



UNIVERSITÀ
CATTOLICA
del Sacro Cuore

Cremona

a.y. 2025/2026

Guide of the
Master's Degree
interfaculty

Psychology

**Agriculture,
food and
environmental
sciences**

Course guide
interfaculty



UNIVERSITÀ CATTOLICA DEL SACRO CUORE
26100 CREMONA – Via S.L. Bissolati, 74

**GUIDE OF THE
MASTER'S DEGREE
INTERFACULTY
PSYCHOLOGY
AND
AGRICULTURE, FOOD AND
ENVIRONMENTAL SCIENCES**

Study plans

Academic year 2025/2026

I N D E X

Welcome by the Rector.....	p.	5
Aims and Structure of Università Cattolica del Sacro Cuore	p.	7
Character and Aims	”	7
Academic Structures and Bodies.....	”	8
Administrative Structures and Bodies.....	”	9
Pastoral Structures and Bodies.....	”	10

INTRODUCTION

The Faculty and its development	p.	13
The interfaculty Master's Degree programme	p.	16

STUDY PLANS

<i>Master's Degree</i>	p.	19
Consumer Behaviour: Psychology Applied to Food, Health and Environment.....	p.	19
Alphabetical list of the courses on the Master's Degree with the relative subject sector code	p.	24
<i>International programmes</i>	p.	25

Course Programmes.....	p.	27
Teaching list and related lecturers appointed.....	p.	29
Theology courses	p.	31
Administrative provisions.....	p.	33
Enrolment rules.....	”	33
Administrative procedures.....	”	36
Notes regarding secretarial duties.....	”	44
University Contributions	”	45
Rules of conduct.....	”	46
Rules for maintaining safety at the university: safety, health and the environment.....	”	47
People unable to leave the building or in difficulty during the emergency.....	”	50
Restrictions.....	”	50
Student Collaborations....	”	50
Covid-19 prevention measures.....	”	50
University Staff.....	”	52
Rules guaranteeing the functioning of essential services.....	”	52
University services for students	p.	53

Dear Student,

I would like to warmly welcome you to the family of Università Cattolica del Sacro Cuore, a university that has always placed the future of the new generations at the heart of its mission, relying on the power of education and culture.

For over a century, our university has had faith in young people. Father Gemelli, our founder, used to firmly repeat this in his speeches. In particular, I like to recall this passage from his speech at the inauguration ceremony of the 1951/52 academic year: 'I am convinced [...] that we must trust the young, we must help them, we must follow them, understand them'.

A trust, therefore, that requires us to provide you with a university experience capable of accompanying you in your professional, cultural and personal growth. One of the aims of the programmes we offer - the quality of which is internationally recognised - is to educate you to adopt a long and integral view. In fact, the degree programmes are characterised not only by the solidity of the contents, but also by an implicit innovativeness, which takes into account the continuous transformations of both society and the world of work, thanks above all to an interdisciplinary approach.

Our activities are carried out with the priority of caring for each enrolled student and enhancing their experience in beautiful, hospitable, functional and technologically-advanced spaces. As of this year, the San Francesco Campus in Milan has been added to the historical premises. An area that once housed a barracks from the Napoleonic era, itself built on an old Franciscan convent from the 14th century, is now available to students. It is an investment in the future, in your future.

Every day, we professors and lecturers are called upon to impart knowledge, skills and methods to you - often dealing with frontier issues - in the wake of a century-old tradition that emphasises ethical aspects, develops critical thinking and takes care of the relational dimension. The educational objective we propose is geared towards bringing into dialogue multiple intelligences - those of the head, heart and hands - to allow you to cultivate your talents in the best possible way. Attention to the person, the alliance between generations, and the desire to devise new paradigms to understand the changes taking place are the fundamental components of our identity, which we intend to preserve, nurture and renew.

Università Cattolica is an educating community open to continuous confrontation with the reality that surrounds it. This also requires a direct commitment on your part, because to understand what is happening in the world, classroom lectures are not enough. We are able to offer you internships, study abroad periods and volunteer work experiences. These are all enriching opportunities. And so are the experiences in representative bodies, in the work of student associations, in the organisation of meetings and initiatives. The active participation of students in the life of the university is a hallmark that we want to preserve and strengthen.

The guide you are currently consulting provides you with the necessary information relating to the degree programme you have enrolled in. Course syllabi and updates on the University's initiatives can be found on the website: <https://www.unicatt.it/facolta/psicologia.html>.

To make you feel myself even closer to you, I would like to reiterate my availability to receive and meet on a regular basis with those who want to have a moment of dialogue and confrontation with the aim of grasping and interpreting your needs and proposals.

I hope that your university journey will be full of enthusiasm and satisfaction, urging all of you not to stop in the face of difficulties but to move forward with the confidence, hope, commitment and effort necessary for the coming goals.

Be proud to be part of the great family of Università Cattolica del Sacro Cuore and to contribute to writing its history.

The Rector

Elena Beccalli

AIMS AND STRUCTURE OF UNIVERSITÀ CATTOLICA DEL SACRO CUORE

CHARACTER AND AIMS

The character and aims of Università Cattolica, which gained legal recognition through R.D. no.1661 on 2 October 1924, are set out in art. 1 of the Statute, approved by Rectoral Decree on 24 October 1996, the second paragraph of which reads as follows: *“Università Cattolica” is an academic community that contributes to the development of the studies, scientific research and preparation of young people for roles in research, teaching, public and private office and the liberal professions. Università Cattolica fulfils this role by providing appropriate higher education that is also informed by the principles of Christianity, respecting the autonomy proper to every form of knowledge, and according to the view that science should serve the human being and civil coexistence, in accordance with the principles of Catholic doctrine and consistently with the universal nature of Catholicism and its noble and specific demands of freedom”*.

The "Catholic" element in our name and loyalty to the Catholic Church represent, for Università Cattolica del Sacro Cuore, an indispensable condition and opportunity to take a scientifically rigorous and intellectually open approach both to research and teaching in all fields of knowledge and, in particular, with regard to the great questions of our time.

Scientific research is interpreted and experienced through its connection with anthropology and ethics, in the light of the Christian faith; this has allowed and continues to allow Università Cattolica to consolidate itself as a natural place for sincere dialogue and passionate engagement with all other cultures.

All those who freely wish and accept to be part of Università Cattolica must be aware of its scientific, formative and pedagogical aims, and be committed to respecting and enhancing them. To ensure that this awareness is also expressed through personal action, in a spirit of loyal collaboration between all members of the university, Università Cattolica approved its Code of Ethics in October 2013. The Code aims to embody both the "pride of belonging" and to reinforce certain values that - with reference also to the individuality of lecturers, students, technical-administrative and welfare staff - have been translated into a set of rules and guidelines which, in turn, have always characterised the work and conduct of those who work and study at our University. Compliance with the Code of Ethics, which may be consulted on the university website (<https://www.unicatt.it/ateneo/universita-cattolica/codice-etico-e-modello-di-organizzazione--gestione-e-controllo.html>), is an essential part of Università Cattolica's mission, prestige and reputation.

ACADEMIC STRUCTURES AND BODIES

Rector

The Rector is the highest academic authority, legally represents Università Cattolica, summons and chairs the Board of Directors, the Steering Committee, the Academic Senate and the University Council. The Rector promotes the convergence of the work of all components of the university community in order to achieve Università Cattolica's goals. The Rector may appoint one or more Pro-rectors, one of whom may have vicarious functions. The Rector may delegate specific roles to the Pro-rectors.

The Rector remains in office for four academic years and may be reinstated for no more than two consecutive terms.

The Rector in office is Prof. Elena Beccalli Professor of Financial Intermediaries at the Faculty of Banking, Finance and Insurance Sciences.

Pro-Rector

The Pro-Rector in charge is Prof.ssa Anna Maria Fellegara, full professor in the Faculty of Economics and Law, to whom deputy powers have been attributed.

Academic Senate

Composed of the Rector, who presides over it, and the Deans of Faculty, this is a collegial body that deliberates on topics related to didactic and scientific questions of general interest for the university. The Academic Senate is responsible for all the duties related to the organising, planning and coordinating of teaching and research activities.

