

# Work and Life of EUI staff: non-academic careers





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# FOREWORD

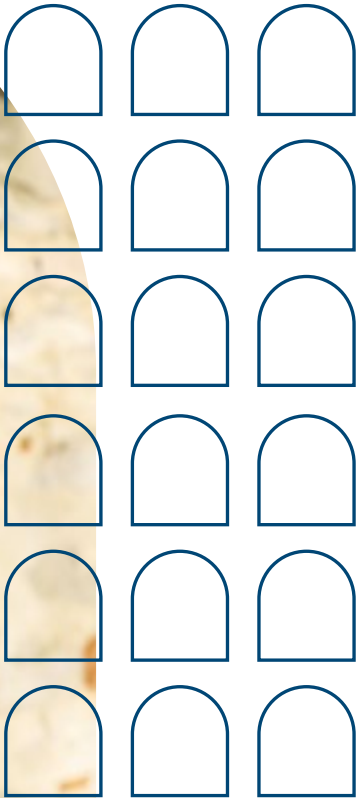
Working for the European University Institute is a unique and special experience. The Institute connects a vibrant international community with the best Italy has to offer. The setting of the EUI in the hills of Fiesole overlooking the wonderful city of Florence is of an undeniable beauty.

The EUI is of course renowned for its high-level academic standing and intellectual prowess, but aside from the academic careers, the Institute offers also a wide range of interesting and attractive non-academic careers, mainly in the support services but also in the academic units.

This booklet highlights the comprehensive and competitive working package of the non-academic careers, provides an overview of the services and activities that are offered by the Institute and describes briefly living in Florence and Fiesole.

We are looking forward to meeting you!

**Jan-Paul Brouwer**  
**Director of Human Resources**  
**Embrace change, Unlock talent, Inspire diversity**



# THE EUI IN NUMBERS

The [European University Institute \(EUI\)](#) is an international postgraduate teaching and research institution set up in 1972 near Florence (Italy) by the then Member States of the EU to provide advanced academic training for doctoral and postdoctoral researchers and to foster research in the fields which are of particular interest for the development of Europe. The EUI is an inter-governmental organisation, funded directly by the signatory states, partly by the European Commission and to some extent through external funding. It provides a multinational work environment in an intellectually stimulating atmosphere. The EUI is characterised by its thriving intellectual climate, rich in events, hosting leading academics and policymakers from around the world.

The EUI Campus comprises over 14 sites, many of which are historic buildings on the beautiful hills of Fiesole. Today the EUI is characterised by\*:

- **23 contracting states:** Austria, Belgium, Bulgaria, Cyprus, Denmark, Estonia, Finland, France, Germany, Greece, Ireland, Italy, Latvia, Luxembourg, Malta, the Netherlands, Poland, Portugal, Romania, Slovakia, Slovenia, Spain and Sweden;
- an international community of **1.000+ people** hailing from **85+ countries** across the globe;
- **350+ academic staff** and **300+ non academic** support staff members and **40+ trainees**;
- **7 Academic Units**, including:
  - **4 departments** – Economics; History and Civilisation; Law; Political and Social Sciences;
  - the [Robert Schuman Centre for Advanced Studies](#), focusing on inter-disciplinary, comparative and policy research;
  - the [Max Weber Programme for Postdoctoral Studies](#), preparing fellows for a career in academia;
  - the [Florence School of Transnational Governance](#), which sets out to study, debate and teach matters pertaining to governance beyond the state institution or body.
- the **Historical Archives of the European Union**, a unique collection including 704.750+ archival files (47.200+ digitalised), 15.000+ volumes, the 'Official Journal of the European Union' and the 'Debates of European Parliament' (1952-1999), 71.400+ photographs, 2.129+ posters, 8.200+ audio and video recordings, 1.350 video recordings and films, and more.



# A BRIEF HISTORY OF THE EUI

The EUI was born out of an atmosphere of cooperation, with notable advocacy for a European institute at the Hague Conference in 1948 and the European Cultural Conference the following year.

In 1969, leaders from European Commission and the European Parliament met in The Hague and resolved to fund a European University Institute (EUI) in Florence, focused on the human sciences and promoting cultural exchange between member states.

Six member states – Belgium, France, Germany, Italy, Luxembourg and the Netherlands – signed a convention in 1972 which cemented their commitment to creating the EUI as a pillar for research and development. The following year Denmark, Ireland and the United Kingdom joined the Community and became involved in founding the Institution.

**The EUI opened its doors in 1976** and, for more than 40 years, the Institute has grown to incorporate academics from across the globe, spanning borders and staying true to its mission laid down in the 1970s:



*... to foster the advancement of learning  
in fields which are of particular interest  
for the development of Europe.*



