



Provincia
di Bergamo

ORIENTAMENTO AI PERCORSI DI

ISTRUZIONE E FORMAZIONE PER GIOVANI E ADULTI

DELLA PROVINCIA DI BERGAMO

GUIDE TO EDUCATIONAL AND
TRAINING COURSES FOR
YOUNG PEOPLE AND ADULTS
ORGANISED WITHIN THE
PROVINCE OF BERGAMO

2025-2026 SCHOOL YEAR



Provincia di Bergamo

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In collaboration with
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CPIA 1 Bergamo
CPIA 2 Treviglio

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GREETINGS FROM THE PRESIDENT OF THE PROVINCIA DI BERGAMO AND FROM THE DIRECTOR OF THE UFFICIO SCOLASTICO TERRITORIALE

Dear readers,

the Provincia di Bergamo and the Ufficio Scolastico Territoriale, in collaboration with the Centri Provinciali per l'Istruzione degli Adulti di Bergamo e Treviglio, are proud and delighted to present the latest edition of the guide to educational and training courses for young people and adults.

In the wake of the success of the by-now traditional Atlante delle scelte for young people coming to the end of lower secondary school, the aim of this guide is to provide adults with information on the various courses available for them in the province of Bergamo. The pages that follow offer an illustration of the Centri provinciali per l'istruzione degli adulti (CPIA) (Provincial Adult Education Centres) and evening courses, as well as Higher Technical Education and Training courses, courses offered by Higher Technical Education Institutes, university education, Higher Level Arts, Music and Dance Education, and on-going training.

The contemporary world is full of challenges that are potential opportunities only when approached with a view to orientation and on-going education, and to the updating and expansion of knowledge and skills as part of a process of constant personal and professional growth. The Provincia di Bergamo and its Schools are delighted to be able to offer you full and up-to-date tools.

Our best wishes for a path full of success.

Vincenzo Cubelli

Director of the Ufficio

Scolastico Territoriale di Bergamo

Pasquale Gandolfi

President

of the Provincia di Bergamo

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FOREWORD

Developments in technology, the economic crisis that has marked recent history, evolutions in the professional sphere and the consequential demand for specialised workers have considerably changed the world of employment and its needs.

These evolutions have rendered the theme of “lifelong learning” ever more important. Article 4, paragraph 51 of Italian Law no. 92 of 28.06.2012 (“Regulations regarding reforms for the labour market with a view to growth”), also known as the Fornero Law, defines it as:

“... any activity undertaken by people in a formal, non-formal or informal manner at various stages of their lives with a view to improving knowledge, ability and skill in personal, civil, social and employment terms [...], first and foremost with the identification and recognition of the cultural and professional wisdom acquired by citizens and workers during their personal and professional lives.”

Seen in this light, lifelong learning is an opportunity to be guaranteed to everyone, adults as well as young people, at any stage of their lives, to constantly improve the skills and knowledge required by the labour market and for active participation in society.

Those looking to enter the world of employment, or for a new job, may need to acquire new skills or qualifications in order to gain a competitive advantage in the labour market.

Adults who already have a job may need to “go back to studying” and gain education in order to:

- gain qualifications of a higher level than the ones they already hold.
- increase their professional and technology skills, knowledge and abilities in order to respond to the demands of the labour market.
- train in order to acquire a new professional profile.

Those from foreign countries may need to learn Italian.

In order to provide a response to all these complex and varied demands, young people and adults in the province of Bergamo looking to recommence or continue their studies in order to gain qualifications have access to a range of opportunities.

A brief overview follows.

INTRODUCTION

THE EDUCATION AND TRAINING SYSTEM IN ITALY

The education and training system covers all levels of learning from early childhood to post-diploma and adult education.

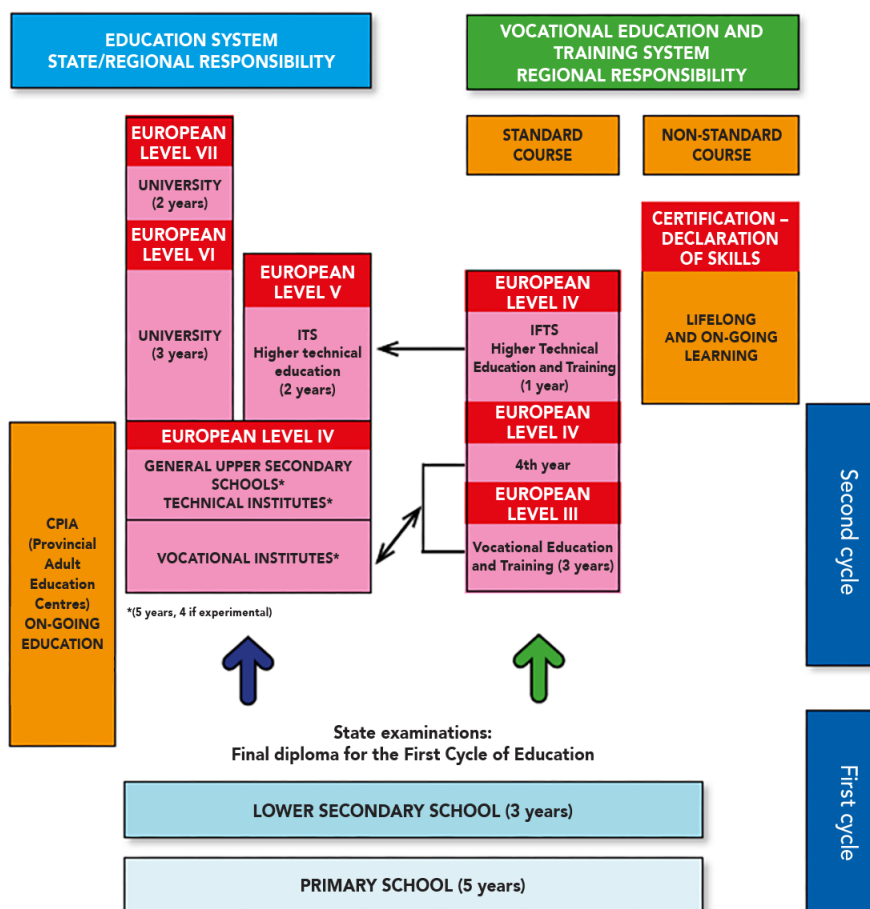
Mandatory education lasts for 10 years, from the age of 6 to 16, and includes:

- 5 years of primary school.
- 3 years of lower secondary school.
- 2 years of upper secondary school, which can also be completed by attending regional Vocational Education and Training courses (IeFP).

In addition to mandatory education, all young people have the right/duty to education and training and to have access to educational activities until the age of 18. Students have access to a range of options for this right/duty:

- To continue their studies at upper secondary school or by attending a three-year vocational education and training course culminating in the obtaining of a minimum three-year qualification by the age of eighteen.
- To enter employment with an apprenticeship contract with the aim of gaining a vocational qualification.
- To attend an adult education course.

Below is a diagram to summarise the Italian education and training system.



