



UNIVERSITÀ  
DI TORINO



# BUSINESS&MANAGEMENT PRESENTATION

- ❖ **Full name:** Business & Management (English-medium), <https://www.business-management.unito.it/do/home.pl>
- ❖ **Type of course:** Undergraduate degree (3 years)
- ❖ **Code:** 1106L31
- ❖ **Degree programme class:** L-18 - CLASS OF FIRST DEGREES IN ECONOMIC AND BUSINESS MANAGEMENT SCIENCE
- ❖ **Aim of the course:** Broadening students' understanding of the business functions in big, complex and multinational companies
- ❖ **Career opportunities:** Several career paths are available to the graduates of this program. Our graduates qualify for careers in administration, marketing, or management of business firms, in banking and insurance, in state and local government agencies as well as a variety of other settings where the knowledge of business functions and processes is required.



# Deadlines for matriculation

- **Matriculation: 25/09 to 27/09 at 15:00**
- If you are not admitted yet, next rankings («ripscaggi») will be published on:
  - 1st repechage:  
**29/09** (the deadline for matriculation will be on **2/10 at 3:00 p.m.**)
  - 2° ripescaggio:  
**4/10** (the deadline for matriculation will be on **5/10 at 3:00 p.m.**)

>>If you are not admitted by 4/10 you need to **confirm your interest (“manifestazione d’interesse”)** through your MyUnito page from 9:30 of 9/10 to 10/10 at 3:00 p.m.

The calendar of the waiting lists/ripscaggi is available at page 34 of the [Vademecum per chi studia - Unito \(2023/2024\)](#)

corso di laurea in Business & Management

SECONDA PROCEDURA DI AMMISSIONE:	Data e orario Inizio	Data e orario Fine
Sostenimento TOLC di area	2/1/2022	8/9/2023
Prei-iscrizioni su UNITO	Ore 9.30 del 3/7/2023	Ore 15 del 11/9/2023
Data pubblicazione graduatoria	Entro le 9.30 del 25/9/2023	
Iscrizioni	Ore 9.30 del 25/9/2023	Ore 15 del 27/9/2023
1 <sup>a</sup> riassegnazione posti	Ore 9.30 del 29/9/2023	Ore 15 del 2/10/2023
2 <sup>a</sup> riassegnazione posti	Ore 9.30 del 4/10/2023	Ore 15 del 5/10/2023
1 <sup>a</sup> Manifestazione di interesse solo per coloro che risultano in graduatoria con stato "Non ammesso"	Ore 9.30 del 9/10/2023	Ore 15 del 10/10/2023
3 <sup>a</sup> riassegnazione posti	Ore 9.30 del 12/10/2023	Ore 15 del 13/10/2023
4 <sup>a</sup> riassegnazione posti	Ore 9.30 del 17/10/2023	Ore 15 del 18/10/2023
2 <sup>a</sup> Manifestazione di interesse solo per coloro che risultano in graduatoria con stato "Non ammesso"	Ore 9.30 del 20/10/2023	Ore 15 del 23/10/2023
5 <sup>a</sup> riassegnazione posti	Ore 9.30 del 25/10/2023	Ore 15 del 26/10/2023
6 <sup>a</sup> riassegnazione posti	Ore 9.30 del 30/10/2023	Ore 15 del 31/10/2023
3 <sup>a</sup> Manifestazione di interesse solo per coloro che risultano in graduatoria con stato "Non ammesso"	Ore 9.30 del 3/11/2023	Ore 15 del 6/11/2023
7 <sup>a</sup> riassegnazione posti	Ore 9.30 del 8/11/2023	Ore 15 del 9/11/2023
8 <sup>a</sup> riassegnazione posti	Ore 9.30 del 13/11/2023	Ore 15 del 14/11/2023
Eventuale riammissione in graduatoria*	Ore 9.30 del 20/11/2023	Ore 15 del 24/11/2023



# Matriculation

Matriculation will be completed **online.**

Follow the [enrolment guide](#) and take the following steps:

- log into your MyUnito using the username and password received when you registered on UniTO website
- log into your MyUniTo profile and fill in your personal data, so that your registration can be visible by the International Students Desk to support you with the enrolment procedure
- select the menu “Enrolments” and then “Matriculation”
- fill in the online enrolment form
- after completing the online procedure, you will be required to **pay the tuition fee** first instalment online through [PagoPA](#) within the enrolment deadline.
- print the enrolment form, sign it and upload it into your MyUnito, under the menu “Enrolments”, “Career Attachments” together with the payment receipt of the tuition fees first instalment.



