LIFE IN FLORENCE
PRACTICAL INFORMATION FOR EUI NEWCOMERS
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### VISAS, PERMIT OF STAY, RESIDENCE, TAX CODE

#### EUI MEMBERS

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<tbody>
<tr>
<td>EU Citizens (12 months' stay or longer)</td>
<td>NO</td>
<td>YES</td>
<td>NO</td>
<td>YES</td>
</tr>
<tr>
<td>EU Citizens (less than 12 months)</td>
<td>NO</td>
<td>NO</td>
<td>NO</td>
<td>YES (not required if you stay less than 3 months)</td>
</tr>
<tr>
<td>Non-EU Citizens(^a) (12 months' stay or longer)</td>
<td>YES (Long Term Mission Visa)</td>
<td>YES</td>
<td>NO</td>
<td>Not obligatory but useful</td>
</tr>
<tr>
<td>Non-EU Citizens(^a) (less than 12 months)</td>
<td>YES</td>
<td>NO</td>
<td>YES within 8 working days</td>
<td>Not obligatory but useful</td>
</tr>
</tbody>
</table>

\(^a\) Citizens of Iceland, Norway and Switzerland are subject to the same conditions of EU Citizens.
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<tr>
<th>CITIZENSHIP CATEGORY (AND LENGTH OF STAY)</th>
<th>BEFORE DEPARTURE</th>
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<tr>
<td></td>
<td>VISA requirements</td>
<td>ID Card from the Italian Foreign Ministry</td>
</tr>
</tbody>
</table>
| EU Citizens (12 months’ stay or longer)  | NO               | Only family members of administrative, teaching and academic staff are eligible for the Foreign Ministry ID card.  
   |                  |                   | NO         | YES       |
| EU Citizens (less than 12 months)       | NO               | NO          | NO         | YES       |
|                                        |                  |             |            |           |
| Non-EU Citizens<sup>a</sup> (12 months’ stay or longer) | YES  | Only family members of administrative, teaching and academic staffs are eligible for the Foreign Ministry ID card.  
   |                  |                   | YES within 8 working days  
   |                  |                   | EXEMPT if in possession of an ID card issued by the Foreign Ministry | Not obligatory but useful |
| Non-EU Citizens<sup>a</sup> (less than 12 months) | YES  | NO          | YES within 8 working days | Not obligatory but useful |

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

<sup>b</sup> See appropriate section, p. 8

<sup>c</sup> See appropriate section, p. 9..
EUI CONTACTS FOR VISA AND RESIDENCE ISSUES

■ For administrative, teaching and academic staff and family members
   Personnel Service: morena.rossi@eui.eu

■ For researchers and family members
   Academic Service: lorenzo.ghezzi@eui.eu

■ For exchange and visiting students and family members
   Academic Service: linda.gilbert@eui.eu

■ For postdoctoral fellows (postdocs), visiting fellows and family members
   Filipa de Sousa: 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 CITIZEN

Before departure

No visa is required.

Upon arrival at the EUI

If you are staying in Italy for more than 3 months, we recommend (although not strictly mandatory) that you acquire legal residence. For further details on legal residence and how to register at your local town hall (see ‘Certificate of Residence’).

1. All categories: administrative, teaching and academic staff, researchers, exchange and visiting students, postdocs and visiting fellows.

2. Residence is a requirement for signing contracts for utilities, purchasing a car, etc.
Members of the EUI staying in Italy for 12 months or longer also receive a special ID card issued by the Italian Ministry for Foreign Affairs.

The special ID card is issued only after your official registration / entry into service at the EUI. In order to speed up the application process for the ID 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 the application and issue of the special Ministry ID card. According to your status, you are advised to contact the relevant service for all the necessary instructions and details.

**NON-EU CITIZENS**

*Note*
*You should apply for visa/visas as soon as possible and, if you are expected to arrive in September, certainly before June.*

**Before departure**

You must apply for a visa for the entire duration of your stay at the EUI.

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.: For those staying in Italy for 12 months or longer you 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 which exempts non-EU citizens from having to apply for a Permit of Stay.

The special ID card is issued only after your official registration / entry into service at the EUI. In order to speed up the application process for the ID 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 the application and issue of the special Ministry ID card. 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 Foreign Ministry’s ID card and must apply for a Permit of Stay (see below ‘Permit of Stay for Non-EU citizens’).
If you are staying in Italy for more than 3 months, for practical reasons\(^3\), 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’).

