



University of Gastronomic Sciences
Università degli Studi
di Scienze Gastronomiche

**MASTER OF GASTRONOMY
WORLD FOOD CULTURES AND MOBILITY**

FREQUENTLY ASKED QUESTIONS

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ACADEMICS

GENERAL INFORMATION

The number of university credits (CFU) necessary to be admitted to the final thesis defense and obtain the degree remains unchanged. The Director of Didactics and Convenor of the programs, considering the emergency situation, reserve the right to make changes in terms of number of hours for online classes, practical workshops and the minimum duration of the final internship.

Why will some online lessons and complementary activities take place in the April-June time period?

The University believes it is essential that constant contact be maintained with professors and with the teaching environment heretofore achieved and which would be lost through months of inactivity. Moreover, the fall curriculum should not be so dense as to no longer be didactically effective.

Why will the academic calendar extend from September through December?

To allow, if conditions related to the COVID-19 pandemic permit it, most of the academic activities foreseen by your study plan to take place in Pollenzo.

Will academic and complementary activities also take place in the months of July and August?

July and August are considered summer break from learning activities. At the discretion of the student, they can be devoted to an internship or personal research project, if conditions related to the COVID-19 pandemic permit it.

ONLINE AND COMPLEMENTARY ACADEMIC ACTIVITIES

In the period between April 16, 2020 and June 30, 2020, the following will be carried out online:

- theoretical lessons included in your study plan;
- theoretical lessons included in the study plan of other UNISG Master programs;
- various complementary activities such as conferences, debates, forums, etc...

When will the academic calendar be available online?

The Convenor of your program will communicate the calendar to you following Easter break. With regards to the possibility of attending the lessons included in the study plan of the other UNISG Master programs, you will receive further details and a guide on how to self enroll at them. You can check the complete schedule here: [UNISG Calendar](#)

How online classes be organized?

You will be contacted by the professors for each course for details on the method in which lessons will take place, which will also keep in consideration the different time zones. Live lessons will continue to be held on Italian time (CEST).

Will class attendance continue to be taken?

The Decree of the President of the Council of Ministers on 03.08.2020 has ordered that any absences will not count against admission to exams and related evaluations. Class attendance is therefore not considered strictly necessary. If there are changes in the upcoming period, a timely communication will be sent.

Will the teaching evaluation questionnaire be active?

Yes, the course evaluations are currently active.

ACADEMIC ACTIVITIES ON CAMPUS**When will academic activities on campus resume?**

On campus academic activities have been scheduled in the September-December 2020 period. The start of academic activities on campus may be postponed to the month of October if there are restrictions or limitations due to the COVID-19 pandemic.

Which face-to-face academic activities are planned?

Most of the theoretical lessons are planned, with the exception of those carried out online in the April-June period, and practical academic activities (tastings, Food Lab activities).

If during the September-December 2020 period, the academic activities on campus prove infeasible due to the persistence of limitations linked to the COVID-19 pandemic, what happens?

If, for reasons outside the University's control, scheduled lessons cannot take place on-campus during the period in which they have been planned, they will instead be held online.

When will I receive the calendar of educational activities on campus?

The calendar is currently being finalized. Scheduling will take place in the coming period. Please consult the online calendar for updates.

Will class attendance be taken?

Yes, class attendance will be considered mandatory as stated in the study plan.

Will the teaching evaluation questionnaire be active?

Yes, the course evaluations are currently active.

I cannot or do not intend to return to campus to attend face-to-face academic activities.**What options are available to me?**

The University is making recordings of all in-class lessons available on Blackboard. The mandatory 80% minimum attendance requirement may be waived for those students who submit a documented request, pending approval by the Convenor, of their inability to attend lessons in the September-December period, due to work or family needs, or provisions limiting movement in their home country.

EXAMS AND PAPERS

Will exams and papers undergo changes?

In general, no changes in the manner and timing relating to exams and papers are foreseen. However, the Convenor of your program will coordinate with individual teachers on the different methods of evaluation, taking into account the extraordinary nature of the situation.

STUDY TRIPS

Are the study trips that have not been organized to date and those planned in the next period cancelled?

The study trips are not cancelled but rather rescheduled for the September-December 2020 period. The University reserves the right to make any changes on the destination and duration of the trips which take into account the evolution of the pandemic related to COVID-19 as well as national and international regulations.

If conditions do not permit the study trips to take place, will I receive compensation?

Yes, each student will receive compensation according to the information you find here:

[COMPENSATION](#)

If conditions due to COVID-19 pandemic don't allow me to attend the study trips, will I receive compensation?

