



**Scuola Superiore per Mediatori Linguistici CIELS**

**Padova**

WELCOME GUIDE  
FOR INCOMING STUDENTS



## Contacts:

Via S. Venier 200, 35127 Padova  
Phone: +39 049 774152  
website: [www.ciels.it](http://www.ciels.it)

Dott.ssa Veronica Piovan  
International Relations Office  
Monday-Friday 09:00-13:00 and 14:00-15:30  
Email: [erasmus@ciels.it](mailto:erasmus@ciels.it)

Student Office (Segreteria Didattica)  
Monday – Friday 09:00-13:00 and 14:00-17:00  
Email: [segreteria.magistrale@ciels.it](mailto:segreteria.magistrale@ciels.it)

*Scuola Superiore per Mediatori Linguistici CIELS is a university located in Padova with different specialisations complementing Interpreting and Translation Studies. For a description of our courses see our website: [www.ciels.it](http://www.ciels.it).*

*Campus CIELS is a large facility in Padova, close to the city centre, 15 minutes away from the railway station.*



## TRANSPORTATION

Padova can be easily reached by train with direct connections from most European countries: the nearest main connections are Milano Centrale (230 km), Verona P.N. (80 km), Venezia-Mestre (30 km) and Bologna (120 km).

If you want to visit nearby cities and villages remember to choose a local train (Regionale): they are cheaper and they stop in small cities and villages. To reach big cities such as Rome, Milan, etc. you can use the fast trains (Freccia Bianca, Rossa, Argento, Italo): they are quite expensive, but you will save time! Remember to book your ticket.

The nearest airports are Venezia (35 km), Treviso (60 km), Verona (80 km), Bologna (120 km) and Milano (230 km). Sita buses go there (check the timetable here <http://www.fsbusitaliaveneto.it> but if you need to go there early in the morning or late at night, you will need a taxi (<http://www.airservicepadova.it>).



## TRANSPORTATION *in Padova*

Padova is quite a small town and therefore the easiest way to get around is by walking or cycling.

If you buy a bicycle we recommend you buy a good lock too and use it all the time. You can also use the service "Goodbike Padova": 250 bicycles you can rent only for the time you need it:  
<http://www.goodbikepadova.it>

Here is a map of bicycle lanes:  
<http://www.padovanet.it/dettaglio.jsp?tassid=1632&id=10091>

You can also rent and park your bicycle in the parking lot in front of the railway station:  
<http://www.padovanet.it/dettaglio.jsp?tassid=1693&id=9888>

To visit the city and nearby villages you can use the public "APS Mobilità", which includes a tram service, urban buses, extra-urban buses. For more info:  
<https://www.padovanet.it/informazione/percorsi-e-orari-degli-autobus-e-del-tram>

Bus line N. 3 stops very near: as you exit the Campus turn right and then left into the main street, the bus stop is on your left.



# HEALTH

If you need medical assistance, you must have your TEAM card, issued by your country's Health Service, or health insurance, before coming to Italy. If you are in urgent need of hospital care, go directly to the nearest hospital, to the Pronto Soccorso (Emergency Ward), taking your TEAM card with you. If you need other medical services you must get the green form called “carnet della salute” from:

Ufficio Estero dell'USL (Unità Sanitaria Locale)

Via Scrovegni 12 Padova

Tel. +39 049 821 40 69

Opening hours: from 8.3-12 am Mon to Fri; also from 2.30-4.30 pm Mon and Thur

A file in your name will be opened at this office and there will be a list of doctors available there. The green form contains one set of coupons used to obtain services and one set of coupons for prescriptions, specialist examination, hospitalisation and so on.

During the night, on Saturday afternoons and holidays, or in an emergency, dial 118 or go to the nearest hospital.