**ACCOMPANYING FAMILY MEMBERS**

*Note*

*Please note that Italian law does not recognize stable unions (unmarried couples) or same-sex marriages. As such, the current provisions for Visas and Permit of Stay cannot be applied in such cases.*

**EU CITIZENS**

**Before departure**

No visa is required.

**Upon arrival at the EUI**

If you are staying in Italy for more than 3 months, we recommend (although not strictly mandatory) that you acquire legal residence.\(^4\) For further details on legal residence and how to register at your local town hall (see below ‘Certificate of Residence’).

- **Immediate family members of administrative, teaching and academic staff staying 12 months or longer, are also entitled** to receive the special ID card issued by the Italian Foreign Ministry, 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

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\(^3\) Residence is a requirement for signing contracts for utilities, purchasing a car, etc.

\(^4\) See, note 3.
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 special ID card issued by the Italian Foreign Ministry, and therefore the only way for them to certify their stay in Italy is to register with the local authorities (town hall).

**NON-EU CITIZENS**

**Before departure**

You will need to apply for a visa for the entire duration of the stay of your spouse.

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 special ID card issued by the Italian Foreign Ministry 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, for practical reasons\(^5\), 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 Permit of Stay, 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 Foreign Ministry 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 citizens staying in Italy up to 90 days and who are not eligible for the Italian Foreign Ministry ID card must submit a *Dichiarazione di Presenza* (Declaration of Presence) within 8 working days of arriving in Italy.

How to obtain the Permits of Stay

To procure these two documents please contact directly:

- Eduservices
  - www.edu-services.org
  - info@edu-services.org

\(^5\) See, note 3.
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 is free of charge.

**CERTIFICATE OF RESIDENCE (CERTIFICATO DI RESIDENZA)**

*Note*

Legal residence is useful. For example, without such a certificate you would not be able to purchase a car, sign a contract for utilities, or apply for a driving licence.

EU citizens and non-EU citizens staying in Italy for more than 3 months may apply for legal residence at their local town hall registry office (*Comune, Ufficio Anagrafe*).

If you plan to register your residence in Italy, before leaving your country of origin, obtain an international family book (*libretto di famiglia*) or an accurate translation of your marriage certificate.

**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. 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

  Monday to Friday: 8.30 - 12.45
  Tuesday, Thursday: 14.30 - 16.50

  e-mail: UL.FIRENZE1@AGENZIAENTRATE.IT

Take a copy of your passport or ID card.
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, you should contact the McKinleys, Customs and Vehicles.
WelcomeUnit@EUI.eu well in advance (at least three months). If you choose not to use this EUI service please note that the procedures are rather complicated and very expensive and the EUI cannot give you assistance or support.

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]
- Permessodi 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.
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<th>EU CITIZENS</th>
<th>NON-EU CITIZENS</th>
<th>FAMILY MEMBERS/ PARTNERS</th>
</tr>
</thead>
<tbody>
<tr>
<td>CHOOSE ONE of the following options</td>
<td><strong>Always sort out your insurance with academic service BEFORE you arrive</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Extension of your national insurance rights to Italy BEFORE ARRIVAL</strong></td>
<td>Ask for the S1 (ex-E106) form or EHIC card in your country of origin.(^a)</td>
<td>Eligible if in possession of documents issued for study.(^a)</td>
<td>Eligibility depends on certain conditions.(^a)</td>
</tr>
<tr>
<td><strong>EUI collective Cigna policy</strong></td>
<td>▪ Covered by some national grant authorities.(^b) 🔄 Eligible if not in possession of the S1 form and/or EHIC card.(^c)</td>
<td>▪ Covered by some national grant authorities.(^b) 🔄 Eligible.(^c)</td>
<td>Eligibility depends on certain conditions.(^c)</td>
</tr>
<tr>
<td><strong>Other private insurance</strong></td>
<td>Acceptable providing EUI provisions and conditions are respected.(^c)</td>
<td>Acceptable providing EUI provisions and conditions are respected.(^c)</td>
<td>——</td>
</tr>
<tr>
<td><strong>COMPLEMENTARY ACCIDENT INSURANCE</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>EUI additional collective worldwide Cigna policy</strong></td>
<td>Covered, free of charge</td>
<td>Covered, free of charge</td>
<td>Not eligible</td>
</tr>
</tbody>
</table>