Dean of Faculty

The Dean is elected from among the full professors and is appointed by the Rector. The Dean is elected by the full and associate professors, remains in office for four academic years and can be re-elected for no more than two consecutive terms.

The Dean of the Faculty of Psychology is Prof. Alessandro Antonietti.

The Dean of the Faculty of Agriculture, Food and Environmental Sciences is Prof. Pier Sandro Cocconcelli.

Faculty Council

The Faculty Council is composed of all the full and associate tenured professors and of representatives of university researchers, lecturers and students.

The Faculty Council plans the development of the teaching activity, organises and coordinates its operation and proposes the changes to be made to the teaching system, as provided for in the Articles of Association.

ADMINISTRATIVE STRUCTURES AND BODIES

Board of Directors

The Board of Directors has the widest powers, both ordinary and extraordinary, to govern the university. The Board of Directors is composed of eighteen members: the Rector, who presides over it; ten members appointed by the Istituto Giuseppe Toniolo di Studi Superiori charitable trust; a representative of the Holy See; a representative of the Italian Episcopal Conference; a representative of the Government; a representative of Azione Cattolica Italiana; and three members elected by the full and associate professors of the various university campuses.

General Director

The General Director is in charge of the university's offices and services and directs and coordinates their activities. The Administrative Director is responsible for generally guiding, directing and managing administrative and technical staff. The General Director is responsible for compliance with the university's laws and regulations, and implements the resolutions of the collegiate bodies in line with the Articles of Association.

The General Director is appointed by the Board of Directors, upon proposal by the Rector.

The General Director in office is Prof. Paolo Nusiner.

Campus Director

The Campus Director is responsible for the performance of local management and for achieving the objectives laid down by the guidelines and general coordination incumbent upon the administrative director and for implementing the decisions of the Board of Directors.

The Campus Director is appointed by the Rector after deliberation by the Board of Directors, upon proposal by the General Director.

The Campus Director for Piacenza / Cremona is Dr Angelo Manfredini.

PASTORAL STRUCTURES AND BODIES

General Ecclesiastical Assistant

The General Ecclesiastical Assistant coordinates spiritual and pastoral activities within the university community with the help of the pastoral assistants present on the various university campuses.

The General Ecclesiastical Assistant is also responsible for coordinating the activities of the University Pastoral Council and organising the Theology courses. The General Ecclesiastical Assistant in office is S. E. Mons. Claudio Giuliadori.

Pastoral Council

A consultative pastoral structure, the Pastoral Council is ecclesiastically involved to fulfil the university's pastoral objectives.

Its members include representatives of the various components of the university, it is an important expression of the *communitas studentium et docentium*.

Pastoral Centres

Pastoral Centres are found on each of the university campuses and base their educational approach on serving the Christian person and vision. They are responsible for celebrating Liturgy and are places of welcome, conversation, prayer and education. The pastoral assistants are available for meetings with students and dialogue to promote human and spiritual growth. They cooperate with the Pastoral Centres, ecclesiastical associations and movements, prayer groups and volunteer groups, each using their own charisma to strengthen the shared commitment to education, testimony and evangelical mission.

BOARD OF THEOLOGY LECTURERS

Chaired by the Rector and coordinated by the General Ecclesiastical Assistant, the Board of Theology Lecturers brings together all the university's Theology lecturers and is responsible for optimising the teaching proposal of the Theology courses - unique to Università Cattolica - which, by their nature, play a particularly important role in the pursuit of synthesis with the other areas of knowledge cultivated at the university and in promoting the dialogue between faith and reason.

In order to coordinate the work of the Board of Lecturers of Theology, the Council of Theology Lecturers is established, consisting of the twelve lecturers taking part in the faculty councils, assisted by a secretary.

FACULTIES' INTRODUCTION

The Faculties and their development

Psychology

The educational offer of the Faculty of Psychology at Università Cattolica has a long history that began with the pioneering experiences of Father Agostino Gemelli, the University's founder, who – with his Psychology Laboratory launched at the beginning of the last century – decisively contributed to the progress of Italian psychology.

The Psychology Laboratory (1924), the Postgraduate Diploma Programme in Occupational Psychology (1955), the Institute of Psychology (1958), the Postgraduate Diploma Programme in Psychology (1964), the Department of Psychology (1983), the Degree Programme in Psychology (1993), the Agostino Gemelli Postgraduate School of Psychology – ASAG (2001), the Doctoral School in Psychology (2004), and the system of Postgraduate Diploma Programmes for the profession in psychotherapy (2020) are the important results of this path.

The Faculty of Psychology, founded in 1999, has quickly achieved a top position in the academic world and in the quality assessment rankings, positioning itself internationally among the top one hundred and twenty universities in the world and fourth in Italy (source: QS World University Ranking, 2025). It is also nationally consistently above the average of Italian psychology teaching courses (sources: Nucleo di Valutazione Università Cattolica and Alma Laurea).

In tune with its own history, while committed to updating its values for the present, the Faculty adopts and promotes a vision of psychology that is:

- attentive to the individual and to the contexts of life;
- anchored to the progress of the most qualified and up-to-date scientific research at international level;
- open to dialogue with other relevant sciences;
- pluralistic with respect to the schools and the theoretical and methodological orientations present in the discipline;
- interested in the application and intervention perspectives that psychological knowledge can support.

The Faculty, in light of the establishment of the Qualifying Degree in Psychology, has carried out a review of all its study courses with the aim of rereading the experiences gained so far from the perspective of the scientific, cultural and professional scenarios that will characterise the development of psychology in the coming years.

The overall educational offer of the Faculty of Psychology is based on two key educational criteria:

- a. anchoring the educational project to the training of competences aimed at entering the world of the *psychological professions*;
- b. developing the project from the perspective of *continuous education* and, therefore, articulating it at three levels placed within a coherent and coordinated path:
 - Level 1: **Degree in “Psychological Sciences and Techniques” (in Italian) and in “Psychology” (in English)**: basic formation
 - Level 2: **Graduate Degrees**: education for professional areas/profiles
 - Level 3: **Postgraduate**: advanced specialist education aimed at:
 - * research (**Doctoral School in Psychology**);
 - * the profession (**Agostino Gemelli Postgraduate School of Psychology and Postgraduate Diploma Programmes**).

At all levels, the teaching activities include particular attention to the student’s path of in-depth study and professional growth. Formation makes use of interactive devices and educational workshops, constant tutoring, opportunities for group work and reworking, and a close relationship and meetings with bodies and professionals operating locally.

The graduate degree programmes qualify students for the profession as psychologists through direct registration with the regional professional Register of Psychologists, in accordance with recent ministerial provisions.

The educational offer is enriched by a network of international exchanges, including the Erasmus and Overseas exchange programmes, and Summer schools at prestigious foreign universities. In some graduate degrees, students also have the opportunity to attend a year of studies in twinned foreign universities, so obtaining the Double Degree.

Agriculture, Food and Environmental Sciences

Made in Italy agri-food is famous all over the world and is a distinctive feature of our culture and our economy. Its importance is also evidenced by the fact that the UN and the European Union have chosen Italy to be the seat of the FAO (Food and Agriculture Organisation) and the EFSA (European Food Safety Authority) respectively.

In this context, the Faculty of Agriculture, Food and Environmental Sciences plays a leading role, being able to count on a long and prestigious tradition. Founded in 1953 by Father Agostino Gemelli, first Rector of Università Cattolica, with the aim of becoming a “model” Faculty, it currently represents an absolute reference point, recognised internationally for advances in the

field of scientific research as well as for the quality and innovation of teaching activities. It is a state-of-the-art, dynamic and open environment; most of the courses include practical workshop experiences, some degree programmes are entirely delivered in English, and the construction over time of a large and qualified international network allows students to spend periods of study abroad at important partner universities. The University Campus of Piacenza and Cremona, immersed in the so-called “Food Valley”, is the ideal context in which to deepen the study of all the dimensions and stages of the agri-food sector in a circular supply chain perspective, defined as the “food system”.