# B&M Coordination team

- **Cecilia Casalegno**, *B&M Director, Researcher and Lecturer, Deputy Director of the Degree Course*
  - **Office**: corso Unione Sovietica 218/bis
  - **Students' hours**: See students' hours [here](#)
  - **Contacts**: [cecilia.casalegno@unito.it](mailto:cecilia.casalegno@unito.it)
  
- **Lorenzo Vasile**, *PhD, Teaching Manager for EMI courses*
  - **Office**: corso Unione Sovietica 218/bis (third floor) or via Ventimiglia 115
  - **Students' hours**: by appointment
  - **Contacts**: [internationaldegrees.management@unito.it](mailto:internationaldegrees.management@unito.it)



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# Business&Management Coordination office

- **Marilena Catanese**, *Coordinator*
  - **Yuliya Dolzhenko**, *Coordinator*
  - **Luigi Fortarezza**, *Coordinator*
- **Office:** via Ventimiglia 115 (Segreteria Studenti)
  - **Contacts:**  
[internationaldegrees.management@unito.it](mailto:internationaldegrees.management@unito.it)

A virtual help desk is also available upon  
appointment (WebEx)

For more information check the notice section

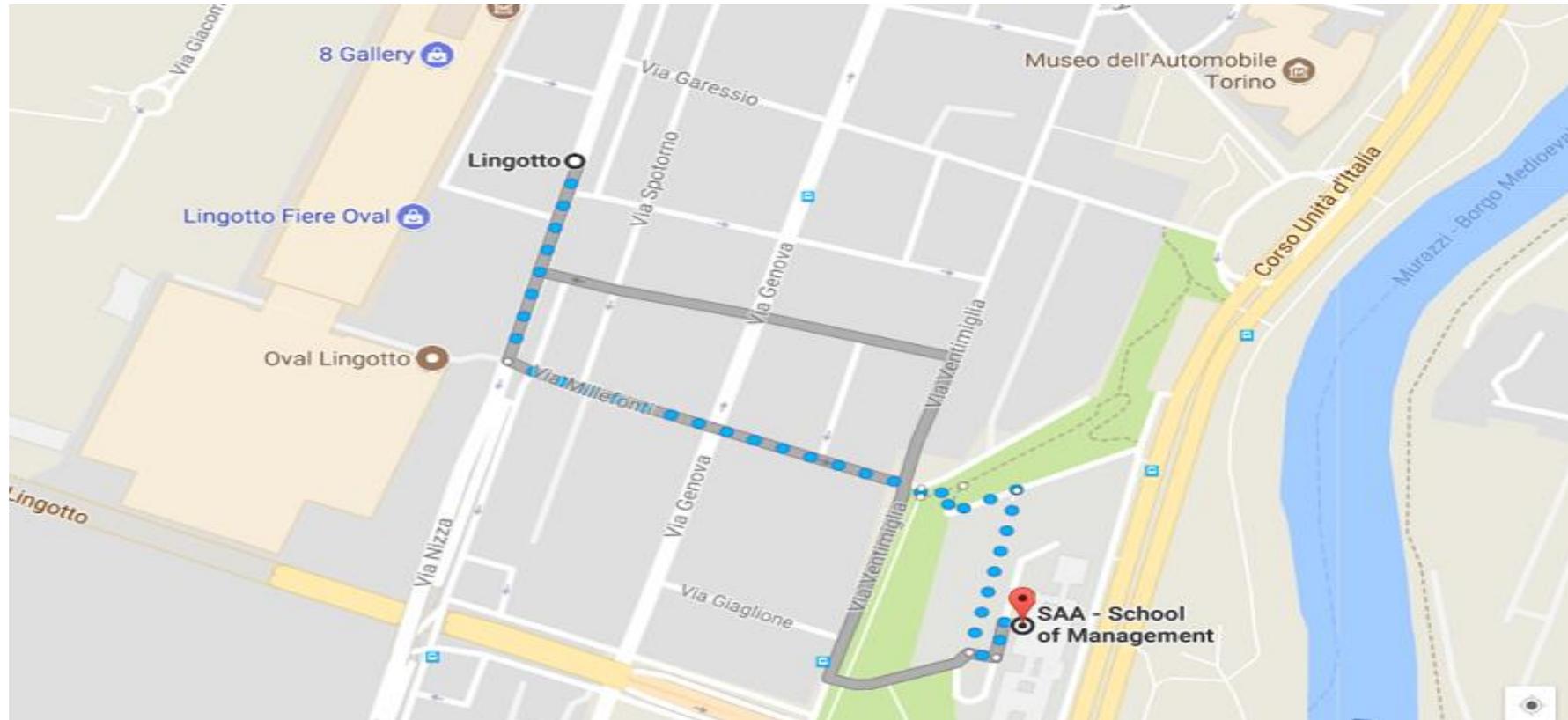




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# Campus – Where we are now

Lectures will be held at: SAA – School of Management, Via Ventimiglia 115, Torino





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# Administrative offices



## **SME – School of Management and Economics**

corso Unione Sovietica 218 bis, Torino

- Segreteria Studenti (Ground floor, by appointment only)