\(^a\) Check conditions, coverage and fees in the relevant documentation.
\(^b\) Check the relevant documentation.
\(^c\) Check with Academic Service.
<table>
<thead>
<tr>
<th>ADMINISTRATIVE, ACADEMIC &amp; TEACHING STAFF</th>
<th>PERMANENT, TEMPORARY &amp; CONTRACTUAL AGENTS</th>
<th>FULL-TIME PROFESSORS, RESEARCH FELLOWS &amp; ACADEMIC ASSISTANTS</th>
<th>FAMILY MEMBERS/ PARTNERS</th>
<th>PART-TIME PROFESSORS AND FAMILY MEMBERS/ PARTNERS</th>
</tr>
</thead>
<tbody>
<tr>
<td>EUI SCHEME</td>
<td>Managed by the Personnel service</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Basic health insurance (JSIS - Joint Sickness Insurance Scheme)</td>
<td>Covered</td>
<td>Covered</td>
<td>Eligibility depends on various conditions and statuses. e</td>
<td>Not eligible</td>
</tr>
<tr>
<td>Accident insurance (International insurance via the European Commission)</td>
<td>Covered</td>
<td>Covered</td>
<td>Eligible professors but not family members.</td>
<td></td>
</tr>
<tr>
<td>COMPLEMENTARY PRIVATE HEALTH INSURANCE</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Private Cigna health insurance</td>
<td>Eligible</td>
<td>Eligible</td>
<td>Eligible</td>
<td>Eligible</td>
</tr>
</tbody>
</table>

e. Check with the Personnel service.

EUI CONTACTS FOR HEALTH ISSUES

FOR RESEARCHERS AND POSTDOCS

- Ms Michela Menicagli
  Academic Service
  tel: [+39] 055 4685371, Int.: 2371
  e-mail: michela.menicagli@eui.eu

She can be contacted for more specific information on doctors/specialists and the Institute's private health insurance coverage.
Researchers may also wish to contact the research student welfare representative(s) via the general rep e-mail.
   • e-mail: repmail@eui.eu

FOR ADMINISTRATIVE, TEACHING AND ACADEMIC STAFF

• For affiliation to the scheme
  • Ms Morena Rossi  
    Personnel Service  
    tel: [+39] 055 4685  
    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  
    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
  DeanofGraduateStudies@eui.eu
  Academic Service will coordinate with the relevant Department/Centre/Programme.

Staff members with disabilities / specific needs are invited to register their needs with:
- Financial.Personnel.Service@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:
   - 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 (very recently the name has changed to “S1 form”) or the EHIC (European Health Insurance Card) 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 card issued by the pertinent National Social Security office gives you access to the emergency services of the Italian national health service.
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). This is calculated on the basis of your global income for the preceding year. The premium to be paid cannot be less than Euro 387.34.

More information can be obtained from the Academic 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.

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 specialist treatment and laboratory tests.

For further information about the Italian health system—the ASL—and access to the system with these forms or cards, please consult the ‘Access to the ASL’ webpage: www.eui.eu/Documents/ServicesAdmin/AcademicService/PracticalInfo/ASSISTENZASANITARIA.pdf

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.
Complementary policy
In case of hospitalisation and surgery, you should note that the basic Vanbreda health insurance policy does not cover 100% of medical costs. The company’s reimbursements vary between 80% and 95%, depending on the type of hospital care and ceiling limits.

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 and costs of the basic Cigna and complementary 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 4685371, Int.: 2371
  e-mail: michela.menicagli@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.

Accident insurance
Researchers and postdocs are covered worldwide ¾ free of charge ¾ 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 complete the Declaration of Accident form, to be sent to Michela Menicagli, with complete documentation issued by the Emergency Service.

- Ms Michela Menicagli
  Academic Service
  tel: [+39] 055 4685371, Int.: 2371
  e-mail: michela.menicagli@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 Personnel Service is at your disposal to provide full explanations and information.

