

VILLA AURORA

DIRECTOR ANTONIETTA RIVIELLO

+39 347.441.3413 (cell)
dip.lingue@villaaurora.it

DIRECTOR'S ASSISTANT VALERIA JUAREZ

+39 348.708.8161 (cell)
assistente.dilcai@villaaurora.it

DEANS

Melissa Arceo: +39 389.054.6532
Silvio Nunes: +39 347.673.7212

**ISTITUTO AVVENTISTA DI CULTURA
BIBLICA VILLA AURORA**

Via del Pergolino 12, 50139 Firenze, ITALIA
Email: info@villaaaurora.it
Tel. 055.412014/055.419874/055.416262
Fax 055.412797



VILLA AURORA

Italian Language Course



ACADEMIC YEAR 2019-2020

MISSION STATEMENT

THE ADVENTIST INSTITUTE FOR BIBLICAL EDUCATION, VILLA AURORA, IS AN EDUCATIONAL INSTITUTION THAT INCLUDES A DEPARTMENT OF THEOLOGICAL & PASTORAL STUDIES, AND A DEPARTMENT OF LANGUAGE, CULTURE AND ITALIAN ART. ITS MISSION IS TO OFFER ALL, ITALIAN OR OTHERWISE, HAVING A VOCATION TO WORK IN EVANGELISM FOR SERVICE, AND FOR PERSONAL GROWTH; THE OPPORTUNITY TO PREPARE THEMSELVES WITHIN AN ENVIRONMENT OF FAITH, IN RELATION TO THE BELIEFS OF THE BIBLE, FOR THE SERVICE OF THE CHURCH AND FOR THE WORLD OVER. ITS MOTTO:

***“LEARN IN ORDER
TO SERVE”***

ENCOMPASSES THIS CREDO AND IS THE MISSION OF OUR INSTITUTE.

How can my parents send me money?

If, for any reason, your parents decide to send you extra funds while you are here, there are a couple of ways to do it:

- + Perhaps the simplest way would be for them to transfer funds directly to your bank account, which you can then withdraw from an ATM here.
- + It is also possible to make a Bank Transfer. If you choose to do so, you should make use of the following information:

**BANCA PROSSIMA FILIALE DI MILANO
IBAN: IT12 F033 5901 6001 0000 0077 134
SWIFT/BIC: BCITITMX**

To the name of Istituto Avventista di Cultura Biblica
Via del Pergolino 12, 50139 Firenze

You should tell the school accountant you are expecting the transfer, so that he can watch out for it and tell you when it arrives.

VILLA AURORA THROUGH THE YEARS

1300

The first known owners of the villa were a noble Florentine family, the Macinghis.



1416

The villa was sold to the di Riccardo family and was passed down through many generations.



1794

The villa was sold to the Libri family and stayed in the family for more than 50 years.



1800

Villa was owned by the Leon Vita family from 1800 to 1850



1850

The villa was sold to the Bartolommei family.



1878

The villa passed to the German Schmitz family. They were fond of botany and planted many of the exotic plants you will find on campus, this family, made many renovations to the property and gave it the name of "Villa Aurora".

1947

Margherita Maquay, the wife of one of the Schmitz, sold the villa to the Adventist Mission in 1947.



Dear Student,

Welcome to Villa Aurora! We are very glad that you have chosen to come to study Italian and immerse yourself in a new culture.

Being away from home may be difficult, but we hope to make your stay here as comfortable and memorable as possible.

We are here to help and will do so to the best of our ability. Villa Aurora is known to be one big family, and as such, we welcome you.

Warmly,
ACA Staff

THIS IS THE HISTORY OF VILLA AURORA, WHERE GENTLEMEN AND NOBLES HAVE LIVED. NOW YOU TOO GET TO LIVE INSIDE THESE ANCIENT WALLS AND BECOME PART OF VILLA AURORA'S HISTORY.

OUR STAFF

PRESIDENT

Dr. Davide Romano

SECRETARY

Beatrice Copiz

BUSINESS MANAGER

Gioele Murittu

INFO. TECHNOLOGY

Stefano Pellegrini

BUSINESS OFFICE

Orazio Berretta
Silvia Monzani

DEANS

Silvio Nunes
Melissa Arceo

ACA PROGRAM DIRECTOR

Antonietta Riviello

ACA DIRECTOR'S ASSISTANT

Valeria Juarez

TEACHERS

Milena Scarazzato
Erica Mantovani
Raffaele Battista
Ilaria Di Fidio
Antonietta Riviello
Pietro Ciavarella
Marcella Barattin

Claudia Raschella
Graziella Ricciardo
Tiziano Rimoldi
Raquel Vervloet
Antonio D'Amico
Giombattista Giombarresi

+ Are there mosquitoes?

