



European
University
Institute

WELCOME

welcome

2017
2018

LIFE IN FLORENCE
PRACTICAL INFORMATION FOR
EUI NEWCOMERS



LIFE IN FLORENCE

PRACTICAL INFORMATION FOR EUI NEWCOMERS

Dear EUI member,

*I am pleased to welcome you to the European
University Institute.*

*This booklet is meant to provide some practical
information to facilitate your arrival and help you
settle into life in Fiesole and Florence.*

*For special concerns and further information, the
EUI services and staff remain at your disposal.*

With best wishes,

Vincenzo Grassi

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1

VISAS, PERMIT OF STAY, RESIDENCE, TAX CODE

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EUI MEMBERS				
	BEFORE DEPARTURE	UPON ARRIVAL AT THE EUI		
CITIZENSHIP CATEGORY (AND LENGTH OF STAY)	VISA requirements	ID card from the Italian Ministry of Foreign Affairs (MAE card)	Permit of Stay or Declaration of Presence (Police)	Residence Registration (local Town Hall)
EU Citizens (12 months' stay or longer)	NO	YES	NO	NO (required only if you do not hold an MAE card)
EU Citizens (less than 12 months)	NO	NO	NO	YES (not required if you stay less than 3 months)
Non-EU Citizens ^a (12 months' stay or longer)	YES (Long Term Mission Visa)	YES	NO	NO (required only if you do not hold an MAE card)
Non-EU Citizens ^a (less than 12 months)	YES	NO	YES within 8 working days	YES (not required if you stay less than 3 months)

a. Citizens of Iceland, Norway and Switzerland are subject to the same conditions of EU Citizens.



FAMILY MEMBERS

	BEFORE DEPARTURE	UPON ARRIVAL AT THE EUI		
CITIZENSHIP CATEGORY (AND LENGTH OF STAY)	VISA requirements	ID card from the Italian Ministry of Foreign Affairs (MAE card)	Permit of Stay or Declaration of Presence (Police)	Residence Registration (local Town Hall)
EU Citizens (12 months' stay or longer)	NO	Only family members of administrative, teaching and academic staff are eligible for the Italian Ministry of Foreign Affairs ID card. (MAE card) ^b	NO	YES (not required if you hold an MAE card)
EU Citizens (less than 12 months)	NO	NO	NO	YES (not required if you stay less than 3 months)
Non-EU Citizens ^a (12 months' stay or longer)	YES	Only family members of administrative, teaching and academic staffs are eligible for the Italian Ministry of Foreign Affairs ID card (MAE card). ^c	<ul style="list-style-type: none"> ■ YES within 8 working days ■ EXEMPT if in possession of an ID card issued by the Italian Ministry of Foreign Affairs (MAE card) 	YES (not required if you hold an MAE card)
Non-EU Citizens ^a (less than 12 months)	YES	NO	YES within 8 working days	YES (not required if you stay less than 3 months)

a. Citizens of Iceland, Norway and Switzerland are subject to the same conditions of EU Citizens.

b. See appropriate section, p. 7.

c. See appropriate section, p. 8.



EUI CONTACTS FOR VISA AND RESIDENCE ISSUES

- For administrative, teaching and academic staff and family members
 - Human Resources Service: morena.rossi@eui.eu
- For Ph.D, LL.M. Researchers, Jean Monnet and Max Weber Fellows and family members
 - Academic Service: lorenzo.ghezzi@eui.eu
- For exchange students and family members
 - Academic Service: linda.gilbert@eui.eu
- For Fernand Braudel Fellows and other postdoc fellows, visiting fellows and family members
 - Stefania Bocchi: WelcomeUnit@EUI.eu

To comply with Italian regulations for entering and residing in Italy, non-Italian EUI members and their family members must respect the following procedures.

EUI MEMBERS

EU CITIZENS

Before departure

No visa is required.

Upon arrival at the EUI

Members of the EUI staying in Italy for 12 months or longer receive a special ID card issued by the Italian Ministry of Foreign Affairs, referred to in this document as the 'MAE card'.



The MAE card is issued only after your official registration / entry into service at the EUI. In order to speed up the application process for the MAE card, please supply the necessary documents well before your arrival:

- A scanned copy of your passport
The passport must be valid for at least 6 months from the application date. Passports valid for less than 6 months cannot be accepted.
- A digital passport-type photo

The Institute is responsible for applying for the MAE card on your behalf, and for issuing it to you once it has been received from the Italian Ministry of Foreign Affairs. According to your status, you are advised to contact the relevant service for all the necessary instructions and details.

If you are staying in Italy for more than 3 months and you are not entitled to receive an MAE card, you may register your residence with your local town hall registry office (Comune, Ufficio Anagrafe).

NON-EU CITIZENS

Note

You should apply for visa/visas as soon as possible and, if you are expected to arrive in September, certainly by the end of June.

Before departure

You are kindly required to check if you need to apply for a visa to travel to Italy.

The EUI provides you with all the relevant information and a letter to support your visa application. This should be submitted to the Italian Embassy or Consulate in your country of residence.

N.B.: Those staying in Italy for 12 months or longer must apply for a [Long-term Mission Visa](#).



Upon arrival at the EUI

A visa entitles you to enter the Italian territory **but NOT to reside** in Italy. After arriving in Italy, there are further procedures to complete in order to settle residence obligations.

Stay of 12 months or longer

For non-EU citizens staying for 12 months or more and in possession of a long-term mission visa, the Italian Ministry of Foreign Affairs (*Ministero degli Affari Esteri*) issues a special ID card (MAE card) which exempts non-EU citizens from having to apply for a Permit of Stay.

The MAE card is issued only after your official registration / entry into service at the EUI. In order to speed up the application process for the MAE card, please supply the necessary documents well before your arrival:

- A scanned copy of your passport
 - The passport must be valid for at least 6 months from the application date.
 - Passports valid for less than 6 months cannot be accepted.
- A digital passport-type photo

The Institute is responsible for applying for the MAE card on your behalf, and for issuing it to you once it has been received from the Italian Ministry of Foreign Affairs. According to your status, you are advised to contact the relevant service for all the necessary instructions and details.

Stay of less than 12 months

Non-EU citizens staying less than 12 months are not eligible for the Italian Ministry of Foreign Affairs ID card (MAE card) and must apply for a Permit of Stay (see below 'Permit of Stay for Non-EU citizens'). They may register their residence with the local town hall registry office (see below 'Certificate of Residence').



ACCOMPANYING FAMILY MEMBERS

EU CITIZENS

Before departure

No visa is required.

Upon arrival at the EUI

- Immediate **family members of administrative, teaching and academic staff** staying 12 months or longer, **are also entitled** to receive the ID card issued by the Italian Ministry of Foreign Affairs (MAE card), as long as they have no income of their own from present or previous gainful employment in Italy. Dependent children under the age of 21 can also obtain the card. On presentation of supporting documents, the card is also issued to any cohabitant dependent child aged from 21 to 24, only if he/she is actively attending a full-time university course.
- Immediate **family members of researchers and fellows are not entitled** to receive the ID card issued by the Italian Ministry of Foreign Affairs (MAE card), and therefore the only way for them to certify their stay in Italy is to register with the local authorities (town hall, see ‘Certificate of Residence’, below).

NON-EU CITIZENS

Before departure

You will need to apply for a visa for the entire duration of the stay of your family member (married partner, child).

The EUI provides you with all the relevant information and a letter to support your visa application. This should be submitted to the Italian Embassy or Consulate in your country of residence.



Upon arrival at the EUI

A visa entitles you to enter the Italian territory **but NOT to reside** in Italy. After arriving in Italy, there are further procedures to complete in order to settle residence obligations.