See [www.eui.eu/ServicesAndAdmin/PersonnelService/SicknessAccidentInsurance/Index.aspx](http://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 Personnel 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/afiliatys/hospitalisation-insurance

**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 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
- **055 700001** First aid stations and doctors-on-call (Guardia Medica), Firenze

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

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

<table>
<thead>
<tr>
<th>Number</th>
<th>Hospital</th>
<th>Address</th>
<th>Code</th>
</tr>
</thead>
<tbody>
<tr>
<td>055 794111</td>
<td>Ospedale di Careggi</td>
<td>Viale Pieraccini 17</td>
<td>50139 Firenze</td>
</tr>
<tr>
<td>055 69381</td>
<td>Ospedale di Santa Maria Nuova</td>
<td>Piazza Santa Maria Nuova 1</td>
<td>50123 Firenze</td>
</tr>
<tr>
<td>055 69321</td>
<td>Ospedale San Giovanni di Dio</td>
<td>Via di Torregalli 3</td>
<td>50143 Firenze</td>
</tr>
<tr>
<td></td>
<td></td>
<td>(towards Scandicci, SW Firenze)</td>
<td></td>
</tr>
</tbody>
</table>
In addition to the above the following specialized hospitals also have accident and emergency units.

**Ophthalmic emergency only (Pronto soccorso oftalmico)**

055 69371  Ospedale Piero Palagi  
Eye clinic open for urgent treatment  
Only in the morning, Monday/Friday  
Viale Michelangelo, 41  
50125 Firenze

**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 SERVICES AT THE EUI AVAILABLE FOR EUI MEMBERS AND PARTNERS

General practitioners at the EUI

Three general practitioners (GP) are available for consultation either at the Institute in the consulting room (sala medica) at the Badia Fiesolana or in town.

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 (see appropriate section).

Dr. Gabriella Friedl
General practitioner, specialist in respiratory diseases

mobile: 349 7319461
e-mail: friedlmelli@alice.it
By appointment only
- At the EUI on Mondays, 09.15 to 10.30
- Office: Piazza dell’Unità Italiana
  50123 Firenze
  Every afternoon from 14.00 to 16.00, from Monday to Friday

Speaks: German, English, French and Italian

Dr. Stephen Kerr
General practitioner. Specializing in urology, pediatrics, obstetrics & gynecology, and psychiatry

tel./fax: 055 288055
mobile: 335 8361682
e-mail: kerr@iol.it

By appointment only
- At the EUI on Wednesdays, from 08.30 onwards
- Office: Piazza del Mercato Nuovo 1
  50123 Firenze

Speaks: English and Italian

Dr. Giampaolo Menegazzo
General practitioner, specialist in cardiology and the digestive system

tel.: 055 574344 | 055 242642
  Monday and Wednesday afternoon at Centro Diagnostico Ultramicroanalysis
mobile: 335 8118866
By appointment only
- At the EUI on Thursday morning from 8.30
- Office: Centro Diagnostico Ultramicroanalysis
  Viale Mazzini 16
  50136 Firenze

Speaks: Italian

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Counselling service

See www.eui.eu/ServicesAndAdmin/HealthAndFamily/MedicalServices/
CounsellingServiceIndex.aspx

Counselling takes place in the Consulting room, Villa Paola (main entrance). The consultation is free of charge.

You can make an appointment with anyone in the team. Either:
- Send an email to the general e-mail: counselling.service@eui.eu; or
- Send an email or call the counsellor directly.

Ms Katia Soboul

mobile: 348 0296571
katia.soboul@eui.eu

By appointment: Monday and Thursday

Speaks: French, English and Italian
Ms Gridt Vig Find

mobile: 392 25067594
gridt.find@eui.eu

By appointment: Wednesday and Friday

Speaks: English, Danish

Mr Thiago Fernandes
mobile: 338 4019899
thiago.fernandes@eui.eu

By appointment: Tuesday

Speaks: Italian, Portuguese, English

Ms Alexa Hupp
Bodywork practitioner
(relaxation and breathing methods)

tel.: 328 7587114
alexandra.hupp@eui.eu

By appointment: Tuesday 14.00-17.00

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
achoub@yahoo.com

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

Speaks: English and Italian

Dr. Sara Masetti
mobile: 3285337931
Saramasetti@libero.it

Studio Pierattini
Via Livorno 54/3, 1st floor
50142 Firenze

Speaks: Italian, English, Spanish

Dr. Maurizio Miceli
mobile: 348 9118108
maurizio.miceli@asf.toscana.it

Speaks: Italian and English
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

The EUI Emergency number is active 24 hours a day:
- ext. 2999 or
- 055 4685 999 (from external line)

These emergency numbers can be found on the back of the EUI ID Card.
WHAT TO DO IN AN EMERGENCY ON CAMPUS
(FIRE, EARTHQUAKE, TERRORIST THREAT ETC.)

