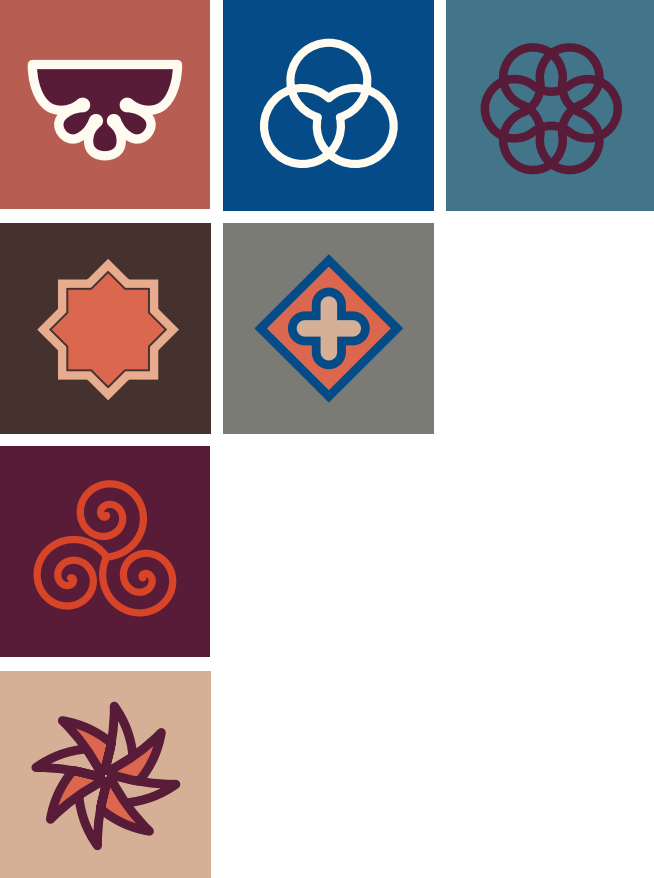




UniPaOrienta

UNIPA GUIDANCE AND TUTORING SERVICES



**Università
degli Studi
di Palermo**



Area didattica
e servizi agli
studenti



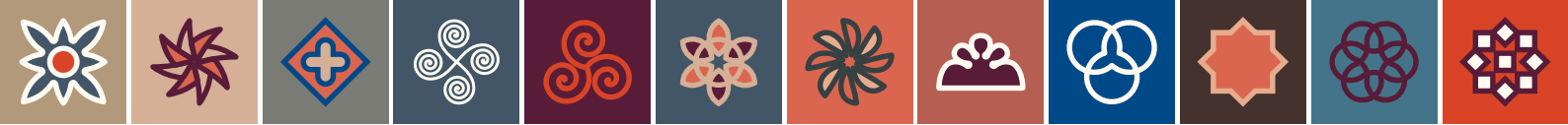
**CENTRO
ORIENTAMENTO
E TUTORATO**



**UNIPA
ORIENTA**



Finanziato
dall'Unione europea
NextGenerationEU



INDEX

WHO WE ARE	2
THE TRANSITION FROM HIGH SCHOOL TO UNIVERSITY	4
CHOOSING YOUR UNIVERSITY PATH	6
GUIDANCE FOR CHOOSING	8
UNIVERSITY ORIENTATION PATHWAY	10
ORIENTATION WORKSHOPS	11
PNRR ORIENTATION COURSES	12
SCHOOL-TO-UNIVERSITY TRANSITION	13
TOWARDS UNIPA	14
UNIPA ORIENTATION EVENTS	16
STUDY METHODOLOGY AND TUTORING	18
PSYCHOLOGICAL COUNSELLING SERVICE	20
TERRITORIAL UNIVERSITY CAMPUSES	22
SUMMARY	24
GUIDE FOR INTERNATIONAL STUDENTS	28
GLOSSARY	54



1

WHO WE ARE

www.unipa.it
www.orientamento.unipa.it

Founded in 1806 by Ferdinand III of Bourbon, King of Naples and the Two Sicilies, who transformed the Panormitan Academy of Studies into a university. Today, UNIPA is a major university, equally focused on teaching, research, and the third mission. Its current educational offerings include 166 courses of study, including Bachelor Degrees, Master Degrees Single Cycle, and Master Degrees, as well as 44 specialization schools and 35 research doctorates.