- **Family members of administrative, teaching and academic staff** staying 12 months or longer, **are entitled** to receive the ID card issued by the Italian Ministry of Foreign Affairs (MAE card) and, as such, are exempt from having to apply for a Permit of Stay.
- **Family members of EUI members other than administrative, teaching and academic staff**, regardless the length of their stay, **must apply for a Permit of Stay** within 8 working days of arrival (see below ‘Permit of Stay for Non-EU citizens’).
- If you are staying in Italy for more than 3 months and you are not entitled to receive the ID Card issued by the Italian Ministry of Foreign Affairs (MAE card), for practical reasons you may also wish to apply for legal residence. For further details on legal residence and how to register at your local town hall (see below ‘Certificate of Residence’).

PERMIT OF STAY FOR NON-EU CITIZENS

There are two types of documents, one for those staying for more than 90 days, the other for those staying for less than 90 days.

PERMIT OF STAY (*PERMESSO DI SOGGIORNO*)

Non-EU citizens staying in Italy for more than 90 days and not eligible for the Italian Ministry of Foreign Affairs ID card must apply for a *Permesso di Soggiorno* (Permit of Stay) within 8 working days of arriving in Italy.



DECLARATION OF PRESENCE (*DICHIARAZIONE DI PRESENZA*)

Non-EU nationals staying in Italy up to 90 days and who are not eligible for the Italian Ministry of Foreign Affairs ID card must submit a *Dichiarazione di Presenza* (Declaration of Presence) within 8 working days of arriving in Italy.

For Non-EU citizens coming from countries that do not apply the Schengen Convention the obligation to make a declaration of presence is satisfied through application of the USV sticker on the travel document at the moment of border control.

How to obtain the Permit of Stay

To procure these two documents please contact directly:

- ▷ Eduservices
www.edu-services.org
e-mail: info@edu-services.org

To speed up procedures, we also strongly advise you to register with Eduservices before you arrive in Italy:

- ▷ secure.edu-services.org/EUI/POS
(if you are applying for the Permit of Stay)
- ▷ secure.edu-services.org/EUI/DOP
(if you are applying for the Declaration of Presence)

The Italian State charges a fee for the *Permesso di Soggiorno*, to be paid by the applicant. It does not charge a fee for the *Dichiarazione di Presenza*.

Assistance from Eduservices is provided in English and costs are covered by the EUI.



CERTIFICATE OF RESIDENCE (*CERTIFICATO DI RESIDENZA*)

The ID card issued by the Italian Ministry of Foreign Affairs (MAE card) exempts holders from having to register their residence with the local authorities (Registrazione della Residenza Anagrafica with the Comune). The card can be used in all dealings and transactions where the residence registration is required.

The MAE card may not be held simultaneously with the the certificate of residence. EUI members who intend to register their residence with the local authorities must inform Academic Service\Human Resources Service and return their MAE card.

EU citizens and non-EU citizens who do not hold an ID card issued by the Italian Ministry of Foreign Affairs (MAE Card) and are staying in Italy for more than 3 months may register their residence at their local town hall registry office (Comune, Ufficio Anagrafe).

For additional information and assistance with the application procedure please contact the Welcome Unit: WelcomeUnit@EUI.eu

TAX CODE (*CODICE FISCALE*)

During your stay in Italy you will need a tax code (*Codice Fiscale*). This is mandatory for Italian and foreign citizens, irrespective of whether you pay Italian taxes or not.

The only valid *Codice Fiscale* is the one issued by the Italian tax authorities. Obtaining the *Codice Fiscale* is free of charge.

The *Codice Fiscale* identifies a citizen in all dealings with the Italian Public Authorities and Administrations. When living in Italy you will need it to:

- Open a bank account
- Buy a car or motor scooter
- Re-register a vehicle
- Sign any official contract, e.g. the lease for a flat
- Take out an Italian insurance policy



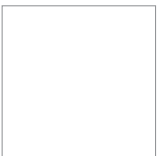
- Sign contracts with the gas, electric and telephone companies (including mobile phones)
- Ask for a medical check-up invoice
- Sign any sort of work contract subject to Italian labour law, etc.

How to obtain a *Codice Fiscale*

You may obtain your *Codice Fiscale* either from the Italian Embassy or Consulate in your home country, or apply as soon as you arrive in Florence at the following address:

- ▷ Agenzia delle Entrate
Direzione Provinciale di Firenze
Via Santa Caterina d'Alessandria, 23
50129 Firenze
e-mail: UL.FIRENZE1@AGENZIAENTRATE.IT
- ▷ Monday to Friday: 8.30-12.45
Tuesday, Wednesday, Thursday also: 14.15-16.00

Take a copy of your passport or ID card.



2

IMPORTS, CUSTOMS AND VEHICLES

EU CITIZENS

If you want to import personal belongings in Italy there are no particular procedures or formalities to be followed.

There are no restrictions on the importation of personal belongings, electrical goods, computers etc. into Italy, provided the articles were purchased in the EU.

Note

If you bring articles purchased duty-free outside the EU, and for which duty and/or value-added-tax has not been paid in one of the EU states, they will be subject to Italian import duty.

NON-EU CITIZENS

There are no particular procedures to follow if you want to bring a small quantity of personal effects. This includes books, which you should bring as accompanied luggage. You will need your passport (and visa, if required) and a list of the items you are bringing with you.

As a member of the Institute, you are entitled to import your belongings duty-free.



In order to complete all the formalities with assistance from the EUI, you should contact the WelcomeUnit@EUI.eu well in advance (at least three months).

VEHICLES

IMPORTING A NEW OR USED VEHICLE

If you intend to import your vehicle duty-free into Italy, please contact the WelcomeUnit@EUI.eu

EU citizens may import a vehicle without paying duty, provided that it is over six months old and has mileage of over 6,000 km.

Non-EU citizens can import a vehicle duty-free on providing proof of ownership of over 1 year.

Once you have imported your vehicle to Italy, within one year the vehicle must be registered and issued with Italian licence plates.

Note

Please note that these procedures and formalities can be very long, complex and costly, in particular for Non-EU citizens.

For registration procedure, please contact:

- ▷ ACI Automobile Club di Firenze (central office)
Viale Amendola, 36
50121 Firenze
- ▷ Ms. Nicoletta Albanese
e-mail: n.albanese@acifirenze.it
tel.: [+39] 055 2486207
- ▷ David Mechi
e-mail: d.mechi@acifirenze.it
tel.: [+39] 055 2486230



BUYING A NEW OR USED VEHICLE IN ITALY

If you want to buy a new or a second-hand vehicle, you need:

- Passport or national ID card
- *Codice Fiscale* (Tax Code) [see above]
- *Certificato di Residenza* (Residence Certificate) [see above]
- *Permesso di Soggiorno* (Permit of Stay) when applicable [see above]

New and used vehicles must be registered. Registration is not free of charge and may be quite expensive.

If you buy a vehicle from a car dealership, they will take care of the registration procedure. All expenses related to the registration of the vehicle must be paid directly to the car dealership.

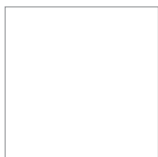
If you buy a used vehicle from a private citizen, you must contact the ACI (see above) in order to complete the procedures for registration and transfer of ownership.