ANYONE, when they become aware of a danger must raise the alarm by calling:
- the EUI Emergency number:
  - ext. 2999, or
  - 055 4685 999 (from external line), or
- 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 Personnel Service: 055 4685 387

Researchers and Fellows:
■ Director of the Academic Service: 055 4685 359

For all disappearances during EUI closures and outside normal working hours, contact:
■ the EUI Emergency number:
ettel. 2999, or
■ 055 4685 999 (from external line)

WHAT TO DO IF SOMETHING IS STOLEN FROM YOU

Any thefts taking place on campus should be reported the porters of the building.

In all cases of theft, you will need to make a statement (denuncia) to the police (see contacts below)
For thefts on campus or of EUI property, a copy of the statement made to the Police/Carabinieri must be given to Walter Pugliese (Real Estate and Facilities Service).

USEFUL CONTACTS

POLICE

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

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

- Ospedale di Careggi, Viale Pieraccini 17, 50139 Firenze, tel. 055 794111
- Ospedale di Santa Maria Nuova, Piazza Santa Maria Nuova 1, 50123 Firenze, tel. 055 69381
- Ospedale San Giovanni di Dio, Via di Torregalli 3, 50143 Firenze, tel. 055 69321
- Ospedale Santa Maria Annunziata, Via dell'Antella 58, Ponte a Niccheri, 50011 Bagno a Ripoli, tel. 055 69361
- CTO, Centro Traumatologico Ortopedico, Orthopaedic Hospital, Largo Piero Palagi 1, 50134 Firenze, tel. 055 79411

Childrens’ Hospital
- Ospedale Pediatrico Meyer, Villa Ognissanti, Viale Pieraccini 24, 50139 Firenze, tel. 055 56621
The EUI Housing Office organizes the allocation of EUI residential flats and manages a database providing offers for long and short-term housing on the private market in and around Florence.

You may consider one or more of the following options:

1. EUI residential accommodation
2. Accommodation through the EUI database
3. Offers and requests for accommodation posted by EUI members on the EUI website
4. External real estate portals

Note
Although the Housing Office assists newcomers in renting EUI apartments at Ponte alla Badia and Pian del Mugnone, it does not arrange private housing for EUI members personally.

For newcomers arriving in Florence at the beginning of the academic year: please remember that the EUI and most of the housing agencies are closed in August.

During the first week of registration, in addition to the EUI Housing Office located next to the EUI apartments at Ponte alla Badia, an ad hoc housing office desk is also set up at the Badia Fiesolana.
1. 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:

- 60 newly constructed and furnished apartments with air-conditioning, communal laundry and Wi-Fi at Ponte alla Badia, Via Faentina 386 (Firenze)
- 11 apartments similarly with communal laundry and Wi-Fi at Pian del Mugnone, Via Faentina 94b (Fiesole)

For further information about when and how to apply, see www.eui.eu/ServicesAndAdmin/Housing/LongTermHousing/ResearcherFlats/Index.aspx
For any further clarification please contact the housing.office@eui.eu

2. EUI housing database for private accommodation

The EUI Housing database consists of offers received from private landlords. It is regularly updated.

See https://apps.eui.eu/Housing/Housing_app/db/login_new.jsp

If you are due to start at the EUI but don't have an EUI account yet, you may request access rights to the database from the Housing Database Officer: housing.db@eui.eu.

3. Offers and requests for accommodation posted by EUI members

See www.eui.eu/ServicesAndAdmin/Housing/OfferRequestsEUIMembers/Index.aspx

4. Real estate portals, agencies, adverts

See www.eui.eu/ServicesAndAdmin/Housing/LongTermHousing/AgenciesAndAdverts.aspx
THE EUI CRÈCHE

The EUI Crèche provides preschool childcare for the children of all EUI members. The age range is normally 6 months to 3 years, although older children are also catered for.

The Crèche is open Monday to Friday, 8.30 to 17.30 throughout the official EUI year. New parents can visit it every day after 5 p.m.