Every year, the Provincia produces an updated version of the “Atlante delle scelte” guide, which is aimed at providing all the information necessary to allow students and families to choose their course of education and appropriate school after completing lower secondary school. The edition for the 2025-2026 school year, produced by Servizio Istruzione e Programmazione for the school network of the Provincia, provides detailed information on all the available opportunities and study paths in the Bergamo area: technical, vocational and general upper secondary education, as well as vocational education and training courses. A printed copy of the guide is available on request from provincial offices, and a digital copy can be consulted via the link [Atlante delle scelte](#).

ADULT EDUCATION

THE ADULT EDUCATION SYSTEM

The adult education system (IDA) covers all the educational activities aimed at the acquisition by adults of learning certificates, with a view to increasing the level of education of the general population and guaranteeing the right to learning at all stages of life.

This form of education is funded with public resources and is free of charge for participants. Adult education courses, including those held at correctional facilities, are organised by Centri provinciali per l'istruzione degli adulti as well as technical, vocational and general upper secondary institutes.

CPIA – CENTRI PROVINCIALI PER L'ISTRUZIONE DEGLI ADULTI (PROVINCIAL ADULT EDUCATION CENTRES)

The CPIA, established with Italian Presidential Decree no. 263 of 29 October 2012, are independent educational institutes organised in local networks. They enjoy the same level of autonomy as schools, i.e., they have their own facilities, personnel and boards.

The CPIA offer programmes equivalent to mandatory basic education, as well as language courses for immigrants. The CPIA are able to provide:

- courses for the purpose of obtaining their diploma for the first cycle of education.
- courses for the purpose of obtaining certification of achievement of skills related to mandatory education.
- Italian language courses.

Furthermore, the CPIA may also expand their range of education options by organising, either independently or in collaboration with other institutional or non-institutional bodies, activities and/or courses to favour the improvement of basic skills such as IT, foreign languages and so on.

All the courses offered by the CPIA are flexible in nature, allowing personalised study programmes and the recognition of previous studies. Students may complete up to 20% of the overall hours of study through remote learning.

The CPIA are distributed throughout the province and are organised into "territorial service networks" structured on three levels:

- *Level A - Administrative Unit:* comprised of a central office and level-one study centres or associated facilities providing percorsi di primo livello and percorsi di alfabetizzazione.
- *Level B - Didactic Unit:* the CPIA liaise with upper secondary institutes, which provide percorsi di secondo livello.
- *Level C - Educational Unit:* the CPIA may extend the range of courses available through agreements with local organisations and other private or public organisations, in particular educational facilities accredited by the Regioni.

LIST OF CPIA IN BERGAMO AND THE PROVINCE:

CPIA 1 BERGAMO:

Central headquarters: **BERGAMO**

Associated facilities:

- **VILLONGO**
- **COSTA VOLPINO**
- **GANDINO**

Correctional facilities:

BERGAMO

CPIA 2 TREVIGLIO:

Central headquarters:

TREVIGLIO

Associated facilities:

- **ALBANO S. ALESSANDRO**
- **PONTE S. PIETRO**
- **ROMANO DI LOMBARDIA**
- **VERDELLINO**



TECHNICAL, VOCATIONAL AND GENERAL UPPER SECONDARY INSTITUTES

Within the scope of Italian Presidential Decree no. 263/2012, certain upper secondary institutes offer percorsi di secondo livello (so-called evening courses) for studies to obtain technical, vocational and general upper secondary diplomas. These courses are organised in collaboration with the relative CPIA.

LIST OF UPPER SECONDARY INSTITUTES OFFERING EVENING COURSES IN BERGAMO AND THE PROVINCE:

“Alfredo Sonzogni” Vocational Institute – Nembro

“Archimede” Upper Secondary Institute – Treviglio

“Betty Ambiveri” Upper Secondary Institute – Presezzo

“Cesare Pesenti” Upper Secondary Institute – Bergamo

“Maironi da Ponte” Upper Secondary Institute – Presezzo

“Mariagrazia Mamoli” Upper Secondary Institute – Bergamo

“Serafino Riva” Upper Secondary Institute – Sarnico

“Giacomo Quarenghi” Technical Institute – Bergamo

“Vittorio Emanuele II” Technical Institute – Bergamo

“Pietro Paleocapa” Industrial Technical Institute – Bergamo



COURSE TYPES

The range of courses offered by the adult education system includes:

1. [PERCORSI DI PRIMO LIVELLO](#)
2. [PERCORSI DI SECONDO LIVELLO](#)
3. [PERCORSI DI ALFABETIZZAZIONE E APPRENDIMENTO DELLA LINGUA ITALIANA](#)
4. [PERCORSI DIDATTICI DI AMPLIAMENTO DELL'OFFERTA FORMATIVA – PERCORSI DI GARANZIA DELLE COMPETENZE](#)

1. PERCORSI DI PRIMO LIVELLO

What are these courses?

These are courses for the purpose of obtaining certification of completion of the first cycle of education and certification relative to the basic skills acquired on completion of mandatory vocational and technical education.

The diploma, issued on completion of the percorso di primo livello, allows for enrolment in the percorsi di secondo livello, aimed at the obtaining of the upper secondary school diploma (diploma di Maturità – Upper Secondary School Diploma).

These courses are also of use in:

- requests for Italian citizenship.
- attending vocational training courses (Operatore Socio Sanitario - Healthcare Assistant, Estetista - Beautician, Cuoco - Cook...).
- setting up a business.
- completing mandatory education for minors.

Who organises these courses?

They are organised and delivered by the Centri Provinciali per l'Istruzione degli Adulti (CPIA).

How do they work?

The percorsi di primo livello are divided into two didactic stages:

- **THE FIRST DIDACTIC STAGE**, which ends with the earning of the diploma for completion of the first cycle of education (previously "licenza media").
The overall duration of the courses is 400 hours. For students without a final primary school certificate, the overall duration can be increased by a maximum of 200 hours. This additional amount can also be used for the purposes of alfabetizzazione e apprendimento della lingua italiana (literacy and Italian language studies).
The courses include modules for Italian, English, maths, technology and IT, natural sciences and social studies.
Certificates are issued on passing the final State exams for completion of the first cycle of education. Students are required to attend at least 70% of the overall number of hours provided for by the individual education pact in order to be allowed to sit the final exams.
- The purpose of the **SECOND DIDACTIC STAGE** is to bolster basic skills and terminates with the acquisition of certification of the basic skills related to mandatory education pursuant to Italian Ministerial Decree 139/2007. This stage is required for access to upper secondary school (evening courses).

The overall duration is 825 hours, and culminates (with attendance of at least 70% of the overall number of hours) with the issuing of the relative certification of the skills acquired.

Who are these courses for?

- Adults, including foreigners, who have not completed mandatory education or who do not have a diploma for completion of the first cycle of education.
- Adolescents who have reached the age of sixteen and who do not have a diploma for completion of the first cycle of education.
- Foreign adults of employment age, including those with a diploma earned in their country of origin, seeking to attend Italian language courses.

The percorsi di primo livello can also be held at correctional facilities for adult inmates.

How to enrol

Anyone intending to enrol in the percorsi di primo livello, generally in the period from May to October, should present an application for enrolment directly at the offices of the administrative unit of their relative CPIA, via “associated facilities” if necessary.