PLACES TO STAY, FOR SHORT  
PERIODS, FOR YOU OR YOUR  
GUESTS

## **Youth Hostel «Città di Padova»**

via Aleardi, 30 - 35122 Padova

Phone 0039 049 8752219 - fax 0039 049 654210

Internet:

[http://www.ostellopadova.it/index\\_file/Page619.htm](http://www.ostellopadova.it/index_file/Page619.htm)

## **Casa a Colori**

Via del Commissario, 44 Padova

Tel: 049/680332

[www.casaacolori.org](http://www.casaacolori.org)



## FREE TIME

[www.padovanet.it](http://www.padovanet.it)

Have a look at the following websites to find out more about the city (cinemas and theatres, museums, trips, nights out, etc.):

[www.padovando.it](http://www.padovando.it)

Here you can find information about restaurants in Padova and culinary events in the city.

[www.turismopadova.it](http://www.turismopadova.it)

This website has a vast amount of information about the main tourist attractions to visit during your time here.



ECTS grading table	CIELS - marks	Description
A	30 e lode 30	<i>DISTINCTION</i>
B	29 28 27 26	<i>EXCELLENT</i>
C	25 24 23	<i>GOOD</i>
D	22 21 20	<i>GOOD/PASS</i>
E	19 18	<i>PASS</i>

## ECTS CREDITS

According to the Italian Law and to the decision of our Technical and Scientific Committee (“Comitato Tecnico-Scientifico”), 1 CFU (Formative University Credit) is equivalent to 1 ECTS (European Credits Transfer System) credit. One CFU generally corresponds to 25 hours of workload per student, time for individual study included.

The average workload of a full-time student is conventionally fixed at 60 ECTS per year.

The evaluation grading system goes from 18 to 30. The highest possible grade is 30 cum laude which corresponds to excellent. Some modules and activities are evaluated with the positive assessment “Idoneità” which means that the exam/module has been passed but there is no mark.





## ATTENDANCE OF LECTURES AND EXAMS

Once in Padova, you can refer to the Segreteria Didattica and our website to find out about the timetable of your classes. The International Relations Office will provide username and password to access our Moodle platform: this is where notices and course material will be published.

You are kindly invited to introduce yourself to the teachers in charge of the modules you have chosen to attend. Please do this as soon as possible, so that they can give you advice or any other useful help. Make sure you let the International Relations Office know of any problems you are having as a student here at CIELS.

If you want to change your learning agreement you can do so, within a month of your arrival. Discuss the changes you would like to make with CIELS International Relations Office, fill in the page with the changes to the original agreements, send it to your tutor in your home university and have them sign it.



# CANTEEN

Every Erasmus student can obtain a canteen QR code issued by ESU (the regional authority runs several hostels and canteens). This QR code gives access to our canteen and all other eight ESU canteens. For more information please refer to:

[www.esu.pd.it/en/our-main-activities/food-services-canteens](http://www.esu.pd.it/en/our-main-activities/food-services-canteens)



## LANGUAGE COURSES AND EXAMS

At CIELS we teach several languages: English, French, German, Russian and Spanish. In addition, languages such as Hebrew, Persian, Portuguese, and Japanese are offered if a minimum number of students enrolled is achieved.

For the sake of brevity, we have used the acronyms “ITA”, short for “Italian”, and “FL”, short for “Foreign Language”. When you fill your Learning Agreement **specify which one of our languages you wish to study**: for example “Consecutive Interpreting German/Italian”, “Simultaneous Interpreting French/Italian”, etc.

Most of the language courses last all year: if you are here for one semester, professors will give you a partial test at the end of your stay and we will establish the amount of your ECTS accordingly. The semester of some courses may vary, so before filling your Learning Agreement, please doublecheck with our International Relations Office.