Contacts:
- creche@eui.eu | gloria.peruzzi@eui.eu
tel.: [+39] 055 4685385, Int. 2385
  www.eui.eu/ServicesAndAdmin/LogisticsService/Creche/Index.aspx

SCHOOLS IN ITALY

<table>
<thead>
<tr>
<th>School Type</th>
<th>Age Range</th>
</tr>
</thead>
<tbody>
<tr>
<td>Asili nidi</td>
<td>up to 3 years</td>
</tr>
<tr>
<td>Scuola materna</td>
<td>3- 6 years</td>
</tr>
<tr>
<td>Scuola elementare</td>
<td>6 - 11 years (5 grades)</td>
</tr>
<tr>
<td>Scuola media</td>
<td>11 - 14 years (3 grades)</td>
</tr>
<tr>
<td>Scuola superiore</td>
<td>14 - 19 years (5 grades)</td>
</tr>
</tbody>
</table>
ITALIAN SCHOOLS OFFERING COURSES IN FOREIGN LANGUAGES

The Kindergarten
Scuola materna ed elementare
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.

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.istitutocomprensivoservedimaria.it/isdm/

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.
Il Liceo dei Colli - Liceo Classico Dante Alighieri
Scuola elementare, media, liceo scientifico sportivo, istituto tecnico aeronautico e attività sociale
www.liceodeicolli.it/

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

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

Istituto Statale di Istruzione Superiore
Niccolò Machiavelli-Capponi
Scuola superiore
www.liceomachiavelli-capponi.it/Indirizzo int.htm

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.
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
The Body Brain and 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, hiking, 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. These include book clubs, an alternative theatre group and several rock / musical bands.

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 usually meets every Wednesday morning 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 a baby grand. It is housed in the suggestive Sala Bandiere at 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.
The Porters at Villa Schifanoia will authorise access to the room (usually outside academic hours).

**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**  
  Piazza Strozzi  
  50123 Firenze  
  tel.: 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](http://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
niki.meyson.net/

Viale Torricelli 5
50125 Firenze
tel.: [+39] 055 221612
fax: [+39] 055 221106
e-mail: iuo@iuo.iris.firenze.it

Deutsches Institut Florenz
www.deutschesinstitut.it/

Borgo Ognissanti 9
50123 Firenze
tel.: [+39] 055 215993
fax: [+39] 055 71880718
e-mail: info@deutschesinstitut.it
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.florence-museum.com/
For info on museums in Fiesole, please consult:
- www.museidifiesole.it/

Information office:
- Via Portigiano 1
  50014 Fiesole
  tel.: 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 €10 (max 2 tickets per person).

Information about the concerts is circulated by email at the beginning of each week, and to book, you simply send an email 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

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, 1
50123 Firenze

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 Teatro Comunale 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

Via della Pergola, 18
50121 Firenze

Teatro Verdi

Via Ghibellina 101
50122 Firenze

Teatro del Cestello

Piazza Cestello 3
50124 Firenze

Teatro di Rifredi

Via Vittorio Emanuele II 303
50134 Firenze

Teatro Studio di Scandicci

Via G. Donizetti 58
50018 Scandicci
tel/fax [+39] 055 2345443

For an extended list: www.firenzedeteatri.it/passteatri.php
In Fiesole

’Estate Fiesolana’
Teatro Romano di Fiesole
www.estatefiesolana.it/

Via Portigiani 3
50014 Fiesole
tel.: 055 596 1293
e-mail: 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.fidaltoscana.it/
- Baseball / Softball: www.fiorentinabaseball.it/
- Canoeing: www.canottiericomunalfirenze.it/
- Cycling: www.federciclismotoscana.it/
- Fencing: www.federscherma.it/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.calciostoricofiorentino.it/

Golf:
- www.golfugolino.it/, or
- 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/, or
- 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/; used by the EUI Squash Club;
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 Communale 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-Veccchio/2549, or
  - www.circolitennis.com/circolo/provincia/Firenze/49

- Volleyball: www.fipavfirenze.com/it/home/

- Walking:
  - www.caifirenze.it/ or
  - www.trekkingitalia.org/firenze

- Water Polo:
  - www.rarinantesflorentia.it/ or
  - www.firenzepallanuoto.it/

For a more complete listing, see also www.misterimprese.it/toscana/firenze/firenze/sport-associazioni-e-federazioni.html

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

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: the EUI Volunteer Connection would like to help you in the first steps. Contact Anna Coda at volunteer@eui.eu: she will ask you to fill in a form and will add you to the mailing list to which she sends any request for help she receives. She will also try to look for associations that meet your preferred interests and, if you wish, will organize a first meeting with them.