Unfortunately we do have many mosquitoes in the area when there is warm weather. The deans provide each room with a mosquito-killing plug-in, but you may also want to bring bug spray with you, as it is sometimes hard to find, and probably more expensive than you are used to paying.

+ Who do I ask if I need lightbulbs, toilet paper, etc.?

If you have any problem, need anything, or have something that needs repairing, contact one of the deans or assistant deans. You may speak with them or send them a message using Facebook, WhatsApp, etc.

+ Are there stores nearby?

There are many stores and shops near Villa Aurora which sell a variety of products. If you are looking for something specific, you may want to ask a dean or teacher. The nearest grocery stores are Carrefour Express, Coop and Conad. They sell non-food items as well. If you would like to buy any type of personal care item (i.e. shampoo, deodorant, feminine hygiene product, toothpaste) of a brand you are familiar with, you may want to go to a "Profumeria." In viale Morgagni there is a store called CADDY'S which sells toiletries, cleaning supplies, etc. at great prices. For school supplies we recommend a "Cartoleria".

+ Is the water safe to drink?

Yes. All the campus water has been treated and is safe to drink. The water with the most complete treatment is available in the cafeteria.

+ Is dating allowed on campus?

A Christian school is a wonderful place to make new friendships, and many of them will last a lifetime. We do ask however, that, if you enter into a relationship while at Villa, you always maintain an attitude of respect, both to the person you are dating, and to those around you. Excessive PDA is discouraged.

FAQ...

+ Can I take weekend trips?

In order to spend the night outside of the dorms, students under 18 must request permission from their dean before leaving campus, and must be accompanied by their monitor or an adult. Students over 18 who make plans to leave campus overnight should inform the deans ahead of time in writing with the dates and destination of their trip unless it is for an activity organized by the school. You are welcome to use Facebook, WhatsApp, etc. Failure to notify the deans may result in disciplinary action.

+ Can I stay at the school during Christmas break?

If you wish, you may remain at the school during your Christmas vacation but you must notify the administration of your stay AHEAD OF TIME. During Christmas vacation, the school (including the dormitories and the cafeteria) will be closed, so you must make previous arrangements with the dorm and kitchen staff to use these facilities.

+ Is there a laundry service?

The school will provide you weekly with clean sheets, pillow cases and towels. You will wash your personal laundry by yourself. The school will provide you with tokens and a key card for the laundry room, washing machine and dryer. An assistant will help you learn how to use the machines.

+ Is Internet Available?

Students must come to the school office with their passport to get a username and password in order to get internet service. Once this is done, students can access the internet in the school building, cafeteria, library, and dorms. Internet is available 24/7 (except for technical problems outside of the campus' control).

+ Can family or friends stay on campus to visit?

Yes. Your parents and siblings can stay for free on campus for two nights. This offer cannot be extended to other family members or friends. To stay in the dorms, guests pay €35 a night. Students of other ACA programs receive a special price of €25. Meals are added for free as a bonus. Guests may also stay in CasAurora. This should be arranged with them in the reception. Prices vary and meals are paid for additionally.



GIOELE MURITTU
Administration



ORAZIO BERRETTA
Accounting



SILVIA MONZANI
Accounting



LIVIANA COSTANZINI
Guest Services/
Library



**CONCETTA
PATERNICO**
Laundry



VALENTIN VARARU
Maintenance



JANOS CZIRIAK
Maintenance



**GIUSEPPE
TAVAGLIONE**
Maintenance



LORENZO CUTRONA
Grounds

WHO TO ASK FOR HELP

IF YOU HAVE A BIG PROBLEM

Director: Antonietta Riviello

FOR INFO ABOUT THE PROGRAM

Director: Antonietta Riviello

Director's assistant: Valeria Juarez

ADMINISTRATIVE INQUIRIES

Computer services: Stefano Pellegrini

School Secretary: Beatrice Copiz

DORM ASSISTANCE

Dean: Melissa Arceo

Dean: Silvio Nunes

Assistant Dean: Raquel Vervloet

LAUNDRY ASSISTANCE

Concetta Paternicò

DIETARY NEEDS

Cook: Settimia Pressuto

Cook: Graziella Ricciado

EMERGENCIES

Emergency: 112

Police: 113

First Aid: 118

For all inquiries stop by the Language office and speak with Antonietta or Isary during the posted office ours.