The educational paths represent broad fields of knowledge, combining tradition and experience with a constant openness to innovation, the productive world, and social inclusion. Important scientific figures have carried out their work at the university in Palermo, including the President

of the Republic, Sergio Mattarella; the astronomer Giuseppe Piazzi; the chemist Stanislao Cannizzaro; the architect Giuseppe Venanzio Marvuglia; and Nobel Prize in Physics winner Emilio Segrè. Furthermore, Giovanni Falcone, Paolo Borsellino, and Francesca Laura Morvillo also studied at UNIPA.

THE ACADEMIC COMMUNITY

Over
48,000
Students

Over
1,300
Technical
and Administrative Staff

Over
1,700
Professors and Researchers

Over
400
Student tutor

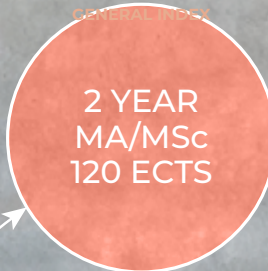
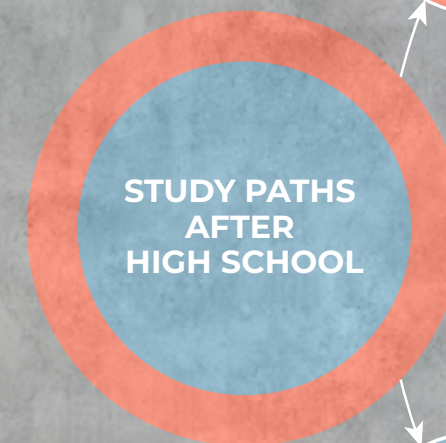
Over
3,000
Bursary Students,
Phd Students,
Post Doc Grant Holders,
Specialisation Degree Students

11
Master Degree
Single Cycle
courses

76
Master Degree
courses

79
Bachelor Degree
courses

THE TRANSITION FROM HIGH SCHOOL TO UNIVERSITY



CHOOSING YOUR UNIVERSITY PATH

 www.orientamento.unipa.it

Who can help me choose my university path?

The University of Palermo's Guidance and Tutoring Center (COT) carries out and promotes guidance, counselling, and information activities both in-person and remotely for:

- students in the last three years of high school, to offer them in-depth knowledge of the University's educational offerings.
- students in the first two years of high school, to initiate a reflection on their personal interests.
- international students, to support them, including with administrative procedures.

- High school teachers and parents, to present the university, its educational offerings, and its services.

The center's main objectives are:

- to promote the university's educational programs and services available to students.
- to help students in the process of evaluating and choosing a degree program to enrol on.
- to intensify collaboration between schools and the university.

Who can help me choose a university?

 www.unipa.it/strutture/orientamento/studenti/

 www.unipa.it/strutture/orientamento/studenti-stranieri/

The **Guidance and Welcome Desk** (SOA) provides information and clarification on the university's educational offerings, orientation activities that facilitate the choice of a degree program, COT services, enrollment procedures, calls for applications, post-graduate educational opportunities, and career prospects. Through a dedicated desk, parents can find a space to explore, discuss, and reflect on topics related to university choice, so they can support their children in their future educational and professional decisions.

The **International Student Guidance and Welcome Desk** (SOAS) (both from EU and non-EU countries) serves as a first point of contact, offering a space for listening and providing support. This is especially helpful during the integration phase into a different cultural environment, where students may encounter difficulties related to adapting to university life.

The desk provides assistance with: procedures for the validation of foreign degrees, University enrollment and registration, obtaining/renewing residence permits,

resolving any bureaucratic or administrative issues concerning foreign citizens.

How to Use the Service:

Meetings can be held in-person at the COT office or online through the Microsoft Teams platform.