Applications can also be made online, and in these cases, for the province of Bergamo, applicants should fill in the enrolment form available via the following links:

- For CPIA 1 Bergamo www.cpia1bergamo.edu.it
- For CPIA 2 Treviglio www.cpiatreviglio.edu.it

LIST OF THE PERCORSI DI PRIMO LIVELLO RUN BY THE CPIA IN THE PROVINCE OF BERGAMO

FIRST DIDACTIC STAGE – PREVIOUSLY “LICENZA MEDIA”				
Relative CPIA	Associated facilities	Address Course location	Contacts	
CPIA 1 BERGAMO	BERGAMO	BERGAMO – Via Ozanam, 27	035318606	bgmm18500p@istruzione.it
	COSTA VOLPINO	COSTA VOLPINO – Via Aldo Moro, 2 at the Educational Institution	0355785846	
		CLUSONE – Via S. Alessandro, 6 at the Educational Institution		
	GANDINO	GANDINO – Via Cesare Battisti, 1 at the Educational Institution	035545117	
		NEMBRO – Piazza Italia, 6 at the Library		
		ALBINO – Via Aldo Moro, 51 at the Romero Institute		
		GAZZANIGA – Via Dante, 30 at the Educational Institution		
	VILLONGO	VILLONGO – Via Volta, 1 at the Educational Institution	035925024	
BERGAMO	BERGAMO – Via Monte Gleno, 61 at the prison	035318606		

CPIA 2 TREVIGLIO	TREVIGLIO	TREVIGLIO – Via Caravaggio, 52 at the Archimede Institute	0363303225	bgmm18600E@istruzione.it
	ALBANO S. ALESSANDRO	ALBANO S. ALESSANDRO – Via Dante Alighieri, 13 at the Educational Institution	035773509	
	PONTE S. PIETRO	PONTE S. PIETRO – Via Piave, 15 at the Educational Institution	035463153	
		DALMINE – Via Manzoni, 37 at the Camozzi Educational Institution	035463153	
	ROMANO DI LOMBARDIA	ROMANO DI LOMBARDIA – Via Belvedere snc at the Rubini Institute	0363902846	
	VERDELLINO	VERDELLINO – Via Rodari, 10 at the Educational Institution	035884655	

SECOND DIDACTIC STAGE

Relative CPIA	Associated facilities	Address Course location	Contacts	
CPIA 1 BERGAMO	BERGAMO	BERGAMO – Via Monte Gleno, 61 at the prison	035318606	bgmm18500p@istruzione.it
	COSTA VOLPINO	COSTA VOLPINO – Via Aldo Moro, 2 at the Educational Institution	0355785846	
CPIA 2 TREVIGLIO	TREVIGLIO	TREVIGLIO – Via Caravaggio, 52 at the Archimede Institute	0363303225	bgmm18600E@istruzione.it

2. PERCORSI DI SECONDO LIVELLO (EVENING COURSES)

What are these courses?

These are study courses held during the evening and aimed at the attainment of an upper secondary school diploma (technical, vocational and general upper secondary school diploma).

Evening courses are equivalent to traditional daytime courses in terms of value. The only differences are the lesson times and the requirements for access.

In particular, this type of course is aimed at permitting:

- additional professional development for adults who are already working and who are looking to further their careers.
- return to study for both students who previously dropped out of school and for those looking to continue their studies, for example at university, with specialisation, etc.
- foreigners to obtain a diploma in Italy.

Who organises these courses?

They are organised by technical, vocational and general upper secondary institutes that also organise daytime courses, in collaboration with the CPIA.

Not all educational institutes that organise daytime courses offer corresponding evening courses, and it is therefore necessary to refer to the courses approved annually by the Regione Lombardia when making choices regarding study.

How do they work?

They are organised in three didactic stages, and can take place over either 3 or 5 years:

- **FIRST DIDACTIC STAGE** (1st and 2nd years), aimed at the acquisition of the certificate for the first two years of general, technical or vocational education required to access the second two years of courses at technical or vocational institutes, in accordance with the study path chosen by the student. This stage also qualifies for compliance with mandatory education and with the right and duty to education and training (DDIF).
- **SECOND DIDACTIC STAGE** (3rd and 4th years), aimed at the acquisition of the certificate for the second two years of general, technical or vocational education, for the acquisition of a vocational qualification, and to access the final year of courses at technical or vocational institutes, in accordance with the study path chosen by the student.
- **THIRD DIDACTIC STAGE** (5th year), aimed at the acquisition of a technical, vocational or general upper secondary school diploma in accordance with the study path chosen by the student. The third didactic stage ends with a State exam for the issuing of the diploma relative to the chosen study path.

Each didactic stage has an overall duration of 70% of the duration of the corresponding daytime courses. These school courses are therefore shorter. Furthermore, in order to render the hours of attendance required sustainable for students, it is possible to have previously acquired education credits (for example for total or partial attendance of other courses, professional activities carried out, etc.) recognised. This allows students to enrol in courses without beginning with the first class and/or to not attend all of the subjects provided for.

School credits are recognised for:

- professional activities in line with the relative school course studied.

- vocational training certificates.
- self-training courses.

In addition to courses for the acquisition of upper secondary school diplomas (general, technical and vocational), some schools also organise three-year evening courses for Vocational Education and Training (IeFP). Education credits can also be recognised for these courses, allowing the number of hours of study to be reduced by up to 50% of the overall duration of the course.

Evening course lessons are free of charge.

The school year begins in September/October and ends in June. The courses generally take place in late afternoon/evening, and some institutes also schedule courses in the afternoon. At the end of the courses for general, technical and vocational education, students sit state exams for the acquisition of the final diploma, which allows them to:

- directly enter the labour market.
- continue their studies:
 - at university.
 - at higher art, music and dance education institutes.
 - at higher technical institutes.
 - with higher technical education and training.
- in the case of technical and vocational diplomas, continue with study and professional paths required for registration in professional associations.

Students also sit an exam at the end of vocational education and training courses in order to acquire a level-three vocational EQF certificate or a level-four vocational EQF diploma. These qualifications allow students to:

- enter the labour market.
- for holders of a vocational diploma:
 - continue their studies in the vocational education system with a view to obtaining an upper secondary school diploma subject to verification by the school institute of the student's level of education in order to ensure they are placed in a suitable class.
 - continue with higher technical education and training (IFTS) courses.

Who are these courses for?

- Adults, including foreigners, over 18 years of age, with a lower secondary school diploma.
- Adolescents who have reached the age of 16 who have a diploma for completion of the first cycle of education and who can prove that they are unable to attend a daytime course.

The percorsi di secondo livello can also be held at correctional facilities for adult inmates. Anyone who already has a secondary school diploma, including those issued in another country, or who has interrupted their studies, can present their school reports for the purpose of assessment of acceptable school credits.

FURTHER INFORMATION

Recognition of foreign study diplomas

Foreign study diplomas have no legal value in Italy, and it is therefore necessary to request that said diplomas be recognised in order to be able to carry out professional activities, take part in a competition or continue with studies. Equipollence is a process in which a diploma (either a lower or upper secondary school diploma) obtained abroad is declared to correspond to a specific qualification obtainable in Italy.

N.B. Declarations of equipollence are only issued for the aforementioned diplomas and not for degrees, which are the responsibility of universities in accordance with individual methods.