Yes, each student will receive compensation according to the information you find here: [COMPENSATION](#)

INTERNSHIP OR PERSONAL RESEARCH

Is it possible to complete the internship as foreseen by the study plan?

Yes, the internship can be completed in the period prior to the graduation session that the student intends to undertake. The Director of Didactics and Convenor of the program, considering the extraordinary situation in effect, may redefine the number of minimum hours required and/or evaluated the possibility of completing internships remotely, along with substitute academic activities. The number of university credits that may be acquired through the internship will, in any case, remain unchanged.

When can I complete the internship?

Considering the present scheduling of academic activities and taking into consideration the conditions related to the COVID-19 pandemic, the internship may be carried out:

- in the April-June 2020 period: recommended for those who want to carry out a part-time internship, in accordance with the online lesson schedule, and then intend to defend the Master thesis in the December 2020 graduation session;
- in the July-August 2020 period: recommended for those who want to carry out a continuous full-time internship and then intend to defend the Master thesis in the December 2020 graduation session;
- in the January-March 2021 period: recommended for those who wish to defend the Master thesis in the April 2021 graduation session.

For additional information with respect to the internship, you can contact the Career Center by writing to career@unisg.it or by consulting the Career Center website at this address: <https://career.unisg.it/en/students/services-for-students/internships/>

Is it possible to complete the personal research project as foreseen by the study plan?

Yes, the personal research project can be completed in the period prior to the graduation session that the student intends to undertake. For additional information regarding personal research, students are asked to contact the Convenor of their program.

THESIS AND GRADUATION

What are the deadlines for submitting the thesis?

The Academic and Registrar Office will send a communication regarding thesis deadlines. As per University regulations, the deadline for submitting the thesis is generally 15 days prior to the date of the thesis defense and graduation.

Will the thesis defense also be carried out online?

Yes. Theses can either be defended in person, provided this is compatible with regulations related to the COVID-19 pandemic, or online for those who request it.

Are those graduation dates previously communicated still confirmed?

The graduation date is set for December 2020. Given the exceptional nature of the situation, students are given the possibility to defend their theses in a special session scheduled for the beginning of April, 2021. The exact dates will be communicated as soon as possible.

FEES AND COMPENSATION

UNIVERSITY FEES

What is the payment schedule for the remaining university fees?

To assist students in this period of uncertainty and difficulty, the University has decided that the fee will be divided into two parts:

- first installment of € 2,000: to be paid by April 30, 2020
- second installment of € 4,000: to be paid by October 15, 2020.

Can I ask for a deferral of payment of the University fee?

Yes, you can write to amministrazione@unisg.it giving reason for the request.

COMPENSATION

Can I expect compensation for the use of online and non in-class academic activities?

No form of compensation can be expected for online teaching in place of in-class teaching, as online teaching is a result of extenuating circumstances, rather than choices made by the University.

In the event that the conditions do not permit for the study trips to take place, will I receive compensation?

Yes, each student will receive compensation equal to € 3,000.

I will have expenses related to the resumption of on-campus activities (flights, rentals, etc.). Will I receive financial assistance from the University?

The University is not responsible for any rental or personal travel expenses incurred by the student related to the continuation of academic activities until December.

STUDY ABANDONMENT

I want to abandon my studies. What should I do?

Students who wish to formalize the interruption of their University career must send an email to segreteria@unisg.it.

If I abandon my studies, do I still have to pay the second and remaining installment?

No, no further payment is due.

I paid the entire University fee and I want to abandon my studies. Can I expect any reimbursement?

The official Announcement (Section 4 - University Fee Payment Regulations) states that students are eligible for a partial reimbursement of the university fees only if withdrawal is made within the first thirty or ninety days after the start date of the Master. Due to the extraordinary situation, you will receive back 100% of the second installment (equal to € 6,000) instead of 80% as stated in the Announcement.

I have some credits for the Academic Tables on my card. Can I obtain a refund?

The University will refund any residual credits as soon as the student officially withdraw from the studies.

Can I expect to receive a declaration stating the courses attended?

Yes, students who decide to abandon their studies receive a declaration of the course attended.

SERVICES FOR STUDENTS

OPEN TO THE PUBLIC

Are the offices and the campus of the University open to students?

All the premises of the University, in compliance with the measures dictated by the Italian Government, are closed to the public until further notice. As soon as it is possible to reopen, you will be promptly notified.

Are the offices of the University operational?

Yes, and you can contact the different offices by phone or email.

LIBRARY AND ONLINE RESOURCES

Is it possible to borrow books from the Library?

Lending services are suspended. All the premises of the University, in compliance with the measures dictated by the Italian Government, are closed to the public until further notice. As soon as it is possible to reopen, you will be promptly notified.