If in the 1950s the priority objective of the agri-food system was to increase productivity, today this sector is at the heart of a real scientific and technological revolution aimed at making primary products as well as those derived from plants, animals and microorganisms more environmentally friendly, of better quality and increasingly competitive in international markets. In line with these needs, the Faculty has constantly renewed the contents of its scientific and educational activities, going so far as to deepen the evolution of the most sophisticated agricultural production techniques, as well as those of the most modern industrial transformations; all inspired by the principles of sustainability and responsibility towards the environment. This translates into updated and innovative degree curricula in which there is space for topical subjects such as precision agriculture, the effect of climate change on the agri-food system, food safety, and innovation alongside tradition to increase the export of Made in Italy food products.

The effectiveness of classroom teaching activities is guaranteed by an optimal ratio of students to lecturers. This is further reinforced by substantial hours of workshop exercises and field visits; it is a distinctive feature of the Faculty, highly appreciated by students as it allows them to concretely experiment with the principles studied in the theoretical manuals.

The Faculty of Agriculture, Food and Environmental Sciences of Università Cattolica can boast a dense network of very close and collaborative relationships with the most important companies operating in the agri-food sector. Also thanks to these valuable synergies, students can access a wide variety of professions, so much so that for many of them it is possible to carry out an internship during their studies and, even more importantly, at the end of their studies more than 90% of graduates find an occupation consistent with their competences within a few months of obtaining their degree.

The Interfaculty Master's Degree Programme

The Faculties of Psychology and Agriculture, Food and Environmental Sciences participate through their teaching, organisational and research resources in the running of the following study programme:

- **Consumer Behaviour: Psychology Applied to Food, Health and Environment** which relates to the LM-51 Psychology class. Degree taught in English.

STUDY PLANS

MASTER'S DEGREE

Consumer Behaviour: Psychology Applied to Food, Health and Environment

Coordinator: Prof.ssa Guendalina Graffigna

The Faculty of Psychology participates with its own teaching, organizational and research resources, together with the Faculty of Agricultural, Food and Environmental Sciences, in the activation of this master's degree course.

Profile

The master's degree in "Consumer Behaviour: Psychology Applied to Food, Health, and Environment" is the first International master's degree offered by the Faculty of Psychology at Università Cattolica. The programme is designed to cultivate psychologists with experience in comprehending and influencing behaviours to meet forthcoming challenges in health promotion, food, and the environment. A distinguishing feature of this master's degree is the adoption of the "One Health" perspective, endorsed by the World Health Organization, as an integrated approach that harmonizes and optimizes the health of people, animals, and the environment.

This programme responds to the longstanding global challenges by providing a tangible solution. The international focus of the programme ensures that future psychologists grasp the keys to interpreting, understanding, and modifying individuals' behaviors toward healthier practices, aligning seamlessly with current trends. Additionally, the programme is open to the world thanks to the continuous interaction with internationally recognized academic experts and industry professionals who contribute to address health, food, and environmental challenges.

Aligned with these principles, the primary objectives of this degree encompass:

1. In-depth exploration of knowledge, content, and methods of applied psychology with respect to health promotion, behavioral change, food consumption, and sustainable behaviors from a community and a global perspective.
2. Integration of psychological theories with interdisciplinary knowledge including in areas such as health prevention, nutrition, economics, and agricultural sciences.

3. Development of skills related to:

- Design and implementing research programmes, analyzing the behaviors of individuals, groups, communities, and organizations in relation to health, nutrition, and sustainability.
- Design and managing interventions to promote healthier and more sustainable behavior among individuals, groups, communities, and organizations.

The graduate programme pursues these objectives through a structured educational offer in the form of courses, specialised modules, laboratories and practical exercises. The international nature of the teaching, thanks to the presence of foreign lecturers, creates an open and international atmosphere, and offers numerous opportunities for educational mobility (in the form of dissertation placements, training periods abroad, and the possibility of obtaining a double degree with a foreign university).

A distinctive feature of the didactics will be the interconnection with the network of national and international companies, organizations, and institutions linked to the territory, both in the healthcare and food sectors. In addition, the presence on the Cremona Campus of advanced research laboratories for the study of psychological and consumption dynamics, as well as laboratories linked to hard-science disciplines, will allow students to access to technologically and scientifically advanced research facilities. Lastly, the course is intended as a multidisciplinary experience that bridges the gap between hard and soft sciences to better equip future psychologists with advanced scientific, technical, and methodological skills for their profession endeavor.

The corollaries of this approach are as follows:

- a strong orientation towards active and interactive teaching;
- a strong commitment to tutorial teaching;
- the possibility of hands-on experience and research in laboratory;
- the frequent use of (small) work groups, in which students can experience and share a knowledge- and skill-building process, acquire a critical and reflective attitude regarding professional skills, learn to work in a team, gain familiarity with confrontation, take responsibility, and manage complex situations.

In addition, during the second year students will be involved in professional activities within the framework of the External practical internship with evaluation. Students will conduct a traineeship in non-academic organizations such as companies and institutions. This experience will contribute to further developing students' critical and autonomous judgement skills, their communication skills, and their autonomous and continuous learning skills. This traineeship will also be the basis for graduation qualification and registration as a psychologist.

The study plans includes a semester-long Theology course, lasting 30 hours in the form of seminars or single-subject sessions on a range of topics defined by the Board of Theology Lecturers.

NOTE

Attendance in classes is strongly recommended.

CURRICULUM

I year

Legend: (E) = exam with mark; (A) = passed

	CFU/ECTS
- Advanced research methods for consumer intelligence (E)	9
- Consumer psychology (with project work) (E)	8
- Clinical psychology of lifestyle (with project work) (E)	8
- Innovation in agri-food systems and technology (E)	9
- Psychology of decision making (with project work) (E)	8
- Social community psychology applied to health promotion (with project work) (E)	8
- <i>One</i> elective among:	6
Food economics and marketing (E)	
Sociology of food and health (E)	

II year

	CFU/ECTS
- Behaviour change (with project work) (E)	8
- Measuring and modelling psychological variables: from Research Project to Data Analysis	8
- <i>One</i> elective among:	6
Management of innovation and organizational change (E) (<i>not available in a.y. 2025/2026</i>)	
Stakeholder engagement (E)	

- One elective among:	6
Animal welfare environmental impact assessment development (E) (not available in a.y. 2025/2026)	
Human nutrition, consumer health and food safety (E)	
- Elective courses (E) ¹	8
- Ethics (E)	1
- External practical internship with evaluation (P)	14

The following training activities contribute to the achievement of the 20 Ects credits required by the legislation for the achievement of the External practical internship with evaluation:

- 1 Ects credit of Ethics	
- 5 Ects credits related to the project works of the courses in the study plan that provide them	
- 14 Ects credits of External practical internship with evaluation	
- Thesis	13
<i>Total Cfu/Ects of the Master's degree</i>	120

Note

¹ *Elective courses list*

Two exams among the following:

Food footprint: the environmental impact of the agro food chain (5 Ects) (E)

Law and regulation in food value chains (5 Ects) (E) (not available in a.y. 2025/2026)

Economics of sustainability and circularity in food systems (5 Ects) (E)

Agricultural, food and environmental policies (5 Ects) (E)

The study plan includes 8 credits of “*Elective courses*”; the two excess credits will be counted as supernumerary.

Professional fields

The programme will train consumer and health psychologists to work as consultants, freelancers, employees, etc. in national and international organizations including:

- health institutions and public bodies in prevention and clinical settings;
- non-profit organizations and foundations in the area of prevention, health promotion and sustainability;
- market, consumption, communication, and public opinion research institutes;
- manufacturing companies operating in the food and pharmaceutical sectors;
- training agencies;
- web agencies and media agencies for extended communication (advertising, information, and social communication);
- consulting companies;
- educational services.

Skills

The programme will train psychologists capable of

- designing and implementing interventions for the prevention and promotion of health, proper food consumption and pro-environmental behaviours;
- analysing consumption processes and guiding strategic and operational marketing decision making;
- designing and implementing social marketing or communication campaigns;
- supporting the conception, design, and implementation of social communication plans;
- managing engagement and participation processes in communities;
- managing processes of empowerment and behavioural change;
- supporting policy-making and advocacy processes;
- designing and conducting market research, both qualitative and quantitative.

