



UNIVERSITÀ  
DEGLI STUDI  
FIRENZE

Scuola di  
Giurisprudenza

Florence, November 23<sup>rd</sup>, 2023

Dear Erasmus+ Partners,

I am writing to you as the responsible of the Erasmus Program at the School of Law of the University of Florence. Together with Sara Amato and Lisa Masolini, who are responsible of the administrative Erasmus office of our School, we are looking forward to welcoming your students in the 2024/25 academic year.

Please consider that the appointments of the students and the approval of the learning agreements will be generally made via EWP (of course after the reception of the student application, the transcript of records, the linguistic certificate and the copy of the identity document).

In order to help your students to gain the utmost benefits from their mobility experience, the School of Law of the University of Florence will be strict in verifying the respect of the prescribed linguistic skills, as they are crucial to be properly engaged in the teaching activities. For this reason, I have to kindly remind you that incoming students must have a **certificate of level B1 in Italian**, unless they wish to attend only courses in **English**, in which case the level required is **B2**. Please, consider that we do not accept OSL self-evaluations.

I also please you to make sure that your students choose **at least 50% of exams** from of the teaching offer of the School of Law of the University of Florence. Provided that this condition is satisfied, your students can take the rest of the exams from the teaching offer of the Schools of Economics&Management and Political Sciences.

We would like to remind you also that our exams usually are oral and in presence. No exceptions are allowed for exchange students. The **exams** take place in the **period** from mid-December to the end of February (first semester) and from the beginning of June to July 31<sup>st</sup> (second semester). The academic calendar will be available in May on our website <https://www.giurisprudenza.unifi.it/vp-484-incoming-students.html>. As a general rule we kindly ask you **to write the final date of the exam session in the student's enrolment form**; this will avoid the need of extending the mobility for a few days. Obviously, students will be able to end their mobility earlier, as soon as they finish their exams.

Lastly, we kindly ask you to notice that, for administrative reasons, our offices will only issue documents such as Letter of Acceptance, Arrival Confirmation, Certificate: End of Study Period and Transcript of Records (sent by email to your offices with the student in cc) on **University of Florence forms**. In order not to increase the workload, we will exclusively send these forms; we will not fill in and sign printed forms coming from other institutions.

Please do not hesitate to contact me or Sara or Lisa for any further clarification you may need.

With kindest regards,

Deborah Russo

Prof. Deborah Russo  
Associate Professor of International Law  
Delegate of the Law School for International Mobility  
Department of Law, University of Florence  
Via delle Pandette 32, 50127 Florence, Italy