



**unimc**  
UNIVERSITÀ DI MACERATA

DIPARTIMENTO DI  
**SCIENZE DELLA FORMAZIONE, DEI BENI CULTURALI E DEL TURISMO**  
DIDATTICA E STUDENTI

# STUDENT GUIDEBOOK

## A.Y. 2018/19



Polo «Luigi Bertelli» - P.le L. Bertelli, Macerata

Web page

<http://unimc.it/itourdem>

<http://sfbct.unimc.it/en>

Department contacts

<http://sfbct.unimc.it/en/departement/offices>

Incoming service contacts

Phone: 0733.258.5929 Fax: 0733.258.5927

## Abstract

Department Presentation .....	3
Educational Syllabus of the Department.....	4
Enrolment .....	6
Further information .....	7
1. Elective courses.....	7
2. Exam booking and dates .....	8
3. Internship.....	8
4. Final exam .....	8
5. Regulations of the Courses of Study .....	8
6. Easy UNIMC Tutorials.....	8

## Department Presentation

The Department of Education, Cultural Heritage and Tourism was created in July 2012 from the merge of the Faculties of Education and Cultural Heritage with the Departments of Education and Training and Cultural Heritage. Its goal is to:

- develop research activity, focused on the enhancement of educational processes and cultural heritage, intending to let individual consciousness and reflexivity grow and to create value;
- integrate scientific research with didactics;
- provide a **highly professional preparation** through first, second and third level university courses to future professionals in the field of both school and extra-school education and training, conservation and enhancement of cultural heritage and tourism, as well as in the context of both public administration and for-profit and not-for-profit organisations;
- internationalize research and educational cooperation relationships, on a trans-European level;
- interact and cooperate with local, national and international agents for **innovation** in research and teaching processes.

The Department has therefore enabled the **internationalization** processes of both teachings, with double qualification courses, lessons in foreign languages, visiting Professors (as in the **Master's Degree in "International Tourism and Destination Management - ITourDeM"**), and research (participation in European research projects and international research groups).

As for **didactics**, the Department offers courses of study that qualify to teach in both kindergarten and primary school, as well as courses that educate to the profession of educator in nursery school and children shelters or social educator. In addition, there are courses for pedagogue of human science, including the areas of marginality and disability, and courses of first and second level in tourism and cultural heritage.

Regarding **research** instead, the Department revolves around four areas: Pedagogy, Landscape and Environment, Cultural Heritage, Individual, society and language.

# Educational Syllabus of the Department

## Bachelor's Degree

Bachelor's Degrees last three years and aim to educate students to an adequate mastery of methods, general contents and specific professional knowledge. The Bachelor's Degrees educational process is completed upon achievement of a total amount of 180 CFU.

After the Bachelor's Degree, students can continue their studies in different ways:

- Master's Degree;
- Specialization courses;
- Master of 1<sup>st</sup> level (at least 60 CFU).

### **Admission Requirements to the three-year Bachelor's Degree:**

Complying with the current norm, the Regulations of the University state that, for admission to a Bachelor's Degree, it is requested to **possess a high school diploma** or other qualification obtained abroad and considered suitable. Moreover, it is necessary to have a grounded basic competence in order to make the approach to specific contents and technical lexicon easier, to favour linguistic competence and the analysis and summary of texts with medium-high complexity.

### **Method of Evaluation**

As for the three-year Bachelor's Degrees offered by the University of Macerata, possession of the required competence is taken for granted if the student has obtained a high school diploma or equivalent qualification with a mark same or higher than 70/100 (or equivalent).

Those who obtained a high school diploma or equivalent with a mark lower than **70/100 (or equivalent)** are **compelled to participate to an educational activity**, which has the aim to verify the basic knowledge/competence. The participation to this activity has to be carried out on-site for all the students, also for those who benefit from the e-learning service. The calendar will be published on the website.

## Master's Degree

Master's Degrees last two years and have the aim to provide the student with an high level education to be exercised for those activities of high qualification in specific fields. To access the Master's Degree it's necessary to possess a suitable qualification, such as a Bachelor's Degree, a course attended according to the old university system, or another obtained abroad and considered suitable. The Master's Degree educational process is concluded upon achievement of a total of 120 CFU.

After the Master's Degree, students can continue their studies in many ways:

- Any kind of educational university course where a Bachelor's Degree is requested;
- Specialization schools *post-lauream*;
- Masters of 2<sup>nd</sup> level (at least 60 CFU);
- PhD.