3

HEALTH

RESEARCHERS & POST-DOCTORAL FELLOWS			
	EU CITIZENS	NON-EU CITIZENS	FAMILY MEMBERS/ PARTNERS
HEALTH INSURANCE. CHOOSE ONE of the following options	<i>Always sort out your insurance with Academic Service BEFORE you arrive</i>		
Extension of your national insurance rights to Italy TO BE CHECKED in your HOME COUNTRY BEFORE ARRIVAL	Ask for the S1 (ex-E106) form or EHIC card (TEAM in Italian) in your country of origin. ^a	Eligible if in possession of documents issued for study. ^a	Eligibility depends on certain conditions. ^a
EUI collective Cigna policy	Covered by some national grant authorities. (if not, self-paid subscription is possible) ^b	Covered by some national grant authorities. (if not, self-paid subscription is possible) ^b	Covered by some national grant authorities. (if not, self-paid subscription is possible) ^b
Other private insurance	Acceptable providing EUI provisions and conditions are respected. ^c	Acceptable providing EUI provisions and conditions are respected. ^c	---
ACCIDENT INSURANCE			
EUI additional collective worldwide Cigna policy	Covered, free of charge	Covered, free of charge	Not eligible
<p>^{a.} Check conditions, coverage and fees in the relevant documentation in your country of origin.</p> <p>^{b.} Check the relevant documentation.</p> <p>^{c.} Check with Academic Service.</p>			



ADMINISTRATIVE, ACADEMIC & TEACHING STAFF

	PERMANENT, TEMPORARY & CONTRACTUAL AGENTS	FULL-TIME PROFESSORS, RESEARCH FELLOWS & ACADEMIC ASSISTANTS	FAMILY MEMBERS/PARTNERS	PART-TIME PROFESSORS AND FAMILY MEMBERS/PARTNERS
EUI SCHEME Managed by the Human Resources Service				
Basic health insurance (JSIS - Joint Sickness Insurance Scheme)	Covered	Covered	Eligibility depends on various conditions and statuses. ^d	Not eligible
Accident insurance (International insurance via the European Commission)	Covered	Covered		Eligible professors but not family members.
COMPLEMENTARY PRIVATE HEALTH INSURANCE				
Private Cigna health insurance	Eligible	Eligible	Eligible	Eligible

d. Check with Human Resources Service.

EUI CONTACTS FOR HEALTH ISSUES FOR RESEARCHERS AND POSTDOCS

- Ms Michela Menicagli
Academic Service
tel: [+39] 055 4685801, Int.: 2801
e-mail: health.insurance@eui.eu

She can be contacted for more specific information on doctors/specialists, the Italian National Health System and the Institute's collective health insurance scheme (Cigna).



- Researchers may also wish to contact the research student welfare representative(s) via the general rep e-mail.
 - ▷ e-mail: gen.repmail@eui.eu
- The Welfare and Social Fund, administered by the Researcher's Representatives, may provide support for medical costs in the case of serious or prolonged illness under certain circumstances. For further information see: <https://reps.eui.eu/the-welfare-and-social-fund/>

FOR ADMINISTRATIVE, TEACHING AND ACADEMIC STAFF

- For affiliation to the scheme
 - ▷ Ms Morena Rossi
Human Resources Service
tel: [+39] 055 4685315, Int.: 2315
e-mail: morena.rossi@eui.eu
- For requests concerning the procedures for reimbursement claims, possible delays in payment of reimbursements, appeals, etc.
 - ▷ PMO contact
<https://ec.europa.eu/pmo/contact/>

FOR EUI MEMBERS WITH DISABILITIES/SPECIFIC EDUCATIONAL NEEDS

The European University Institute is committed to providing equitable conditions for all.

Therefore, the EUI is committed to maximizing accessibility to services, resources and activities, and whenever needed, to provide reasonable adjustment.

- Researchers with disabilities / specific educational needs are invited to register their needs with:
 - ▷ Academic Service
Office of the Dean of Graduate Studies
e-mail: DeanofGraduateStudies@eui.eu



- Fellows with disabilities / specific educational needs are invited to register their needs with:
 - ▷ Academic Service
Office of the Dean of Graduate Studies
e-mail: DeanofGraduateStudies@eui.eu
 - ▷ Academic Service will coordinate with the relevant Department / Centre / Programme.

- Administrative, teaching and academic staff with disabilities / specific needs are invited to register their needs with:
 - ▷ Human Resources Service
e-mail: humanresourceservice@eui.eu

HEALTH AND ACCIDENT INSURANCE

All EUI members must be covered by a health insurance policy during their stay at the Institute.

There are different insurance schemes, according to a member's nationality and/or status within the EUI, as described as follows:

RESEARCHERS AND POSTDOCS

As a general rule, researchers and postdocs should already be covered against sickness and accidents upon their arrival at the EUI. This may be through a private or state/national insurance scheme which will be checked when the researcher or fellow registers at the beginning of his/her stay at the EUI. The EUI will help you to sort out your insurance position.



Medical and accident insurance matters for researchers and postdocs are dealt with by the Academic Service:

- www.eui.eu/ServicesAndAdmin/AcademicService/PracticalInformation/HealthAccidentInsuranceResearchersFellows.aspx.

This page gives researchers and postdocs basic information on the medical and accident insurance schemes available through the EUI.

Health insurance

Researchers and postdocs should choose one of the following options:

1. Extension of their national insurance rights to Italy where applicable:
E106 (S1) form and EHIC card
2. The EUI Health Insurance Policy – Cigna
3. Other private health insurance

1. Extension of national insurance rights to Italy

Within the EU, form E106 (in some EU countries the name has changed to “S1 form”) or the EHIC (European Health Insurance Card, or TEAM in Italian) is required for access to the Italian national health scheme.

Beyond the EU, many countries also have bilateral health insurance arrangements with Italy.

For further information and conditions, check with the Overseas Branch of your national insurance/social security office in the country where you are resident.

The E106 (S1) form is issued by the pertinent National Social Security scheme to those who are in receipt of a salary (instead of a grant) from their National Authority. Once in Italy, it should be exchanged for an Italian health card (*tessera sanitaria*) at the local *Azienda Sanitaria Locale (ASL)* office, after having first registered your residence (see above ‘Certificate of Residence’).

The EHIC (TEAM) card issued by the pertinent National Social Security office gives you access to the emergency and medically necessary services of the Italian national health service.



You are advised to check carefully your local national health insurance or social security web site for the information they provide on the EHIC and its use specifically in Italy

If you wish to be covered in full by the Italian national health service (as an Italian citizen) then you will need to pay an annual amount (per calendar year).

More information are available on:

- ▷ www.eui.eu/ServicesAndAdmin/AcademicService/PracticalInformation/HealthAccidentInsuranceResearchersFellows.aspx#health

Within the Italian public system, with one of the above forms or cards, medical and hospital treatment in Italy is free of charge, although there are standard prescription charges and set fees for certain types of care treatment and laboratory tests.

2. The EUI health insurance policy – Cigna

Basic policy

If you cannot obtain the EHIC card or other nationally-extended state cover, you may subscribe to the Institute's collective policy, operated by Cigna.

Researchers with grants from the following countries: Austria, Belgium, Ireland, Latvia, Poland, Portugal, Russia, Sweden, UK, or in receipt of a grant from the EUI itself, automatically have the Cigna basic policy covered by their grant authority.

Researchers from other countries and postdocs can sign up for the Cigna health insurance at their own expense. The subscription procedure is dealt with directly by Cigna.



Complementary policy

In case of hospitalisation and surgery, you should note that the basic Cigna health insurance policy does not cover 100% of medical costs.

In order to obtain more extensive coverage, you are advised to consider subscribing to a complementary policy, an option that is in addition to the basic policy. This would be at your own expense, even when the basic premium is covered by your national grant authority (as mentioned above).

Details, costs and subscription procedure of the basic and complementary Cigna policies:

- www.eui.eu/ServicesAndAdmin/AcademicService/PracticalInformation/CignaInsuranceScheme.aspx

Under certain conditions family members can apply.

For further details contact:

- Ms Michela Menicagli
Academic Service
tel: [+39] 055 4685801, Int.: 2801
e-mail: health.insurance@eui.eu

3. Other private health insurance

With respect to the provisions above, researchers and fellows can apply to any other private medical insurance. Please check conditions with Academic Service.

4. Accidents and Emergency Hospital Care

European Union citizens in possession of the European Health Insurance Card (EHIC in English, or TEAM in Italian) are entitled to receive emergency hospital care paying just a contribution to the Italian National Health Service (NHS), instead of paying the costs in full. The amount of such contribution is calculated according to the severity code assigned by the Emergency Department upon admission. The costs not paid by you are charged to the NHS of your country of origin.



Special agreements with the Italian NHS, providing rights similar to those guaranteed by the EHIC, also exist in some non-EU countries. Non-EU citizens should check if such an agreement exists in their country of origin, and if this is the case, they may ask a certificate of entitlement before coming to Italy. This document will entitle them to receive emergency hospital care under the same conditions as EHIC-holders.