How to Book a Meeting:

For remote meetings (**Italian students**):

Use the Booking system available at the link: <https://www.unipa.it/strutture/orientamento/booking.html>

For remote meetings (**International students**):

Send an email to: studentistranieri.cot@unipa.it

For in-person meetings (**Italian students**):

Contact the office at 091.23863206 or email orientamento@unipa.it

For in-person meetings (**International students**):

Use the Booking system available at the link: <https://www.unipa.it/strutture/orientamento/booking.html>

GUIDANCE FOR CHOOSING

CHOOSING YOUR FUTURE

 www.unipa.it/strutture/orientamento/studenti/Test-di-orientamento-Consulenza-individuale/

 www.unipa.it/strutture/orientamento/studenti/Percorso-di-Orientamento-online-UniPaOrienta/

Individual orientation counselling helps students choose the right degree program. This service includes two parts: a test session (a group administration of self-assessment questionnaires about academic and professional interests, as well as personal characteristics) and an individual meeting: a one-on-one session with an guidanceorientation expert to help you make an informed decision about your educational and career path.

How to Use the Service:

Meetings can be held in-person at the COT office or online via the Microsoft Teams platform. To book a remote meeting: use the Booking system available at this link: www.unipa.it/strutture/orientamento/booking.html

To book an in-person meeting: contact the office at 091.23863206 or email orientamento@unipa.it

Unipa Orienta. The university orientation workshops and the online university pre-orientation platform for high school students (last three years) are designed to offer a comprehensive overview of the University of Palermo. They serve as a form of “academic literacy” to help students become familiar with the university environment.

The program covers a range of topics, including: the academic offerings (degree programs); the organization of departments and degree courses; the CFU /ECTS (University Credit) and OFA (Additional Educational Requirement); systems; the procedures for university enrollment and registration; opportunities to study abroad; student services and financial benefits. The online platform’s goal is to guide students in choosing their course of study through self-assessment and the exploration of their professional interests, motivations, and transversal/soft skills, such as teamwork, decision-making, problem-solving, and creativity/innovation.

How to Use the Service:

To book the university orientation workshop and the online orientation platform, you need to schedule one or more meetings with the COT orientation experts by calling 091.23863206 or writing to orientamento@unipa.it.



5

UNIVERSITY ORIENTATION PATHWAY

Orientation pathway for students
in their fourth year of high school

SHAPING YOUR FUTURE

 www.unipa.it/strutture/orientamento/studenti/iv-e-v-anno/

This activity is designed for fourth-year high school students and includes workshops in small groups, which can also be held online. The sessions are led by an orientation expert and aim to encourage students to reflect on their future educational and professional paths. In agreement with the high school, students may be awarded educational credits for their participation.

How to Use the Service:

To book the “Shaping Your Future” activity, you must schedule one or more meetings with the COT orientation experts. You can do this by calling 091.23863206 or emailing orientamento@unipa.it.

5

ORIENTATION WORKSHOPS

Orientation pathway for students
in their third year of high school

CHARTING YOUR COURSE

 www.unipa.it/strutture/orientamento/studenti/III-anno/

The orientation program for third-year high school students is designed to help small groups of students begin to evaluate their own interests and attitudes regarding their future careers and, consequently, their choice of a degree program.

How to Use the Service:

To book the university orientation program Charting Your Course, you need to schedule one or more meetings with the COT orientation experts by calling 091.23863206 or emailing orientamento@unipa.it.

PNRR ORIENTATION COURSES

National Recovery and Resilience Plan (PNRR)

 <https://www.unipa.it/strutture/orientamento/pnrr-orientamento/>

The courses, which are part of the PNRR Orientation (National Recovery and Resilience Plan, Mission 4 “Education and Research,” Investment 1.6, funded by the European Union - NextGenerationEU), are designed for high school students. They are conducted in collaboration with orientation experts from the Guidance and Tutoring Center (COT) and delegates for orientation from various departments. The main goal is to facilitate and encourage the transition from high school to university. The courses support students in choosing their academic path by helping them gain a greater awareness of their skills and by highlighting their personal aptitudes and professional interests.