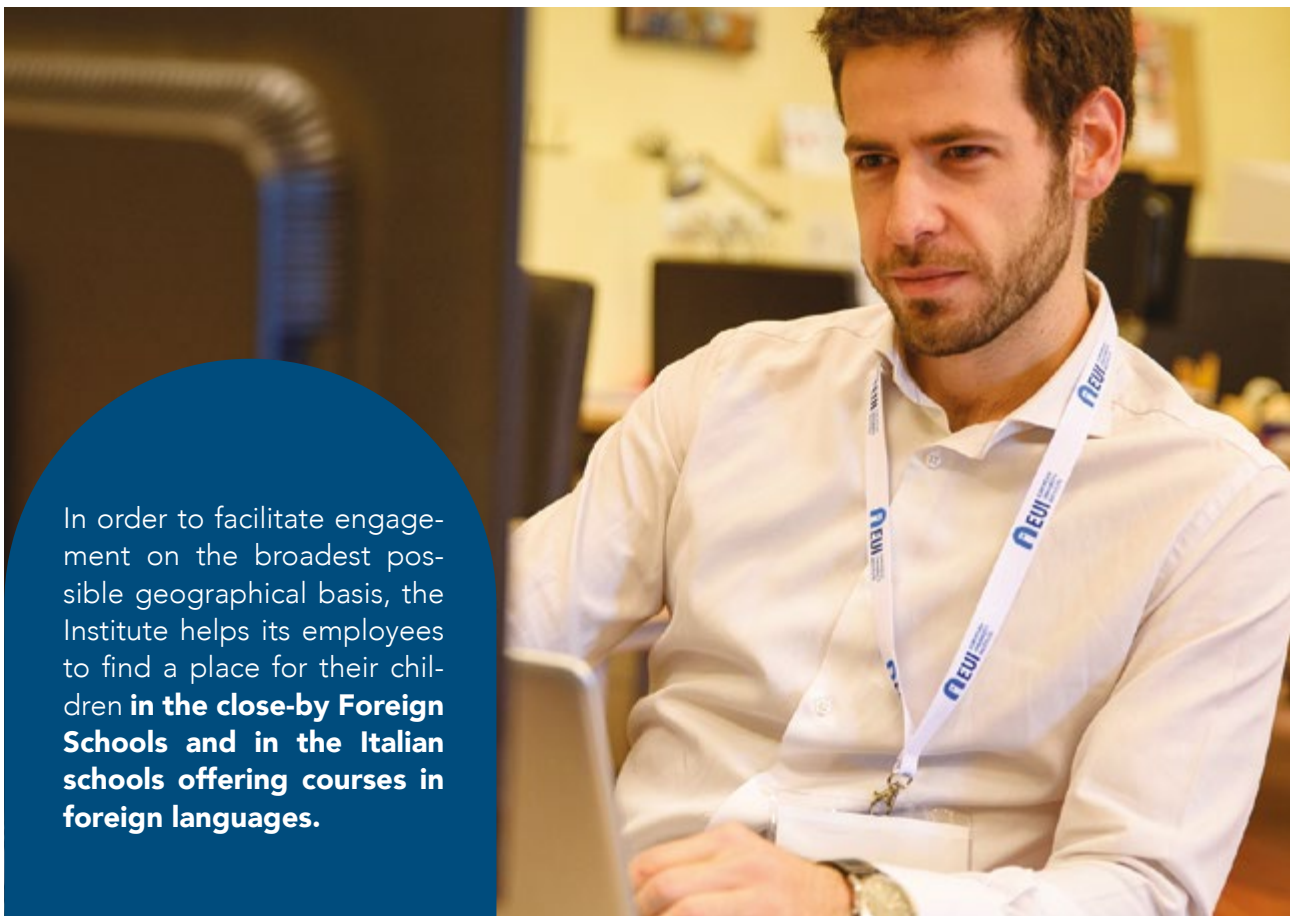
# WORKING AT THE EUI

The EUI is a [global network](#) of people, academic resources and research projects, offering real-life professional and personal experiences in an [international](#) and [multi-lingual](#) environment.

The Institute is committed to attracting, encouraging and retaining a highly qualified workforce to support our mission of excellence in doctorate and post-doctorate studies and research. It offers a healthy work-life balance in a [family-friendly environment](#).

**Employees are selected on the broadest possible geographical basis from among nationals of the Member States of the European Union**, without distinction as to sex, gender or sexual orientation, racial or ethnic origin, social origin, genetic features, philosophical or religious beliefs, political or any other opinion, disability, age and without reference to their marital status or family situation. All applicants are given an equal opportunity to demonstrate their abilities during the selection procedures. **The EUI applies a policy of equal opportunities and prohibits discrimination on any grounds, promoting the highest standards of efficiency and integrity.**

Currently, the EUI is seeking to promote a diverse and inclusive environment. We welcome applications from nationals of all EU countries with any background or identity. In order to provide a [barrier-free environment](#) and [equitable conditions](#) for all, the European University Institute is committed to maximising accessibility to services, resources and activities. Should you have family/caring responsibilities, we have family-friendly policies that provide for flexible working, maternity and paternity leave, and leave for family emergencies.



In order to facilitate engagement on the broadest possible geographical basis, the Institute helps its employees to find a place for their children **in the close-by Foreign Schools and in the Italian schools offering courses in foreign languages.**

# NON ACADEMIC STAFF

The EUI staff members enjoy conditions and [benefits similar to those offered by the EU institutions or EU agencies](#), including a **competitive salary**. Moreover, support is offered to all staff members in the form of personal and professional development training, programmes, schemes, and more, to ensure that they realise their full potential in their chosen career.

## WORK AREAS

The non academic staff work within:

- the **4 academic departments**

<a href="#">Economics</a>	<a href="#">History and Civilisation</a>	<a href="#">Law</a>	<a href="#">Political and Social Sciences</a>
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- the dedicated **research programme, research centre** and **school**:

<a href="#">Max Weber Programme for Postdoctoral Studies</a>	<a href="#">Robert Schuman Centre for Advanced Studies</a>	<a href="#">Florence School of Transnational Governance</a>
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- the **services**:

<a href="#">Academic Service</a> <sup>1</sup>	<a href="#">Accounting Service</a>	<a href="#">Budget and Financial Affairs Service</a>	<a href="#">Central Coordination Unit</a> <sup>2</sup>
<a href="#">Communications Service</a>	<a href="#">Historical Archives of the European Union</a>	<a href="#">Human Resources Service</a>	<a href="#">ICT Service</a>
<a href="#">Internal Audit Office</a>	<a href="#">Library</a>	<a href="#">Real Estate and Facilities Service</a> <sup>3</sup>	

## STATUTORY CONTRACTS AND FUNCTIONS

There are different types of statutory contracts:

### Temporary staff

There are two contract types, as per the [Conditions of Employment of Other Servants of the European University Institute \(EUI\)](#), namely:

**2a** - for which the second renewal can be for an indefinite period

**2b** - for which, at the end of the renewal, there can be an upgrade to a **Permanent Staff** contract

<sup>1</sup> It also includes the [Counselling and Wellbeing Service](#) and the [Language Centre](#).

<sup>2</sup> It includes, among others, the Office of the Legal Advisor and [Data Protection Officer \(DPO\)](#), as well as the [Research Support Office](#).

<sup>3</sup> It also includes the [EUI4U Welcome Office](#).



