



## **Guidelines for Italian Language Courses for L2 Foreigners reserved for incoming Erasmus students**

### ***1. Definition, object, and purpose***

The guidelines contained herein define Italian Language Courses for L2 Foreigners as all courses organised by the Sapienza University Language Center (*Centro Linguistico d'Ateneo, CLA*). Such courses provide three University credits (*Crediti Formativi Universitari*) recognized as eligible for Other Training Activities (*Altre Attività Formative*) through the European Credit Transfer System (ECTS). The three University credits will be included in the Transcript of Records (ToR) according to the Learning Agreement signed by students, their sending institution, and Sapienza.

### ***2. Course type, admission requirement, and duration***

The courses covered by these guidelines are intended for all students who participate in the European and non-European international programs listed below (or any other program expressly promoted or indicated by the Sapienza International Office):

- Erasmus+ EU;
- Erasmus+ ICM (International Credit Mobility);
- Bilateral Agreement;
- Erasmus Mundus;
- IYT (Invest Your Talent) Program;
- Master ALA Program;
- Double Degree;
- CIVIS
- Erasmus Mundus



in other words, for all those students who are on the move at Sapienza in the programs above and have expressed an interest in following an Italian Language Course for L2 Foreigners at the CLA during the request stage of their scholarship. With the exceptions referred to in Section 3, the CLA issues University credits exclusively for the aforementioned courses regulated by this document.

The 40-hour Italian Language Courses for L2 Foreigners are delivered in-person and/or online by the CLA as follows:

- Intensive Course, 1<sup>st</sup> semester (Sep – Oct);
- Regular Course, 1<sup>st</sup> semester (Oct – Dec);
- Intensive Course, 2<sup>nd</sup> semester (Feb – Mar);
- Regular Course, 2<sup>nd</sup> semester (Mar – Jun).

Intensive Courses consist of three-hour lessons every day from Monday to Friday, while Regular Courses consist of three-hour lessons twice a week. In order to be admitted to the final exam and receive the three University credits, students must attend at least 70% of the total course hours (28 hours out of 40).

The CLA provides Italian Language Courses for the following Common European Framework of Reference (CEFR) levels: A1, A2, B1, B2, and C1.

### ***3. Issuing University credits***

Students in possession of the requirements referred to in Section 2 have the right to three University credits which will be registered on their Transcript of Records (ToR) after the minimum compulsory attendance and passing of the final exam is confirmed. At the end of the course, the CLA can issue a Certificate of Attendance which merely indicates the CEFR level attended and a grade of the final exam—expressed by a mark of 30/30—only if a student's sending institution addresses an explicit and justified request to the CLA Administrative Office. This mark will be indicated in the ToR only in exceptional and duly motivated circumstances.



In order to receive the three University credits, students must register for the exam session through the Sapienza Infostud system. The exam must correspond to the CEFR level course that was attended, which can be as follows:

- AAF1972 Lingua italiana per studenti stranieri A1 (3 University credits);
- AAF1973 Lingua italiana per studenti stranieri A2 (3 University credits);
- AAF1974 Lingua italiana per studenti stranieri B1 (3 University credits);
- AAF1975 Lingua italiana per studenti stranieri B2 (3 University credits);
- AAF1976 Lingua italiana per studenti stranieri C1 (3 University credits);
- AAF1977 Lingua italiana per studenti stranieri C2 (3 University credits).

In order to register the aforementioned credits, students must leave their mobility position open at Sapienza until the registration process is completed. No credits will be issued to students who do not register for the exam or do not possess the requirements referred to in Section 2.

Students enrolled in the programs listed below are excluded from being issued University credits and can only be issued an Attendance Certificate stating which CEFR level was attended:

- PhD Erasmus+;
- PhD Erasmus+ ICM (International Credit Mobility);
- EMJMD ARCHMAT;
- EMJMD STEPS;
- IYT (Invest Your Talent) Program;
- Master ALA program;
- Double Degree;
- Erasmus Mundus

#### ***4. Course Admission***

For all types of courses covered by these guidelines, admission is subject to the possession of the student-on-the-move status under the Erasmus+ program or other aforementioned programs, and is binding on the option chosen when applying for the scholarship. As such:



- Students who did not indicate an explicit interest in the Italian Language Course for L2 Foreigners in their application for the Erasmus+ scholarship will not be admitted to courses subsequently;
- Students cannot change the type of course (Intensive or Regular) chosen when applying for the scholarship—except for objective impediments certified by the student and to be assessed by the CLA Administrative Office;
- Students with a 12-month mobility scholarship at Sapienza cannot change the course semester chosen when applying for the scholarship;
- Students can only attend one Italian Language Course for L2 Foreigners during their mobility period; in addition, students cannot participate in further and subsequent Italian Language Courses during the same semester or the following semester regardless of the final outcome of the chosen course (even if not attended). The three University credits can be issued only once by the Infostud system.

At the discretion of the CLA, students who declare a beginner's level of Italian (A1 CEFR level) can be placed directly in an A1 CEFR Italian course without having to take a Placement Test. On the other hand, students who declare a higher level must first and compulsorily take a computer-delivered Placement Test consisting of a written and oral part which can be in-person at the CLA laboratories or online. This Placement Test is not an exam and only serves to assess a student's Italian language entry level in order to place each student in an appropriate course. Students who declare to have a higher Italian CEFR A1 level but fail to take the Placement Test will not be admitted to higher courses.

Dates and times of the Placement Test as well as the starting dates of the courses will be communicated to students well in advance. All communications will be delivered exclusively through Sapienza's institutional domain @studenti.uniroma1.it.



## ***5. Course management and organisation***

The CLA Administrative Office is in charge of the courses covered by these guidelines in coordination with the Sapienza International Office (*Area per l'internazionalizzazione*) which is in charge of students' Erasmus mobility .

The management and teaching of the courses are overseen by the Scientific Director, the Professor in charge of issuing University credits, and the Italian language teachers. The latter are responsible for students' tutoring and teaching material, which can be delivered either through e-mail or, if the teacher adopts e-learning platforms, via chat or forums.

The CLA Technical Department supervises the equipment and IT procedures in coordination with the InfoSapienza ICT Area in charge of issuing University credits.

For administrative assistance, students can either:

- personally go to the CLA Information Desk located on the ground floor of the Marco Polo Building (circ.ne Tiburtina 4);
- send an email to: [cla.erasmus-incoming@uniroma1.it](mailto:cla.erasmus-incoming@uniroma1.it);
- visit the CLA website at: <https://web.uniroma1.it/cla>.

## ***6. Final and transitional provisions***

These guidelines come into effect as of the academic year 2019–20. The CLA will carry out rigorous inspections to ensure full compliance with the guidelines contained herein.