*\*Some linguistic and non-linguistic courses are taught in Italian. However, upon request, students might have the possibility to take the exam speaking (or writing) in English, if the professor in charge of the course agrees to do so.*

# ACADEMIC CALENDAR 2023/2024

<b>LESSONS</b>		
<b>FIRST SEMESTER</b>	<b>From</b>	<b>To</b>
	04/10/2023	19/01/2024
<b>SECOND SEMESTER</b>	<b>From</b>	<b>To</b>
	19/02/2024	17/05/2024

# EXAMINATIONS PERIOD

EXAMINATIONS PERIOD		
WINTER	From	To
	29/01/2024	16/02/2024
SPRING-SUMMER	From	To
	27/05/2023	19/07/2024
FALL/ AUTUMN	From	To
	28/08/2024	29/09/2024

## Holidays – Closing dates

Christmas holidays		Easter holidays		Other closing dates	
From	To	From	To		
25/12/2023 (included)	06/01/2024 (included)	29/03/2024 (included)	01/04/2024 (included)	01/11/2023 08/12/2023	25/04/2024 01/05/2024 02/06/2024 13/06/2024

Holidays  
closing dates

# Info to FILL the OLA

<https://learning-agreement.eu/>

## Receiving institution info

Name of the University: SSML CIELS PADOVA

Country: ITALY

Erasmus Code: I PADOVA05

Address: VIA S. VENIER 200, 35127 PADOVA, ITALY

Faculty: LANGUAGES (023)

Contact person: Dott.ssa Veronica Piovan (Erasmus+ Coordinator)

Contact email: [erasmus@ciels.it](mailto:erasmus@ciels.it)

Contact phone: +39 049 774152

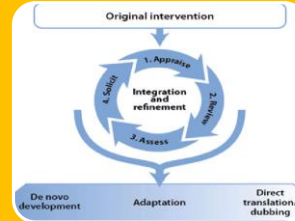
Res. person: Dott.ssa Veronica Piovan (Erasmus+ Coordinator)

Res. e-mail: [erasmus@ciels.it](mailto:erasmus@ciels.it)

Res. phone: +39 049 774152

## SECOND-CYCLE DEGREE IN STRATEGIC COMMUNICATION SPECIALIZATION PATH

Each curriculum has different courses and exams: exchange students can choose among all the courses we offer. Please remember that most of the non-linguistic courses are taught in Italian



**Teoria e Tecnica del Doppiaggio, Adattamento Testi e Sottotitolazione**  
**Theory and Technique of Dubbing, Text Adaptation and Subtitling**



**Interpretariato di Conferenza Istituzionale, Diplomatica e Congressuale**  
***Institutional, Diplomatic and Congress Conference Interpreting***



**Web Marketing e Digital Commerce per l'Internazionalizzazione d'Impresa**  
***Web Marketing and Digital Commerce for Business Internationalization***



