSION LANDLINE
http://www.fulbright.it
06.4888211
328 5445 314 (ONLY FOR EMERGENCIES)

US DIPLOMATIC MISSION TO ITALY - ROME
Via Vittorio Veneto 121 - 00187 ROMA
Telephone (switchboard): (+39) 06.46741
Fax (+39) 06-488.2672
US Citizen Services
Monday through Friday 8:30 AM-12:30 PM (walk-in)
For general inquiries, please call: (+39) 06.4674.2420/2421 between 3:00 and 5:00 PM
Or e-mail: uscitizensrome@state.gov
http://italy.usembassy.gov/
CONSULATE GENERAL - MILAN  
Via Principe Amedeo, 2/10 - 20121 MILANO  
Telephone (switchboard): (+39) 02.290.351  
Fax (+39) 02.2900.1165  
US Citizen Services  
Monday through Friday 8:30 AM-12:00 PM (walk-in)  
For general inquiries, please call: (+39) 02.2903.5333 between 2:00 and 4:00 PM  
Or e-mail: uscitizensmilan@state.gov  
http://milan.usconsulate.gov

CONSULATE GENERAL - FLORENCE  
Lungarno Vespucci, 38 - 50123 FIRENZE  
Telephone (switchboard): (+39) 055.266.951  
Fax (+39) 055.284.088  
US Citizen Services  
Monday through Friday 9 AM-12:30 PM (walk-in)  
For general inquiries, please call: (+39) 055.266.951 between 2:00 and 4:00 PM  
Or e-mail: uscitizensflorence@state.gov  
http://florence.usconsulate.gov/

CONSULATE GENERAL - NAPLES  
Mailing address:  
Piazza della Repubblica - 80122 NAPOLI  
Telephone (switchboard): (+39) 081.583.8111  
Fax (+39) 081.7611.869  
US Citizen Services  
Monday through Friday 8:00 AM-12:00 PM (walk-in)  
For general inquiries, please call: (+39) 081.583.8220 between 2:00 and 4:00 PM  
Or e-mail: uscitizensnaples@state.gov  
http://naples.usconsulate.gov/

ASPE - Accident and Sickness Program for Exchanges  
www.usdos.sevencorners.com  
1.800.461.0430 - Toll Free from the U.S.  
+01.317.818.2867 - Call collect from outside the U.S.  
usdosinfo@sevencorners.com

Other Emergency Telephone Numbers

112 – Carabinieri (military and judicial police for emergency assistance in case of a crime) - www.carabinieri.it  
113 – National Police – Polizia di Stato (Security Police) - www.poliziadistato.it  
115 – Firemen - www.vigilfuoco.it  
118 – Ambulance and emergency medical care - www.118italia.net  
117 – Financial Police – Guardia di Finanza - www.gdf.it
EACH GRANTEE SHOULD

1. **Know sources of information in an emergency**
   We strongly suggest that you save the numbers above in your phone. Besides the official websites of the Fulbright Commission and the U.S. Embassy, we also suggest grantees to follow both on Facebook and Twitter as in case of extraordinary emergencies social media can be used to share important communications.

   **Fulbright**
   Facebook - FulbrightCommissionItaly
   Twitter - @FulbrightIT

   **US Embassy**
   Facebook – U.S. Embassy to Italy-Ambasciata Americana a Roma
   Twitter - @AmbasciataUSA

2. **Enroll to the Smart Traveler Program** [https://step.state.gov/step/](https://step.state.gov/step/)
   By Enrolling you will receive important information from the Embassy about safety conditions in your destination country, helping you make informed decisions about your travel plans. You will help the U.S. Embassy contact you in an emergency, whether natural disaster, civil unrest, or family emergency. You will help family and friends get in touch with you in an emergency.