- Job Placement (First floor)
- Segreteria Didattica (Third floor)
- International Office (Third floor)
- Orientamento (Third floor)



## **SAA – School of Management**

via Ventimiglia 115, Torino

**EVERYTHING IN ONE PLACE**



# Lectures and tutorials

Students are divided into two groups, A and B, as follows:

- Group A: surnames' initials from A to J
- Group B: surnames' initials from K to Z

Please note that in order to create balanced groups, this grouping may change after the second ranking list is published and repechages are over. Further information will be provided by email and on the website ([www.business-management.unito.it](http://www.business-management.unito.it)).

**TUTORIALS** | Tutorials are small group meetings held by an academic tutor. They can be central to supporting your study as you will develop a better understanding of topics and integrate ideas from your reading and lectures.

Please note that you might be divided into smaller groups according to the first letter of the surname to ensure a greater effectiveness of the personal preparation.

- Group A1: from A to C
- Group A2: from D to J
- Group B1: from K to P
- Group B2: from Q to Z

# Calendar and Timetables

## ❖ TRIMESTER CALENDAR DIVISION

- ❖ Fall term: 26th September – 22nd December 2023
- ❖ Winter Term: 15th January 2024 – 27th march 2024
- ❖ Spring term: 15th April 2024 – 22th june 2024

## ❖ TIMETABLES

Link to lessons calendar: <https://www.business-management.unito.it/do/avvisi.pl/Show?id=27lk>