Alphabetical list of the Master's Degree with the relative subject sector code

The *subject sectors* were created in response to the need for clarification and simplification, leading to (with numerous legislative interventions) the grouping of all the subjects taught in Italian universities into sectors and the attribution of a code and title to each. The titles derive from the most representative subject in the sector (e.g. *Italian Literature, History of Law*), with all other similar subjects and courses grouped under the same category.

Degree courses are structured with reference to the subject sectors. Therefore, knowledge of the subject sector which the programmes relate to can be useful to students who wish to check whether credits from one particular programme will be valid in another, for example.

Advanced research methods for consumer intelligence	M-PSI/06 e ING-INF/05
Animal welfare environmental impact assessment development (<i>not available in a.y. 2025/2026</i>)	AGR/13 e AGR/19
Behaviour change (with project work)	M-PSI/05 e M-PSI/06 e M-PSI/08
Clinical psychology of lifestyle (with project work)	M-PSI/08
Consumer psychology (with project work)	M-PSI/06
Ethics	
Food economics and marketing	AGR/01 e SECS-P/08
Human nutrition, consumer health and food safety	MED/49 e AGR/16 e MED/06
Innovation in agri-food systems and technology	AGR/07 e AGR/03 e AGR/15
Law and regulation in food value chains	IUS/03
Management of innovation and organizational Change (<i>not available in a.y. 2025/2026</i>)	M-PSI/06
Measuring and modelling psychological variables: from Research Project to Data Analysis	M-PSI/03
Psychology of decision making (with project work)	M-PSI/01
Social community psychology applied to health promotion (with project work)	M-PSI/05
Sociology of food and health	SPS/08
Stakeholder engagement	M-PSI/06

International programmes

SEMESTER ABROAD programmes

Include four types of proposals that allow students to attend a semester or an academic year abroad, take exams agreed with UCSC teachers and obtain recognition upon their return:

- *Exchange (Erasmus+ Overseas)*, with Erasmus destinations in the EU and Overseas destinations outside the EU, which students can access through a competition without having to pay any enrolment/attendance fees abroad, only travel, board and lodging and incidental expenses);
- *ISEP - International Student Exchange Program*, with over 200 destinations worldwide, which students can access through a competition, bearing the costs for the semester including on-campus accommodation.
- *Study Abroad Programme*, fee-paying semester at prestigious foreign universities.
- *Free Mover* (fee-paying semester at the partner universities of the students' Faculty as part of the Exchange programme, if not admitted through the Exchange ranking, only for faculties that provide for it).

Summer Programmes give students the opportunity to spend a period of 2 to 8 weeks abroad during the summer at partner universities, to take exams for which they can obtain university credits.

Programme LATE - LANGUAGE COURSES ABROAD offers intensive language courses abroad, for both beginners and advanced students, aimed at improving or certifying language skills: the proposal includes all the languages taught at Università Cattolica, with destinations all over the world and the possibility of departing throughout the whole year.

INTERNSHIP PROGRAMMES ABROAD include work experience and internship programmes abroad, which may or may not be part of the curriculum depending on the degree programme students are enrolled in or the type and duration of the experience.

INTERNATIONAL VOLUNTEERING PROGRAMMES offer all students, regardless of their degree programme, the opportunity to volunteer in different countries around the world.

Programmes promoted by **ISTITUTO CONFUCIO** include medium-long stays in China, supported by scholarships from the institute itself, aimed at attending language courses or academic courses for a semester, with the possibility of recognition in the degree curriculum.

DOUBLE DEGREE programmes offer study paths designed and promoted by individual faculties, at the end of which the student obtains both a degree from Università Cattolica and a degree from the partner university.

The ‘**Thesis Abroad**’ programme offers scholarships to undergraduate and graduate degree candidates from all faculties who have independently identified an opportunity to conduct international research for the writing of their thesis.

FACULTY LED (short-term international experiences, promoted by the Faculties / individual teachers, with a close connection to the topics covered in a specific course).

For further information please visit: <https://goabroad.unicatt.it/>

COURSE PROGRAMMES

Course's syllabi can be consulted by accessing the following section of Università Cattolica website:

<http://programmideicorsi-cremona.unicatt.it>.

TEACHING LIST AND RELATED LECTURERS APPOINTED

The lists of courses offered for the a. y. 2025/2026, with the names of the lecturers in charge, are available, updated in real time, on the UCSC web pages <https://piacenza.unicatt.it/polo-studenti-e-didattica-programmi-dei-corsi-orari-delle-lezioni-cremona>; furthermore, it is possible, on the personal *iCatt* page, in the "Corsi" section, once your study plan has been defined, to view the list of courses associated with the name of the lecturer.

THEOLOGY COURSES

Nature and aims

The Theology courses are unique to Università Cattolica. They aim to offer a motivated, reasoned and organic knowledge of the Revelation and of Christian life, so as to provide students with the theoretical tools to critically understand the experience of faith.

The mark achieved in the Theology exams forms an integral part of each student's curriculum and will be considered by the examining board in determining the overall mark for the degree.

Degrees

Theology courses are part of the curricular study plan of the degree programmes for students enrolled at Università Cattolica.

Syllabi

For the first, second and third year of the programmes, there will be a single semester-long syllabus (12 weeks per year, three hours per week).

Thr subjects are:

Theology 1: *Fundamental questions: Christological faith and the Holy Scripture*

Theology 2: *Matters of theological anthropology and ecclesiology;*

Theology 3: *Theological questions of Christian ethics and morals.*

Students can choose their Theology course from their individual *iCatt* page by the deadline communicated on the same page. For students who do not enrol within this deadline, the university will proceed assigning them a lecturer.

Master's degree

The two-year Master's degree programme includes a semester-long course of 30 hours, taught by Professor Matteo Tolomelli, in the form of seminars and/or single-subject sessions on topics related to the chosen curriculum, according to the Board of Theology Lecturers' decisions.

The course ends with a test set by the lecturer.

Students can choose the seminar course through their *iCatt* page by the deadline communicated via the same page. For students who do not enrol within this deadline, the university will proceed assigning them a lecturer.

Lecturers and course syllabi

For information on the Theology courses and lecturers, please consult the webpage:

<https://www.unicatt.it/collegio-dei-docenti-di-teologia-programma-dei-corsi-di-teologia>

The syllabi of the Theology courses can be consulted by accessing the following section of the Università Cattolica website: <http://programmideicorsi-cremona.unicatt.it>.

ADMINISTRATIVE PROVISIONS

ENROLMENT RULES

1. QUALIFICATIONS REQUIRED

Pursuant to Art. 6 of Ministerial Decree No. 270/2004, the following may enrol in the degree programmes opened at Università Cattolica:

- *State upper secondary school graduates* (five-year or four-year: final diplomas in education programmes of study).
- *holders of a foreign degree*, recognised as suitable for admission to Italian universities according to the provisions issued for each academic year by the Ministry of University and Research in agreement with the Ministries of Foreign Affairs and the Interior.

Concurrent enrolment at the university and in highly specialised artistic and musical educational programmes (AFAM)

It is permitted to simultaneously enrol in two programmes of study at the same University or at different Italian or foreign Universities, or where one of the programmes is at a University and one at the Higher Institutes of Musical and Choral Studies, in compliance with the provisions of Law No. 33 of 12 April 2022 and subsequent ministerial implementing decrees.

The simultaneous enrolment in two programmes of study is allowed provided that the aforementioned programmes do not relate to the same ministerial degree class and that they differ in at least two-thirds of the educational activities in terms of academic teaching credits.

Students interested in concurrent enrolment are required to give prior notice to the Student Centre of the relevant campus using the appropriate forms.

2. MODALITIES

Students who intend to enrol for the first time at Università Cattolica (Milan, Brescia, Piacenza-Cremona) must first read the specific notices “Admission procedures” on the University website (www.unicatt.it).