Furthermore, all the EUI researchers and postdocs are covered worldwide free of charge against the risks of accident by a second, additional, collective policy that the Institute has taken out with Cigna.

This is a complementary cover that ONLY comes into use after the insured's principal health insurance cover has reimbursed its part of the medical expenses incurred.

In case of accident, you have 10 days after the day of the accident in which to submit the Declaration of Accident form to Cigna.

Further details can be provided by:

- Ms Michela Menicagli
Academic Service
tel: [+39] 055 4685801, Int.: 2801
e-mail: health.insurance@eui.eu

The dependents of researchers or postdocs are NOT eligible for this accident insurance cover. They are advised to take out accident insurance cover in their country of residence that will be valid for the entire duration of their stay in Italy.



ADMINISTRATIVE, TEACHING AND ACADEMIC STAFF

The Human Resources Service is at your disposal to provide full explanations and information. See:

- ▶ www.eui.eu/ServicesAndAdmin/PersonnelService/SicknessAccidentInsurance/Index.aspx

Health insurance

Administrative, teaching and academic staffs are covered by the Joint Sickness Insurance Scheme for the European Communities (JSIS).

When you sign your contract with the EUI the Human Resources Service registers you with the JSIS and will inform you of the details of this insurance coverage.

Who is covered?

- Permanent agents, temporary agents and contractual agents, full-time professors, research fellows and academic assistants
- Under certain conditions and to differing degrees, dependants, in particular the spouse or recognised partner and the children

Who is not covered?

- Part-time professors
- Academic collaborators

What is covered?

- Within the limits and under the conditions set out in the Rules on Sickness Insurance, persons covered under this Scheme are guaranteed reimbursement of expenses incurred as a result of illness, accident or confinement and the payment of an allowance towards funeral expenses.

Accident insurance

Administrative, teaching and academic staffs have accident insurance coverage through a policy stipulated between the EUI and an international insurance company, via the European Commission.



Who is covered?

- Permanent agents, temporary agents and contractual agents
- Full-time and part-time professors
- Research fellows, academic assistants and academic collaborators

Who is not covered?

- Family members

What is covered?

- Occupational and private accidents, 24 hours a day, worldwide

For further info, see:

- www.eui.eu/ServicesAndAdmin/PersonnelService/SicknessAccidentInsurance/NewRegulation.aspx

Complementary private policy with Cigna

The EUI scheme does not cover 100 % of medical costs. In order to obtain more extensive coverage you can purchase this supplementary health insurance.

The contractual terms and all details on subscription are available at the following address:

- www.eurprivileges.com/hospitalisation-active-staff



FIRST AID (*PRONTO SOCCORSO*)

First-aid services are normally free of charge in public hospitals (sometimes you could be requested to pay a small fee called a ticket), regardless of the nationality of the patient.

To receive first-aid services, it is not necessary to be enrolled in the national health system.

Public service numbers for ambulance and emergencies, always in service:

- ▷ **118** Ambulance & emergency medical services
- ▷ First aid stations and doctors-on-call (*Guardia Medica*), Firenze
www.asf.toscana.it/index.php?option=com_content&id=55

Hospitals - accident and emergency units (*Ospedali - Pronto soccorso*)

There is first aid/casualty/emergency at all these hospitals.

055 794111 Ospedale di Careggi
Viale Pieraccini 17
50139 Firenze

055 69381 Ospedale di Santa Maria Nuova
Piazza Santa Maria Nuova 1
50123 Firenze

055 69321 Ospedale San Giovanni di Dio
Via di Torregalli 3
50143 Firenze
(towards Scandicci, SW Firenze)

055 69361 Ospedale Santa Maria Annunziata
Via dell'Antella 58
Ponte a Niccheri
50011 Bagno a Ripoli



In addition to the above the following specialized hospitals also have accident and emergency units.

Paediatric hospital (*Ospedale pediatrico*)

055 56621 Ospedale pediatrico Meyer
www.meyer.it Villa Ognissanti
 Viale Pieraccini 24 (Careggi)
 50139 Firenze

Psychiatric hospital (*Ospedale psichiatrico*)

055 6939813 Ospedale Ponte Nuovo
 Via delle Oblate (Careggi)
 50141 Firenze

Orthopedic Hospital
(*CTO - Centro Traumatologico Ortopedico*)

055 794111 CTO
 Largo Piero Palagi 1
 50134 Firenze

More information on useful first aid contacts can be found at:

- en.firenze-online.com/useful-information/useful-telephone-number-florence.php

You may also contact Medical Service Firenze which offers a fee-paying service for its doctors, both general practitioners and specialists. All doctors speak English and / or another foreign language. Services include prompt 24 Hrs/day house calls and walk-in visits at their clinic (check opening hours online).

- Medical Service Firenze
www.medicalservice.firenze.it/
tel.: [+39] 055 475411
e-mail: medserv@tin.it
Via Roma, 4
50123 Firenze



MEDICAL, AND COUNSELLING AND WELLBEING SERVICES AT THE EUI AVAILABLE FOR EUI MEMBERS AND PARTNERS

General practitioners at the EUI

A general practitioner (GP) is available for consultation either at the Institute in the Medical Consulting Room (sala medica) at the Badia Fiesolana or in town.

Dr. Giampaolo Menegazzo

General practitioner, specialist in cardiology
and the digestive system

tel. Centro Diagnostico Ultramicroanalysis: 055 242642
mobile: 335 8118866

By appointment only

- At the EUI on Thursday morning from 8.30
Please book calling directly his mobile
- Centro Diagnostico Ultramicroanalysis
Monday and Wednesday afternoon
Viale Mazzini 16
50136 Firenze

Speaks: Italian

Visits are by appointment only and are to be paid directly to the physician. Reimbursement of the costs for visits will fall under with the usual EUI health insurance scheme conditions where applicable (see appropriate section).

New doctors will be appointed as soon as possible, please check the website:

- www.eui.eu/ServicesAndAdmin/PersonnelService/SicknessAccidentInsurance/Annual-Medical-Check-up.aspx



Counselling and wellbeing service

See:

- www.eui.eu/ServicesAndAdmin/AcademicService/CounsellingandWellbeingService/Index.aspx

Counselling takes place upon appointment at the Badia Fiesolana, Rooms BF 310 and BF 311. The consultation is free of charge.

You can make an appointment with anyone in the team. Either:

- Send an e-mail to the general e-mail:
 - counselling.service@eui.eu; or
- Send an e-mail or call the counsellor directly.

Ms Katia Soboul

mobile: 348 0296571

e-mail: katia.soboul@eui.eu

Speaks: French, English and Italian

Ms Gemma Fenton

mobile: 347 0599911

e-mail: gemma.fenton@eui.eu

Speaks: English, Italian

Mr Thiago Fernandes

(External Consultant)

Office: SD053 Convento

mobile: 338 4019899

e-mail: thiago.fernandes@eui.eu

Speaks: Italian, Portuguese, English



Ms Alexa Hupp
Bodywork practitioner
(relaxation and breathing methods)
Office: SD053 Convento

tel.: 328 7587114
e-mail: alexandra.hupp@eui.eu

Speaks: German, English, Italian, French

Psychiatrists

Also part of the Institute support team are three psychiatrists who may be contacted for appointments at their offices in Florence.

Dr. Anna Choub

mobile: 339-5687775
e-mail: achoub@yahoo.com

Studio Medico del Cinghiale
P.zza Mercato Nuovo 1, 4th floor
50123 Firenze

Speaks: English and Italian

Dr. Maurizio Miceli

mobile: 348 9118108
e-mail: maurizio.miceli@asf.toscana.it

Speaks: Italian and English



4	EMERGENCIES			
	- USEFUL CONTACTS			

EMERGENCIES

DO YOU NEED TO CALL
AN AMBULANCE, THE FIRE SERVICE OR THE POLICE?