The recognition of qualifications is increasingly in demand, and is closely related to the phenomena of mobility and relocation of people.

In Italy, procedures for recognition can prove to be extremely articulated and complex, as they change on the basis of a number of variables.

According to current legislation (Italian Legislative Decree no. 297/94 art. 379 as amended by art. 13 of Italian Law no. 29 of 25 January 2006), declarations of equipollence may be obtained by citizens of Member States of the European Union, of Member States of the European Economic Area Agreement and of the Swiss Confederation who are at least 18 years of age (exclusively for applicants for equipollence with the upper secondary school diploma).

N.B. Declarations of equipollence are not available for non-EU citizens.

Applications for the issuing of a declaration of equipollence may be made:

- with the Ufficio Scolastico Provinciale of the province of residence for lower secondary school diplomas.
- with any Ufficio Scolastico Provinciale for upper secondary school diplomas.

For information regarding the recognition of foreign qualifications, please contact:

UFFICIO SCOLASTICO REGIONALE PER LA LOMBARDIA – UFFICIO III – AT DI BERGAMO
Area C – Affari Generali

Via Pradello 12, 24121 Bergamo

Tel.: 035 284111

usp.bg@istruzione.it



How to enrol

Enrolments generally take place in the period from May to October and are made directly with the school offering the relative evening course and on the basis of the indications defined every year with a dedicated memorandum from the Ministry of Education.

Below is a list of the courses for adults available in the province of Bergamo updated in accordance with the [Piano regionale dell'offerta formativa](#) and subdivided by form of education:

- General upper secondary education
- Technical upper secondary education
- Vocational upper secondary education
- Regional Vocational Education and Training (IeFP)

indicating the school and training institutes offering the courses together with specific information regarding location and contacts.

LIST OF EVENING COURSES IN THE PROVINCE OF BERGAMO

Form of education	COURSES	SCHOOL/TRAINING INSTITUTE
General Upper Secondary	LICEO DELLE SCIENZE UMANE – Economico sociale	Istituto Superiore "Mariagrazia Mamoli"
Technical Upper Secondary	AMMINISTRAZIONE, FINANZA E MARKETING	Istituto Tecnico "Vittorio Emanuele II" Istituto superiore "Maironi da Ponte"
	COSTRUZIONI, AMBIENTE E TERRITORIO	Istituto Tecnico "Giacomo Quarenghi"
	ELETTRONICA ED ELETTROTECNICA – Elettrotecnica	Istituto Tecnico Industriale "P. Paleocapa"
	INFORMATICA E TELECOMUNICAZIONI – Informatica	Istituto Tecnico Industriale "P. Paleocapa" Istituto Superiore "Archimede"
	MECCANICA, MECCATRONICA ED ENERGIA – Meccanica e Meccatronica	Istituto Superiore "Archimede" Istituto Superiore "Betty Ambiveri" Istituto Tecnico Industriale "P. Paleocapa"
	TRASPORTI E LOGISTICA – Costruzione del mezzo opz. costruzioni aeronautiche	Istituto Tecnico "Giacomo Quarenghi"
	TURISMO	Istituto Tecnico "Vittorio Emanuele II"
	Vocational Upper Secondary	ENOGASTRONOMIA E OSPITALITÀ ALBERGHIERA
MANUTENZIONE E ASSISTENZA TECNICA		Istituto Superiore "Cesare Pesenti" Istituto Superiore "Archimede"
SERVIZI COMMERCIALI		Istituto Superiore "Maironi da Ponte"
SERVIZI PER LA SANITÀ E L'ASSISTENZA SOCIALE		Istituto Superiore "Mariagrazia Mamoli"
leFP	OPERATORE DELLA RISTORAZIONE – Preparazione degli alimenti e allestimento piatti	Istituto Superiore "Serafino Riva"
	OPERATORE ELETTRICO – Installazione/manutenzione di impianti elettrici civili	Istituto Superiore "Cesare Pesenti"
	OPERATORE MECCANICO – Lavorazioni meccanica, per asportazione e deformazione	Istituto Superiore "Cesare Pesenti"
	OPERATORE MECCANICO – Saldatura e giunzione dei componenti	Istituto Superiore "Archimede"
	TECNICO AUTOMAZIONE INDUSTRIALE – Installazione e manutenzione di impianti	Istituto Superiore "Cesare Pesenti"
	TECNICO PER LA PROGRAMMAZIONE E GESTIONE DI IMPIANTI DI PRODUZIONE – Sistemi CAD CAM	Istituto Superiore "Cesare Pesenti"

GENERAL UPPER SECONDARY EDUCATION

General upper secondary courses do not provide any preparation for specific professions, unlike technical and vocational courses; rather, they provide students with cultural and methodological tools, and allow them to acquire knowledge, abilities and skills suitable for continuing studies and for entering social and professional life and in line with personal ability and choices.

Below is a list of courses and facilities in the province of Bergamo for evening courses for general upper secondary education:

“MARIAGRAZIA MAMOLI” UPPER SECONDARY INSTITUTE

Via Brembilla 3, 24129 Bergamo

Tel: 035 260525

bgis026005@istruzione.it

referente.serale@istitutomamoli.edu.it

www.istitutomamoli.edu.it

- **LICEO DELLE SCIENZE UMANE – Economico sociale**

TECHNICAL UPPER SECONDARY EDUCATION

Technical upper secondary education provides fundamental cultural, scientific and technological education with results common to all courses and specific to the relative study path, with the aim of allowing the acquisition of the knowledge and skills also required for rapid access to the labour market.

The methods used are based on workshop study, the analysis and solving of problems and project work.

These courses include a significant amount of theory, but also provide training aimed at practical application of the subjects learned, as students who graduate obtain a vocational “technician’s” diploma.

Below is a list of courses and facilities in the province of Bergamo for evening technical upper secondary education courses:

“GIACOMO QUARENGHI” TECHNICAL INSTITUTE

Via Europa 27, 24125 Bergamo

Tel.: 035 319444

bgtl02000t@istruzione.it

www.istitutoquarenghi.edu.it

- **TRASPORTI E LOGISTICA – Costruzione del mezzo opz. costruzioni aeronautiche**
- **Costruzioni, Ambiente e Territorio**

“PIETRO PALEOCAPA” INDUSTRIAL TECHNICAL INSTITUTE

Via M. Gavazzeni 29, 24125 Bergamo

Tel.: 035 319388

bgtf010003@istruzione.it

didatticaserale@itispaleocapa.it

www.itispaleocapa.edu.it

- **ELETTRONICA ED ELETTROTECNICA – Elettrotecnica**
- **INFORMATICA E TELECOMUNICAZIONI – Informatica**
- **MECCANICA, MECCATRONICA ED ENERGIA – Meccanica e Meccatronica**

“VITTORIO EMANUELE II” TECHNICAL INSTITUTE

Via Lussana 2, 24121 Bergamo

Tel.: 035 237171

bgtd030002@istruzione.it

segreteria.didattica@vittorioemanuele.org

www.vittorioemanuele.edu.it

- **TURISMO**
- **AMMINISTRAZIONE, FINANZA E MARKETING**

“BETTY AMBIVERI” UPPER SECONDARY INSTITUTE

Via C. Berizzi 1, 24030 Presezzo (BG)