<b>Provisional</b> <b>BUSINESS &amp; MANAGEMENT - Undergraduate Degree (3 years)</b> <b>1st YEAR 2022/2023</b> <small>(*please note that, due to the organisational structure and Visiting Professors involvement, timetables are sometimes subject to changes, duly advised on the official website)</small> Group A: surnames' initials from A to L Group B: surnames' initials from M to Z Last update: 27/07/2022 ▲ PLEASE CHECK WEEKLY TIMETABLE ▲ Lectures held in SAA - Via Ventimiglia 115 OFFICIAL WEBSITE <a href="http://www.business-management.unito.it">www.business-management.unito.it</a>						
FIRST TERM						
September 2022						
MONDAY 19	TUESDAY 20	WEDNESDAY 21	THURSDAY 22	FRIDAY 23	SATURDAY 24	
MONDAY 26	TUESDAY 27	WEDNESDAY 28	THURSDAY 29	FRIDAY 30	SATURDAY 1	
	<b>STUDENTS WELCOME</b> / <b>6 CFU (over 12) - 42h Financial Accounting and Business Administration (9,30-13,00) A (14,00-17,30) B</b>	<b>12 CFU - 84h Mathematics for Business and Finance (9,30-13,00) A (14,00-17,30) B</b> Uberti	Business Administration (9,30-13,00) A (14,00-17,30) B	Mathematics for Business and Finance (9,30-13,00) A (14,00-17,30) B Uberti		<b>CORAZZA 42h TORCHIA 42h</b>
October 2022						
MONDAY 3	TUESDAY 4	WEDNESDAY 5	THURSDAY 6	FRIDAY 7	SATURDAY 8	
	Business Administration (9,30-13,00) A (14,00-17,30) B	Mathematics for Business and Finance (9,30-13,00) A (14,00-17,30) B Uberti	Business Administration (9,30-13,00) A (14,00-17,30) B D. Torchia	Mathematics for Business and Finance (9,30-13,00) A (14,00-17,30) B Uberti		<b>UBERTI (35h+42h) TIBILETTI (21h+21h) ALBANO (14h+21h) VP (JACKSON) 21h</b>

 09/28/2020 < TODAY > MONTH WEEK DAY	
BM Timetable First Year a.y. 2020/2021 Monday 28 September – Saturday 03 October 2020	
Tuesday 29 September 2020	
09:30 - 13:00	● <b>FINANCIAL ACCOUNTING AND BUSINESS ADMINISTRATION - BUSINESS ADMINISTRATION</b> MAN0512 - BUSINESS & MANAGEMENT (1) L. CORAZZA Aula 5 (Corridoio D) (School of Management - SAA) - ALTROI/CanA Group A1
14:00 - 17:30	● <b>FINANCIAL ACCOUNTING AND BUSINESS ADMINISTRATION - BUSINESS ADMINISTRATION</b> MAN0512 - BUSINESS & MANAGEMENT (1) L. CORAZZA Aula 5 (Corridoio D) (School of Management - SAA) - ALTROI/CanB Group B1
Wednesday 30 September 2020	
09:30 - 13:00	● <b>MATHEMATICS FOR BUSINESS AND FINANCE</b> MAN0263 - BUSINESS & MANAGEMENT (1) M. UBERTI Aula 5 (Corridoio D) (School of Management - SAA) - CANI/CanA Group A1
14:00 - 17:30	● <b>MATHEMATICS FOR BUSINESS AND FINANCE</b> MAN0263 - BUSINESS & MANAGEMENT (1) M. UBERTI Aula 5 (Corridoio D) (School of Management - SAA) - CANI/CanB Group B1



# Tuition fees

Tuition Fees Regulation 2023-2024 a.y.

## Deadlines for payment are:

- 1st instalment fees: at the moment of **matriculation**
- 2nd instalment fees: within 4 pm of **30th November 2023**
- 3rd instalment fees: within 4 pm of **29th March 2024**
- 4th instalment fees: within 4 pm of **31st May 2024**
- ❖ TUTION FEES CAN ONLY BE **PAID ONLINE**
- ❖ **ISEE** (financial situation certificate) **deadline: 22nd November 2023**