## Contract staff







There are two contract types as per the [Conditions of Employment of Other Servants of the European University Institute \(EUI\)](#), namely:


- 3a**- appointed for a fixed period (renewable). The second renewal can be for an indefinite period
- 3b** - appointed for maximum 6 years  
(in exceptional circumstances, for 1 year without competition)


## TEMPORARY AND PERMANENT STAFF


As far as the permanent and temporary staff are concerned, the posts are classified, according to the nature and importance of the duties to which they relate. There are **2 categories** and each is subdivided into grades: <sup>4</sup>

- **AD (administrators)** - comprising **10 grades** (5-14) <sup>5</sup>
- **AST (assistants)** - comprising **11 grades** (1-11)

	Grades & Roles	Duties	Minimum Eligibility Requirements <sup>6</sup>	
AD	8 – 13 Director	Managerial, conceptual and analytical duties involving a <b>medium to high degree of accountability</b> for the work of others	<b>Beyond AD6:</b> <ul style="list-style-type: none"> <li>▪  (4 years); or</li> <li>▪  (3 years) +  (1 year)</li> </ul>	<ul style="list-style-type: none"> <li>▪ Nationality of a EU Member State;</li> <li>▪ Knowledge of 2 EU official languages: 1 (thorough knowledge equal to at least C1)<sup>10</sup> + 1 (satisfactory knowledge equal to at least B1/B2)</li> </ul>
	5 – 11 Administrator			
AST	10 – 11 Senior Assistant / Coordinator / Team Leader	Administrative, technical or training activities requiring a <b>high degree of autonomy + significant staff management and budget implementation responsibilities</b>	<ul style="list-style-type: none"> <li>▪  (post-secondary); or</li> <li>▪  (secondary giving access to post-secondary) +  (3 years);</li> </ul>	
	1 – 9 Assistant	Administrative, technical or training activities requiring a degree of autonomy, in particular with regard to the implementation of rules/regulations/instructions + staff management responsibilities		

 Graduated

 Job experience

 Diploma

<sup>4</sup> Not all grades are entrance levels.





<sup>5</sup> For the purpose of this booklet, only the permanent and temporary grades between 1 and 13 are presented in detail.




<sup>6</sup> Other than the years of experience mentioned in the minimum requirements, vacancies may include additional requirements such as years of experience, level of languages, number of languages, and/or others required according to the grade and profile sought.

<sup>7</sup> This could be the candidate's mother tongue.

## CONTRACT STAFF

Contract staff are engaged to carry out manual or support service tasks, normally under the supervision of permanent or temporary staff, and are classified according to the duties to be performed. There are **4 function groups** and each is subdivided into grades: <sup>8</sup>

	Grades & Roles	Duties	Minimum Eligibility Requirements <sup>9</sup>
IV	<b>13 – 18 Senior Officer</b>	Administrative, advisory, linguistic and equivalent technical tasks	<ul style="list-style-type: none"> <li>▪  (3 years)</li> </ul>
III	<b>8 – 12 Officer</b>	Executive tasks, drafting, accountancy and other equivalent technical tasks	<ul style="list-style-type: none"> <li>▪  (post-secondary);</li> </ul> or
II	<b>4 – 7 Assistant</b>	Clerical and secretarial tasks, office management and other equivalent tasks	<ul style="list-style-type: none"> <li>▪  (secondary giving access to post-secondary) +  (3 years);</li> </ul>
I	<b>1 – 3 Clerk</b>	Manual and administrative support service tasks	Successful completion of compulsory education

-  Graduated
-  Job experience
-  Diploma

## SELECTION PROCESS

All EUI staff members are selected through **competitions**.

However, in case of necessity for the EUI, **short-term contract staff members** 3(b) can be exceptionally recruited on the basis of a **simplified selection procedure** for a period of **maximum 1 year** in one of the FG between I and V, to temporarily carry out administrative tasks (contract staff for auxiliary tasks).

Other than the requirements mentioned in the tables, to be eligible a candidate should also enjoy full rights as a citizen (attested by a recent extract from judicial records and/or certificate of good conduct proving no previous conviction for a criminal or administrative offence); have fulfilled any obligations imposed by the laws on military service; and be physically fit to perform the duties.

Moreover, there are **varying essential** and **advantageous selection criteria**, including professional experience, which depend on the function, grade and profile, and are highlighted in detail in each job call.

The EUI has elaborated a **Responsibility Mapping Framework** to develop **job descriptions** for the calls. It is composed of **8 categories** (Representation/Communication; Policy/Strategy making; Autonomy and accountability; People Management; Financial and procurement; Expertise; Budget management; Administration) which are divided into **3 levels of responsibility** each - Foundation, Advanced and Mastery.

<sup>8</sup> Not all grades are entrance levels.

<sup>9</sup> Other than the years of experience mentioned in the minimum requirements, vacancies may include information on additional years of professional experience required according to the grade and profile sought.

<sup>10</sup> This could be the candidate's mother tongue.

## VACANCIES

You can find the entire list of vacancies on the EUI website. Vacancies are often published also on the EUI's social media accounts and on EU job portals

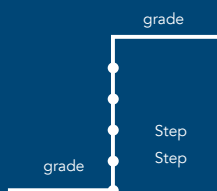
Visit [eui.eu/About/JobOpportunities/Open-competitions-for-administrative-posts](https://eui.eu/About/JobOpportunities/Open-competitions-for-administrative-posts)  
to see the open competitions for non academic posts



Information on [traineeships](#) and [academic positions](#) can be found on the [EUI job opportunities webpage](#). Finally, you are welcome to include a spontaneous application via the EUI website for a potential 1- year contract.

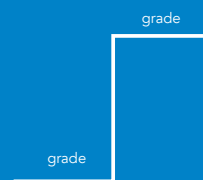
## CAREER PROSPECTS

Within each grade, there are several **steps**:



After **2 years at a step in their grade**, the EUI permanent, temporary and contract staff members **automatically advance** to the next higher step in that grade.