Tel.: 035 610251

bgis00300c@istruzione.it

www.bettyambiveri.edu.it

- **MECCANICA, MECCATRONICA ED ENERGIA – Meccanica e meccatronica**

“MAIRONI DA PONTE” UPPER SECONDARY INSTITUTE

Via C. Berizzi 1, 24030 Presezzo (BG)

Tel.: 035 611400

bgis00800g@istruzione.it

www.maironidaponte.edu.it

- **AMMINISTRAZIONE, FINANZA E MARKETING**

“ARCHIMEDE” UPPER SECONDARY INSTITUTE

Via Caravaggio 50/52, 24047 Treviglio (BG)

Tel.: 0363 48721

bgis004008@istruzione.it

www.isarchimede.edu.it

- **INFORMATICA E TELECOMUNICAZIONI – Informatica**
- **MECCANICA, MECCATRONICA ED ENERGIA – Meccanica e Meccatronica**

VOCATIONAL UPPER SECONDARY EDUCATION

Vocational upper secondary education provides for courses organised to prepare students for direct access to the labour market, providing them with the specific knowledge and practical skills required to carry out determined professions or trades.

Vocational courses also train students with illustrative and training workshops and apprenticeships, and guarantee the acquisition of general cultural knowledge and skills, thus ensuring suitable education in terms of language, maths, science, technology, history and society.

Below is a list of courses and facilities in the province of Bergamo for evening vocational upper secondary education courses:

“MARIAGRAZIA MAMOLI” UPPER SECONDARY INSTITUTE

Via Brembilla 3, 24129 Bergamo

Tel.: 035 260525

bgis026005@istruzione.it

referente.serale@istitutomamoli.edu.it

www.istitutomamoli.edu.it

- **SERVIZI PER LA SANITÀ E L'ASSISTENZA SOCIALE**

“CESARE PESENTI” UPPER SECONDARY INSTITUTE

Via Ozanam 27, Bergamo

Tel.: 035 319416

BGR115000D@istruzione.it

www.istitutopesenti.edu.it

- **MANUTENZIONE E ASSISTENZA TECNICA**

“ALFREDO SONZOGNI” VOCATIONAL INSTITUTE

Via Bellini 54, 24027 Nembro (BG)

Tel.: 035 521285

BGRH020009@istruzione.it

serale@alberghierosonzogni.it

www.alberghierosonzogni.it

- **ENOGASTRONOMIA E OSPITALITÀ ALBERGHIERA**

“MAIRONI DA PONTE” UPPER SECONDARY INSTITUTE

Via Berizzi 1, 24030 Presezzo (BG)

Tel.: 035 611400

bgis00800g@istruzione.it

www.maironidaponte.edu.it

- **SERVIZI COMMERCIALI**

“ARCHIMEDE” UPPER SECONDARY INSTITUTE

Via Caravaggio 52, 24047 Treviglio (BG)

Tel.: 0363 48721

bgis004008@istruzione.it

www.isarchimede.edu.it

- **MANUTENZIONE E ASSISTENZA TECNICA**

leFP – VOCATIONAL EDUCATION AND TRAINING

The Vocational Education and Training System (leFP) is principally aimed at educating students for a specific profession, developing and transforming their aptitudes and interests into professional skills that can be immediately applied in the professional field, also through a considerable number of hours of work experience.

Vocational education and training courses are therefore characterised by general education and a solid technical-vocational foundation that, in a practical context, allows students to develop the knowledge and skills necessary to respond to the requirements for training of the relative professional sector.

Below is a list of courses and facilities in the province of Bergamo for evening leFP education courses:

“CESARE PESENTI” UPPER SECONDARY INSTITUTE

Via Ozanam 27, Bergamo

Tel.: 035 319416

BGR115000D@istruzione.it

www.istitutopesenti.edu.it

- **OPERATORE ELETTRICO – Installazione/manutenzione di impianti elettrici civili**
- **OPERATORE MECCANICO – Lavorazioni meccanica, per asportazione e deformazione**
- **TECNICO AUTOMAZIONE INDUSTRIALE – Installazione e manutenzione di impianti**
- **TECNICO PER LA PROGRAMMAZIONE E GESTIONE DI IMPIANTI DI PRODUZIONE – Sistemi CAD CAM**

“SERAFINO RIVA” UPPER SECONDARY INSTITUTE

Via Cortivo 30/32, 24067 Sarnico (BG)

Tel.: 035 914290

bgis02300n@istruzione.it

www.istitutoriva.edu.it

- **OPERATORE DELLA RISTORAZIONE – Preparazione degli alimenti e allestimento piatti**

“ARCHIMEDE” UPPER SECONDARY INSTITUTE

Via Caravaggio 50/52, 24047 Treviglio (BG)

Tel.: 0363 48721

bgis004008@istruzione.it

www.isarchimede.edu.it

- **OPERATORE MECCANICO – Saldatura e giunzione dei componenti**

3. PERCORSI DI ALFABETIZZAZIONE E APPRENDIMENTO DELLA LINGUA ITALIANA

What are these courses?

These courses are aimed at foreign adults for the purpose of obtaining certification of knowledge of Italian at a level of at least Common European Framework of Reference for Languages (CEFR) level A2.

The level A2 courses organised by the Centri Provinciali per l'Istruzione degli Adulti (CPIA) are the only courses to be recognised by the Ministry of the Interior for the purposes of granting a long-term EC permit of stay. Since 09/12/2010, anyone requesting an EC permit of stay must have passed an Italian language test.

In addition, 10/03/2012 marked the implementation of the Integration Agreement which, among the commitments to be assumed by a foreign citizen, includes the acquisition of a knowledge of Italian at level A2, i.e., a medium-good level of Italian that allows the speaker to ask for information, present themselves and fill in a form with their personal information.

Who organises these courses?

They are organised and provided by the CPIA, which may also provide preparatory and higher-level Italian language courses.

How do they work?

The percorsi di alfabetizzazione have a maximum duration of 200 hours, and study groups are organised by level.

Additional modules are available for strengthening, increasing and improving skills.

At the end of the courses, once achievement of the relative level has been ascertained, a certificate of knowledge of Italian at level A2 is issued.

Who are these courses for?

- Foreign adults of employment age, including those with qualifications earned in their country of origin.

How to enrol

Those intending to enrol in percorsi di alfabetizzazione e apprendimento della lingua italiana (Italian literacy and language courses) should apply directly to their relative CPIA administrative unit, also via "associated facilities".