I borrowed books from the library and are unable to return them. What should I do?

For book returns, please contact the Academic and Registrar Office (segreteria@unisg.it) with the librarian Bruno Viberti (b.viberti@unisg.it) in cc, indicating:

- The list of books to be returned;
- the intention to return them to UNISG as soon as the conditions make it possible to do so (you will be informed once offices have been reopened).

What online resources are accessible?

In addition to the materials that teachers can send to their students, it is also possible to access online resources, which are available by logging on to the ONLINE RESOURCES section on the website at UNISG <https://www.unisg.it/campus/biblioteca/>

ACADEMIC TABLES DINING HALL

Is the Academic Tables Dining Hall open?

The Academic Tables Dining hall is closed until further notice. Students will be informed, should the measures imposed by the Italian Government allow for its reopening.

CAREER CENTER

What services does the Career Center offer?

The Career Center is available to support students in researching internships foreseen by their study plan, as well as for individual career guidance sessions, even via Skype/Hangouts/WhatsApp/etc. Students who want to avail themselves of these services should contact the Career Center at career@unisg.it

LIFE IN BRA

COVID-19 PRECAUTIONS

For how long will the measures implemented by the Italian Government last?

At present the measures are in place until May 3rd. The University will send students regular updates each time there are significant changes.

Where can I find the most up-to-date information?

In addition to consulting the [official site](#) for the Italian Government and the relevant page on the [University website](#), the University will send students regular updates each time there are significant changes.

PERMIT OF STAY

If my permit of stay expires before the start of the academic activities in Pollenzo, what should I do?

It's necessary to renew the permit of stay with the support of the Registrar Office. If you have concerns or inquiries with regards to your permit, you can write to segreteria@unisg.it

ACCOMMODATION

I rented an apartment/room in Bra and I am planning on returning to Bra at some point. What should I do?

You may be able to ask for a rent suspension or a discount if you are not staying in Bra due to extenuating circumstances that are objective circumstances outside of your control that prevent you from utilizing the room/apartment you are paying for. You must however demonstrate that this is due to forces outside of your control, for example, you had to return to your home country and now cannot return to Bra for objective reasons (i.e. travel restrictions). Please consider that, by law, your landlord is not required to accept your request.

If you want to do so, and have a valid rental agreement, you can first talk to your landlord and try to come to an agreement. If you want to use a more formal and legally valid approach, you should send a registered letter with return receipt ("*raccomandata con ricevuta di ritorno*") to the landlord declaring the case of extenuating circumstances ("*force majeure*") and proving it.

Useful tips:

- if you are a non-Italian student, ask a colleague for help;
- the registered letter with return receipt ("*raccomandata con ricevuta di ritorno*") can be sent online: <https://www.poste.it/gamma/spedisci-online.html>
- you can also try to reach an agreement directly with the owner of the property. It may be useful to send this letter written by the President and Rector of the University. [Lettera per locatore](#)

I have an apartment/rented room in Bra and I am not planning on returning. What should I do?

If you are not able to come to an agreement with your landlord, the only option remaining is to officially terminate the contract. If you have a valid rental agreement, you must send a registered letter with return receipt ("*raccomandata con ricevuta di ritorno*") to the landlord declaring your desire to close the lease. The request for termination of the contract can also be communicated by just one of the contract holders: for example, if the contract is registered in more than one person's name, just one can terminate the contract. In this case, the full rent must be paid by the remaining contract holders.

Useful tips:

- If you are a non-Italian student, ask a colleague for help;
- the registered letter with return receipt ("*raccomandata con ricevuta di ritorno*") can be sent online: <https://www.poste.it/gamma/spedisci-online.html>
- for the text of the letter, follow this model: [FACSIMILE Termination Letter Agreement Affitto.pdf](#)
- you can also try to reach an agreement directly with the owner of the property. It may be useful to send this letter written by the President and Rector of the University. [Lettera per locatore](#)

I want to cancel my contract, but I cannot vacate my apartment/room. What should I do?

The University has made a service available, upon request, for the clearing out and safe keeping of personal effects for students unable to vacate their apartment/room. This service will become available as soon as the COVID-19 precautional measures put in place by the Italian government once again allow for the freedom of movement in Bra.

Personal effects in this case are considered clothing, books and other small effects that can be placed in small and medium sized containers (e.g. cardboard boxes). Furniture, small and large appliances, along with food products, perishable and not, are not considered among those personal effects that can be picked up and stored.

Personal belongings will be stored in UNISG spaces. Students are given the opportunity, by the date of graduation, to collect them in person or request shipment to their address, with shipping costs at their expense and paid for. For further information please contact segreteria@unisg.it.