Dial 0 first if calling from an EUI phone.

- ▷ 118 Ambulance
- ▷ 115 Fire Service
- ▷ 112 *Carabinieri*
- ▷ 113 Police

And, if on campus, call the 24-hour **EUI Emergency Number**:

- ▷ ext. 2999 (from an EUI phone) or
- ▷ 055 4685 999 (from an outside line or cell phone)

These emergency numbers can be found on the back of the EUI ID Card.



WHAT TO DO IN AN EMERGENCY ON CAMPUS (FIRE, EARTHQUAKE, ETC.)

ANYONE, when they become aware of a danger must raise the alarm by calling:

- the 24-hour EUI Emergency Number:
 - ▷ ext. 2999 (from an EUI phone) or
 - ▷ 055 4685 999 (from an outside line or cell phone)
- the porters in the building

If you hear the alarm

Leave by the most direct available route following the green signs:



and go to the nearest assembly point.



Do not check the building for occupants, the EUI Emergency Teams will do this.

More info on the EUI Safety & Security Policy web page at:

- ▷ www.eui.eu/About/SafetyandSecurityPolicy.aspx



WHAT TO DO IF YOU ARE ATTACKED OR ASSAULTED

In case of assault or aggression call:

- ▷ **112** *Carabinieri*, or
- ▷ **113** Police

If urgent medical attention is needed call:

- ▷ **118** Ambulance

WHO TO CONTACT IN CASE OF DISAPPEARANCE OR DEATH OF AN EUI MEMBER

Administrative and Teaching Staff:

- ▷ Director of Human Resources Service: **055 4685 484**

Researchers and Fellows:

- ▷ Director of the Academic Service: **055 4685 359**

For all disappearances during EUI closures and outside normal working hours, contact:

- ▷ the 24-hour EUI Emergency Number:
 - ▷ ext. **2999 (from an EUI phone)** or
 - ▷ **055 4685 999** (from an outside line or cell phone)

WHAT TO DO IF SOMETHING IS STOLEN FROM YOU

Any thefts taking place on campus should be reported to:

- ▷ the 24-hour EUI Emergency Number:
 - ▷ ext. **2999 (from an EUI phone)** or
 - ▷ **055 4685 999** (from an outside line or cell phone)

In all cases of theft, you will need to make a statement (*denuncia*) either to the Police or *Carabinieri* (see contacts below).



For thefts on campus or of EUI property, a copy of the statement made to the Police or *Carabinieri* must be sent to the Control Room, Badia Fiesolana:

▸ Email: eui.control.room@eui.eu

USEFUL CONTACTS

EUI LOST & FOUND OFFICE

The office is located at the Badia Fiesolana Control room (in front of the Reception desk) and is open 24/7, including EUI closures and public holidays.

- ext. **2999 (from an EUI phone)** or
- **055 4685 999** (from an outside line or cell phone)
- Email: eui.control.room@eui.eu

POLICE

- *Carabinieri* in Fiesole, Via Gramsci 20 - 50014 Fiesole **055 59136**
- *Carabinieri*, Viale Dei Mille 66 - 50131 Firenze **055 573079**
- *Polizia di Stato*, Via Frusa 2 - 50131 Firenze **055 2625151**

HOSPITALS IN FLORENCE WITH ACCIDENT & EMERGENCY SERVICES (*OSPEDALI CON PRONTO SOCCORSO*)

- Ospedale di Careggi
Viale Pieraccini 17, 50139 Firenze: **055 794111**
- Ospedale di Santa Maria Nuova
Piazza Santa Maria Nuova 1, 50123 Firenze: **055 69381**
- Ospedale San Giovanni di Dio
Via di Torregalli 3, 50143 Firenze: **055 69321**



- Ospedale Santa Maria Annunziata
Via dell'Antella 58, Ponte a Niccheri, 50011 Bagno a Ripoli: [055 69361](tel:05569361)

- CTO, Centro Traumatologico Ortopedico (Orthopaedic Hospital)
Largo Piero Palagi 1, 50134 Firenze: [055 79411](tel:05579411)

Childrens' Hospital

- Ospedale Pediatrico Meyer,
Villa Ognissanti, Viale Pieraccini 24, 50139 Firenze: [055 56621](tel:05556621)



5	HOUSING				

The EUI Housing Office organizes the allocation of the EUI residential apartments at Ponte alla Badia and Pian del Mugnone, and provides, through the Florence Housing Service (FHS), assistance to all members of the EUI community in finding long- and short-term accommodation in the private market in and around Florence.

EUI RESIDENTIAL ACCOMMODATION

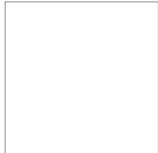
The EUI owns 71 apartments which are available on a 12-18 month basis or for shorter periods, renewable upon re-application. They are located near the Institute:

- PAB Flats: 60 completely furnished apartments with air-conditioning, communal laundry, LAN connection, parking, outdoor picnic and BBQ area, and free bi-monthly cleaning. Located at Ponte alla Badia, Via Faentina 386, Florence, 300 metres from the Badia Fiesolana
- PDM Flats: 11 completely furnished apartments with Wifi Internet connection, communal laundry and parking. Located at Pian del Mugnone, Via Faentina 94b, Fiesole

Both complexes are connected to other EUI buildings by the EUI Shuttle bus.

For further information about when and how to apply, see:

<https://www.eui.eu/ServicesAndAdmin/Housing/LongTermHousing/ResearcherFlats>



For any further clarification please contact the EUI Flats Housing Service
e-mail: eui.flats@eui.eu
telephone: +39 055 46 82 245 (2245)

FLORENCE HOUSING SERVICE (FHS)

The Florence Housing Service Real Estate Agency manages the EUI database of accommodation for long and short-term rentals and offers free assistance to EUI members looking for accommodation on the private market.

The EUI Housing database consists of offers received from private landlords. It is regularly updated. Access is provided on request by writing to the Welcome Unit: welcomeunit@eui.eu

You may contact the Florence Housing Service for further information at euihousing.services@eui.eu
telephone: +39 055 46 82 412 (2412)

USEFUL INFO ON SHORT-TERM HOUSING IN AND AROUND FLORENCE

Other resources for finding short-term housing can be found on our website at: <https://www.eui.eu/ServicesAndAdmin/Housing/ShortTermHousing/UsefulInfo>



6	SCHOOLS				

The EUI provides preschool childcare (Crèche) for the children of all EUI members. The age range is normally 6 months to 3 years, although older children can also be accommodated.

The Crèche is open Monday to Friday, 8.30 to 17.45 throughout the official EUI year. Interested parents may visit it Monday-Friday after 5 p.m.

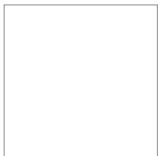
www.eui.eu/ServicesAndAdmin/LogisticsService/Creche/Index.aspx

Contact:

- Gloria Peruzzi
- e-mail: gloria.peruzzi@eui.eu
- tel.: [+39] 055 4685385, Int. 2385

SCHOOLS IN ITALY

- Children aged up to 3 years: *Asilo nido*
- Age 3 - 6 years: *Scuola materna*
- Age 6 - 11 years (5 grades): *Scuola elementare*
- Age 11 - 14 years (3 grades): *Scuola media*
- Age 14 - 19 years (5 grades): *Scuola superiore*



ITALIAN SCHOOLS OFFERING COURSES IN FOREIGN LANGUAGES

The Kindergarten

Asilo nido, scuola materna, elementare e media

www.kindergarten.it/

Via San Gallo 105

50129 Firenze

tel: [+39] 055 495061

e-mail: info@kindergarten.it

A private school offering courses in English.

ENB -Elementari Nel Bosco

Scuola elementare

Located in the countryside near Fiesole

Contact Alessandra

tel: [+39] 339 6637510

e-mail: elementarinelboscofirenze@gmail.com

Elementary Forest School

Learning through nature to teach a curriculum in geography, mathematics, Italian, English, history, science, fitness, music and creative arts.