The registration application must be completed and submitted online (the submission is necessary since the application, in some parts, must be manually completed and it is also necessary to acquire the handwritten signature of the student or parent, if the student is a minor) using the *Registration Portal*, available on the University website.

In addition to filling out the registration form, it will be necessary to pay the 1st instalment of the tuition fees and university contributions, and upload all of the required documentation:

Once registration has been completed, the University, in accordance with the procedures in force, will provide the Carta Ateneo badge.

When submitting their registration application, priests and other religious figures must submit the declaration by which the Bishop or Superiors authorise them to enrol in the University (written authorisation will be approved by the General Ecclesiastical Assistant of Università Cattolica or by a delegate).

Regarding the presentation of income documentation, the appropriate online procedure must be used, available in the *Registration Portal* or on the student's personal *iCatt* webpage.

A student who has been successfully enrolled for a year of university studies is not entitled to a refund of fees and contributions paid.

Registration on a part-time basis

Students who do not have full-time availability due to work, family, health or other justified personal reasons, may opt – at the time of registration or renewal of their current enrolment – for a study path that permits them to carry out 50% of the annual educational activities envisaged for the programme. Minor deviations can be determined by the competent Faculty Councils, taking into account the unique features of each programme of study.

A student who intends to register on a part-time basis must first express this intention, with justifications for their request, by filling in the appropriate form at the Student Centre of their campus.

This declaration of interest will be submitted to the competent educational bodies for approval and, once this is received, the student may submit a formal request for registration on a part-time basis.

All information relating to the modalities, timings and economic aspects can be found at the Student Centre of the respective campuses.

3. VERIFICATION OF THE INITIAL PREPARATION OF STUDENTS (VPI) – ADDITIONAL LEARNING OBLIGATIONS (OFA)

To better cope with their chosen university programmes, those who enrol in the first year of the degree programmes and single-cycle graduate degree programmes will be evaluated on their level of initial preparation; an exception is made for those who enrolled in programmes of study for which there are alternative ways of fulfilling the VPI or that provide for a specific admission test.

The VPI is a test on predefined subject areas (for example, knowledge of the Italian language and understanding of text and mathematics), diversified according to the chosen Faculty, covering the knowledge that is expected, irrespective of the diploma they obtained at their upper secondary school.

All information relating to the methods for taking the VPI for each study programme, as well as that relating to the OFA assigned to applicants who obtain an insufficient result on their VPI – which will, in any case, have to be covered by the end of the 1st year – are reported on the website www.unicatt.it as well as on the student's personal *iCatt*.

4. RULES FOR STUDENTS WITH FOREIGN QUALIFICATIONS

The admission of students holding foreign degrees is regulated by specific ministerial legislation, downloadable from the following link: <https://www.universitaly.it/studenti-stranieri>. Interested students are invited to request the relevant information from the International Admissions Office of each campus. The specific admission procedure is available on the website: <https://international.unicatt.it/>

5. METHODS OF ADMISSION TO GRADUATE DEGREES

For admission to a graduate degree programme, one must have an undergraduate degree and meet certain curricular requirements (ECTS in specific scientific disciplinary sectors (SSD) and/or specific courses). For each degree programme, the admission procedures are established:

- *Chronological order with an interview or degree curriculum evaluation, if required*: the reservation of a place is done in chronological order, following payment of the first instalment of the university contributions, until all envisaged places are filled, and once any necessary interview or degree curriculum evaluation has been completed
- *Chronological order with a compulsory interview*: the reservation of a place is done in chronological order following an interview, once payment of the first instalment of the university contributions has been made, until all envisaged places are filled
- *Chronological order according to a minimum mark average*: the reservation of a place is done in chronological order, following payment of the first instalment of the university contributions, but is conditioned by certain curricular requirements
- *Grading by merit*: the reservation of a place is conditioned by a ranking drawn up on the basis of certain requirements
- *Admission test*: the reservation of a place occurs once an admission test has been passed.

Admission to some degree programmes may include more than one of the aforementioned modalities, therefore it is necessary to refer to the specific “Admission procedures” notices, available on the University website.

ADMINISTRATIVE PROCEDURES

COMPLIANCE WITH DEADLINES FOR ENROLMENT IN SUBSEQUENT YEARS

Subject to the following instructions, students who intend to enrol in the new academic year are required to make payment within the deadline indicated in the *General Regulations for the Determination of University Contributions* in force and usually reported on the *iCatt* personal webpage.

If payment has been made within the terms indicated, *the student will be automatically placed for the new academic year of the programme year (or as “fuori corso”, supplementary year student, i.e. students who have not managed to complete the scheduled exams in the time frame established by a given university programme) in the REGULAR position.* *If the student intends to vary the proposed enrolment* (for example, from “fuori corso” (supplementary year student) to “ripetente” (repeat students, i.e. students who have not achieved the necessary credits to move on to the following year or who have expressly requested to be able to enrol in the previous year), or request to change to another degree programme) *they must necessarily contact the Student Centre.* If a student enrolls for a year subsequent to the first year and payment was made *late*, the student will be placed in the ‘in corso’ position, *in debt for late payment* (downloadable online from the student’s personal *iCatt* webpage). N.B. In case enrolment is renewed after the deadline for submission of the degree curriculum, an unalterable *ex-officio* degree curriculum will be assigned.

REPEAT STUDENTS

Students who have followed the programme of study, for which they are enrolled, for its entire duration without having enrolled in all the courses envisaged in the degree curriculum, or without having obtained the relevant attendance certificates where such attendance is expressly requested, must register as repeat students for the courses lacking enrolment or attendance.

Students who, despite having completed the normal duration of the programme of study, intend to modify their degree curriculum by adding new courses in which they have never enrolled, must register as repeat students.

Registration as a repeat student will only be allowed if the degree programme is still active. and in any case within the final deadline for the submission of the degree curriculum, in compliance with the deadlines set by the respective Faculties.

STUDENTS WHO HAVE NOT COMPLETED UNIVERSITY EXAMS WITHIN THE SET TIME PERIOD (“FUORI CORSO” (SUPPLEMENTARY YEAR STUDENT))

Students who have been enrolled and have attended all the courses required for the entire study programme are enrolled as “fuori corso” (supplementary year) students until they obtain their academic title, except in the case of alternative provisions set by the individual educational systems.

ENROLMENT IN A PROGRAMME/REPEAT PROGRAMME YEAR SUBSEQUENT TO THE FIRST YEAR

The enrolment procedure is digital. Students who wish to enrol as repeat students must submit the appropriate application form to the Student Centre of the relevant campus.

Any student already registered with Università Cattolica and regularly enrolled must pay the first instalment proposing enrolment in the new academic year and can download the *General Regulations for the Determination of University Contributions*.

In order to be enrolled in the following year, students must pay the first instalment: payment of the first instalment constitutes a definitive expression of willingness to enrol in the new academic year.

Updating of the computer database takes place as soon as the University receives news of the payment through the banking circuit. Therefore, it may take a few days after the payment before a student's enrolment is registered for the academic year.

N.B. given that the payment of the first instalment immediately completes the registration process, it is non-refundable under any circumstances – (Article 4, paragraph 8, Title I “General Rules” of the Teaching Regulations of Università Cattolica and Article 27 of the Student Regulations, approved by Royal Decree 4 June 1938, No. 1269).

Only one fulfilment remains to be met by students enrolled in degree programmes that are subject to income-dependant university contributions: they must present their income documentation using the online application on the student's personal *iCatt* webpage, which is indicated in the *General Regulations for the Determination of University Contributions* in force and usually reported on the personal *iCatt* webpage. After this date, late payment is incurred for late delivery of administrative documents.

SUSPENSION OF STUDIES

Students have the right to suspend the studies undertaken in the cases provided for in the current rules and regulations. At the end of the suspension, students can resume the interrupted programme of study provided that the programme itself is still active.

TRANSFER AND WITHDRAWAL FROM STUDIES

Students have the right to transfer or withdraw from the studies undertaken with the obligation to pay any outstanding contributions at the time of submitting their application.