Applications can also be made online, and in these cases, for the province of Bergamo, applicants should fill in the enrolment form available via the following links:

- For the CPIA 1 Bergamo www.cpia1bergamo.edu.it
- For the CPIA 2 Treviglio www.cpiatreviglio.edu.it

LIST OF PERCORSI DI ALFABETIZZAZIONE PROVIDED BY THE CPIA IN THE PROVINCE OF BERGAMO

ALFABETIZZAZIONE (LITERACY)			
Relative CPIA	Associated facilities	Address Course location	Contacts
CPIA 1 BERGAMO	BERGAMO	BERGAMO – Via Ozanam, 27	035318606
		BERGAMO – Via Codussi, 5 at the da Rosciate Educational Institution	
		BERGAMO – Via Padre M. Kolbe, 3 at the Parish of Loreto	
		BERGAMO – Via Vavassori, 9 at the Library Villaggio degli Sposi	
		BERGAMO – Via delle Tofane, 1 at the De Amicis Educational Institution	
		TREVILOLO – Viale Papa Giovanni XXIII, 34 at the Library	
		ALMÈ – Passaggio della Costituzione, 5 at the Primary School	
		SANT'OMOBONO TERME – Piazza Cepino, 2 at Istituto Maria Consolatrice	
		BERGAMO – Via Monte Gleno, 61 at the prison	
	COSTA VOLPINO	COSTA VOLPINO – Via Aldo Moro, 2 at the Educational Institution	0355785846
		CLUSONE – Via S. Alessandro, 6	
	GANDINO	GANDINO – Via Cesare Battisti, 1 at the Educational Institution	035545117
		GAZZANIGA – Via Dante, 30 at the Educational Institution	
		ALBINO – Via Aldo Moro, 51 at the Romero Institute	
		NEMBRO – Piazza Italia, 5 at the Library	
	VILLONGO	VILLONGO – Via Volta, 1	035925024
		VIADANICA – Via Scotti, 1 at the Library	
		SARNICO – Via Libertà, 11	
		CASTELLI CALEPIO (TAGLIUNO) – Via Vittorio Alfieri at the Oratory	
		CASTELLI CALEPIO (CIVIDINO) – Via Fratelli Pagani, 9 at the Oratory	

bgmm18500p@istruzione.it

CPIA 2 TREVIGLIO	TREVIGLIO	TREVIGLIO – Via Caravaggio, 52 at the Archimede Institute	0363303225	bgmm18600E@istruzione.it
		TREVIGLIO – Via L. da Vinci, 24 at the Sant'Agostino Oratory		
		CARAVAGGIO – Viale Giovanni XXIII at the Centro Civico San Bernardino		
		SPIRANO – Via Largo Europa at the Municipal Offices		
	ALBANO S. ALESSANDRO	ALBANO S. ALESSANDRO – Via Dante Alighieri, 13 at the Educational Institution	035773509	
		TRESCORE BALNEARIO – Via Fratelli Calvi, 1 at Centro Zelinda		
		GRUMELLO DEL MONTE – Via 4 Martiri di Lovere, 12/B at the Educational Institution		
		TELGATE – Piazza Vittorio Veneto, 17 at the San Giovanni Battista Parish		
		S. PAOLO D'ARGON – Viale Rimembranza, 41 at the Library		
	PONTE SAN PIETRO	PONTE SAN PIETRO – Via Piave, 15 at the Educational Institution	035463153	
		S. GIOVANNI BIANCO – Via Castelli, 19 at the Sala Polivalente "Mario Giupponi"		
	ROMANO DI LOMBARDIA	ROMANO DI LOMBARDIA – Via Belvedere snc at the Rubini Institute	0363902846	
		BRIGNANO GERA D'ADDA – Via Locatelli, 3 at the Don Bosco Oratory		
	VERDELLINO	VERDELLINO – Via Rodari, 10 at the Educational Institution	035884655	
		CISERANO – Via Circonvallazione Est, 172 at the S. Giovanni Bosco Oratory		
LEVATE – Piazza Duca d'Aosta snc at the Library				

4. PERCORSI DIDATTICI DI AMPLIAMENTO DELL'OFFERTA FORMATIVA - PERCORSI DI GARANZIA DELLE COMPETENZE

What are these courses?

In addition to the standard courses, the Centri Provinciali per l'Istruzione degli Adulti (CPIA) also organise courses for the development of key citizenship competence skills as defined by the European Union. The courses are provided either autonomously or in collaboration with other subjects, and take into account the cultural, social and economic context of local organisations. The aim is to supplement and enrich adult education courses and to favour the development of skills among the adult population.

The following, in particular, are organised:

- Courses for the development of digital skills (with reference to DigComp)
- Courses for the development of foreign language skills (with reference to the CEFR)
- Courses for the development of Italian language skills at level B1 (with reference to the CEFR)

Who organises these courses?

The courses are organised and delivered by the CPIA.

How do they work?

The courses are organised on the basis of requests for enrolment at the various branches of the CPIA. Students are divided into level groups on the basis of entry tests.

At the end of the courses, certificates are issued for attendance (for basic courses) and knowledge (for intermediate and advanced courses).

Who are these courses for?

- Anyone of at least 16 years of age, including non-Italian citizens.

How to enrol

Anyone intending to enrol in the Percorsi di Garanzia delle Competenze must apply directly to the CPIA associated facilities.

Applications can also be made online, and in these cases, for the province of Bergamo, applicants should fill in the enrolment form available via the following links:

- For the CPIA 1 Bergamo www.cpia1bergamo.edu.it
- For the CPIA 2 Treviglio www.cpiatreviglio.edu.it

LIST OF THE PERCORSI DI AMPLIAMENTO DELL'OFFERTA FORMATIVA RUN BY THE CPIA IN THE PROVINCE OF BERGAMO

Relative CPIA	Associated facilities	Address Course location	Contacts
FOREIGN LANGUAGES			
CPIA 1 BERGAMO	BERGAMO	BERGAMO – Via Ozanam, 27	035318606
	COSTA VOLPINO	COSTA VOLPINO – Via Aldo Moro, 2	0355785846
	VILLONGO	VILLONGO – Via Volta, 1	035925024
	BERGAMO	BERGAMO – Via Monte Gleno, 61 at the prison	035318606
bgmm18500p@istruzione.it			
CPIA 2 TREVIGLIO	TREVIGLIO	TREVIGLIO – Via Caravaggio, 52 at the Archimede Institute	0363303225
	ALBANO S. ALESSANDRO	ALBANO S. ALESSANDRO – Via Dante Alighieri, 13 at the Educational Institution	035773509
	PONTE SAN PIETRO	PONTE SAN PIETRO – Via Piave, 15 at the Educational Institution	035463153
	VERDELLINO	VERDELLINO – Via Rodari, 10 at the Educational Institution	035884655
DIGITAL SKILLS			
CPIA 1 BERGAMO	BERGAMO	BERGAMO – Via Monte Gleno, 61 at the prison	035318606
bgmm18500p@istruzione.it			
CPIA 2 TREVIGLIO	TREVIGLIO	TREVIGLIO – Via Caravaggio, 52 at the Archimede Institute	0363303225
	ALBANO S. ALESSANDRO	ALBANO S. ALESSANDRO – Via Dante Alighieri, 13 at the Educational Institution	035773509
bgmm18600E@istruzione.it			

POST-DIPLOMA EDUCATION AND TRAINING

After having earned the upper secondary school or vocational diploma, it is important for those intending to continue their studies to be able to navigate the complex system of post-diploma options.

The aim of this part of the guide is to offer some basic information on the possible alternatives.

IFTS – Higher Technical Education and Training

What are these courses?

These are free annual courses aimed at educating students to a level of vocational post-secondary competence, at which point they are defined as Specialised Technicians and are qualified to respond to the demands of the public and private employment market.

Who organises these courses?

They are organised by groups of entities from education, vocational education and training, vocational training, university and professional systems. IFTS courses can also be organised by ITS Academy Foundations.