Within each grade, there are several **grades**:



After **2 years in their grade**, the EUI permanent, temporary and contract staff members are **eligible for promotion** to the next higher grade within the same position or function group position.

Moreover:

- **Temporary staff members** have access to [internal competitions](#) for higher positions and/or permanent posts;
- **Contract staff members**, after 3 years of service, may be authorised to take part in [internal competitions](#) for temporary or permanent posts.

For further information, you can consult the [EUI Staff Regulations](#).

## PERSONAL AND PROFESSIONAL DEVELOPMENT

- **Training and development programmes:** The Institute facilitates training and instruction for staff members, whose participation is encouraged. The trainings focus mainly on: Organisational policies and efficiency; Managerial effectiveness; Individual performance-in-post; and Professional growth. They typically include: Conflict Management; Public Speaking; Interview Skills; Languages acquisition and development; IT skills; Project & financial management; Soft skills; and more. The HR Service offers Career Guidance to all EUI staff who wish to receive guidance and advice on career related matters.
- **Internal job mobility scheme:** we do not offer 'a job for life' but a 'lifetime of different jobs' as you can move between services. A staff member may apply for a transfer within the Institute;
- **Internal Talents programme,** aimed at involving internal skilled people in sharing their knowledge and supporting training activities at the EUI. The participants are trained to become a trainer and have the chance to share their knowledge;
- **Erasmus+ Programme:** administrative staff members have the opportunity to participate in International Staff Mobility Programmes aimed at training or teaching abroad. These programmes encompass activities such as job shadowing, workshops, courses, and more. The objectives may vary, including the transfer of knowledge and best practices, learning from shared experiences, acquiring practical skills, or exploring new ideas. Staff members have access to three primary types of opportunities: [Erasmus +](#) within Europe, the Widening Europe Programme both within and outside the EU, and the [International Credit Mobility \(ICM\)](#) at partner universities including the University of Tirana (Albania), University of Cape Town (South Africa), Makerere University (Uganda), and the University of the West Indies (Caribbean).

## CONDITIONS OF EMPLOYMENT AND BENEFITS

In addition to the salary, staff members may be entitled to various allowances<sup>11</sup>. Both [salaries](#) and [allowances](#) are **exempt from national taxation in Italy and the EUI Contracting States** but are subject to a tax deducted at source. Moreover, there are several additional [benefits](#).

### RELOCATION

- [Expatriation](#) or foreign residence, [installation](#) allowance, and [removal expenses reimbursement](#), if applicable (under certain circumstances, in particular where the staff member is obliged to change their place of residence in order to take up employment);
- [Annual travel payment](#).

### WORKING CONDITIONS AND FLEXTIME

- [Flexible working hours:](#) the number of working hours is normally 40 hours per week, from Monday to Friday, in flexible timetables within the Institute's general opening hours from 8 am to 7 pm;
- [Part-time:](#) staff members may apply to work part-time. Employee who are caregivers of a child or of a seriously ill or disabled relative have the right to work part-time. Also, employees approaching retirement are eligible to work part-time. Different formulas are possible
- [Teleworking:](#) staff members may apply to do structural and/or occasional telework.

### LEAVE AND HOLIDAYS

- [Paid annual leave entitlement](#), 2 days per calendar month plus additional days for age and grade. Moreover, staff entitled to the expatriation allowance or foreign residence allowance have a maximum of 2.5 days of

<sup>11</sup> For more details please refer the Staff Regulations applicable to Permanent Staff Members and Conditions of Employment of Other Servants of the EUI

supplementary home travel leave;

- [Paid EUI official holidays](#), an average of 17 days per year;
- [Paid parental, family, and care leaves](#) (maintaining the entitlement to advancement to a higher step and promotion in grade);
- [Paid sickness and sick leave](#);
- [Other special paid leave](#), including own or children's marriage, change of residence, serious illness of close relatives, birth of a child or adoption;
- [Unpaid leave on personal grounds](#), in exceptional circumstances, may be granted for a duration of maximum one year and it may be extended for further periods, depending on your contract category.

## HEALTH, SOCIAL SECURITY AND INSURANCES

- [EUI Pension Scheme](#);
- [EU Joint Sickness Insurance Scheme \(JSIS\)](#): for staff members and dependent family members;
- [Accident and occupational disease insurance](#):

## FAMILY ALLOWANCES

- [Birth or adoption grant and Dependent child allowance](#);
- [Household allowance](#);
- [Pre-school allowance](#) (for children aged less than 6);
- [Education allowance](#) (for children up to the age of 26 in educational or vocational training).

## OTHER BENEFITS

The [EUI4U](#) manages agreements, benefits, and discounts for EUI members, offered by companies, professionals, local firms in various areas, such as: [cultural activities](#), [leisure & dining](#), [health & beauty](#), [sports](#), [cars & bikes](#), [removal & storage](#), [shops](#), and others. Upon presentation of your EUI identity card, all members of the EUI Community are entitled to special rates / discounts.

A full and updated list of the active agreements is available on the dedicated catalogue on the [Benefits and agreements](#) section of the [EUI4U Portal](#)

# SERVICES

## EUI4U

EUI4U is the inter-service and comprehensive [Single Point of Contact \(SPOC\)](#) service of the EUI which assists all EUI members on all types of issues related to their [living experience](#) at the EUI and in the city of Florence.

The service provides information on a wide variety of topics, such as: arriving and leaving the EUI; accommodation; and life on Campus and in Florence. Moreover, it manages the agreements, benefits and discounts mentioned earlier.

<sup>12</sup> The Italian Government charges a fee for the [Permesso di Soggiorno](#) (permit of Stay) and the [Carta di Soggiorno](#) (EC Long-Term Residency Permit), to be paid by the applicant. It does not charge a fee for the [Dichiarazione di Presenza](#) (Declaration of Presence). Assistance from Italy4You is provided in English, and costs are covered by the EUI.



