

G79 - MS in Urban Planning for Transition

Enrolment in teaching activities

Enrolment in teaching activities is automatic. The administrative service in charge, *Servizio Gestione Didattica*, will send the lists with students' names and contact details to the lecturers of reference. For all optional courses, registration is directly made in the classroom on the first lesson day.

Finding information on teaching activities

The [Study Manifesto](#) published on the web page of each study programme is the most important tool for getting to know your study path. Every year a new Manifesto is approved, providing guidelines for all first-year students and covering the entire duration of their studies, up to graduation. Please remember that the Manifesto published in the same academic year of your enrolment is the only Manifesto you should follow, since the guidelines published in other years may differ from yours.

Extra attention should be paid to the following tables:

1) Quadro di sintesi (p. 9) shows:

- the distribution of teaching activities into TAF (*Tipologie di Attività Formative* – types of learning activities: B - Compulsory subjects, characteristic of the class, C - Supplementary compulsory subjects, D - Elective teaching activities, E - A foreign language and final examination, F - Various educational activities);
- the breakdown of TAF into disciplinary fields.

It also shows the number of CFU (*Crediti Formativi Universitari* – university credits) and the number of exams required for every TAF/disciplinary field in order to graduate.

2) Quadro di dettaglio (p. 10) presents an overview of all the teaching activities of the two years: first-year classes are offered during the current academic year (2023/24), while second-year classes will be offered in 2024/2025 academic year. This table of the 2023/2024 Study Manifesto will be your point of reference for the entire duration of your master's career.

3) Offerta Formativa a.a.2022-23 (p.12) shows all the activated teaching activities for the current academic year. It is a very useful tool for planning the classes you intend to follow.

To complete **TAF D CFU (elective teaching activities)**, you can either:

- attend D type teaching activities offered by your study programme;
- attend teaching activities of any Luav master's degree and pass the exam, with the exclusion of all the E types of learning activities. Whatever the TAF of the teaching activity, it will be recognised as TAF D in your booklet;
- attend teaching activities offered in the other curriculum of your study programme.
- attend one of the activities published at <https://www.iuav.it/Didattica1/workshop-e/> (for activities taught in English, please check <https://www.iuav.it/INTERNATIO/COURSES/internatio/index.htm>).

It is highly recommended to check the [News](#) section of your study programme very frequently to keep up to date with the communications by the student administration services and the lecturers.

Timetables

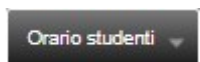
The timetables are published at the beginning of each semester on Iuav website, here <https://orarilezioni.iuav.it/lezioni/Orario/> ;

You can either follow the following path:

Iuav home page > Studenti iscritti > Agenda web (orari, prenotazioni, appelli, aule...) > Orario delle lezioni

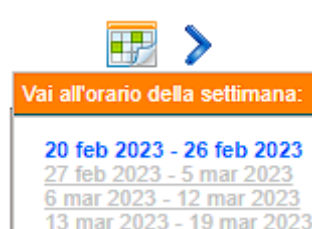
Using the menu at the top, you can carry out a search with various filters.

For a **general overview of the timetable for your study programme**, click on

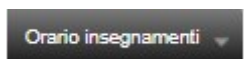


This option allows you to view the timetable for all the weeks of the semester and check for overlaps between optional teaching activities, so it is easier to choose what to attend.

You can choose the specific week to consult by opening the drop-down menu (click on the calendar image top left)



To search for a specific teaching activity, click on



Registration to exams

The exam calendar is published approximately one month before the beginning of the session in the public area of [Sportello Internet](#): **Esami > Bacheca appelli d'esame**; it will be possible to view the calendar of all the exams of the session regardless of the registration period.

To take exams you need to register during the registration period, which is from 14 to 4 days before the date of the exam, by logging in to your personal area of [Sportello Internet](#).

Please take note of the registration deadline as requests for late registrations will be rejected.

Before completing the registration for an exam, you will be directed to the questionnaire to gather the opinion of the attending students. Filling out the questionnaire is a mandatory step, without which it will not be possible to finalize the exam's booking.

A useful wizard is available on Iuav website:

<https://www.iuav.it/studenti/procedure-/esami---is/index.htm>

Studenti iscritti > Procedure per la carriera > Esami di profitto > Iscrizioni