DEGREE CURRICULUM

The deadline for students to submit their individual degree curriculum is set within the deadlines published on the website. For delays falling within seven days of the deadline, the degree curriculum may be submitted upon payment of the expected late payment fee (for the amount see “Secretariat Fees, Late Payments and Reimbursements of Miscellaneous Expenses” in the *General Regulations for the Determination of University Contributions*). In the event of a longer delay, an unmodifiable degree curriculum will be assigned.

EXAMINATIONS

General Rules

Students are required to know the rules relating to the degree curriculum of their degree programme and are, therefore, responsible for cancellation of any exams taken in violation of said rules.

In order to avoid the cancellation of exams taken, students are reminded that the prepared order of exams set between the individual years of a multi-year course or between the preparatory and the advanced or higher exam, is rigid and compulsory. Any infringement of the exam provisions will result in the cancellation of the examination. The cancelled exam must be repeated.

The mark assigned by the examining committee, once recorded, cannot be subsequently modified: the mark is final, unless expressly waived by the student. A recorded examination with a pass mark cannot be repeated (pursuant to Art. 6 paragraph 6, Title I “General Rules” of the University Teaching Regulations). Students are only allowed to take the examinations if they have: a) presented their degree curriculum; b) paid the contributions; and c) registered for the exams in the manner indicated below.

Non-EU students must also have a valid residence permit deposited at the Student Centre.

How to Register for Exams

Registration takes place online via the student’s personal *iCatt* webpage and must be made no later than the fourth calendar day preceding the exam date.

Simultaneous registration for the same exam on several exam dates is not allowed.

A registration may be cancelled until the day before the first day of the exam date. Transferring the registration for an exam from one exam date to a later date can only take place once registration in the exam date one intends to abandon has been cancelled.

If the deadline for registering for an exam date has passed, it is no longer possible to cancel any registrations made and one must wait till the day after the expired exam date before registering for the next one.

N.B.: The following students will not be allowed to sit the exam:

- those who have failed to register for the exam date within the deadline;
- those who, despite registering for the exam date, did not sit the exam with a university badge and a valid identity document;
- those who have not regularised their administrative position.

FINAL EXAM FOR THE AWARDING OF A DEGREE

The didactic system of each degree programme offers several possible ways to take the graduation exam. The competent teaching structure defines the method to be adopted for each programme of study (see in this regard the indications on the webpages of the University website and those contained in this Guide). The procedure remains currently similar to that described for graduate degree programmes *with the following differences*:

1. it is a paper on a topic normally agreed with a lecturer of reference;
2. the commitment required for this paper is lower than that required for a traditional degree thesis (the commitment is proportional to the number of university credits attributed to the final exam in the educational system of one's degree programme). Consequently, the document will have a limited extension;
3. the subject title of the final paper must be obtained according to the procedures established by the Faculty Council (*direct assignment by the lecturer, acquisition through the thesis desk in one of the various forms available, or other*) in time for the development and completion of the paper within the deadline set for submitting an application to take the final exam for the awarding of the degree. This deadline will be published on the webpage of each Faculty for each reference session;
4. The application to take the final exam for the awarding of the degree must be submitted no less than 45 days from the beginning of the chosen session. The aforementioned application may be submitted provided that the outstanding number of exams and/or credits is not greater than that established by each Faculty;
5. the final paper, in pdf format, must be sent to the lecturer of reference via the personal *iCatt* webpage in the section "Online Secretariat – Final Exam – Send Final Exam" according to the methods and deadlines provided and published on the webpage of each Faculty. The deadline for uploading the document cannot be extended. The lecturer of reference may request a hard copy.

FINAL EXAM FOR THE AWARDING OF A GRADUATE DEGREE

The final exam for the awarding of the graduate degree involves the development and discussion of a written dissertation carried out on a subject previously agreed upon with the subject professor.

To be admitted to the final exam, students must fulfil the following requirements in order:

- a. choose and present a topic verifying the expected curricular/temporal requirements;
- b. submit the application for admission to the final exam by verifying the expected curricular/temporal requirements;
- c. deliver the final paper.

1. In order to present *the topic of their degree thesis*, students must respect:
 - the deadlines for submission;
 - the curricular requirements

The subject of the final exam must be related to a course included in the degree curriculum, and the title must be agreed with the lecturer of reference. To obtain approval for the subject, it is necessary to contact the lecturer, in the manner provided for by each Faculty. The subject must then be inserted into the personal *iCatt* webpage (Online Secretariat – Final Exam) within the deadline indicated in the section “Four-year and Graduate Degree Exam Dates” on the University Internet pages.

Any delay will result in the thesis being postponed to the next exam date.

2. In order to submit an *application for admission to the final examination*, the following must be complied with:
 - the deadlines for submission;
 - the curricular requirements

3. To submit *the application for admission to the final exam* it is necessary to follow the procedures provided for by each Faculty and published on their webpages.

Any changes to the title of the final paper, approved by the lecturer, must be made at the time the application is submitted. The title that is submitted must, therefore, be definitive since no changes can be accepted.

4. Students will be invited to take the final exam exclusively through their personal *iCatt* webpage, in good time and certainly no later than the tenth day prior to the graduation date.

Notes

1. No graduating student may be admitted to the graduation exam if they have not complied with the deadline dates published on the webpage of each Faculty.
2. *Graduating students must have taken and recorded all exams at least one week before the start of the graduation session.*
3. Graduating students are obliged to promptly notify their thesis supervisor if, for any reason, they are unable to graduate on the exam date for which they have applied, and, in such cases, must subsequently resubmit a new application for admission to the graduation exam.
Graduates are also required to revoke their application, if they wish, through the iCatt degree portal and to promptly notify the supervising professor.

GRADUATION EXAMS RELATING TO PROGRAMMES PRIOR TO THE ENTRY INTO FORCE OF MINISTERIAL DECREE No. 509 OF 3 NOVEMBER 1999

The procedure is substantially similar to that described for the final exam for the awarding of a graduate degree, unless different instructions are published in this Guide. For the graduation exams of the four-year/five-year programmes too, prior to the regulation referred to in Ministerial Decree 509/99, application for admission to the final exam may be submitted provided that the number of outstanding exams is not higher than that established by each Faculty.

LOSS OF STUDENT STATUS BY THOSE ENROLLED IN A STUDY PROGRAMME FOLLOWING THE UNIVERSITY REFORM PURSUANT TO MINISTERIAL DECREE 509/1999

Students who have not regularly enrolled for five consecutive academic years or students who, after the normal duration of their study programme, have not passed exams for five consecutive academic years, may not enrol in a new academic year and, therefore, **lose their student status**. The aforementioned provision does not apply to students who only have to take the graduation exam or who have obtained all the credits except those covered in the final exam.

Students who, despite having passed all the exams in their degree curriculum, have not renewed their enrolment for at least 5 consecutive academic years, are exclusively outstanding on their final paper or thesis, yet complete their studies within the academic year 2025/2026, are required to make, at the same time and no later than 31 December 2025, the following payments:

- the recognition contribution relating to 5 academic years regardless of the number of academic years of non-renewal;
- the first instalment to fully cover university tuition fees for the academic year 2025/2026 (thus exempting the second and third instalments).

They are also required to pay the graduation fee for the exam date of the relevant graduation session.

LOSS OF STUDENT STATUS BY THOSE ENROLLED IN A STUDY PROGRAMME PRIOR TO THE UNIVERSITY REFORM PURSUANT TO MINISTERIAL DECREE 509/1999

Students who have not taken exams for eight consecutive years may not enrol in a new academic year and, therefore, **lose their student status**. The aforementioned provision does not apply to students who only have to take the graduation exam or who have completed all the exams except those covered in the final exam.

Students who, despite having passed all the exams in their degree curriculum, have not renewed their enrolment for at least 8 consecutive academic years, are exclusively outstanding on their thesis, yet complete their studies within the academic year 2025/2026, are required to make, at the same time and no later than 31 December 2025, the following payments:

- the recognition contribution relating to 8 academic years regardless of the number of academic years of non-renewal;
- the first instalment to fully cover university tuition fees for the academic year 2025/2026 (thus exempting the second and third instalments).

They are also required to pay the graduation fee for the exam date of the relevant graduation session.