## PERMIT OF STAY AND OTHER DOCUMENTS

The EUI offers assistance to members and dependents that need to apply for a **Permit of Stay** or submit a Declaration of Presence. This service is sponsored by the Institute and implemented by an external provider.<sup>12</sup> It includes assistance in applying (either first application or renewal if applicable) and during the first appointment with the relevant Italian authority Questura di Firenze.



## HOUSING

The EUI offers **long-term and short-term housing** solutions (short-term housing also for EUI visitors):<sup>13</sup>

- There are **71 directly managed and fully furnished flats**, 60 flats in Ponte alla Badia (PAB) and 11 flats in Pian del Mugnone (PDM), immersed in the beautiful nature of the hills of Tuscany and available for rent (**from 300 EUR for a single room in shared flat a to 997 EUR for an entire flat**) on a 12-18-36 months basis or for shorter periods, for trainees and administrative support staff holding a temporary working contract. They are located near the Institute and connected to the other EUI buildings by the **EUI Shuttle Bus**.
- If you are not eligible for a EUI Flat or need another type of accommodation solution, you can look for accommodation on the local private market with the help of the **The FHS (Florence Housing Services)** provides personalised property finding services to EUI members, **free of charge**.
- The options range from 1-bedroom apartments up to 4-bedroom apartments with single and double beds and some have a second bathroom and a studio too.

All the apartments have a living room, built-in kitchen, at least one bathroom, heating and air conditioning systems, WIFI, communal laundry, communal storage room, and parking.

Moreover, the flats in Ponte alla Badia (PAB) have picnic and BBQ facilities.



<sup>12</sup> The Italian Government charges a fee for the Permesso di Soggiorno (permit of Stay) and the Carta di Soggiorno (EC Long-Term Residency Permit), to be paid by the applicant. It does not charge a fee for the Dichiarazione di Presenza (Declaration of Presence). Assistance from Italy4You is provided in English, and costs are covered by the EUI.

<sup>13</sup> For more details, you can also consult pages 19-22 of the [EUI Welcome Booklet](#).

## MEDICAL SERVICES

General practitioners (GPs) are available for consultation in Italian or English, either at the Institute at the EUI Medical Consulting Room or at their offices in town. Moreover, the [EUI4U](#) has agreements with several medical laboratories, clinics and practitioners which offers **discounts** for EUI members. Where applicable, reimbursement of the costs for visits will fall under the usual EUI health insurance scheme conditions.<sup>14</sup>

## COUNSELLING AND WELLBEING

We take the wellbeing of our staff seriously, and this service offers a professional, secure, and friendly space where you can talk with professional counsellors (**free of charge**) about whatever is worrying you, with total respect for your values, choices and lifestyle.

Also, part of the Institute support team are psychiatrists who may be contacted for appointments at their offices in Florence. All the team members speak both Italian and English.

## BULLYING AND HARASSMENT: SUPPORT AT THE EUI

The EUI is committed to ensuring a stimulating and supportive learning and working environment that is free from any form of harassment, including sexual harassment and bullying. The [EUI Policy on harassment, sexual harassment and bullying](#) reinforces the standards of respect and civility with which members of the Institute are expected to treat one another and aims to guarantee equal and inclusive access to all EUI activities. The EUI is committed to a zero-tolerance approach to harassment and bullying, taking proactive measures to prevent these forms of conduct, and securing prompt and effective redressal of grievances.

The Institute will ensure that all its members are made aware of the EUI Policy on harassment, sexual harassment, and bullying, and will provide mandatory training. The following bodies within the EUI offer support in decision-making and policy formulation:

- [Confidential Harassment Advice Service \(CHAS\)](#): is available for EUI members to obtain information and assistance on their rights regarding any form of harassment, including sexual harassment and bullying
- [Harassment Decision-Panel](#): is responsible for investigating and making decisions on formal complaints
- [Harassment Policy Committee](#): has policymaking and advisory functions and provides guidance to the EUI senior management in securing a safe environment free from harassment and bullying in all its forms
- [Report a complaint](#): anyone who believes that they have encountered, witnessed, or been informed of problematic behaviour, harassment, or bullying by an individual or group can reach out to the [Confidential Harassment Advice Service \(CHAS\)](#).
- [Support outside the EUI](#): in addition to the internal support mechanisms provided by the EUI, there exist several external support organisations

## LANGUAGE AND OTHER TRAININGS

There is a [Language Centre](#) that offers various language and academic skills courses and support in English, Italian, French, German and Spanish. Moreover, the [HR Service](#) organises several [training and learning activities](#) for the EUI administrative support staff. Furthermore, staff members have free access to prestigious lectures, events and workshops on a wide range of subjects, as well as to the [Library](#) which hosts around half a million volumes in the Institute's speciality areas, and the [Historical Archives of the European Union](#).

<sup>14</sup>There are private doctors practicing outside the Italian public health scheme (ASL).

# FACILITIES

## CANTEENS AND BARS

**Canteens and bars** are open from Monday to Friday, excluding EUI holidays and located at the Badia Fiesolana, Villa Schifanoia, Villa La Fonte and Villa Salviati.

Payments in EUI canteen and bar facilities can be made by cash or using your EUI card, which can be topped up at any cash desk across the Campus. Canteen prices have been indexed according to users' income into three categories based on the solidarity redistribution principle.



## CRÈCHE

The **creche** provides preschool childcare for the children of all EUI members. The age range is usually 4 months to 3 years, although older children are sometimes admitted.

## SPORTS AND SOCIO-CULTURAL ACTIVITIES

You can plan to work out at the small **EUI gym**, offering an enjoyable space with a good range of modern equipment well suited for weight-lifting, stretching, cardio training and general fitness practice.

Also, there is a small outdoor basketball court adjacent to it. At the EUI, you can also find a football pitch and a ping pong table. Every spring, the pitch is used for the 5-side 'calcetto' tournament ('Coppa Pavone'), in which hundreds of people, both men and women, participate.



The **[EUI's Partners group](#)** that meets twice a month organises different activities and exchanges of experiences.