+ Quiet Times:

Please be considerate during weekday study hours from 10.30 pm to 7.30 am, Sabbath from 11.30 pm to 8 am, as well as Sunday morning which is also considered quiet time.

+ Is there a dress code?

Dress code at the school is similar to a normal American university. No overly tight or revealing clothing is permitted. Heavy makeup and excessive jewelry are also discouraged. This dress code applies not only to the classrooms, but also to the cafeteria, and all other locations on campus. Church, worships, and official events may require a more formal attire. We ask that you dress thoughtfully and respectfully for both the occasion and the location.

+ Is worship required?

The school is part of the Seventh-day Adventist educational system, and as such one of our goals is to help the student grow spiritually. In view of this goal, we consider it important for the student to attend the worship programs organized by Villa Aurora and the church.

- A brief morning worship is held every morning at 8:50 am. Your presence is required and important as this time is also used to share information and announcements. Every 3 worships that you miss will count as one absence in your Language course. 3 tardies are equal to 1 absence.

- Monday evening worship at 7:45 pm is required, and attendance will be taken. If you are not present, every two worships missed a month will result in disciplinary action. Friday night vespers are not required but strongly encouraged.

+ Do I have to clean my room?

Yes. Rooms are to be kept neat at all times. If excessive dirtiness continues or if damage is found to have been done in personal rooms or in any other room on campus a fine may be incurred. You are also required to clean the bathroom associated with your room. There will be a rotation schedule for cleaning and you will get cleaning supplies from the deans. We do not just enforce cleanliness for aesthetic reasons, but also to help you maintain your health while living in the dorm.

+ What happens if I need medical attention while at Villa?

If you feel sick, contact your dormitory dean immediately. A doctor will see you if you wish, and if not, the dean will try to make you comfortable and check on your progress. Class absences will not be excused unless the dean has been informed at once.

+ Do I have insurance coverage at Villa Aurora?

ACA students are covered by ACA/ARM insurance. Villa Aurora will advance the money needed to momentarily cover any costs incurred because of illness or accident, but you will need to fill out the insurance forms at Villa as soon as possible, for the school to be reimbursed by ACA. **While you are traveling (apart from school activities), the school cannot pay for any medical expenses.** However, if you go to a doctor for medical help and pay out of pocket, turn in the receipts to ACA, you will be reimbursed by ACA. Therefore be **SURE** to get the bill from the doctor, otherwise ACA will not be able to reimburse you.

Students from the European Community should bring with them a letter from the Social Security Offices of their country in order to be able to receive medical attention in Italy (form E111).

Any other students coming from outside of the European Union and the United States of America should request insurance coverage for accidents and illness from their own insurance company before arriving in Italy.

+ What does insurance cover?

Insurance covers all emergency-type incidents and medications necessary to treat them. It does NOT cover any normal dental or eye work and examinations, regularly scheduled medical examinations, over-the-counter medication (Nyquil, allergy medication, non-prescribed medicinal creams and non-prescription drugs) are not covered by insurance, or treatment of chronic or pre-existing illnesses. These are only covered by ACA insurance if they result from an accident that occurred while as a student here. This coverage begins 15 days prior to arrival on campus and lasts 15 days after departure. For more details, please ask the deans.

These few, simple rules are here to help make your stay at Villa Aurora a pleasant one. Please, do your best to respect them. We ask that you keep this booklet available for further reference during your stay.

+ Arrivals/Departures

Students enrolled in the ACA program are permitted to stay on campus, with no additional charge **two days earlier** than the official published arrival date, and **two days after** the official published departure date. For any days exceeding these dates, an additional charge will be required. If necessary, you may be able to stay providing there is space available and that you make arrangements with the administration AHEAD OF TIME. The room fee will be required for those days exceeding the published dates.