VOLUNTARY ORGANIZATIONS (ASSOCIAZIONI DI VOLONTARIATO)

A partial listing

Amnesty International
amnestyfirenze.wordpress.com/

Via G. Orsini 44
50126 Firenze
A.V.O. (hospital volunteers)
Interpreters for patients
www.avofirenze.it/

Via Carducci 4
50121 Firenze
tel.: 055.2344567

Caritas Italia
www.caritasfirenze.it

Via dei Pucci 2
50122 Firenze
tel.: 055/26770230
e-mail: donfabiomarella@caritasfirenze.it

Fondazione Meyer
Pediatric hospital
www.fondazione.meyer.it/cat2col20not_2.php?IDCategoria=886

Viale Pieraccini 24
50139 Firenze
tel.: 055 5662427

Istituto degli Innocenti
www.istitutodegliinnocenti.it/?q=content/volontariato

Piazza Santissima Annunziata 12
50122 Firenze
tel.: 055 20371
PLACES OF WORSHIP

American Episcopal

St. James’ Church  
Via B. Rucellai 9  
50123 Firenze  
tel.: [+39] 055 294417

Anglican

St. Mark’s Church  
Via Maggio 16  
50125 Firenze  
tel.: [+39] 055 294764

Baptist Church

Borgo Ognissanti 6  
50123 Firenze  
tel.: [+39]055 210537

Services in Italian and Spanish
Christian Adventist Church

Viuzzo del Pergolino 4
50139 Firenze
tel.: [+39] 055 414040

Evangelic Churches

firenzeevangelica.org/en/

Greek Orthodox

Sacra Chiesa Di San Jacopo Apostolo,
Borgo San Jacopo 34
50125 Firenze
www.chiesaortodossa-firenze.org/directionsIT.html

Islamic Association of Florence

Via B. Bandinelli 58
50142 Firenze
tel.: [+39] 055 711648

Islamic Community of Florence and Tuscany

Borgo Allegri 64/66r
50122 Firenze
mobile: [+39] 339 3391660

Lutheran Church

Lungarno Torrigiani 1
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
tel.: contact Islamic Association above

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
- 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 490148

  Synagogue

  Via L. Farini 4
  50121 Firenze

  Waldensian Church

  Via Manzoni 21
  50121 Firenze
  tel.: [+39] 055 2477800
Interactive map of the EUI campus: www.eui.eu/About/Map.aspx

**BY BUS**

Bus tickets *(biglietti)* must be bought before boarding and stamped in the machine on the bus. Tickets are on sale outside the railway station, ATAF ticket kiosks and vending machines, tobacconists, newspaper kiosks, and some bars. You may also buy tickets using your cell phone (instructions available on board).

For bus routes and timetables see www.ataf.net

**SITES IN SAN DOMENICO AREA**

You can reach all sites on the EUI campus—except Villa Salviati, Villa San Paolo and the EUI residential accommodations—by taking bus 7 from Piazza San Marco and getting off at ‘San Domenico’—except Villa Il Poggiolo, for which you need to get off at ‘Piazza Edison’.

To reach Piazza San Marco (departure bus 7) from Florence railway station Santa Maria Novella (SMN) take bus 1a, 1b, 6, 17, 23.
VILLA SAN PAOLO

For Villa San Paolo take bus 1a/1b from Florence railway station (SMN) to bus stop ‘Madonna della Querce’, or bus 7 from Piazza San Marco to bus stop ‘Pacinotti 1’. From Campo di Marte railway station take bus 10 to ‘Ponte al Pino’ and then walk up via Pacinotti.

VILLA SALVIATI

For Villa Salviati take bus 25 from Piazza San Marco and get off at ‘Il Cionfo’ or bus 1A and reach the end of the line in Via Faentina.

RESIDENTIAL ACCOMMODATIONS

For the EUI residential accommodations at Ponte alla Badia, Via Faentina 386 (Firenze), take bus 1A and reach the end of the line in Via Faentina.

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 timetable see www.aeroporto.firenze.it/en/passengers/from-to-the-airport/bus.html

From the Florence railway station take the bus to the EUI Campus. Choose the bus line according to the EUI building you wish to reach (see above).
BY TAXI

For info and tariffs:
www.socota.it

BY CAR

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