

## ALLEGATO N. 1 – VERBALE N. 2

### TRACCIA N. 1

1. Quali sono gli organi di indirizzo dell'Ateneo e qual è la loro composizione.
2. Quali sono i tipi di mobilità internazionale che, nell'ambito del Programma Erasmus, uno studente può svolgere? Il candidato ne descriva sinteticamente le caratteristiche.
3. You work at International Relations Office at University and you receive the following e-mail from an Erasmus student from Barcelona. Please, answer to his e-mail.  
**You can invent / make up all the information in your reply.**

*"Good morning,*

*I am Luis Blanco, an Erasmus student from Barcelona University.*

*I will come and study at University of Insubria from March to September and I would like to have some general information in advance:*

*– is there any accommodation nearby University of Insubria? May I contact someone to book an accommodation?*

*– how can I get from Malpensa Airport to the University? How long does it take?*

*Thank you very much.*

*Best regards,  
Luis."*

## ALLEGATO N. 2 – VERBALE N. 2

### TRACCIA N. 2

1. Quali sono gli Organi di controllo dell'Ateneo e quali le loro principali competenze.
2. Quali sono i tipi di mobilità internazionale che, nell'ambito del Programma Erasmus, un membro del personale universitario (docente o tecnico-amministrativo) può svolgere? Il candidato ne descriva sinteticamente le caratteristiche.
3. You work at the International Relations Office at University and you receive the following e-mail from a Visiting Professor from New York. Please, answer to his e-mail. **You can invent / make up all the information in your reply.**

*“TO WHOM IT MAY CONCERN:*

*Good morning,*

*I am Professor Benjamin Smith, from Atlantic University (NY), and I will be at your University from 20<sup>th</sup> June to 2<sup>nd</sup> July 2024.*

*I was wondering if you could please give me some advice in order to reach the Department of Economics from Milano Centrale train station and whom I could contact to ask for some general information, such as how many students I will have in class or how many hours of teaching I will have to prepare.  
Alternatively, if you know these pieces of information, just let me know.*

*Thank you in advance for your help.*

*My warmest regards,  
Professor B. Smith.”*

## ALLEGATO N. 3 – VERBALE N. 2

### TRACCIA N. 3

1. Quali sono le principali funzioni del Rettore
2. Secondo il Regolamento d'Ateneo per la Mobilità Internazionale di Studenti e Docenti, quali sono i principali compiti dei Delegati di Dipartimento e/o dei Delegati di CdS (Corso di Studio)?
3. You work at the Students Office at University and you receive the following e-mail from a foreign student, who would like to have more information about Computer Science Bachelor course. Please, answer to her e-mail.  
**You can invent / make up all the information in your reply.**

*“Dear Sir or Madam,*

*I am Claire Booth, a secondary school student from Galway (Ireland), and from next year I would like to study Computer Science in Italy. I have seen your website and I would like to know more about this Bachelor Degree course.*

*Will you be so kind to give me some basic information needed or tell me whom/ what office I can contact? (e.g., when this course starts, when I can enrol, where the lessons take place,...).  
In addition to this, do you have any available accommodation for students?*

*Thank you very much for your help.*

*Kind regards,  
Claire.”*