**Note: We hope you have already received this notice in the Informational letter we send to future students. If you are already on campus, please pay specific attention to the departure information.*

+ Expected behaviour and disciplinary action

Students are expected to respect themselves, others, as well as the school. You are expected to act in accordance with the principles of the Adventist church. Therefore, alcohol and drug consumption is forbidden both on and off campus. In the case of deliberate disobedience to any of these rules, the deans will speak with the student about the situation. The student will be subject to loss of privileges, such as that of going off campus. If the school discipline committee considers the fault to be of extreme gravity or if there is another incident on the student's part, the student may be expelled and sent home before finishing the program studies, at the student's expense and without receiving any kind of refund.

+ Honesty

Theft, lying, fraud, and any other forms of dishonesty destroy trust and friendships. In such cases it may be necessary for the Disciplinary Committee to intervene.

Rules for campus life...

+ Social, spiritual and cultural life

Students are **required** to participate in the spiritual, cultural, and recreational activities organized by our School Dean/Chaplain. These activities have been planned to provide you with a well-rounded experience of the Italian-Adventist lifestyle. Spiritual activities include:

- a. Monday evening worship at 7:45 p.m.
- b. Friday night Vespers, English Sabbath School, and Church
- c. Additional meetings during Week of Prayer
- d. Other meetings organized that are of significance to the Institute and the local Florentine church.

It is important to maintain a spiritual attitude during the Sabbath hours as would be expected at any Adventist institution (Friday sunset to Sabbath evening). Proper behaviour and attire on campus is a sign of respect; the activities of this day should be based on meditation and service.

+ Cafeteria

Three lacto-ovo vegetarian meals are served each day. For each meal we serve one first course (usually pasta), a second course (vegetables and/or vegetarian meat), fruit, bread, and salad.

You should keep in mind that there may not be as many options as on your home campus and the types of food served may be different from what you eat at home. We ask that you have an open mind and enjoy our traditional Italian food. **In case of allergies, specifically food but also any other types, please contact and inform the deans as soon as possible.*

Bringing the trays, the silverware, or dishes **outside the cafeteria is PROHIBITED**. Only those who are ill are authorised to have their meal brought to their room. In such cases please **inform the deans** and they will aid you. Personal plates and utensils will be provided in your room for any meals you choose to prepare on your own.

Sabbath Volunteering Every member of the Villa Aurora community, including students and staff, is requested to help in the cafeteria on Sabbath. A rotation system will be implemented and explained. We thank you in advance for your willingness to volunteer your services.

+ What does the program price include?

When you pay the program price you are paying for transportation to and from the local airport or train station at the beginning and end of the program, tuition, your Personal Account, books, meals, your room, bed linen, laundry services, internet service, day trips, and cultural visits.

The student only needs to bring money to cover his or her own personal expenses. If the student is interested, there may also be a few optional activities throughout the year. These events will be specified in the calendar given at the beginning of the course and will be an out-of-pocket cost for the student if he/she decides to attend.

+ What is my Personal Account at Villa Aurora?

Your personal account is similar to a safety deposit. It is a sum of €60 per trimester that you study at Villa, set aside from the program price, and held by the accountant to cover any loss or damage you may incur to any part of school property, and to assure that the items provided to you by the school (i.e. linens, towels, laundry tokens, keys, books etc) are returned in good condition. If you have broken or damaged anything, the money to fix or replace that item will come out of your personal account.

At the end of each trimester, if no damages are incurred, the dean will give you the €60 deposit.

***For the 3rd quarter:** Before it is possible to collect the sum, you must have your room cleaned and left in the same condition it was in when you moved into it. You must also have returned all of your towels and sheets in good condition to the laundry, and your KEYS to the dean. The dean must make an inspection of your room before the final deposit can be returned to you.

In the event that there is damage done which exceeds the sum left in your deposit when you leave, you may be asked to pay out of pocket to fix or replace the item(s).

Rules for tours

When a school trip or tour is scheduled, information will be posted on the bulletin board outside the office.

+ It is **IMPERATIVE** that you be on time. Those who are late for a scheduled tour will be left behind at Villa Aurora (late departure means possible missed arrivals or important connections with trains, boats, special appointment to museums, etc.)

+ The same process is required to return to Villa Aurora, so it is **EXTREMELY** important for students to arrive on time to previously appointed meeting locations.

+ Students should participate unless they are sick or have previously notified the faculty in charge to expect their absence. While on the tour students should stay with the group while touring. There must be a **PREVIOUS** agreement with faculty in charge if the student is not to remain with the group. However there is usually free time provided for the students to explore for themselves on the tours.