3. **Know the resource Fulbright ASSIST** [https://us.fulbrightonline.org/current-fulbrighters/fulbright-assist-24-7-support](https://us.fulbrightonline.org/current-fulbrighters/fulbright-assist-24-7-support)
   Fulbright ASSIST is a benefit for all grantees in the Fulbright U.S. Program while they are on their grants in their host countries. Fulbright ASSIST is designed to augment the health benefits that are concurrently provided through ASPE. Fulbright ASSIST is accessible 24 hours a day and is available to provide support to Fulbrighters in urgent and non-urgent situations. The intensive care nurses responding to grantee calls are trained to handle serious situations such as sexual assaults and mental health crises. They can also provide medical advice. In addition, ANVIL’s security team is able to counsel grantees on security overseas and offer security/personal safety support

   Phone: +1-813-666-0012
   Email: FulbrightASSIST@anvilgroup.com

4. **Provide contact information once receiving the official email from the Fulbright Commission.**

**SAFETY AND SECURITY**
(Source [https://travel.state.gov/content/passports/en/country/italy.html](https://travel.state.gov/content/passports/en/country/italy.html))

In the past year, there have been multiple terrorist attacks in Europe. Attackers may employ a wide variety of tactics, using conventional and non-conventional weapons and targeting both official and private interests. Extremists may target large sporting events, theaters, open markets, and aviation services.
Several major earthquake fault lines cross Italy, and earthquakes are frequent. The Italian Civil Protection agency has a robust capability to assist Italians and foreigners in the area of a natural disaster. Information about crisis preparedness and on-going crises affecting parts of Italy can be found on the Civil Protection web site at: Civil Protection Italy. General information about disaster preparedness is also available online from the U.S. Federal Emergency Management Agency (FEMA). Detailed information on Italy’s fault lines is available from the U.S. Geological Survey (USGS).

Italy also has several active volcanoes, including Mt. Etna in eastern Sicily. Travelers to Sicily should be aware of the possibility for travel disruptions, including airport closures, in the event of volcanic activity, and are advised to check the website of the Istituto Nazionale di Geofisica e Vulcanologia for daily updates. Italy has many other areas of potential volcanic activity especially in the vicinity of Naples. Detailed information on volcano activity in Italy is available from the website of the Istituto Nazionale di Geofisica e Vulcanologia.

Politically motivated violence in Italy is most often connected to Italian internal developments or social issues. Italian authorities and foreign diplomatic facilities have found bombs outside public buildings, have received bomb threats, and have been targets of letter bombs, fire bombs and Molotov cocktails in the past several years. These attacks generally occur at night, and although they have not targeted or injured U.S. citizens, you should remain aware of your surroundings and report any suspicious activity to local authorities.

Demonstrations may have an anti-U.S. character, especially in areas hosting U.S. military bases. Even demonstrations intended to be peaceful have the potential to turn confrontational and possibly escalate into violence. You should take common sense precautions and follow news reports carefully. Security Messages for U.S. citizens pertaining to demonstration can be found on the Embassy’s website.

CRIME AND TRAVELERS’ RESPONSIBILITIES: Italy has a moderate rate of crime, especially for theft and economic crimes; violent crimes are rare. U.S. citizens should be aware of the following local circumstances:

- **Tourists** can be fined or detained for buying counterfeit goods (usually fashion accessories).
- **Travelers must purchase train, bus or metro tickets and validate them by punching them in validating machines prior to boarding** (usually near the entrance of the train or metro or on the bus). Tickets may be purchased at tobacco stores or kiosks. Failure to follow this procedure may result in an on-the-spot fine by an inspector on the train, bus or metro. If the violator does not pay the fine on the spot, it will automatically double and be forwarded to the violator’s home address.
- **Thieves impersonate police officers.** If you are stopped by a plainclothes policeman, ask for a uniformed officer or insist on seeing an officer's identification card (documento). Do not hand over your wallet and immediately report the incident to the actual police at a police station or by dialing 112 from a local phone.
- **Do not leave bags unattended.** Most reported thefts occur at crowded tourist sites, at airports, car rental agencies, on public buses, metros and trains, and at the major railway stations. Never leave baggage alone in a car, including in a closed trunk. For more information on trains and security, please see the Italian railway police’s advice for travelers.
• Be alert to criminal schemes. Organized groups of thieves and pick-pockets operate at major tourist destinations, in train stations, bars, and cafes. Some travelers have reported incidents in which criminals used drugs to assault or rob them. Thieves on motor scooters regularly snatch purses or bags off pedestrians as they ride by. Resisting these thieves can be dangerous.
• Keep your car doors locked and windows rolled up at all times to avoid carjackings and thefts while you are waiting in traffic.