Furthermore, there are **[20+ clubs and activities](#)** run by EUI members to help you integrate into the EUI community and enjoy your spare time. Activities may occur both on and off-site, and the offer varies from year to year depending on interest and resulting membership. Currently, the offer includes: Basketball, Beach Volley, Capoeira, Cinema Club, Classical Music Club, Climbing, Cycling, EUI Choir, EUI Music Society, Fiasco Social Club, Foodie Club, Football (men) Club, Football (women) Club, Gardening Club, Gamers' Corner, Gender & Sexual Diversity Club, KangooJumps, Knitting Circle, Mojo Music Club, Museum Club, Pro Arts Group, Rowing, Salsa, Skiing, Swimming, Table Tennis, Tennis, ThoughtsForEurope Club, Yoga, and others.

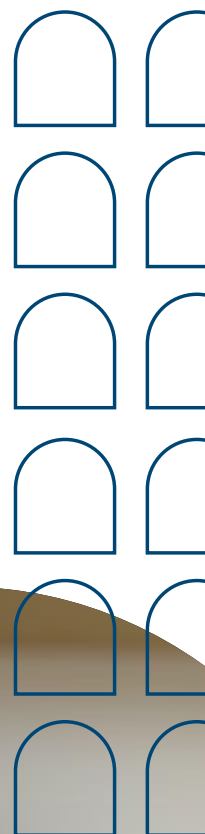
There are also two pianos (baby grands) on the EUI Campus, which members can reserve to play.



## EUI SHOP

The **[EUI Shop](#)** has a range of EUI branded articles and the collection is renewed twice a year. There you can find:

- Children's and adult's wear: sweaters, T-shirts, caps, ties, scarves, etc;
- Accessories: umbrellas, mugs, backpacks, laptop bags, etc;
- Stationery: pens, writing paper and telephone pads, USB keys, etc;
- EUI oil (when available).



# EUI BUILDINGS



## **Badia Fiesolana**

Via dei Roccettini, 9  
San Domenico di Fiesole  
+39 055 4685.399



## **Villa Salviati**

Via Bolognese, 156  
Florence  
+39 055 4686.472



## **Villa Schifanoia**

Via Boccaccio, 121  
Florence  
+39 055 4685.550



## **Palazzo Buontalenti**

Via Cavour, 65  
Florence  
+39 055 4686.319



## **Villa Sanfelice**

Via dei Roccettini, 9  
San Domenico di Fiesole  
+39 055 4685.399



## **Villa Raimondi**

Via Boccaccio 121/111  
Florence  
+39 055 4685 550



## **Villa Malafrasca**

Via Boccaccio, 151  
Florence  
+39 055 4685.700



## **Villa La Fonte**

Via delle Fontanelle, 18  
San Domenico di Fiesole  
+39 055 4685.805



## **Villa Paola**

Via dei Roccettini, 9  
San Domenico di Fiesole  
+39 055 4685.399



## **EUI Flats**

Via Faentina, 386, Ponte alla Badia, Florence  
Via Faentina, 94B, Pian del Mugnone, Fiesole