WITHDRAWAL FROM STUDIES

Students have the right **to withdraw from the studies undertaken** with the obligation to pay any outstanding contributions at the time of submitting their application for withdrawal from studies. This is done by printing the withdrawal application from their personal *iCatt* webpage in duplicate, affixing the stamp mark according to the current value and submitting the application for withdrawal to the Student Centre of the relevant campus, and the badge (in the case of a Carta Ateneo + provided that the banking services have not been activated).

Their withdrawal must be written in a clear and explicit way, without affixing any conditions, terms and clauses that limit its effectiveness. Those who have withdrawn from their studies, upon request, may be issued certificates relating to the academic career previously pursued under conditions of administrative regularity.

TRANSFER TO ANOTHER DEGREE PROGRAMME

Regularly enrolled students who intend to transfer to another degree programme within the same or another Faculty of Università Cattolica must use the online procedure on their personal *iCatt* webpage.

The students concerned are also invited to consult the notices published on the University website to check the deadlines for uploading the necessary documentation on the *Registration Portal*.

TRANSFERS

Transfers to another University

The regularly enrolled student can transfer to another University, **after consulting its study regulations, from 15 July to 31 October of each year (unless the final deadline in the provisions of the destination University is before 31 October), by submitting a specific application to the Student Centre.**

Students who request a transfer to another University beyond the deadline set by the regulations and certainly no later than 31 December are required to pay an operational contribution directly proportional to the delay in submitting the application. However, the transfer cannot take place without authorisation from the University of destination.

In order to obtain the transfer, the student must follow the procedures and not have outstanding university contributions at the time of submitting their application.

As from the date of submission of the transfer application, no further examination shall be allowed. Any exams taken and not yet recorded on the aforementioned date will not enter the student's career record.

Students who obtain authorisation to return to Università Cattolica are admitted to the programme year corresponding to the exams passed, regardless of the registration previously obtained. They will also be required to pass any additional supplementary tests deemed necessary by the competent Faculty Council to bring them in line with the students of Università Cattolica.

Transfers from another University

Students already enrolled at another University who intend to enrol at Università Cattolica are required to use the *Registration Portal*. The students concerned are also invited to consult the University website to check how and when to submit the necessary documentation.

Students are, in any case, required to submit a transfer request to the University of origin.

REGISTRATION “EX NOVO” WITH ANY SHORTENED COURSE (CAREER RECOVERY)

Students who withdrew from their studies or who lost their student status may request to enrol “ex novo” in the study programmes provided for by the new regulations.

The competent teaching structures establish which credits acquired in the previous university career may be recognised.

Single Course Enrolment

Pursuant to Art. 11 of the University Teaching Regulations and subject to authorisation from the competent teaching structure, the following students may register for individual courses and take the exams for these courses on the exam dates of their respective academic year of attendance:

- a. students enrolled in other universities authorised by the University to which they belong and, if foreign citizens, in compliance with current legislation and procedures;
- b. graduates interested in completing the training curriculum followed;
- c. other interested parties, previously authorised by the Council of the competent teaching structure, provided that they hold the necessary qualifications for enrolment in the study programme to which the individual courses refer.

A tuition fee plus a contribution is due for each course (see *General Regulations for the Determination of University Contributions*).

The students mentioned above can enrol in individual courses corresponding to a number of university credits established by the Council of the competent teaching structure and, as a rule, no more than 30 per academic year, for no more than two academic years; any exceptions will be considered, upon motivated request, by the Council of the competent teaching structure.

The application for registration may be submitted, only once per academic year and with reference to courses belonging to (or shared with) the same Faculty, to the Student Centre within the following dates: if one or more courses begin/s in the first semester, by 6 October 2025; if the course or courses of interest begin/s in the second semester, by 9 February 2026.

NOTES REGARDING SECRETARIAL DUTIES

Unless otherwise stipulated, students are reminded that, in order to protect personal data, *they must present themselves in person* at the relevant offices to carry out any administrative procedures.

Please note that some administrative procedures may be done online on the student's personal *iCatt* webpage.

Students are recommended not to wait until the last days before the deadlines to complete the procedures for the various requirements.

STUDENT CENTRE OPENING HOURS

The Student Centre is open to the public on weekdays (Saturdays excluded) according to the times indicated on the website (www.unicatt.it).

The Student Centre will be closed on the feast of the Sacred Heart, from 24 to 31 December, for two consecutive weeks in August, and on Good Friday. Students will be advised of any additional closure days with appropriate notice via notices on the website.

STUDENT CONTACT FOR MISCELLANEOUS COMMUNICATIONS

It is essential that both the residence and contact details, in case of subsequent changes, be updated promptly: this update must be carried out directly by the student online using the appropriate function via their personal *iCatt* webpage.

CERTIFICATES

Certificates relating to students' academic careers are normally issued with a stamp except in the cases indicated by current legislation in which the exemption or substitute declaration of certification (self-certification) is expressly provided for.

Via the self-service, students can produce certificates digital format (pdf) and in signed digital format.

ISSUANCE OF DEGREE CERTIFICATES AND REQUESTED DUPLICATES

To receive the original degree certificate, students must follow the instructions contained in the invitation letter to the graduation exam.

Should the original degree certificate be lost, the interested party may – by way of a specific application, subject to stamp duty and accompanied by the documents proving the loss (a competent judicial authority report) – request from the Rector a duplicate of the certificate after paying the associated issuance fee.

The original certificates are delivered to the interested party to the address on the records held in administration at the time of applying for the graduation examination.

UNIVERSITY CONTRIBUTIONS

Information on university contributions as well as financial benefits can be consulted through the website of Università Cattolica and from the student's personal *iCatt* webpage.

Students who are not in good standing with the payment of contributions and with the prescribed documents cannot:

- be enrolled in any course year, either as a repeat or “fuori corso” (supplementary year) student;
- be admitted to examinations;
- obtain transfer to another degree/diploma programme;
- transfer to another university;
- obtain registration certificates;
- withdraw from the study programme in which they are enrolled.

Students who resume their studies after having interrupted them without a formal withdrawal, or having suspended them for one or more academic years are required to pay the contributions of the academic year in which they resume their studies, while for the years related to the period of interruption or suspension, they need only pay a recognition fee. Students who, on resuming their studies at the beginning of the academic year, ask to be able to take exams during the extraordinary session between January and April, normally scheduled for those who attended the previous academic year, are also required to pay an additional contribution.

As a rule, payment of all instalments must be made via the student's personal *iCatt* webpage.

Students who enrol in the first year of a programme or who enrol in admission tests to degree programmes will have to make the payment from the Registration Portal; moreover, solely in these cases, it is also possible to pay the first instalment and the contribution of the admission test by credit card via the website of Università Cattolica.

Bank transfer is not allowed as a means of payment.

Already registered students will have to access their personal *iCatt* webpage to pay the first and subsequent instalments.

Arrears are due for late payment of university contributions to the extent annually established in the General Regulations for the Determination of University Contributions.

For the purposes of any future feedback, students should retain all receipts of payments made until the end of their studies.

RULES OF CONDUCT

According to the provisions of the University regulations and the Code of Ethics of Università Cattolica, students are required to conduct themselves in a manner that is not detrimental to dignity and honour and does not conflict with the spirit of Università Cattolica.

In case of non-compliance, the University regulations provide for the possibility of disciplinary sanctions of various entities in relation to the seriousness of the infractions (see Art. 18 bis - *Disciplinary Powers Regarding Students*, Title I "General Rules" of the University Teaching Regulations).

The possible imposition of sanctions is ordered by the competent academic bodies on the basis of procedures that ensure the right of defence of the interested parties in keeping with the general principles in force in this matter.

RULES FOR MAINTAINING SAFETY AT THE UNIVERSITY: SAFETY, HEALTH AND THE ENVIRONMENT

With regard to Safety, Health and the Environment, Università Cattolica del Sacro Cuore has as its strategic objective the protection of employees, lecturers and non-lecturers, researchers, doctoral students, trainees, scholarship holders, students and visitors, as well as the protection of the environments and assets used for the performance of its institutional activities in accordance with the provisions of its mission.