### **Admission requirements to the two-year Master's Degree:**

For admission to a Master's Degree it is requested to possess:

1. A three-year Bachelor's Degree or other qualification obtained abroad and considered suitable, according to the current norm;
2. Curricular requirements, to be verified by the evaluation of the *curriculum studiorum*;
3. A proper personal knowledge.

Further specific requirements for each Master's Degrees are available in the Regulations at the following link <http://sfbct.unimc.it/it/dipartimento/organ-e-regolamenti/regolamenti>.

### **Five-years single cycle Master's Degree in Science of Education (LM-85bis)**

The Master's Degree in Science of Education (Class LM-85bis), established with the D.M. 249/10, consists in a course of study that qualifies to teach in kindergartens and primary schools. The programme lasts five years. It is a *numerus clausus* course of study and admission is subordinated to an entrance test.

#### **Admission requirements to the Master's Degree - Class LM-85bis:**

For admission to the Master's Degree is required, according to article 6, clause 2, of the D.M. 270/2004, possession of a five-year high school diploma or other qualification obtained abroad and considered suitable, according to the current norm, as regulated by the indication of the MIUR on 18<sup>th</sup> May 2011, prot. n. 602 and the following integrations (<http://www.studiare-in-italia.it/studentistranieri/>).

Furthermore, a four-year high school diploma with a year of integration can be considered suitable for the access to the Master's Degree. In case of lack of the year of integration, certain educational obligations may be assigned by the Board in charge of the Course of Study.

#### **Mode of Admission:**

Every year the MIUR issues Decrees about the modes and the contents of the admission test and the number of available seats for admission, according to which the Department of Education, Cultural Heritage and Tourism publishes the call for admission to its courses.

### **Master**

Masters are professional courses, to which access is granted by possession of a Bachelor's Degree (master of I level) or a Master's Degree (master of II level).

Website: <http://sfbct.unimc.it/it/didattica/post-lauream/master-1>

### **Specialization Courses**

Courses of specialization, update and permanent or continuous training are educational initiatives that aim to provide competences and knowledge in specific and professional branches, following a University qualification.

These courses usually last one year, after which students achieve the concerned certification.

Website: <http://sfbct.unimc.it/it/didattica/post-lauream/corsi-di-perfezionamento>

### **Specialization school of Historic and Artistic Heritage**

Specialization courses, together with PhDs, are part of the of third level of the educational syllabus. They last two years and aim to provide specific educational and professional competences. They are usually coordinated by specific schools. The access to specialization courses is subordinated to an admission test.

The Historical and Artistic Specialization School avails itself of the collaboration of some of the most prestigious enterprises active in different branches in the promotion of cultural institutions and heritage.

The School aims to educate experts in the field of protection, management and promotion of the historic and artistic heritage from the late antiquity to the contemporary age.

Moreover, a part of the historic-artistic syllabus includes the acquisition of knowledge about the legal standard and technical norm, the management skills necessary for the protection and promotion of the cultural heritage, the institutions and the planning and management of the related events.

The certificate given by the School represents preferential qualification for the access to positions at the Government and local authorities.

Website: <http://scuolabenistoriciartistici.unimc.it/it/>

## Enrolment

All the **general information** about enrolment is available on the Website under [Area per la didattica l'orientamento e i servizi agli studenti](#) (ADOSS).

The tutorials meant to support students with online services (enrolment, pre-admission, study planning, exams booking, request of fees reduction, etc.) are available at the following link:

<http://adoss.unimc.it/it/easy-unimc>

The **Didactics and Students Organisation Unit** is divided in two sections which have different and specific functions:

**a) Didactics Office**

It deals with the plan of the Course of Study, as well as the administrative support to the competent Body to deliberate, and also the coordination of the educational activities.

**b) Students Office**

It represents the competent Office for any information or specific procedure regarding student's academic career. The office indeed goes with the students over their entire University career for all the necessary administrative fulfilments, from the enrolment procedure to the final exam, with the awarding of the degree certificate.

It provides information about all the procedures that the student has to follow to study at the University of Macerata, the modes and expiring dates for the several bureaucratic documents; it controls the regularity of the academic career; it takes care of the management of the tuition and fees and of the student's database, and it releases the allowed certificates.