To get information on how to activate the program and to see the available courses, you should send an email to: pnrrcot@unipa.it.

You can also download the University Catalog and the Guidelines for Schools directly from the dedicated webpage: <https://www.unipa.it/strutture/orientamento/pnrr-orientamento/>.

The courses delivered under the PNRR Orientation program also count as PCTO -Pathways for Transversal Skills and Orientation -and can be included in the students’ 30 hours of mandatory orientation.

SCHOOL-TO-UNIVERSITY TRANSITION

Pathways for Transversal Skills and Orientation

The PCTO -Pathways for Transversal Skills and Orientation- (formerly known as School-Work Alternating Programs ASL), are designed for students in the last three years of high school. The programs take place in the laboratories and facilities of the

University of Palermo. Their goal is to develop personal aptitudes, interests, and individual learning styles. To get information on how to activate the program and to see the available courses, you must email orientamento@unipa.it.

TOWARDS UNIPA

 www.unipa.it/strutture/orientamento/preparazione-alle-prove-daccesso/

Workshop "How to Face Admission Tests"

This workshop is approximately three hours long and is designed to help you prepare for university admission test. It covers: analyzing the application announcements and bureaucratic requirements; effective strategies to tackle and pass the tests; practice with sample questions to help you understand the test structure, difficulty level, and time management.

Workshop "How to Study at UniPa, From High School to University"

This workshop is designed to support students as they transition from high school to the university environment. It provides effective solutions to help you: organize your study time and manage your workload and increase your determination and motivation to face this new academic journey.

Preparation Courses

The preparation courses for admission tests include 30 hours of lessons and exercises to deepen knowledge

in a specific subject area covered by the tests. The available subjects are: Biology, Chemistry, Physics, Logic and General Knowledge, Mathematics. The courses are taught by university professors and are free of charge.

There are two sessions offered:

- Winter session: From December to April, with afternoon lessons.
- Summer session: From July to August, with daily "full immersion" lessons.

Admission Test Simulation

This activity is approximately two hours long and includes a simulation of the university admission tests. It measures your current knowledge of the subjects covered in the simulated test, which helps you plan a study path to address any gaps in your knowledge.

INFO SERVICE ACCESS METHODS::

 eventietest.cot@unipa.it

 +39 091 238 65502

 +39 091 238 65503

UNIPA ORIENTATION EVENTS

 www.unipa.it/strutture/orientamento/eventi/

The Guidance and Tutoring Centre (COT), in collaboration with the university's departments, organizes informative orientation events. These events are designed to promote knowledge of the university's: Bachelor Degree Programs; Master Degree Single Cycle Programs; Master Degree Programs; student services and university facilities; opportunities for professional growth and development that the university provides both during and after your academic journey.

INFO SERVICE ACCESS METHODS:

 eventietest.cot@unipa.it

 +39 091 238 65502

 +39 091 238 65503



SUMMER AT COT

This summer program is designed for prospective students and their families. It runs during the summer to support future students and their families during the important phase of choosing a degree program. The initiatives include: informational sessions on the academic offerings, as well as the deadlines and procedures for enrollment; orientation consultations and workshops/simulations on admission tests.



WELCOME WEEK

This initiative is for fourth and fifth-year high school students, as well as school principals, teachers, and parents. During the event, all Bachelor Degree courses and Master Degree Single Cycle courses for the upcoming academic year are presented.



DEPARTMENT OPEN DAYS

The departments at the University of Palermo organize Open Days, which are welcome events for high school students. These days include orientation activities and cultural deep dives. During an Open Day, high school students have the chance to: visit laboratories, museums, and exhibitions; attend university lectures; meet with university faculty and students.



WELCOME DAY MASTER DEGREE COURSES

This event is for both graduates and soon-to-be graduates. During the event, all Master Degree programs for the upcoming academic year are presented.