**Sicurezza e Gestione delle Crisi**  
***Security and Crisis Management***  
***(only second year is running)***



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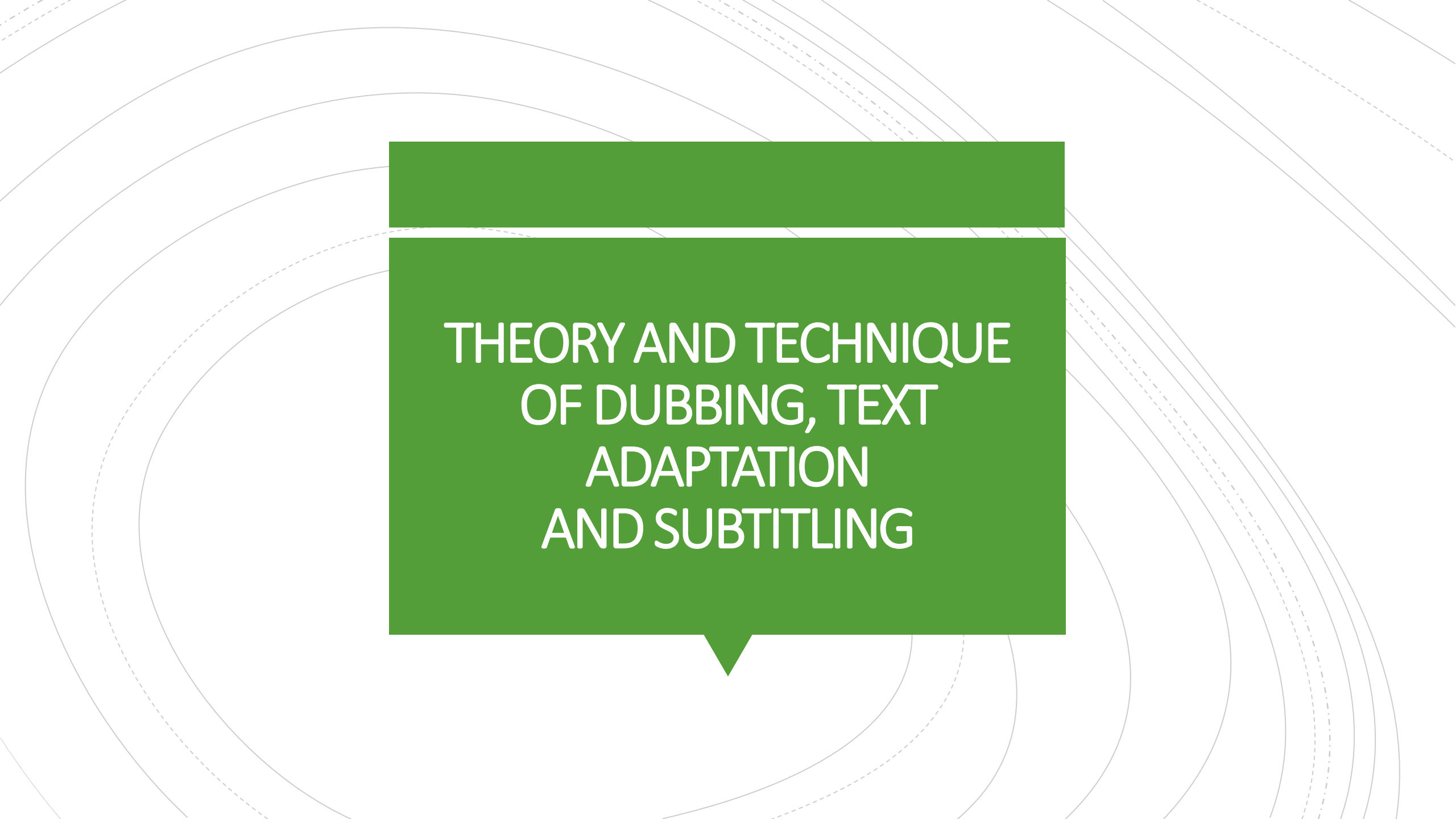
**LANGUAGE COURSES  
(ENGLISH-FRENCH-GERMAN-  
RUSSIAN-SPANISH)**

<b>ENGLISH, FRENCH, GERMAN, SPANISH, RUSSIAN</b>	<b>ECTS</b>	<b>SEMESTER</b>	<b>YEAR</b>
<b>Translation Foreign Language &gt; Italian 1</b> (Traduzione Passiva 1)	4	Annual	1
<b>Translation Italian &gt; Foreign Language 1</b> (Traduzione Attiva 1)	4	Annual	1
<b>Translation Foreign Language &gt; Italian 2</b> (Traduzione Passiva 2)	4	Annual	2
<b>Translation Italian &gt; Foreign Language 2</b> (Traduzione Attiva 2)	4	Annual	2
<b>Consecutive interpreting Foreign Language &gt; Italian 1</b> (Consecutiva Passiva 1)	6	Annual	1
<b>Consecutive interpreting Italian &gt; Foreign Language 1</b> (Consecutiva Attiva 1)	6	Annual	1
<b>Consecutive interpreting Foreign Language &gt; Italian 2</b> (Consecutiva Passiva 2)	2	Annual	2
<b>Consecutive interpreting Italian &gt; Foreign Language 2</b> (Consecutiva Attiva 2)	2	Annual	2
<b>Simultaneous interpreting Foreign Language &gt; Italian 1</b> (Simultanea Passiva 1)	3	Annual	1
<b>Simultaneous interpreting Italian &gt; Foreign Language 1</b> (Simultanea Attiva 1)	3	Annual	1
<b>Simultaneous interpreting Foreign Language &gt; Italian 2</b> (Simultanea Passiva 2)	2	Annual	2
<b>Simultaneous interpreting Italian &gt; Foreign Language 2</b> (Simultanea Attiva 2)	1	Annual	2