## **Villa Il Poggiolo**

Piazza Edison, 11  
Florence  
+39 055 4685.998

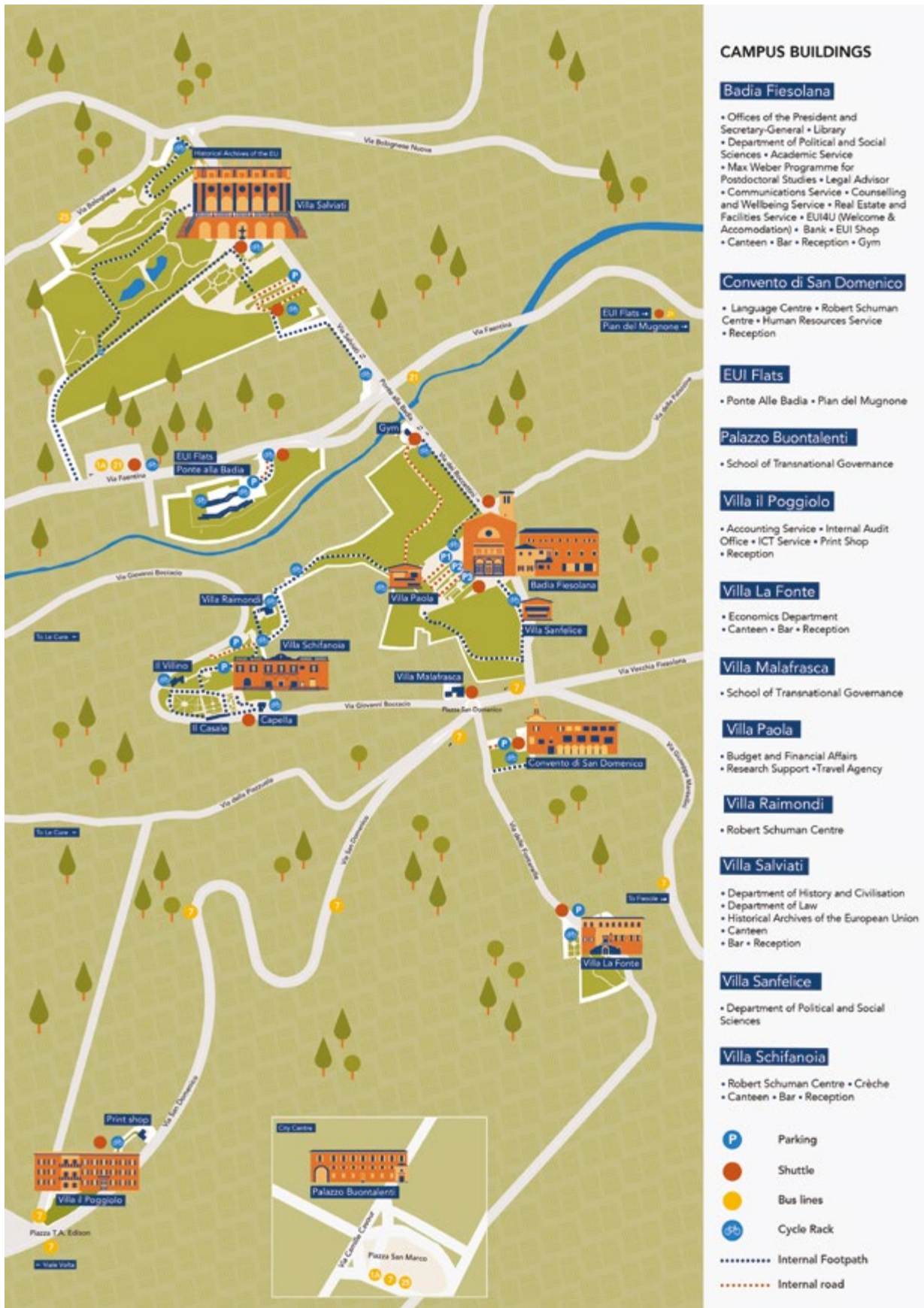


## **Convento di San Domenico**

Via delle Fontanelle, 19  
San Domenico di Fiesole  
+39 055 4685.700

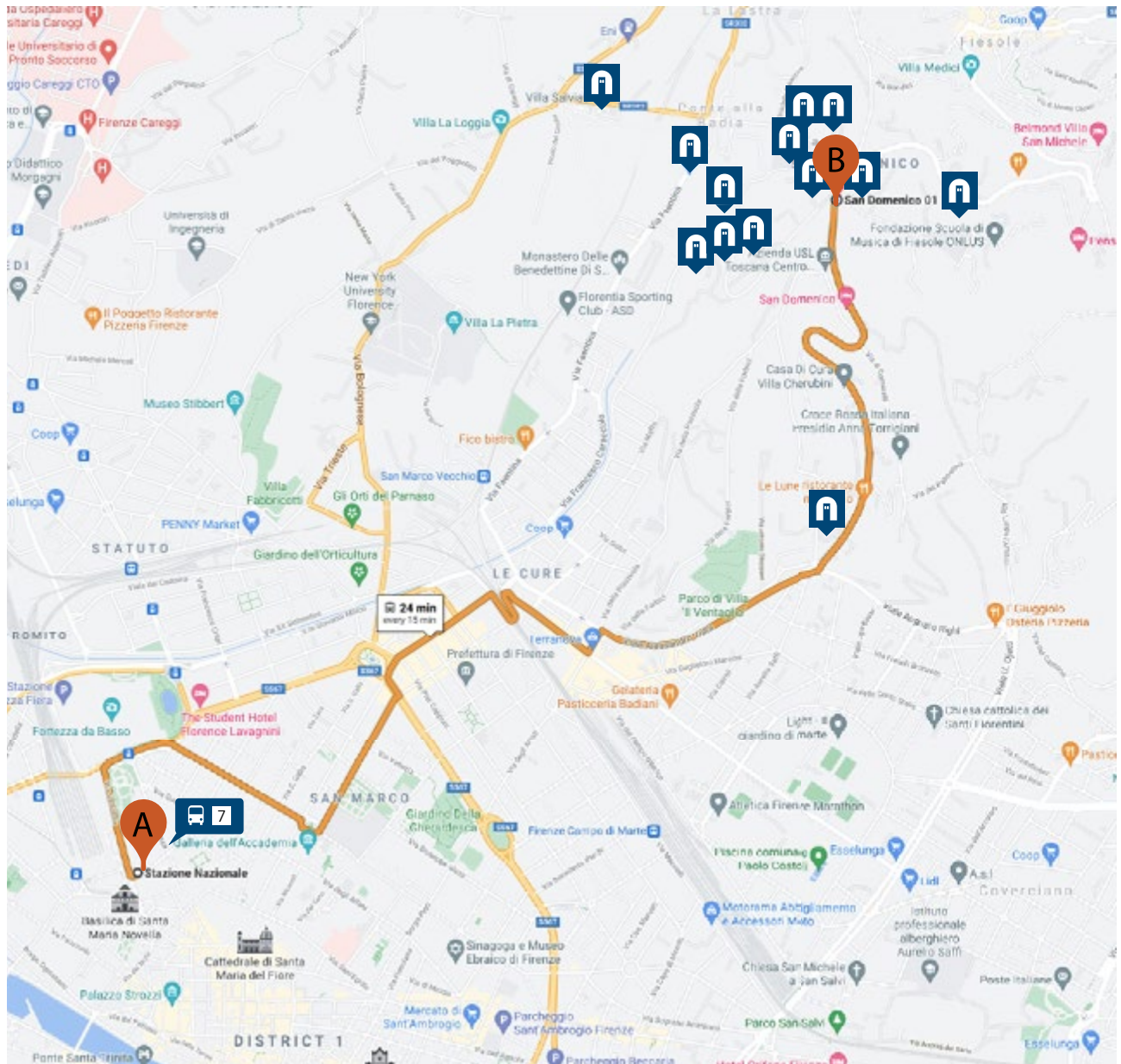
Directions to reach us - <https://www.eui.eu/About/How-to-reach-us>

# CAMPUS MAP



**Shuttle bus:** The EUI campus spreads over the hills of Fiesole and access between the buildings is guaranteed by an internal shuttle bus.

# FROM THE CENTRE OF FLORENCE TO THE EUI CAMPUS



# LIVING IN FLORENCE

## FLORENCE WORLD HERITAGE

The Historic Centre of Florence was added to the **UNESCO World Heritage** list on December 17, 1982 and is defined as “a unique artistic achievement, a masterpiece, the outcome of the continual work of creation over six centuries”, able to exert a predominant influence on the development of architecture or monumental arts, first in Italy and then in Europe”, with its streets still preserved intact, fortified palaces (...), loggias, fountains, a marvelous bridge from the fourteenth century”, which attained “economic and political power in Europe between the 14th and 17th centuries” and was involved “in events of international importance. In the sphere of the Neo-Platonic Academy, it developed the concept of the Renaissance”. <sup>15</sup>

## HISTORY OF FLORENCE

This Tuscan city was built on the site of an Etruscan settlement and the later ancient Roman colony of Florentia (founded in 59 BC), where today there is Fiesole, which is therefore considered the “mother” of the city of Florence. Later, between the 15th and the 16th centuries, Florence became a **symbol of the Renaissance**, reaching extraordinary economic and cultural development levels.