How do they work?

The courses cover two semesters: 800/1000 hours of practical and workshop activities as well as theory.

One mandatory requirement is that at least 30% of the overall course hours must be in a company (either through internships either in Italy or abroad, or with employment through an apprentice contract).

Attendance is obligatory.

The qualification issued at the end of the course is the Certificate of Higher Technical Specialisation (EQF level IV), which allows access to ITS courses.

Who are these courses for?

Unemployed young people and adults with:

- an upper secondary school diploma.
- a technical vocational diploma earned through IeFP courses.

An updated list of [IFTS courses in the province of Bergamo](#) is available, providing information on IFTS courses and the various facilities in which they are held.

ITS ACADEMY – Higher Technical Education

What are these courses?

These are highly specialised technical courses that offer an alternative to university, and that focus on professional sectors and figures considered to play a strategic role in industrial and technological development, as well as in rendering the Italian manufacturing sector competitive.

ITS courses respond to the demand from companies for the professional figures that play an essential role in promoting and maintaining processes of innovation, and allow the acquisition of the knowledge, abilities and skills required to operate in technologically advanced fields.

Who organises these courses?

The courses are organised by ITS Academy Foundations composed of school and training institutes, businesses, universities, research centres and local authorities, who work together to plan the education courses.

How do they work?

The courses last for two years and are generally organised over four semesters (minimum 1,800 hours). For particular professional figures requiring a high number of hours of in-company work experience, courses lasting for six semesters (minimum 3,000 hours) may be organised.

At least 35% of the overall course hours are spent in companies, and periods of work experience may also be organised abroad.

At the end of the course, and after having passed the final tests, the following qualifications are issued:

- For courses of a duration of 4 semesters, a Diploma of specialisation in applied technologies, which certifies the acquisition of skills in line with EQF level V.
- For courses of a duration of 6 semesters, a Diploma of higher specialisation in applied technologies, which certifies the acquisition of skills in line with EQF level VI.

Both qualifications are valid throughout Italy and recognised on a European level.

At least 80% attendance is obligatory.

Who are these courses for?

Young people and adults with:

- an upper secondary school diploma.
- a vocational diploma (fourth year) earned on completion of four-year courses in IeFP (Vocational Education and Training) followed by IFTS (Higher Technical Education and Training) Certification.

Good knowledge of English and IT is preferential for admission to these courses.

An updated list of [ITS Academy courses in the province of Bergamo](#) is available, providing information on the courses and the various facilities in which they are held.

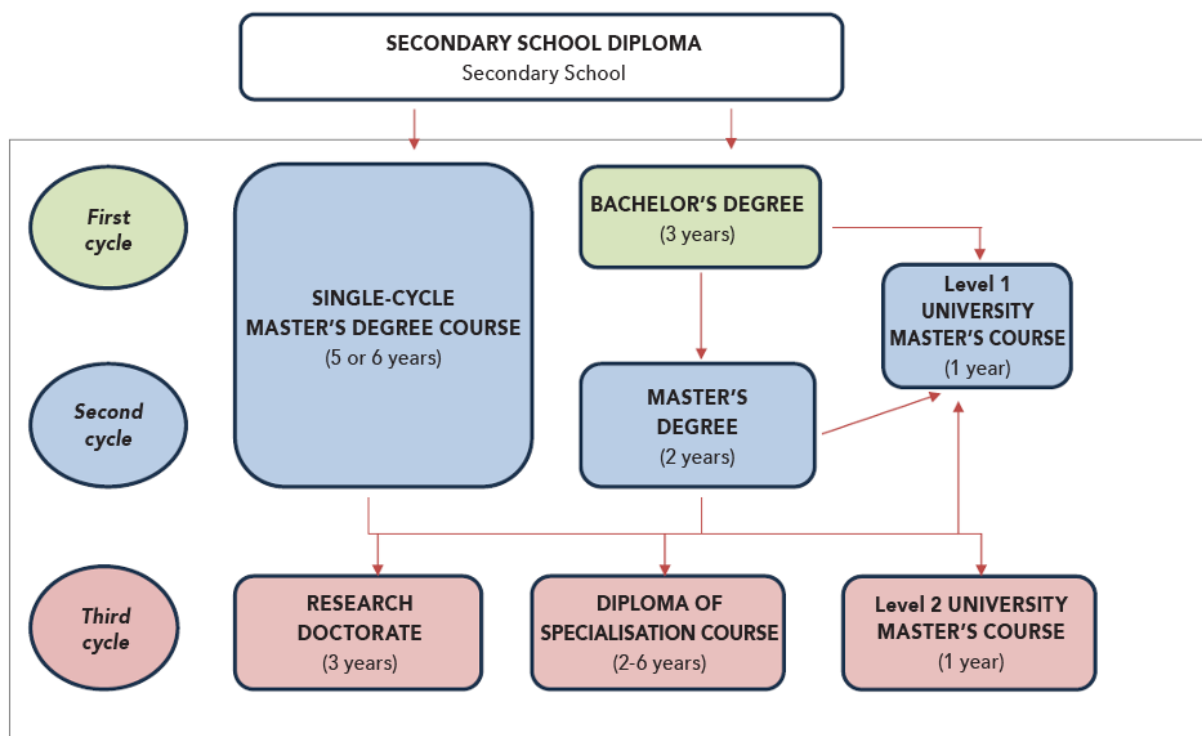
UNIVERSITY EDUCATION

The Italian university sector is composed of Higher Education Institutes divided into:

- state universities.
- legally recognised non-state universities.
- legally recognised non-state remote universities.
- specialised higher education schools or institutes.

The legally valid qualifications are issued by Institutions authorised and accredited by the [Ministero dell'Università e della Ricerca](#).

The university system in Italy is organised in three cycles: the main qualifications in Italy are the Laurea (1° ciclo) – Bachelor's degree (1st cycle), the Laurea magistrale (2° ciclo) – Master's Degree (2nd cycle), and the Dottorato di ricerca (3° ciclo) – Research Doctorate (3rd cycle), in addition to other academic courses and relative qualifications.



1st cycle

BACHELOR'S DEGREE (3 years)

Aim: to provide suitable proficiency in general scientific methodology and content.

CFU (Crediti Formativi Universitari – University Education Credits): 180 CFU.

Criteria for access: an upper secondary school diploma or other qualification earned abroad and recognised as suitable.

2nd cycle

- **MASTER'S DEGREE** (2 years)

Aim: to provide an advanced level of education for the carrying out of highly qualified activities in specific fields.

CFU (Crediti Formativi Universitari – University Education Credits): 120 CFU.

Criteria for access: a degree or other academic qualification earned abroad and recognised as suitable.

- **SINGLE-CYCLE MASTER'S DEGREE COURSE** (5 or 6 years)

Aim: to provide an advanced level of education for the carrying out of highly qualified activities in specific fields governed by European directives (Medicina e Chirurgia – Medicine and Surgery, Odontoiatria e protesi dentaria – Dentistry and Dental Prosthesis, Medicina veterinaria – Veterinary Medicine, Farmacia – Pharmacy, Chimica e tecnologie

farmaceutiche - Pharmaceutical Chemistry and Technology, Architettura e Ingegneria civile-architettura - Architecture and Construction Engineering-Architecture) or for access to legal professions (Giurisprudenza - Law) or to other professions governed by national legislation (Scienze della formazione primaria - Primary Teacher Education, Conservazione e restauro dei beni culturali - Conservation and Restoration of Cultural Heritage).