+ It is **IMPORTANT** for students to have the contact number of faculty during any tour prior to venturing on their own for communication and safety reasons.

+ Some tours will require students to bring a sack lunch and/or breakfast. Students **MUST** stop by the Cafeteria prior to such trips to pick up their meal. Again, all trip information will be posted on bulletin boards.

REMEMBER: Please convey respect to others by following these guidelines.

THANK YOU AND ENJOY YOUR TRIPS!

+ Dorm Rooms and bathrooms

The bedrooms can be **personalized** as long as the decorations/changes are not permanent and easily reversible. **You may not tape, tack or pin** anything to the walls. **Trash** from rooms may be deposited in the larger dumpsters outside the women's dorm, in front of the long porch of the salottino. The other various containers around campus are divided and recycled by employees of the school so please avoid using them when possible. Rooms are to be kept neat at all times. If excessive dirtiness continues or if damage is found to have been done in personal rooms or in any other room on campus a fine may be incurred. Everyone is responsible **to clean** and take care of his/her own room and bathroom. We enforce cleanliness not only for aesthetic reasons, but also to help you maintain a healthy atmosphere. Living in a dormitory, it is easy to spread germs and create epidemics. Therefore we ask that you do your best to keep your areas clean.

You will be provided with a broom, mop, bucket, cleaning supplies, toilet paper, trash can and liners, hand soap, light bulbs, fan, and anti-mosquito plugs. Any other things you may need or want (tissues, hand vacuum, soap/body wash, etc.) you are responsible for purchasing on your own.

+ For security reasons, hygienic concerns, and organizational standards the following is NOT ALLOWED:

- a. Keeping perishable food in the dorms. You may keep it in the fridge.
- b. Bringing outsiders into the dorms without the authorization of the deans
- c. Entering the room of someone of the opposite sex without the dean's permission
- d. Carrying laundry, blankets, furniture and other things owned by Villa Aurora out of the dorms
- e. Using electrical or gas appliances for cooking in the dorms
- f. Using fire in any way
- g. Camping in any form on campus without prior express consent

Rules for campus life...

Deans are authorized to enter and inspect any and all rooms with or without notifying the inhabitants of the room. We try to respect one's privacy but inspecting for banned substances, unforeseen problems that may occur, or simply general inspections are part of life here at Villa Aurora.

+ Storage

Personal effects may not be stored in the halls or public spaces in the dorms, specifically the drying of clothes must be done in rooms, or in designated areas. Nothing should ever be put outside of the windows or balconies, including, but not limited to, shoes and clothes.

+ School Safe

The School is not responsible for theft within the rooms. Therefore, the first rule of security is to close and lock your door when you leave for long periods of time. In addition we suggest that you do not leave items of value in plain sight. If you have something you believe should be placed in the school safe, speak with the deans about it. It is advisable to use the safe for money, important documents, and objects of value. You should also lock your dorm door whenever you go out.

+ ACA rules regarding security abroad

For all personal travel, students **MUST** inform the deans **in writing** of **where** they plan on traveling to, the **dates** they will be gone, and how they can be reached if necessary. This decision was voted on by the board of ACA at the request of the American universities.

+ Curfew

Curfew is at 11:30 pm from Sunday to Friday. Saturday night the curfew is extended to 1:00 am. If you need to stay out any later, simply contact one of the Deans, and further arrangements may be made.

If you do not respect this curfew, you will be fined and will have to donate your time to community service on campus. If you are fined, you will receive a notification from the deans via email.

MEAL TIMES

Breakfast: 07.30-07.45 (week)
8-8.15 (Sat&Sun)
Lunch: 13.15-13.35
Dinner: 19.00-19.20

CURFEW

Week: 11.30pm
Saturday: 1.00am

LAUNDRY

Sheets and towels **must** be brought to the laundry room on Tuesdays from 7.30-11.00. You may pick up your tokens at lunch time the same day.

LIBRARY

Mon-Th	Friday	Sunday
8.00-13.00	8.00-1.00	15.00-19.00
15.00-19.00		21.00-22.30
21.00-22.30		

WORSHIP SERVICES

Monday 19.45—Aula Magna (REQUIRED)
Vespers: Friday, depending on sunset
20.00 / 20.30—Chapel
Sabbath: 9.30 - 12.00pm—Church

TIMES TO REMEMBER