Has the standard Italian curriculum

Istituto Statale SS. Annunziata

Scuola media

www.poggio-imperiale.it/

Viale del Poggio Imperiale 1

50125 Firenze

tel: [+39] 055.226171



Has the standard Italian curriculum but some subjects are taught in French and English.

Istituto Comprensivo Serve di Maria Addolorata
Scuola materna, elementare, media e liceo linguistico
www.scuolaservedimaria.it/

Via Faentina, 195
50133 Firenze
tel: [+39] 055.588083
e-mail: scuolaviafaentina@virgilio.it

Has the standard Italian curriculum but some subjects are taught in English, French or Spanish.

Istituto del Sacro Cuore
Scuola materna, elementare, media, liceo classico, scientifico e linguistico
www.sacrocuore.com/scuola/

Viale Michelangelo, 27
50125 Firenze
tel: [+39] 055.6811872
e-mail: info@sacrocuore.com

Has the standard Italian curriculum but some subjects are taught in English (*materna e elementare*) French (*elementare*) Spanish (*media*) and German (*superiore*).

Scuola Waldorf & Liceo dei Colli
Asilo nido, scuola elementare, media e superiore
www.scuolawaldorffirenze.it/ | www.scuolawaldorffirenze.it/liceo-dei-colli.com/

Via Imprunetana, 124
Loc. Pozzolatico
50023 Impruneta, (FI)



tel.: [+39] 055 0351176/9
e-mail: info@waldorf.firenze.it

Not a standard Waldorf school, but it inspires itself to this worldwide pedagogical movement. At the end of the curriculum students reach a scientific graduation according to Italian laws and standards (*maturità*) and can choose any Italian university. Some subjects are taught in English (*media* and *superiore*) and German (*media*).

Istituto Dante Alighieri
Liceo scientifico sportivo
www.liceosportivo.com/

Via di Ripoli, 88/92
50126 Firenze
tel.: [+39] 055 6818272/3
e-mail: scuola@idafirenze.it

Has the standard Italian curriculum but some subjects are taught in English and German.

Liceo Statale Niccolò Machiavelli
Scuola superiore
www.liceomachiavelli-firenze.gov.it/it/

Principal and administrative offices:
Via S. Spirito, 39
50125 Firenze
tel.: [+39] 055 2396302
e-mail: isismachiavelli@gmail.com

International *Liceo* with the standard Italian curriculum but some subjects taught in French and English.



Istituto Comprensivo 'E. Balducci' di Fiesole
Scuola materna, elementare e media

Via del Pelagaccio, 1
50014 Fiesole
tel.: [+39] 055 5961535
e-mail: fiic82002@istruzione.it

Has the standard Italian curriculum but offering courses in English and French (*media*).

FOREIGN SCHOOLS

The International School of Florence
www.isfitaly.org

Junior School (Pre-School to grade 5)
Villa Le Tavernule
Via del Carota, 23/25
50012 Bagno a Ripoli (FI)
tel.: [+39] 055 6461007
fax: [+39] 055 644226
e-mail: admin.tav@isfitaly.org

Upper School (Grades 6 to 12)
Villa Torri di Gattaia
Viuzzo di Gattaia, 9
50125 Firenze
tel.: [+39] 055 2001515
fax: [+39] 055 2008400
e-mail: admin.gat@isfitaly.org



Lycée international Victor Hugo
www.vhugo.eu/

École maternelle (2-6 years)

École primaire (6-11 years)

École secondaire (11-14 years)

Lycée (14-18 years)

Palazzo Venturi Ginori

Via della Scala, 85

50123 Firenze

tel.: [+39] 055 266991

fax: [+39] 055 210287

e-mail: contact@vhugo.eu



7	CULTURAL AND SPORTING				
ACTIVITIES					

AT THE EUI

The Body and Brain Boosting Board (commonly known as the 4B) offers support and assistance in organizing activities beyond the academic curriculum of the EUI. These may occur both on and off-site. Mostly of a cultural and sporting nature, there are currently twenty five such clubs (mostly run by researchers) but this can vary from year to year depending on interest and resulting membership.

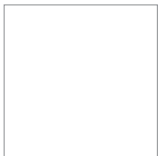
The longest running activities include two football clubs (men and women's), yoga courses, running, rowing, theatre, the EUI Choir and dance, but there are many more. For a complete list and contact information, consult the web pages at:

- ▶ www.eui.eu/ServicesAndAdmin/ExtracurricularActivities/Index.aspx

Alternatively, if there is sufficient interest and you would like to start a new club, contact the 4B coordinator at eui.4B@eui.eu on how to proceed.

There are also alternative groups detached from 4B such as book clubs, chess club etc.

Those not participating in the academic activities of the Institute during the year may wish to join the Partner's Group. During term time, the group meets approximately every other week in the Badia cafeteria. The group organizes outings, exchanges general knowledge, books and quite simply, offers company.



FACILITIES

Particular mention should also be made of the following EUI facilities:

Gym

Located at the bottom of via dei Roccettini, mid-way between the Badia Fiesolana and the EUI apartments in Via Faentina.

Despite its small size, the EUI gym offers a very pleasant space with a decent range of modern equipment well suited for weight lifting, stretching, cardio training and general fitness practice. The gym is also home to a ping pong table and there is a small outdoor basketball court adjacent to it.

After a short obligatory induction, users get free access 24/7 for the rest of their time at the EUI.

Calcetto pitch

Located at Villa Schifanoia.

If you wish to use the pitch, ask for the key at the Villa Schifanoia porter's lodge. A booking system is in place.

Every Spring, the pitch is used for the 5 aside 'calcetto' tournament ('Coppa Pavone') in which 100s of people, both men and women, participate.

Piano

The EUI owns two baby grands. One is housed in the 'Sala della Colonna', at the Badia Fiesolana, the other in Villa Schifanoia.

In order to play the piano, you should first contact the 4B coordinator at eui.4B@eui.eu and pay a small contribution of €10,00 per year towards the cost of tuning.



Bar Fiasco

Although the Bar is independent of 4B, in some ways it complements it. For many researchers, it is the social hub, and hosts innumerable parties throughout the year. It also has a pool table and table football.

IN AND AROUND

CULTURAL ACTIVITIES

Florence is steeped in culture, past and present and the possibilities of experiencing this are infinite. A taste follows:

Cinema

For the most part, Italian cinemas do not show films in original languages; films are dubbed into Italian. However there are some exceptions, including:

- Odeon Cinema
 - ▷ www.odeonfirenze.com
 - Piazza Strozzi
 - 50123 Firenze
 - tel.: [+39] 055 214068

- Film viewings at non Italian cultural institutions (see beneath)

For a list of films being screened in Italian on a daily basis, see; for example:

- ▷ trovacinema.repubblica.it/programmazione-cinema/citta/firenze/fi/film



Cultural institutions

The Institute is currently working on strengthening its links with non-Italian cultural institutions in Florence. They all offer a variety of courses and cultural events throughout the year.

British Institute of Florence
www.britishinstitute.it/en/index.asp

Piazza Strozzi 2
50123 Firenze
tel: [+39] 055 267781
fax: [+39] 055 26778222

Dutch University Institute for Art History in Florence
www.niki-florence.org/

Viale Torricelli 5
50125 Firenze
tel.: [+39] 055 221612
fax: [+39] 055 221106
e-mail: niki@nikiflorence.org

Deutsches Institut Florenz
www.deutschesinstitut.it/

Borgo Ognissanti 9
50123 Firenze
tel.: [+39] 055 215993
fax: [+39] 055 71880718
e-mail: info@deutschesinstitut.it



Institut Français
www.institutfrancais.it/firenze

Institut français Firenze
Palazzo Lenzi
Piazza Ognissanti 2
50123 Firenze
tel.: [+39] 055 2718801
fax: [+39] 055 217296
e-mail: firenze@institutfrancais.it

Kunsthistorische Institut in Florenz
www.khi.fi.it/Startseite

Max-Planck-Institut
Via Giuseppe Giusti 44
50121 Firenze
tel.: [+39] 055 249111
fax: [+39] 055 2491155

Museums

EUI professors and researchers upon presentation of their EUI identity card have free access to all state museums (*musei statali*) in Florence.