OPEN DAYS AT HIGH SCHOOLS

The Guidance and Tutoring Centre (COT) participates in events organized at high schools. The goal is to promote and present the University of Palermo's academic programs and student services directly to prospective students.



ORIENTATION FAIRS

The COT participates in various fairs, upon invitation from the organizers, to present the university's academic offerings and the services available to students.

STUDY METHODOLOGY AND TUTORING



I'm a Newly Enrolled Student... Now What?

University of Palermo's Guidance and Tutoring Centre provides a series of services for newly enrolled students in order to:

- facilitate the transition from high school to university;
- promote the learning process by helping students acquire a personalized study method;
- address any obstacles that prevent students from succeeding on university exams.

What tutoring services are offered by UniPa?

www.unipa.it/strutture/orientamento/metodologia-e-tutorato/

Personalized Study Methodology Consultation

This service is for all university students, including those who are behind on exams, aren't taking exams, are working students, or are new freshmen. It is designed to help those who are experiencing significant distress due to slow learning or exam failures caused by an inadequate study method. The program includes individual meetings led by a study methodology expert. These meetings can be held in-person or online, with a prior reservation.

Academic Tutoring

Academic tutors are students enrolled in master degrees, research doctorates, or specialization schools at the university. They assist students in improving their understanding of specific subject matter through exercises and in-depth workshops. This activity is conducted in support of degree programs. The sessions can be held in-person or online, with a prior reservation.

Learning Tutoring for Students with Disabilities and Neurodiversity

Learning tutors are professionals (psychologists, neuropsychologists, psychopedagogues, and support teachers) who work closely with university departments. Their role is to identify the most suitable learning strategies for students with disabilities, neurodiversity, or other difficulties even if not officially diagnosed.

They also act as a mediator between the student, the course instructor, the degree program coordinator, disability and neurodiversity delegates, and academic and peer tutors.

Meetings can be held in-person or online, with a prior reservation.

How to Use the Service:

To book a session, you need to schedule one or more meetings with the COT's methodology experts. You can do this by calling 091.23865515 or emailing tutorato.cot@unipa.it.

PSYCHOLOGICAL COUNSELLING SERVICE

 www.unipa.it/strutture/orientamento/counselling-psicologico/

The Psychological Counselling Service is a free psychological consultation and support service offered by the Guidance and Tutoring Centre (COT) at the University of Palermo.

Students can seek psychological counselling to discuss any emotional or psychological difficulties that may arise during their university studies with a licensed psychologist-psychotherapist.

The service's main goal is to provide a safe space for listening, support, clarification, and reflection on personal, relational, and family issues. The aim is to help students find suitable strategies to cope with difficult times.

The counselling intervention is designed to prevent and/or treat psychological distress in students. Its purpose is to foster a healthy adaptation to the university environment, promote psychological well-being, and encourage individual autonomy and

responsibility. It also helps students address personal, emotional-cognitive, and relational difficulties.

The counselling can be provided through individual or group psychological support.

Individual Sessions: the service offers short- or medium-term consultations. This can range from a few meetings up to a maximum of ten for short-term support, or from twelve to twenty-four meetings for medium-term support. Integrated interventions with the Psychiatric Service of the University Polyclinic can also be arranged.

Group Sessions: for group psychological support, the service offers bi-weekly, medium- to long-term meetings.

The service is available to all Italian and international students at the main campus, as well as those at the territorial centers of Agrigento, Caltanissetta, and Trapani, and to students on mobility programs.

You can attend the sessions in-person at the COT office or online via Microsoft Teams.

All psychological interventions are conducted with the utmost respect for your privacy and professional confidentiality, as required by the Code of Ethics for Psychologists. This applies to both the content of the consultation and the service itself.

For international students, consultations are also available in English.