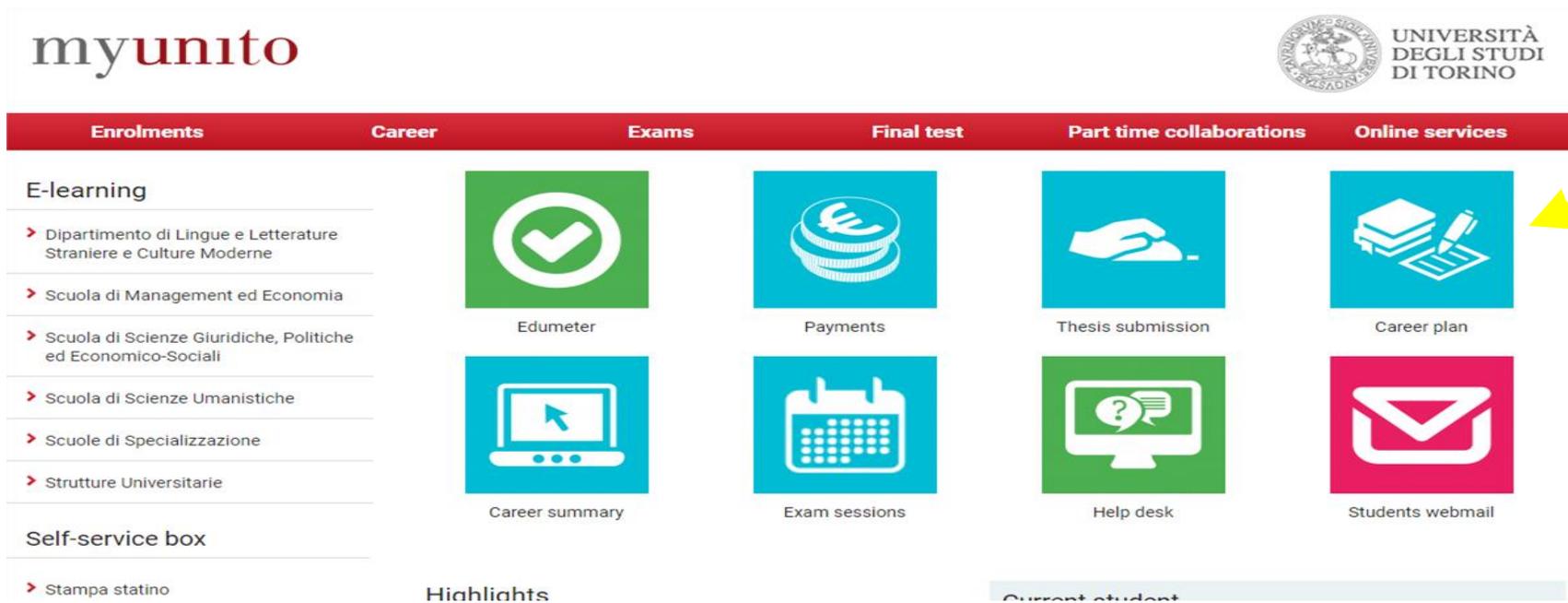
<https://en.unito.it/studying-unito/tuition-fees>



# Career Plan

- ❖ **Career Plan is:** the complete set of exams that you need to sit in order to graduate. Each degree programme envisages a certain number of learning activities (course units, laboratories, other activities): some are compulsory, others are elective. The sum of the compulsory and elective activities represents your study plan.
- ❖ **Opening periods:**
  - **October 2023 – May 2024**
  - It must be completed **every academic year** in order to register for the exams
  - From **October - January 2024**, you must choose the type of study: FULL TIME/  
PART-TIME
- ❖ It can be modified at any time during the opening periods

Click on «Career plan» to start



The screenshot shows the myunito portal interface. At the top left is the myunito logo. At the top right is the University of Torino logo and name. Below this is a red navigation bar with the following categories: Enrolments, Career, Exams, Final test, Part time collaborations, and Online services. The main content area is divided into several sections:

- E-learning**: A list of departments and schools, including the Dipartimento di Lingue e Letterature Straniere e Culture Moderne, Scuola di Management ed Economia, Scuola di Scienze Giuridiche, Politiche ed Economico-Sociali, Scuola di Scienze Umanistiche, Scuole di Specializzazione, and Strutture Universitarie.
- Self-service box**: A list of services, including Stampa statino.
- Highlights**: A grid of icons for various services:
  - Edumeter (green icon with a checkmark)
  - Payments (blue icon with Euro coins)
  - Thesis submission (blue icon with a hand writing)
  - Career plan (blue icon with a stack of books and a pen) - This icon is highlighted with a yellow arrow.
  - Career summary (blue icon with a laptop)
  - Exam sessions (blue icon with a calendar)
  - Help desk (green icon with a question mark and speech bubble)
  - Students webmail (pink icon with an envelope)
- Current student**: A section partially visible at the bottom right.



## FULL-TIME OR PART-TIME?

Do you want to modify your full time/part time choice?