Note

The agreement does not cover partners, family members or administrative staff.

For a complete listing of all Florentine museums, please consult:

- ▷ www.polomuseale.firenze.it/
- ▷ www.settemuse.it/viaggi_italia_toscana/firenze_musei_statali.htm



To visit these museums, in particular the Uffizi Gallery, it is advisable to book in advance, where possible:

▷ www.b-ticket.com/b-ticket/uffizi/

For info on museums in Fiesole, please consult:

▷ www.museidifiesole.it/

Information office:

▷ Via Portigiani 1,
50014 Fiesole
tel.: [+39] 055 5961293

Music

The Institute has agreements with the following:

Amici della Musica

Teatro della Pergola
Via della Pergola, 18
50121 Firenze

The Amici della Musica offers discounted tickets for most of its concerts (principally chamber music, see programme on www.amicimusica.fi.it/) at a cost of €15 (max 2 tickets per person).

Information about the concerts is circulated by e-mail at the beginning of each week, and to book, you simply send an e-mail request to the 4B mailbox eui.4B@eui.eu.

Once confirmed you can pay for and pick up your ticket(s) directly from the Pergola box office prior to the performance.



Scuola di Musica di Fiesole
www.scuolamusica.fiesole.fi.it/

Via delle Fontanelle, 24
50014 San Domenico di Fiesole
tel.: [+39] 055 597851

Near the EUI's Villa La Fonte, the school organises
concerts and music classes throughout the year.

Opera di Firenze - Maggio Musicale Fiorentino
www.operadifirenze.it/

Viale F.lli Rosselli, 2
50123 Firenze
tel.: [+39] 055 2779309

The Maggio programme includes opera, ballet and
classical music concerts.

EUI **researchers under 30** may purchase a Maggio
Card (€10) at the Box Office of the Opera di Firenze
upon presentation of their EUI identity card. The
purchase of this card entitles the holder to buy tickets
for all performances in a Maggio Season for €15 in
the stalls and €10 in the gallery (availability of tickets
permitting).

Half the cost of the Maggio Card is subsequently
reimbursed by 4B.

Other EUI members, on the presentation of their
EUI identity card at the Box Office, may benefit from
slightly reduced tickets.

This does not apply to on-line booking.



Theatres

In Florence: a partial listing

Teatro della Pergola
www.teatrodellapergola.com/

Via della Pergola, 12/32
50121 Firenze

Teatro Verdi
www.teatroverdionline.it

Via Ghibellina 99
50122 Firenze

Teatro del Cestello
www.teatrocestello.it

Piazza Cestello 4
50124 Firenze

Teatro di Rifredi
www.teatrodirifredi.it

Via Vittorio Emanuele II 303
50134 Firenze

Teatro Studio di Scandicci
www.compagniakrypton.it/teatrostudio.html

Via G. Donizetti 58
50018 Scandicci

For an extended list:

▷ www.firenzedeiteatri.it/passteatri.php



And see also:

FTS Fondazione Toscana spettacolo

▸ www.toscanaspettacolo.it/

In Fiesole

‘Estate Fiesolana’

Teatro Romano di Fiesole

www.estatefiesolana.it/

Via Portigiani 3

50014 Fiesole

tel.: [+39] 055 596 1293

e-mail: info.estatefiesolana@gmail.com

The oldest open air festival in Italy.

June-September, each year; theatre, cinema,
dance, music.

SPORTING ACTIVITIES

If the EUI does not have an active club in your preferred sport (See: www.eui.eu/ServicesAndAdmin/ExtracurricularActivities/Index.aspx) or you would prefer to be part of a local club, a simple web search will provide you with contact and location details for many sporting associations in and around Florence.

A small sample follows; note that the list does not pretend to be exhaustive:

- Athletics: www.toscana.fidal.it/
- Badminton: www.facebook.com/FirenzeBadminton/
- Baseball / Softball: www.fiorentinabaseball.it/
- Canoeing: www.canottiericomunalifirenze.it/
- Cycling: www.fci-crt.it/
- Fencing: www.federschermait/index.php



■ Football

Apart from playing football, you may prefer to be a spectator. Watch:

- ◆ AC Fiorentina:
 - ▷ en.violachannel.tv/ during the football season, and
- ◆ The famous 'Calcio Storico Fiorentino' in June:
 - ▷ www.facebook.com/CalcioStoricoFi/

■ Golf

- ▷ www.golfugolino.it/
- ▷ www.parcodifirenze.it/web/
- ▷ www.golfclublepavoniere.com/

■ Gyms

- ▷ firenze.virgilio.it/cat/PALESTRE_E_CENTRI_SPORTIVI.html

Informal agreements exist with:

- ◆ Stilnuovo:
 - ▷ www.stilnuovo.org/
- ◆ Klab Conti:
 - ▷ www.klab.it/centro/conti

■ Horse riding

- ▷ www.centroippicotoscano.it
- ▷ www.scuderialatorre.com/

■ Rowing

- ▷ www.canottierifirenze.it/
An agreement exists between the Canottieri and the EUI Rowing Club.

■ Skiing

- ▷ www.caifirenze.it/

■ Squash

- ▷ www.squashfirenze.it/
Special rates for the EUI



- Swimming

- ▷ www.aboutflorence.com/firenze/piscine-a-Firenze.html

Pools most used by EUI members, and by the EUI Swimming Club are:

- ◆ Rari Nantes, Stadio Comunale Artemio Franchi:

- ▷ www.rarinantesflorentia.it/sedi-rari-nantes-florentia/stadio-artemio-franchi/news, and

- ◆ Costolina:

- ▷ www.uisp.it/firenze/index.php?contentId=1318

- Tennis

- ▷ www.florentia.fi.it/, used by the EUI Tennis Club; or:

- ▷ www.circolitennis.com/circolo/scheda/Firenze/Asd-tennis-San-Marco-Vecchio/2549, or

- ▷ www.circolitennis.com/circolo/provincia/Firenze/49

- Volleyball

- ▷ www.toscana.federvolley.it/

- Walking

- ▷ www.caifirenze.it/ or

- ▷ www.trekkingitalia.org/firenze

- Water Polo

- ▷ www.rarinantesflorentia.it/ or

- ▷ www.firenzepallanuoto.it/

- Yoga

- Informal agreement exists with

- ▷ www.astangafirenze.it

For a more complete listing, see also:

- ▷ www.misterimpresetoscana.it/firenze/firenze/sport-associazioni-e-federazioni.html

However, should you need any further information contact 4B@eui.eu



8

VOLUNTARY SERVICES AND PLACES OF WORSHIP

VOLUNTARY SERVICES

The EUI Volunteer Connection seeks to help EUI members (or partners of EUI members) who are interested in doing voluntary work to get in contact with local associations that might need help. When new to a town it can be difficult to find your way: we would like to help you in the first steps.