The psychological counselling service managed by the COT is part of a larger university service called S.I.A.S.P. For more information or to request an appointment, please email: counsellingpsicologico.cot@unipa.it, siasp@unipa.it



PSYCHOLOGICAL COUNSELLING Service*

*booking required

 Monday/Tuesday/Wednesday/
Thursday/Friday: 9 am to 1 pm

Tuesday/Thursday: 2 to 5 pm

 091 238 65518

 091 238 65548

 counsellingpsicologico.cot@unipa.it

TERRITORIAL UNIVERSITY CAMPUSES

The University of Palermo has developed a strong presence across the region, thanks to its three Territorial University Campuses. These campuses bring the university's services and academic programs directly to the areas of Agrigento, Caltanissetta, and Trapani.

Each campus has a unique history deeply connected to the local region. They are lively and welcoming academic communities known for the high quality of their teaching.

The Territorial University Campuses in Agrigento, Caltanissetta, and Trapani offer a wide variety of Bachelor Degree, Master Degree Single Cycle and Master Degree Programs. These programs are designed not only to meet the educational needs of young students but also to contribute to the growth of the local socio-economic community.

Orientation Events at the Territorial Campuses

Open Day

Each year, between February and April, every Territorial Campus opens its doors to the city to showcase its facilities, laboratories, and academic programs. The events welcome fourth and fifth-year high school students, school principals, teachers, and families.

During the Open Day, all Bachelor Degree and Master Degree Single Cycle programs for the upcoming academic year are presented in detail. The days also feature themed workshops, testimonials from current students and graduates, and in-depth sessions on orientation services led by the Guidance and Tutoring Centre.

Open Day at High Schools

The Guidance and Tutoring, Centre in collaboration with staff from the Territorial Campuses, participates in events organized at high schools in their respective provinces.

The goal is to promote and present the academic programs of both the campuses and the university as a whole, as well as the student services and the orientation activities available to prospective students to help them with their choices.

Territorial Campus Info-Points

Info-Points are set up at various times of the year in popular locations throughout the city. They are designed for a primary target audience of students but also attract families and anyone interested in learning about the university's degree programs, services, and orientation activities for current and prospective students. These initiatives are open to young people, families, and the general public. Their goal is to showcase the dynamic and diverse nature of the Territorial Campuses within their respective communities.

AGRIGENTO TERRITORIAL UNIVERSITY CAMPUS

📍 Via Ugo La Malfa - Villa Genuardi - Agrigento 📞 +39 09123897801
 📍 Via Quattararo, 6 - Agrigento 📞 +39 09123897800
 📧 polodidattico.ag@unipa.it 🌐 <https://www.unipa.it/poloagrigento>

CALTANISSETTA TERRITORIAL UNIVERSITY CAMPUS

📍 Corso Vittorio Emanuele, 92 - Caltanissetta 📞 +39 09123865805
 📍 Via Real Maestranza sn - Caltanissetta 📞 +39 09123865803
 📍 Via Re D'Italia 74 - Caltanissetta 📞 +39 09123865804
 📧 polodidattico.cl@unipa.it 🌐 <https://www.unipa.it/polocaltanissetta>

TRAPANI TERRITORIAL UNIVERSITY CAMPUS

📍 Lungomare Dante Alighieri, 2/ 4 - Erice
 📞 +39 09123864401
 📧 polouniversitario.tp@unipa.it 🌐 <https://www.unipa.it/polotrapani>

12

SUMMARY

 www.orientamento.unipa.it
 www.facebook.it/orientamento.unipa.it
 www.unipa.it/strutture/orientamento/booking.html

The activities are free of charge and are carried out by guidance experts both remotely and on-site at the following location: **CENTRO ORIENTAMENTO E TUTORATO (COT)/Guidance and Tutoring Centre (COT)**
Viale delle Scienze / Building 2 / 2nd Floor / Palermo
 tel. 09123865500

GUIDANCE AND WELCOME DESK / PARENTS' DESK*

*booking required

 Monday/Wednesday/Friday 9 am to 1 pm, Tuesday 3-5 pm

 www.unipa.it/strutture/orientamento/studenti/
 +39 091 23863206  orientamento@unipa.it
INDIVIDUAL ORIENTATION COUNSELLING / ORIENTATION WORKSHOP*