A screenshot of the 'myunito' website interface. The page features the 'myunito' logo in red and black on the left, and the University of Turin logo and name on the right. A red navigation bar contains the text 'ita' and 'eng'. Below the navigation bar, a sidebar on the left is labeled 'Studente'. The main content area displays 'Piano Carriera di:' followed by the question 'Vuoi modificare il tipo di impegno?' and two buttons labeled 'Sì' and 'No'.



1. Click on the «Modifica Piano»



Modifica piano

2. Click on «Prosegui compilazione Piano Carriera»

Complete your career plan for the entire duration of the course:  
3 years = 180 credits

Stampa Piano

#### Stampa Manifesto

Il piano carriera deve essere effettuato per l'intera durata del corso di studio (180 CFU per la laurea, 120 CFU per la laurea specialistica\magistrale, 300 o 360 CFU per la laurea magistrale a ciclo unico). Il piano deve essere compilato nei periodi di apertura previsti e va ricompilato completamente per ciascun anno di regolare iscrizione e ogni volta che sia necessario apportare modifiche.

Prosegui compilazione Piano Carriera



## SELECT THE MANDATORY COURSES I-II-III YEAR

- Confirm the mandatory courses for 1st, 2nd and 3rd year («Conferma la scelta e prosegui»)
- Choose 4 elective courses + 1 language courses (You will be able to change these courses in the following years)
- Italian language course is just for non-Italian students

To complete this process click on the «CONTINUA per CONFERMARE» at the end of the last page



Check your institutional email!

You will receive a confirmation message from the University.

Only then, the procedure is completed.



# Exams

Exams are at the end of each course module.

Retake sessions:

- **Winter exam session** (resit week) | 8th January 2023 – 13th January 2024
- **Spring exam session** (resit week) | 4rd April 2024 – 12th April 2024
- **Summer exam session** (resit weeks) | 25th June 2024 – 12th July 2024
- **Autumn exam session** (resit weeks) | 02nd September 2024 – 12th September 2024

Exam sessions

- ❖ **Sessions:** The University manages the scheduling of exams, booking and online registration of the results with the web application ESSE3.
- ❖ **Link to the dates:** Dates are subject to change. You are invited to check the notices on the CHANGES IN EVIDENCE EXAM section on the homepage.
- ❖ **(!) Register for Exams:** (they usually open 15 days and **close 5 days before the date** of the exam). Log in to the portal [www.unito.it](http://www.unito.it) and access the page [MyUniTO Studente](#). Then select the "Exams" entry "Available session" (WARNING: NOT from the "Careers"> "Booklet") **IT IS RECOMMENDED TO REGISTER THROUGH MYUNITO WEBSITE**



# Exams

- **If you can't register for an exam, check:**
  - Have you paid all tuition fee instalments?
  - Have you filled in the Edumeter questionnaire for the course?
  - Have you added the exam on your career plan?
  - Are you within the deadline for the registration (at least 5 days before the exam)?

If you still cannot register for the exam, get in touch with the Coordination Office ([internationaldegrees.management@unito.it](mailto:internationaldegrees.management@unito.it)) **before the registration deadline.**



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# MyUniTo Portal – Edumeter

- **Edumeter** is a questionnaire for the evaluation of the courses' quality. Take it seriously!
- It is **MANDATORY** to complete the questionnaire **EACH** course in order to register for exams



Edumeter

# MyUniTo Portal – Webmail



Students webmail

- Format:

[name.surname@edu.unito.it](mailto:example.surname@edu.unito.it)

- Always use your **official unito webmail** and specify your **student n.** in your emails.
- You can use and set the Gmail App to check your university email.