Subscribe to the EUI Volunteer Connection blog to find out about upcoming volunteer opportunities in Florence:

<https://blogs.eui.eu/volunteercon/>

VOLUNTARY ORGANIZATIONS (*ASSOCIAZIONI DI VOLONTARIATO*)

A partial listing

Amnesty International
amnestyfirenze.wordpress.com/

Via G. Orsini 44
50126 Firenze



mobile: [+39] 389 8987967

e-mail: gr014@amnesty.it

A.V.O. (hospital volunteers)

Interpreters for patients

www.avofirenze.it/

Via Carducci 8

50121 Firenze

tel.: [+39] 055.2344567

Caritas Firenze

www.caritasfirenze.it

Via dei Pucci 2

50122 Firenze

tel.: [+39] 055 26770265

e-mail: scuola@caritasfirenze.it

Fondazione Meyer

Pediatric hospital

www.fondazione.meyer.it/cat2col20not_2.php?IDCategoria=886

Viale Pieraccini 24

50139 Firenze

tel.: [+39] 055 5662316

e-mail: associazioneamicidelmeyer@gmail.com

Istituto degli Innocenti

www.istitutodeglinnocenti.it/?q=content/volontariato

Piazza Santissima Annunziata 12

50122 Firenze

tel.: [+39] 055 2037389

volontari_accoglienza@istitutodeglinnocenti.it



Red Cross
crifirenze.it/

Lungarno Soderini 11
50124 Firenze
tel.: [+39] 055 2744202 (*Ufficio attività sociali*)

PLACES OF WORSHIP

American Episcopal

St. James' Church
Via B. Rucellai 9
50123 Firenze
tel.: [+39] 055 294417
e-mail: office@stjames.it

Anglican
stmarksitaly.com

St. Mark's Church
Via Maggio 16
50125 Firenze
tel.: [+39] 055 294764
e-mail: administrator@stmarksitaly.com

Baptist Church

Borgo Ognissanti 6
50123 Firenze
tel.: [+39] 055 9363405 / [+39] 329 9720260
e-mail: carmine.bianchi@ucebi.it

Services in Italian and Spanish



Christian Adventist Church

Via del Pergolino 1
50139 Firenze
tel.: [+39] 055 414040 / [+39] 328 3474405
e-mail: firenze@avventista.it

Greek Orthodox
www.chiesaortodossa-firenze.org/directionsIT.html

Sacra Chiesa Di San Jacopo Apostolo,
Borgo San Jacopo 34
50125 Firenze
tel.: [+39] 328 825 5062

Islamic Community of Florence and Tuscany

Borgo Allegri 64/66r
50122 Firenze
tel.: [+39] 055 2639639

Lutheran Church

Lungarno Torrigiani 11
50125 Firenze
tel.: [+39] 055 2342775

Methodist Church

Via dei Benci 9
50122 Firenze
tel.: [+39] 055 288143

Mosque

Via Ghibellina 66-68/r



50122 Firenze

Contact: see above Islamic Community of Florence and Tuscany

Nichiren Daishonin Buddhism

Via de' Bellagio 2/e

50141 Firenze

tel.: [+39] 055 426971

Roman Catholic

- List of all churches of the Diocese of Florence:
www.diocesifirenze.it/diocesi_firenze/00000010_Diocesi_Firenze.html
Follow link 'Parrocchie' in the left hand menu.

 - Cathedral:
Santa Maria del Fiore (Duomo)
Piazza del Duomo
50014 Firenze
tel.: [+39] 055 215380 | [+39] 055 294514

 - List of all churches of the Diocese of Fiesole
www.diocesifiesole.it/parrocchie/parrocchie_indiocesi.html

 - Cathedral:
Cattedrale di San Romolo
P.tta della Cattedrale
50014 Fiesole
tel.: [+39] 055 599566
-



Russian Orthodox Church

Via Leone X 8
50129 Firenze
tel.: [+39] 055 471630 / [+39] 3482776694
e-mail: consigliocrf@chiesarussafirenze.org /
gblatinskij@chiesarussafirenze.org

Synagogue

Via L. Farini 4
50121 Firenze
tel.: [+39] 055 245252 / [+39] 055 2346654

Waldensian Church

Via Manzoni 21
50121 Firenze
tel.: [+39] 055 2477800 / [+39] 311 1001367



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HOW TO REACH THE EUI

Interactive map of the EUI campus:

- ▶ www.eui.eu/About/How-to-reach-us.aspx

BY BUS

Bus tickets (*biglietti*) cost € 1.20 and must be purchased before boarding and stamped in the yellow machines on the bus. Tickets are on sale at the ATAF desks at the railway station, at ATAF ticket kiosks and vending machines, in tobacconists, newsagents, and some bars. You may also buy tickets using your mobile phone (mobile tickets cost € 1.50. Instructions available at bus stops and on board). You can also purchase tickets onboard (subject to availability). These cost € 2.00, no change is given.

For bus routes and timetables see:

- ▶ www.ataf.net



SITES IN SAN DOMENICO AREA

You can reach all sites in San Domenico, including the Badia Fiesolana, Villa Sanfelice, Villa Paola, Villa la Fonte, the Convento, and the Villa Schifanoia campus by taking bus number 7 from Piazza San Marco to Fiesole and getting off at 'San Domenico'.

Villa il Poggiolo is located near the number 7 bus stop 'Piazza Edison'.

To reach Piazza San Marco (departure of bus 7) from Florence railway station Santa Maria Novella (SMN), you can take one of these buses: 1A, 1B, 6, 17, 23.

VILLA SALVIATI

For Villa Salviati, take bus 25 from Piazza San Marco and get off at 'Il Cionfo'. Alternatively, take bus 1A and get off at the last stop in Via Faentina ('Stazione Salviati'), which is near the gate to Villa Salviati at via Faentina 261.

RESIDENTIAL ACCOMMODATIONS

For the EUI residential accommodations at Ponte alla Badia, Via Faentina 386 (Firenze), take bus 1A and get off at the last stop in Via Faentina ('Stazione Salviati').

For the EUI residential accommodations at Pian del Mugnone, Via Faentina 94b (Fiesole), take bus 21 from Via Pacinotti-Piazza Le Cure to La Querciola, and get off at 'Pian del Mugnone'.

FROM FLORENCE AIRPORT

Take the airport shuttle ('Linea Volainbus') to the Autostazione SITA next to Florence railway station (SMN).

For shuttle information and timetables see:

- ▶ www.aeroporto.firenze.it/en/the-passengers/transport/bus.html



FROM FLORENCE RAILWAY STATION

From Florence railway station, take any bus to Piazza San Marco, and transfer to one of these buses: 1A, 7, 21 or 25, depending on your destination (see above).

BY TAXI

For informations and fares:

- ▷ www.4242.it
- tel.: [+39] 055 4242
- SMS/WhatsApp: [+39] 334 6622550

BY CAR

From the A1 Milano-Napoli ('Autostrada del Sole') take the Firenze Sud exit and follow directions for Fiesole/Stadio.

EUI NAVETTA

The EUI Shuttle Bus also offers a passenger transportation service for EUI members and users between EUI buildings (including Researchers' flats at Pian di Mugnone and Ponte alla Badia), in order to facilitate mobility within the Campus.

The Shuttle makes a round trip of the EUI campus several times a day. Schedules are posted in each of the buildings.



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EXTERNAL JOB OPPORTUNITIES

When the Institute receives job offers from both Italian and foreign institutions in and around Florence, it searches to diffuse said information to aid the EUI community in their search for external job possibilities.

Foreign and Italian citizens looking for jobs may also register with the Job Centre (*Centro per l'impiego*):

▸ www.centroimpiego.it/centro-impiego-firenze

This office registers unemployed workers and helps them to search for work and training and provides career guidance. The Centre is to all effects the place where supply meets demand in the workplace.

To register it is necessary to present:

- An ID document
- Tax code
- Curriculum vitae
- If applicable, residence permit or visa for work reasons



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CONVENTIONS AND AGREEMENTS WITH EXTERNAL SUPPLIERS

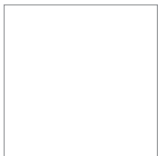
The EUI has set up agreements with a number of companies, professionals, local firms covering the following sectors:

- Car Parks
- Car Services
- Hotels
- Restaurants
- Insurance Companies
- Medical Laboratories
- Office Supplies
- Private Schools and Summer Camps
- Medical Specialists and Practitioners
- Miscellaneous Services

Upon presentation of your EUI identity card, all members of the EUI Community are entitled to special rates / discounts.

More detailed information is available on the following webpage which is regularly updated:

- www.eui.eu/ServicesAndAdmin/LogisticsService/Conventions/SpecialAgreementsandConventions.aspx





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