The task of all, lecturers, students and administrative staff, is to collaborate in the pursuit of the aforementioned objective, constantly verifying that the conditions necessary for the maintenance of health and safety in the workplace are met and that the procedures are known and constantly applied; alternatively, it is the task of everyone to report potentially dangerous situations, collaborating with the services responsible for the continuous improvement of the practices and procedures for carrying out institutional activities.

Students can also contribute to the improvement of safety (in compliance with current regulations) by conducting themselves in the following way:

- a. observing the provisions and instructions given for the purposes of collective and individual protection;
- b. using machinery, equipment, tools, substances and safety devices correctly;
- c. using protective equipment made available to them in an appropriate manner;
- d. immediately notifying the personnel in charge of any defects in vehicles and/or devices, as well as any other dangerous conditions of which they become aware, making direct efforts in an emergency, within the scope of their competences and possibilities, to eliminate or reduce these defects or dangers;
- e. not removing or modifying any safety, warning or monitoring devices without authorisation;
- f. not carrying out on their own initiative any operations or manoeuvres that are not within their competence or that may compromise their own or other people's safety;
- g. undergoing any required health checks for the tasks identified by the competent doctor in the health plan;
- h. contributing to the fulfilment of all the obligations imposed by the competent authority or, in any case, necessary to protect safety and health at the University;
- i. avoiding behaviour that is dangerous to oneself and others.

Some examples to help maintain safety conditions:

- | | |
|---|---|
| in corridors, staircases and hallways | do not run;

do not deposit items that may obstruct the passage;

leave the passageways and emergency exits free; |
| – in institutes/departments, in laboratories and in the library | scrupulously follow the indications of the staff in charge;

before using any appliance, equipment or other device, read the rules of use, instructions and safety directives;

do not use one's own equipment without specific authorisation from the personnel in charge;

do not carry out different activities to those that are educational or authorised; |
| – in the places indicated | do not smoke or light uncovered flames;

do not access those places with a no entry sign; |
| – in case of emergency | remain calm;

report the ongoing emergency immediately to the staff present and/or on the phone numbers indicated;

use the firefighting safety equipment to extinguish a fire only if reasonably confident to do so (small fires) and ensure to always have a feasible and safe escape route; |

- **in case of evacuation (announced via a broadcast audio message or by a continuous, uninterrupted sound of the end-of-lecture bell)**

follow the instructions provided by the emergency team personnel;

do not use the lifts;

get to open-air places as soon as possible following the displayed signage;

go to the nearest meeting point (indicated in the charts displayed in the building);

verify that all persons who were present have been able to reach a place of safety;

report the case of a possible missing person to the emergency team personnel.

During an earthquake

- Take cover under a desk;
- shelter under the jamb of a door;
- stay away from bookshelves or furniture that may fall on you;
- stay away from windows or glass doors;
- stay inside the room until the shock wave has passed;
- if you are outdoors, get away from buildings, trees and power lines.

PEOPLE UNABLE TO LEAVE THE BUILDING OR IN DIFFICULTY DURING THE EMERGENCY

Make sure that everyone has correctly received the evacuation message and is aware of what is happening; accompany, or have accompanied, people with reduced motor or sensory abilities outside the building; if it is not possible to reach the outside of the building, transport them, while waiting for help, to a suitable place (*quiet space or safe place*), indicated on the emergency charts, or to locations not directly affected by the current emergency; report to the EMERGENCY NUMBER 2000 and/or to the emergency manager of the meeting point the presence of people with particular difficulties, or if it has not been possible to reach the meeting point, report their location or presence inside the building.

RESTRICTIONS

The smoking ban applies in all offices of Università Cattolica del Sacro Cuore, within the limits and in the manner established by the relevant legislation.

STUDENT COLLABORATION

If you have initiated a collaboration contract with the University, carry out the online safety training using the credentials you were provided with, take care of your safety and that of the other people present in the workplace, and always follow the instructions received from your activity points of reference.

If you think you have any health problems that may also be indirectly caused by the work activity you are carrying out, ask to arrange a meeting with the competent university doctor.

COVID-19 PREVENTION MEASURES

Please see any notices published on the University website

Emergency Numbers

For safety alerts use the following emergency numbers:

Internal Emergency Relief	111 0372499111 from outside Università Cattolica or from a mobile phone.
Supervision	144 0372499144 from outside Università Cattolica or from a mobile phone.
Security service	133 0523599133 from outside Università Cattolica or from a mobile phone.
Vice-headquarters management	128 0372499128 from outside Università Cattolica or from a mobile phone.

UNIQUE EMERGENCY NUMBER TO ACTIVATE AN EXTERNAL RESCUE: 112

IMPORTANT!

After calling or during the call to the unique emergency number, inform the internal rescue team to the numbers indicated above in order to coordinate and access the external rescue.

UNIVERSITY STAFF

The staff of Università Cattolica are at the service of the students and users of the University. The staff is committed to ensuring the best conditions so that all users can take advantage of the services and facilities of the University in the most profitable way.

The Secretarial, Library and Logistics staff, in exercising their duties within the University premises, are authorised to enforce the provisions underlying the use of university spaces and facilities.

According to Art. 47 of Royal Decree 1269/1938, all personnel – and in particular the Supervisory, Janitorial and Concierge employees – may act to prevent and inhibit any disturbance of the University's internal order. In exercising such actions, they draw up a report that also has external relevance and can be equated to the reports drawn up by officers and agents of the Police Force.

RULES GUARANTEEING THE FUNCTIONING OF ESSENTIAL SERVICES

(Rules governing the exercising of rights to strike in an essential public service and the protection of constitutionally protected personal rights – Laws no. 146/1990, no. 83/2000 and subsequent amendments and additions)

Within the context of a university's educational essential services, the continuity of the following essential services must be guaranteed to ensure respect for the constitutionally protected values and rights:

- registration for and enrolment in university programmes;
- final exams, graduation and state exams;
- final exams of the annual and/or semi-annual educational cycles;
- certification for participation in competitions in cases of documented urgency due to the expiry of deadlines.

UNIVERSITY SERVICES FOR STUDENTS

In addition to the quality and seriousness of its courses, the University – in line with its tradition of attention to the person – offers a wide range of services alongside cultural and recreational initiatives, under continuous development and improvement. This is in order to help students carry out their activities and ensure adequate assistance, particularly during the most demanding moments of their career.

Student Centre

The *Student Centre* brings together, in a single space, all the administrative and secretarial functions to support the students' studies, from enrolment to graduation.

iCatt

Among the services offered by the University we would like to highlight iCatt, the student's personal webpage, accessible from any PC workstation. In addition to including all UC-Point features on the web, the iCatt page rearranges all the information on teaching activities already available on the website according to the student's curriculum: timetable of courses, suspended lessons, exam dates, notices from lecturers. From here, communications both to the student and from the student are managed in an innovative way, who can ask questions and ask for explanations from the service involved in the problem in question and get a timely and punctual response.

iCatt is also *mobile*.

iCatt Mobile is the free app that Università Cattolica del Sacro Cuore (UCSC) has developed for its students in Milan, Brescia and Piacenza-Cremona. It enriches the University's offer of advanced and remote services and can be downloaded from the App Store.

iCatt Mobile consists of multiple functions. Information regarding its use and functions is available on the University's website (www.unicatt.it).

On the University's website (www.unicatt.it), each service has a substantial dedicated section for useful consultation.

These include, in brief:

- Orientation and Tutoring
- Library
- Internship and Placement
- UCSC International (international mobility programmes for students)
- ILAB - Centre for Innovation and Development of University Educational and Technological Activities (ICT and Blackboard courses)
- SeLdA - University Language Service (foreign language courses)
- EDUCatt – Institution for the right to university study of the Catholic University of the Sacred Heart (health care, catering services, housing solutions, book loans)
- Inclusion Services, aimed at students with disabilities, with specific learning disabilities (SLD), as well as with special educational needs (SEN)
- Pastoral Centre
- Part-time collaboration of students
- “Vita e pensiero [Life and Thought]” Library
- Cultural, musical, recreational and sports activities
- Public Relations Office (PRO)

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