# Who should I ask to?

- **Information about:** courses content, exam modality, grades registration on the transcript, programmes for non-attending students ☐ **Professors**
- **Information about:** classrooms, problems with exams registration, credit recognition, internship, career plan, smart card ☐ **Coordination Office**
- **Information about:** Erasmus, Erasmus Extra-Europe ☐ **SAA Erasmus Office**
- **Information about:** Erasmus traineeship, foreign languages courses ☐ **Cristina Ragionieri** (Relazioni Interuniversitarie office)



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# You can search professors'/tutors' email addresses here: <https://rubrica.unito.it/>

**rubrica**  
I CONTATTI DI UNITO



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[Torna -> www.unito.it](#)

## Pagine correlate

- [Mappa strutture](#)
- [Guida modifica dei dati](#)

[Home](#) / [Rubrica](#)

## Cerca persone per Cognome e Nome

Cognome

Nome

Cerca

## Nota

È possibile eseguire una ricerca parziale sul cognome inserendo alcune delle prime lettere del cognome. Per esempio volendo cercare Mario Rossetti è sufficiente inserire "Ross". Tale modalità risulta particolarmente utile nella ricerca di utenti con il doppio cognome o con l'ultima lettera del cognome accentata.



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Slides and learning materials are uploaded on Moodle (e-learning platform)  
You can access to Moodle by logging into your MyUnito page



myunito

Enrolments

Career

Exams

Final test

Part time collaborations

Online services

E-learning

- > Dipartimento di Lingue e Letterature Straniere e Culture Moderne
- > Scuola di Management ed Economia
- > Scuola di Scienze Umanistiche
- > Scuole di Specializzazione
- > Strutture Universitarie

Self-service box

- > Stampa statino

Smart card and badge

- > Reservation and support
- > Update your smart card



Edumeter



Payments



Thesis submission



Career plan



Career summary



Exam sessions



Help desk



Students webmail

Application to Master Courses

- > **Registration for admission tests**
- For further details, learn **how to enrol** on specialization masters

Current student

Highlights



# E-learning (Moodle portal)



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UNIVERSITÀ DEGLI STUDI DI TORINO Italiano (it) Log in

Scuola di Management e Economia UNITO HELPDESK

Ingresso SME  
scuola di management ed economia

DIPARTIMENTO DI MANAGEMENT ACCEDI

DIPARTIMENTO DI SCIENZE ECONOMICO-SOCIALI E MATEMATICO-STATISTICHE ACCEDI

LAUREE IN COMPLEX LEARNING ACCEDI

PROGETTI INTERDIPARTIMENTALI ACCEDI

<https://elearning.unito.it/sme/>

# For last-minute changes or new opportunities daily check the «News» section of the website

*[HTTPS://WWW.BUSINESS-MANAGEMENT.UNITO.IT/DO/AVVISI.PL/SEARCH](https://www.business-management.unito.it/do/avvisi.pl/search)*

Highlights

Notices <a href="#">EXTRA ERASMUS CALL FOR APPLICATIONS</a>	Notices <a href="#">Elective Courses/Majors presentation for 2nd year students BA 2019-2020</a>	Notices <a href="#">🕒 Summer opening times – August 2019</a>
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News and events

- ▼ Notices
- ▼ Call, awards, scholarships

New documents

- ▼ Timetable

# JOINT DIDACTIC COMMISSION

<https://www.sme.unito.it/it/la-scuola/organi-della-scuola/commissione-didattica-paritetica>

The Commission issues opinions on the establishment, activation, modification and cancellation of study courses, also with reference to teaching requirements. These opinions are promptly communicated to the degree program, to the relevant departments and to the School Board. The Joint Teaching Commission is composed as follows:

## Professors' Representatives

- President: Margherita Borella
- Laura Corazza
- Paolo Di Martino
- Luca Regis
- Cristina Rovera
- Francesca Serravalle

## Student representatives

- Giovanni Cermele
- Stefano Fraire
- Luca Odifreddi
- Gabriele Scivetti
- Alice Zanola
- Tommaso Zucca

# STUDENTS' REPRESENTATIVES

**Do you want to sit as students' representative for first year students?**

Your responsibilities will include:

- Liaise with the Bachelor's Degree President to report collective remarks/requests ;
- Collaborate with the Bachelor's Degree President and the coordination office in sharing relevant information with the students.