The U.S. Secret Service in Rome is assisting Italian law enforcement authorities in investigating an increase in the appearance of ATM skimming devices. Here are some helpful hints to protect against and identify skimming devices:

• Use ATMs located in well-lit public areas or secured inside a bank/business.
• Cover the keypad with one hand as you enter your PIN.
• Look for gaps, tampered appearance, or other irregularities between the metal faceplate of the ATM and the card reader.
• Avoid card readers that are not flush with the face of the ATM.
• Closely monitor your account statements for unauthorized transactions.

See the Department of State and the FBI pages for information on scams.

VICTIMS OF CRIME: U.S. citizen victims of sexual assault should seek medical attention at the nearest public hospital as soon as possible.

Report crimes to the local police by dialing 112 and contact the U.S. Embassy at (+39) 06-4674-1 or after-hours (+39) 06-4674-1. Local authorities are responsible for investigating and prosecuting crimes.

See the webpage on help for U.S. victims of crime overseas and U.S. victim’s compensation programs We can:

• Help you find appropriate medical care
• Assist you in reporting a crime to the police
• Contact relatives or friends with your written consent
• Explain the local criminal justice process in general terms
• Provide a list of local English-speaking attorneys
• Provide information on victim’s compensation and support in Italy
• Provide an emergency loan for repatriation to the United States and/or limited medical support in cases of destitution
• Help you find accommodation and arrange flights home
• Replace a stolen or lost passport
• Domestic Violence: U.S. citizen victims of domestic violence may contact the Embassy for assistance.

For further information:

• Enroll in the Smart Traveler Enrollment Program (STEP) to receive security messages and make it easier to locate you in an emergency.
Call us in Washington at 1-888-407-4747 toll-free in the United States and Canada or 1-202-501-4444 from other countries from 8:00 a.m. to 8:00 p.m. Eastern Standard Time, Monday through Friday (except U.S. federal holidays).

See the State Department’s travel website for Worldwide Caution, Travel Warnings, and Travel Alerts.

Follow us on Twitter and Facebook.

See traveling safely abroad for useful travel tips.

EMERGENCIES AND MEDICAL ASSISTANCE

As a general rule, emergency treatment is provided at public hospitals at the Emergency Department (Pronto Soccorso) to patients that have been seriously injured in an accident or have been suddenly taken ill and require an urgent medical treatment. Access to this service is given to patients according to a priority order defined by the seriousness of their health condition, which is represented by a “color code”. This color code is assigned to patients by a specialized nurse at the reception. Emergency medical service is usually free of charge or provided upon payment of a limited fee.

Outpatient treatment (cura ambulatoriale) and hospitalization (ospedalizzazione) are provided at both public and private hospitals. Public hospitals are operated by the National Health Service and can be overcrowded in large cities. Generally, non-emergency services are subject to a fee. Private hospitals and clinics are usually less crowded than public hospitals, but generally charge higher fees.

In case you need to see a doctor, you have been recommended hospitalization or need urgent care, you can refer to the US Embassy Guide on Doctors and Hospitals at https://it.usembassy.gov/us-citizen-services/local-resources-of-u-s-citizens/medical/ , where you will we find a list of English-speaking medical practitioners and hospitals in every consular district.

To call an ambulance or to receive first-aid assistance, dial emergency number 118; this service is usually free of charge and available 24 hours a day both on working days and holidays.

Pharmacies
Pharmacies can be recognized by a sign with a red or green cross outside the shop. Most pharmacies keep normal shop hours, but some are open 24 hours a day. A rotation system is used for night service and holidays. A closed pharmacy usually displays in its window a list of the nearest open pharmacies in the area. Pharmacists usually give advice on the proper use and side effects of medications and sell both over the counter medicines and prescription drugs. As a general rule, they are not allowed to dispense prescription drugs to patients without the doctor’s authorization. If you take prescription drugs on a regular basis, it is advisable to take an adequate supply with you to cover the first months of your stay and ask your doctor in the US for the generic name of the medicine as brands’ names may vary from country to country.