**Welcome desk:** <http://sfbct.unimc.it/it/didattica/segreteria-studenti/attivita-e-contatti>

All the contacts of the Department are available at the following link: <http://sfbct.unimc.it/it/dipartimento/uffici-1>

# INTERNATIONAL TOURISM AND DESTINATION MANAGEMENT (cl. LM-49)

Year 2018/2019

## STUDY PLAN

YEAR	COURSE UNITS	TEACHER	SDS	ECTS/CFU	HOURS
1st YEAR	SEMESTER I				
	English - Language and Culture	Antonella Pascali	L-LIN/12	9	54
	Social Psychology of Tourism	Angelo Carrieri	M-PSI/05	6	36
	Planning and Control Systems in Tourism Businesses	Katia Giusepponi	SECS-P/07	9	54
	Urban History	Francesco Bartolini	M-STO/04	9	54
	Tot.			33	
	SEMESTER II				
	Cultural Differences	Isabella Crespi	SPS/08	6	36
	Landscape and Environment Geography	Gian Luigi Corinto	M-GGR/01	9	54
	Human Resources in Tourism	Flavia Stara	M-PED/01	6	36
	Transport and Tourism Law	Stefano Pollastrelli	IUS/06	6	36
	Tot.			27	
	Total 1st year			60	
2nd YEAR	SEMESTER I				
	Cultural Heritage Management	Mara Cerquetti	SECS-P/08	6	36
	Place Branding and Rural Development	Alessio Cavicchi	AGR/01	9	54
	Stage		---	9	225
	Tot.			24	
	SEMESTER II				
	French Language and Culture	Caterino Fabiola	L-LIN/03	9	54
	Hispanic Language and Culture <i>as option</i>	Amanda Salvioni	L-LIN/06		
	Elective courses <sup>1</sup>		---	15	
	Final dissertation		---	12	
	Tot.			36	
	Total 2nd year			60	
	Total			120	

## Further information

### 1. Elective courses

Students may choose the elective courses according to the academic regulations of International Tourism and Destination Management (<http://sfbct.unimc.it/en/courses/degree-courses/itourdem/courses/regulations>).

In addition to the ones in option within the study plan (French Language and Culture or Hispanic Language and Culture), for the a.y. 2018/19, the Master of International tourism and destination management activates the following courses:

Elective courses	Teacher	SDS	ECTS/CFU	HOURS	SEM
Environmental Law	Matteo Benozzo	IUS/01	6	36	2

Students can decide between subjects offered in the educational syllabus of the Department, as well as the entire University, or for activities with credits different than teachings (seminars, laboratory, meetings, etc...) as long as they are coherent with the goals of the Course of Study.

Every year, in order to support the student in the choice of activities coherent with the Course of Study, the Board of the Course of Study defines a list of activities considered eligible. The list is integrated during the academic year, also considering the requests of validation of seminars or events organized by other Courses of Study or external Bodies. The lists are available here:



<http://sfbct.unimc.it/en/courses/degree-courses/itourdem/courses/didactic-services/elective-courses>

If the student decides to choose an activity that is not included in the list, his tutor will assist him in the evaluation of the chosen activity's coherence with the educational goals and consequently sign the request for approval submitted by the student. Otherwise, he supports the student in the choice of a different activity.

Students must read carefully the [Regulations of the Course of Study](#), which regulates also the characteristics of the elective courses.

N.B. The teachings of the following Degrees are considered on the same level:

- Bachelor's Degrees of another area;
- Master's Degrees of another area.

## 2. Preparatory lessons

The "International Tourism and Destination Management"(LM-49) Master's Program has designed preparatory lessons for the A.Y. 2018/19, as support to regular curricular activities.

Further information is available at the bottom of this guide, under point 1 of the "Informazioni Utili" section, and at the following link: <http://sfbct.unimc.it/it/didattica/corsi-di-laurea/corsi-di-azzeramento>.

A.Y. 2018/2019:

COURSE	TEACHER	SDS
Introduction to Geography of tourism	Enrico D.G. Nicosia	M-GGR/01

## 2. Exam booking and dates

The website is: <https://studenti.unimc.it/>

All information is available here:

<http://sfbct.unimc.it/en/courses/degree-courses/itourdem/courses/didactic-services/exams>

Tutorials are available here: <http://adoss.unimc.it/it/easy-unimc/help-pren-appelli>

## 3. Internship

All information is available here:

<http://sfbct.unimc.it/en/courses/degree-courses/itourdem/courses/didactic-services/internships-1>

## 4. Final exam

All information is available here:

<http://sfbct.unimc.it/it/didattica/organizzazione-della-didattica/esami-di-laurea-1>

## 5. Regulations of the Courses of Study

All information is available here:

<http://sfbct.unimc.it/it/dipartimento/organismi-e-regolamenti/regolamenti>

## 6. Easy UNIMC Tutorials

**Tutorials**, i.e. support for online services concerning the management of students' academic career (enrollment, study plans, booking of exams, fees reduction request, etc...) are available here: <http://adoss.unimc.it/it/easy-unimc>