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# ERASMUS + and INTERNATIONAL OPPORTUNITIES

The international exposure consists not only in studying in English with a global perspective, but it is strengthened through classes with foreign classmates and visiting professors, exchanges with our Erasmus+ and extra UE partners, internships carried out in big companies in Italy and abroad.



In order to apply for the Erasmus + scholarship you should have at least 10 ECTS

More information available at [this link](#)



## Partnerships with US Universities

### Ongoing partnerships

- Southern Illinois University Edwardsville (USA)  
3+1 year → BSc
- Kent State University (USA)  
3+1 year → BSc

More information available [at this link](#)

# BUDDY project

**Buddy project – Do you need suppor-TO?** is a welcome and support service for international students enrolled to a degree programme in UniTo and for international exchange students in mobility through the Erasmus+ programme or through a study abroad scheme.

A “Buddy” (a current student at UniTo) will assist international students in adapting in their new academic, cultural and linguistic environment before and on their arrival in Turin.

(Management and Economics Hub): [buddy.sme@unito.it](mailto:buddy.sme@unito.it)



# REFERENCE OFFICES

Link to:

- ❖ Student helpdesks: <https://hdstudenti.unito.it/>
- ❖ OTP Office: [Ufficio Servizi OTP \(Orientamento, Tutorato, Placement\)](#)
- ❖ Students Secretary– [internationaldegrees.management@unito.it](mailto:internationaldegrees.management@unito.it)
- ❖ Course Teaching Manager– Lorenzo Vasile: [internationaldegrees.management@unito.it](mailto:internationaldegrees.management@unito.it)
- ❖ Scholarship to Study in Universities in Piemonte- <https://www.edisu.piemonte.it/>



# SERVICES FOR STUDENTS WITH DISABILITIES/SLD

Disabled Students

Students with specific learning disability (SLD)



# OPPORTUNITIES AND STUDENT'S SERVICES

- ❖ **Erasmus:** <https://www.unito.it/internazionalita/studiare-e-lavorare-allestero>
- ❖ **Student part-time collaborations:** <https://www.unito.it/universita-e-lavoro/opportunita-ed-esperienze-di-lavoro/chi-studia/collaborazioni-tempo-parziale>
- ❖ **Library:** SAA Library «Marcella Novo»: [www.bibliosaa.unito.it](http://www.bibliosaa.unito.it)  
BME-Economics and Management Library: <https://www.bem.unito.it/it/>  
SBA-University of Turin Library System: <https://www.sba.unito.it/en/library>
- ❖ **University Listening Space with psychologists:** <https://www.unito.it/servizi/salute-e-assistenza/spazio-di-ascolto-di-ateneo>
- ❖ **CUG:** <https://www.unito.it/ateneo/organizzazione/organi-di-ateneo/comitato-unico-di-garanzia>
- ❖ **Trusted Advisor:** [https://www.unito.it/ateneo/organizzazione/organi-di-ateneo/comitato-unico-di-garanzia/consigliera\\_e-di-fiducia](https://www.unito.it/ateneo/organizzazione/organi-di-ateneo/comitato-unico-di-garanzia/consigliera_e-di-fiducia)



# LIVING AND STUDYING IN TURIN

- ❖ **Residences and canteens information:** <https://www.unito.it/servizi/lo-studio/residenze-e-mense>
- ❖ **University Sports Center-CUS Torino:** <https://www.unito.it/servizi/sport-cultura-e-tempo-libero/centro-universitario-sportivo>



# Quality & Environment

**SAA** is **UNI EN ISO 9001:2015** and **UNI EN ISO 14001:2015** certified, with the following purpose:  
Design and delivery of university (post-graduate) and continuing educational services.

SAA pursues as its main goal the constant and continuous improvement of the quality of services provided and works to ensure that process optimization is guaranteed.  
Also on October 2022 SAA has obtained **Environmental Certification** according to the international standard **ISO 14001**. This standard provides a management framework for the integration of environmental management practices, pursuing environmental protection, pollution prevention, and the reduction of energy and resource consumption.  
Read more:

- [Qualità e ambiente](#)
- [SAA per l'ambiente](#)



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# SAAVE Paper





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**Thank you for your attention!**