Voluntary Additional Insurance
Grantees who plan to stay in Italy beyond/before their grant period, must secure a supplemental insurance for the period exceeding the Fulbright grant. Proof of this additional insurance might be requested when applying for the residence permit. Grantees who are accompanied by family dependents during their Fulbright grant in Italy must purchase for them, at their own expenses, a health and accident insurance coverage. Please note that in the past some Police Headquarters, “Questure”,
especially in cities in Northern Italy requested a complementary insurance to supplement the ASPE health care benefit plan. In that case, grantees are advised to take out the GENERALI Italia S.p.A. Policy for students from outside the EU covering emergencies and hospitalization at public hospitals. The insurance policy is valid also for traveling within the EU for a maximum coverage of Euro 30.000 (Polizza per studenti extra-comunitari). This policy is offered to students who either have applied for or already obtained the residence permit.

As of today, the cost of the policy for 0-6 months coverage is Euro 49.00, for 6 months – one year coverage is Euro 98.00. Insurance cost can be paid at the post office by postal giro account (conto corrente postale n. 71270003 addressed to Generali Italia S.p.A (Description: Causale: Polizza sanitaria per studenti extra-comunitari. Indicate your name, last name and address in Italy. Send copy of the paid postal slip to the Insurance Company).

Always check the actual cost before paying the form. For more information, call:

Generali Italia S.p.A
Via Cesare Fracassini 13 A/B - 00196 ROMA
Tel. 06/3611676
Fax. 06/3613626
Email: info@insuranceitaly.it

Appendix

Useful Conversions
Metric Conversions

1 inch ⇒  2.54 cm
1 foot ⇒  .3048 m
1 mile ⇒  1.60934 km
1 ounce ⇒  28.35 gram
1 pound ⇒  453.59 gram
1 pint ⇒  .4732 liters
1 cup ⇒  .2366 liters

Temperature Conversions

Fahrenheit to Celsius:
(degrees F - 32) x .555
Celsius to Fahrenheit:
(degrees C x 1.8) + 32

Useful Celsius Temperatures:
Boiling point of water ⇒ 100° C
Normal body temperature ⇒ 37° C
Room temperature ⇒ 21° C

Useful Links

Italian Institutions
- [www.quirinale.it](http://www.quirinale.it) - Italian Presidency of the Republic
- [http://www.senato.it/istituzione/29375/articolato.htm](http://www.senato.it/istituzione/29375/articolato.htm) - Constitution of the Italian Republic
- [www.governo.it](http://www.governo.it) - Italian Government
- [www.italia.gov.it](http://www.italia.gov.it) - Italian civil service
- [www.camera.it](http://www.camera.it) - Italian Chamber of Deputies
- [www.senato.it](http://www.senato.it) - Senate of the Italian Republic
- [www.cortecostituzionale.it](http://www.cortecostituzionale.it) - Italian Constitutional Court
- [www.esteri.it/mae/it](http://www.esteri.it/mae/it) - Ministry of Foreign Affairs
- [www.istruzione.it/web/hub](http://www.istruzione.it/web/hub) - Ministry of Education, Universities and Research
- [www.europa.eu/index_it.htm](http://www.europa.eu/index_it.htm) - European Union

Italian Library System and other Cultural Resources
- [www.biblio.polito.it/it/documentazione/biblioit.html](http://www.biblio.polito.it/it/documentazione/biblioit.html) - Database of Italian Libraries
- [www.internetculturale.it](http://www.internetculturale.it) - Italian Digital Library Portal and Cultural - Tourist Network
- [www.beniculturali.it](http://www.beniculturali.it) - Ministry of National Heritage and Culture
- [www.museionline.it](http://www.museionline.it) – Web Portal on Italian Museums
- [www.culturaitalia.it](http://www.culturaitalia.it) - Web portal on Italian Culture from Italian Ministry of Cultural Heritage
Travel

- [www.enit.it](http://www.enit.it) - Italian Government Tourist Board
- [www.cts.it](http://www.cts.it) - Centro Turistico Studentesco e Giovanile
- [www.italia.it](http://www.italia.it) - Italian Tourism Official Website - Ministry of Tourism
- [www.lonelyplanet.com/italy](http://www.lonelyplanet.com/italy) - Italy Travel Information and Travel Guide - Lonely Planet
Commissione per gli Scambi Culturali fra l'Italia e gli Stati Uniti
The US – Italy Fulbright Commission

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