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# TRANSLATION AND INTERPRETING

<b>TRANSLATION AND INTERPRETING</b>	<b>ECTS</b>	<b>SEMESTER</b>	<b>YEAR</b>
<b>Theoretical foundations and technological tools for documentary and terminological research</b> (Fondamenti teorici e strumenti tecnologici per la ricerca documentale e terminologica)	6	1	1
<b>Ethics, professional ethics of national and international labor markets</b> (Etica, deontologia professionale dei mercati del lavoro nazionali ed internazionali)	6	2	1

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**THEORY AND TECHNIQUE  
OF DUBBING, TEXT  
ADAPTATION  
AND SUBTITLING**

<b>THEORY AND TECHNIQUE OF DUBBING, TEXT ADAPTATION AND SUBTITLING</b>	<b>ECTS</b>	<b>SEMESTER</b>	<b>YEAR</b>
<b>Film History</b> (Elementi di storia cinematografica)	6	1	1
<b>Audiovisual translation, audio description and subtitling 1</b> (Traduzione audiovisiva, audiodescrizione e sottotitolazione 1)	6	2	1
<b>Diction</b> (Dizione)	2	1	1
<b>Elements of acting 1</b> (Elementi di recitazione 1)	2	2	1

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**SECURITY AND CRISIS,  
MANAGEMENT**

<b>SECURITY AND CRISIS, MANAGEMENT</b>	<b>ECTS</b>	<b>SEMESTER</b>	<b>YEAR</b>
<b>Human rights and International Cooperation</b> (Human rights and International Cooperation)	4	2	2
<b>Operational intervention plans and implementation strategies</b> (Piani di intervento operative e strategie di attuazione)	4	2	2
<b>Interpreting in war conflict zone</b> (Interpreting in war conflict zone)	2	1	2
<b>Project cycle management for emergency financing</b> (Project cycle management per i finanziamenti delle emergenze)	4	1	2



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# WEB MARKETING AND DIGITAL BUSINESS FOR INTERNATIONALIZATION

<b>WEB MARKETING AND DIGITAL BUSINESS FOR INTERNATIONALIZATION</b>	<b>ECTS</b>	<b>SEMESTER</b>	<b>YEAR</b>
<b>Web and social media marketing</b>	6	2	1
<b>AI for communication in the intellectual careers</b> (IA per la comunicazione nelle professioni intellettuali)	6	2	1
<b>Multimedia analysis and design for e-commerce</b> (Analisi e progettazione multimediale per l'e-commerce)	6	1	1
<b>Digital advertising strategies</b> (Strategie di digital advertising)	6	2	1
<b>Web analytics</b>	5	2	1
<b>Brand reputation, positioning and SEO strategy</b>	5	1	1
<b>Viral, emotional and guerilla marketing</b>	5	2	1
<b>Photography, videomaking and visual identity</b> (Fotografia, videomaking e identità visive)	5	2	1
<b>Theories and techniques of digital public relations for advertising</b> (Teorie e tecniche di digital public relations for advertising)	4	1	2
<b>Content creation and copywriting</b>	4	2	2
<b>Graphic design for web and social</b>	4	2	2