The present historic centre is bounded by the remains of the city’s 14th-century walls and it can be perceived as a unique social and urban achievement, resulting from seven hundred years of cultural and artistic blooming characterised by persistent and long-lasting creativity.

The heritage of Florence includes churches, buildings, and artworks of immeasurable worth such as the 14th-century Cathedral of Santa Maria del Fiore, the Church of Santa Croce, the Palazzo Vecchio, the Palazzo Pitti, the Uffizi Gallery, and the artistic works of great masters such as Giotto, Brunelleschi, Botticelli and Michelangelo (UNESCO World Heritage Committee, 2014). <sup>16</sup>



<sup>15</sup> From <http://www.firenzepatrimoniomondiale.it/en/>.

<sup>16</sup> From <http://www.firenzepatrimoniomondiale.it/en/cosa-facciamo/>.

## FIESOLE

Fiesole is the town that rises on the hill immediately behind Florence, at only 2 kilometres of distance, with an incomparable view of the lily town which is one of the most photographed in the world. The town is made up of nature trails through woods and hills, museums, monuments, historical villas, and historical villages such as Maiano and Vincigliata. The slope that climbs from Florence to Fiesole is a residential area of particular prestige, adorned with villas and palaces overlooking the city of Florence.<sup>17</sup>

## CULTURAL ACTIVITIES

Florence is steeped in culture, past and present and there are infinite opportunities to experience this.

- **Cinema:** For the most part, Italian cinemas do not show films in [original languages](#), but there are at least two cinemas showing [subtitled films](#), namely Odeon and La Compagnia;
- **Cultural Institutions:** The Institute is currently working on strengthening its links with non-Italian cultural institutions in Florence. They all offer a variety of courses and cultural events throughout the year. Some examples are the [British Institute of Florence](#), the [Dutch University Institute for Art History in Florence](#), the [Deutsches Institut Florenz](#), the [Institut Français](#), and the [Kunsthistorische Institut in Florenz](#);
- **Museums:** for a complete listing, please consult [www.polomuseale.firenze.it/](http://www.polomuseale.firenze.it/), [www.settemuse.it/viaggi\\_italia\\_toscana/firenze\\_musei\\_statali.htm](http://www.settemuse.it/viaggi_italia_toscana/firenze_musei_statali.htm), or [www.museidifiesole.it/](http://www.museidifiesole.it/);
- **Music:** there are plenty of musical events. Some examples are:
  - o [Amici della Musica](#);
  - o [Scuola di Musica di Fiesole](#): near the EUI's Villa La Fonte, the school organises concerts and music classes throughout the year;
  - o [Opera di Firenze - Maggio Musicale Fiorentino](#): the programme includes opera, ballet and classical music concerts.
- **Theatres:** there is a large number of theatres and events, including Estate Fiesolana, the oldest open-air festival in Italy each year, with theatre, cinema, dance, music. You can find an information at [www.toscanaspettacolo.it/](http://www.toscanaspettacolo.it/).



## RELIGIOUS ACTIVITIES

Florence welcomes people with different beliefs. In fact, in the city you can find churches, including orthodox churches, a mosque, and a Buddhist centre.

## VOLUNTEERING

The EUI is in the process of coordinating synergies and joint voluntary activities with other universities and institutions in Florence, in order to help EUI members (or partners of EUI members) who are interested in doing voluntary work to get in contact with local associations that might need help.

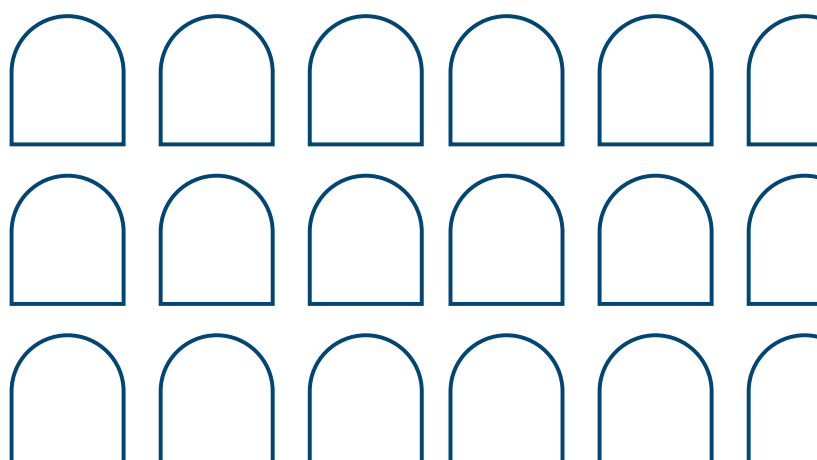
<sup>17</sup> From <https://www.fiesole.it/>.

## COST OF LIVING

Below is an estimate of the monthly expenses for a single person living in Florence or Fiesole.

For further information, you can consult the [EUI4U Welcome - Life in Florence - Practical information booklet](#) for EUI newcomers and [Feel Florence](#).

Estimated approximate total monthly expenses: 1.560 EUR <sup>18</sup>	
Costs Description	Monthly Expenses (EUR)
Rent of a room in a shared flat	500 <sup>19</sup>
Utilities (electricity, water, internet, etc.)	150
Transport	50 <sup>20</sup>
Food, essentials	300
EUI Canteen, bars	160 <sup>21</sup>
Personal expenses	250 <sup>22</sup>
Leisure	150



<sup>18</sup> This amount corresponds to the grant which the EUI offers to its trainees and it is subject to yearly revision.

<sup>19</sup> Average rent for a room in shared flat in Florence or Fiesole

<sup>20</sup> Monthly bus pass, occasional car/bike sharing.

<sup>21</sup> Weekday lunches (full menu), coffee and snacks

<sup>22</sup> Emergency, medical, postage, clothing etc.



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Italy

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