*booking required

 Monday/Wednesday/Friday 9 am to 1 pm, Tuesday 3-5 pm

 www.unipa.it/strutture/orientamento/studenti/
 +39 091 23863206  orientamento@unipa.it
SCHOOL-TO-UNIVERSITY TRANSITION PATHWAYS*

*booking required

 Monday/Tuesday/Wednesday/Friday 9 am to 1 pm, Tuesday 3-5 pm

 <https://www.unipa.it/strutture/orientamento/cot/pnrr-orientamento/>
 pnrrcot@unipa.it
PSYCHOLOGICAL COUNSELLING SERVICE*

*booking required

 Monday/Tuesday/Thursday/Friday 9 am to 1 pm, Tuesday/Thursday 2-5 pm

 www.unipa.it/strutture/orientamento/counselling-psicologico/
 +39 091 23865518 - +39 091 23865548  counsellingpsicologico.cot@unipa.it
TOWARDS UNIPA

Workshop: "How to Face Admission Tests"*

Workshop: "How to Study at UniPa, From High School to University"*

Preparation Courses*

Admission Test Simulation*

*booking required

 Monday/Wednesday/Friday 9 am to 1 pm

 www.unipa.it/strutture/orientamento/preparazione-alle-prove-daccesso/
 +39 091 23865502

 +39 091 23865503

 eventietest.cot@unipa.it
UNIPA ORIENTATION EVENTS
 www.unipa.it/strutture/orientamento/eventi/
 +39 091 23865502

 +39 091 23865503

 eventietest.cot@unipa.it
INTERNATIONAL STUDENT GUIDANCE AND WELCOME DESK*

*booking required

 Monday/Wednesday/Friday 9 am to 1 pm, Tuesday 3-5 pm

 www.unipa.it/strutture/orientamento/studenti-stranieri/
 +39 091 23865505  studentistranieri.cot@unipa.it
STUDY METHODOLOGY AND TUTORING**

*booking required

 Monday/Wednesday/Friday 9 am to 1 pm

 www.unipa.it/strutture/orientamento/metodologia-e-tutorato/
 +39 091 23865515  tutorato.cot@unipa.it

AGRIGENTO TERRITORIAL UNIVERSITY CAMPUS

📍 Via Ugo La Malfa – Villa Genuardi - Agrigento 📞 +39 091 23897801

📍 Via Quartararo, 6 - Agrigento 📞 +39 091 23897800

✉️ polodidattico.ag@unipa.it

🌐 <https://www.unipa.it/poloagrigento>

CALTANISSETTA TERRITORIAL UNIVERSITY CAMPUS

📍 Corso Vittorio Emanuele, 92 - Caltanissetta 📞 +39 091 23865805

📍 Via Real Maestranza sn – Caltanissetta 📞 +39 091 23865803

📍 Via Re D'Italia 74 - Caltanissetta 📞 +39 091 23865804

✉️ polodidattico.cl@unipa.it

🌐 <https://www.unipa.it/polocaltanissetta>

TRAPANI TERRITORIAL UNIVERSITY CAMPUS

📍 Lungomare Dante Alighieri, 2/4 - Erice

📞 +39 09123864401

✉️ polouniversitario.tp@unipa.it

🌐 <https://www.unipa.it/polotrapani>



NOTES

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

Scan the QR code
to access the Student Guide



To stay informed about COT activities,
Follow our social media pages



Promoted by **Area Didattica e Servizi agli Studenti**
Data collection and review by the
Settore Orientamento, Convenzioni della Didattica e Tirocini
U.O. Promozione dell'Offerta Formativa e Organizzazione Eventi di Orientamento

Editorial and graphics work
WITHUB SpA



Università
degli Studi
di Palermo



Area didattica
e servizi agli
studenti



CENTRO
ORIENTAMENTO
E TUTORATO



UNIPA
ORIENTA



Finanziato
dall'Unione europea
NextGenerationEU



www.unipa.it



www.unipa.it/strutture/orientamento/