CFU (Crediti Formativi Universitari - University Education Credits): 300 (5 years) - 360 (6 years).

Criteria for access: an upper secondary school diploma or a qualification earned abroad and recognised as suitable. Access may be subject to an admissions test.

- **LEVEL 1 UNIVERSITY MASTER'S COURSE** (1 year)

Aim: to provide an opportunity for advanced scientific or higher on-going education to complete a corresponding course of studies.

CFU (Crediti Formativi Universitari - University Education Credits): 60 CFU.

Criteria for access: a degree or other academic qualification earned abroad and considered as suitable.

Admission may be subject to further requirements.

3rd cycle

- **RESEARCH DOCTORATE** (3 years)

Aim: to provide the skills required to carry out highly qualified research in the scientific or manufacturing fields.

Criteria for access: a Specialised/Master's degree obtained in Italy or abroad. Admission exams are required.

- **LEVEL 2 UNIVERSITY MASTER'S COURSE** (1 year)

Aim: advanced university education.

CFU (Crediti Formativi Universitari - University Education Credits) acquired: at least 60 CFU.

Criteria for access: a bachelor's degree or master's degree.

- **DIPLOMA OF SPECIALISATION COURSE** (2 - 6 years)

Aim: to provide knowledge and abilities for functions required in the carrying out of particular professional activities.

Criteria for access: a master's degree and the passing of a public competition.

For information regarding the range of university education opportunities active in the province of Bergamo, please contact:

UNIVERSITÀ DEGLI STUDI DI BERGAMO

Via Salvecchio 19, 24129 Bergamo

Tel. 035 2052111

orientamento.pnrr@unibg.it

www.unibg.it

AFAM – Higher Level Arts, Music and Dance Education

The system of Higher Level Arts, Music and Dance Education (AFAM) is comprised of Italian arts and musical institutes recognised by the [Ministero dell'Università e della Ricerca](#). These include the Academies of Fine Arts (state and legally recognised institutes), the National Dance Academy, the National Academy of Dramatic Arts, the ISIA (Higher Schools for Art Industries), and the Conservatories and Higher Schools for Musical Studies.

These are institutes that carry out training, production and research activities in a range of sectors of the arts: visual arts, musical arts, scenography, dance, theatre, entertainment and design.

As with the Italian university system, the AFAM system is organised in three cycles, to which specific study courses correspond according to distinct educational goals, criteria for access, duration, methods for the acquisition of academic education credits and end-of-course qualifications.

The qualifications issued are considered to be equipollent, therefore equivalent to university qualifications.

Tests may be required in order to access courses, as many have limited places. It is necessary to verify the method of access and the attendance requirements for each specific course.

Below is a list of the AFAM institutes present in the province of Bergamo:

POLITECNICO DELLE ARTI DI BERGAMO “G. DONIZETTI – G. CARRARA”

<https://www.poliartibg.it/>

which, since 2023, includes

✓ **ACCADEMIA DI BELLE ARTI “G. CARRARA”**

P.zza G. Carrara 82/d, 24121 Bergamo

Tel. 035 399563

accademia@poliartibg.it

✓ **CONSERVATORIO “GAETANO DONIZETTI”**

Via Don Luigi Palazzolo 88, 24122 Bergamo

Tel. 035 237374

info.conservatorio@poliartibg.it

ON-GOING EDUCATION

For adults looking to further their education and obtain vocational skills of value in the labour market, the Lombardy region offers a wide range of opportunities.

The range of opportunities available depends on a number of elements:

- Whether the course is recognised or not by the Regione Lombardia.
- The state of employment of the applicant (employed or unemployed).
- The qualifications required for access.
- The certification issued at the end of the course.
- The cost of the course (or whether it is free of charge).

The courses available:

- are for adult students.
- are aimed at obtaining vocational skills of practical value in the labour market.
- are aimed at facilitating those who have left the labour market in returning to work.
- are aimed at favouring professional growth and development for those who already work, with a view to lifelong learning.

The courses are provided by organisations accredited by the Regione Lombardia.

In order to identify the training course best suited to the needs of the individual student and the details of the organisation providing the course, please consult the [Catalogo aggiornato dell'offerta formativa \(Updated catalogue of educational courses\)](#) for the employed and unemployed, which can be found on the website of the Regione Lombardia.

EMPLOYMENT AND ORIENTATION SERVICES

In order to receive information regarding the search for work and/or an educational course and to access the various opportunities presented in this guide, there are a number of public and private services available within the province, including the Centri per l'impiego and Informagiovani.

CENTRI PER L'IMPIEGO

What are these centres?

The Centri per l'impiego (Cpi) are public offices accredited to provide qualified employment-related services free of charge. Citizens may contact these centres when looking for a job, to take part in active regional and national policies, and to obtain the documentation required for the acquisition of "unemployed status".

Who manages these centres?

The Centri per l'impiego (Cpi) are managed by the Provincia di Bergamo.

What services do they offer?

- SERVICES FOR THE POPULATION:
 - Reception and initial information for people seeking employment
 - Support for the issuing of the Dichiarazione di Immediata Disponibilità al Lavoro (DID)
 - Verification and certification of the status of employment
 - Assessment
 - Access to the national and regional Dote* system (GOL Programme)
 - Stipulation of the Patto di Servizio Personalizzato (PSP)
 - Basic, specialised and group orientation
 - Active research workshops, preparation of Curriculum Vitae and preparation for job interviews
 - Support for commencement of/return to employment
 - Introduction to vocational training and requalification (in collaboration with accredited training entities)
 - Introduction to selection within Public Administration for roles and functions that only require completion of mandatory education
 - Consultancy regarding EURES network services for those seeking employment in Europe
 - Information and support regarding self-employment
- SERVICES FOR COMPANIES:
 - Information regarding incentives, employment benefits and active employment policies
 - Compliance with the Comunicazioni obbligatorie delle imprese (COB)
 - Bringing together job seekers and offers, publication of announcements and pre-selection of candidates
 - Organisation of extra-curricular internships
 - Access to the national and regional Dote* system

- **SERVICES FOR TARGETED PLACEMENT:**

- Enrolment for targeted placement for disabled people and protected categories at Cpi
- Consultancy for companies regarding requirements pursuant to legislation (Italian Law 68/99)
- Bringing together disabled and protected-category job seekers and offers
- Management of single Dote for disabled workers
- Extra-curricular internships, incentives and employment reimbursement - Dote Impresa
- Dedicated planning for specific categories regarding the Piano Provinciale Disabili

- **SERVICES FOR SCHOOLS:**

- School and employment orientation for disabled or vulnerable students at lower and upper schools – segreteria.pianodisabili@provincia.bergamo.it
- “CPI SCHOOL LAB”: orientation for students of fifth-year classes in upper secondary schools for entry to the labour market – segreteria.cpischoollab@provincia.bergamo.it

* System introduced by Regione Lombardia to favour employment and assist workers in the commencement of and return to work or in vocational requalification.

Where are they?

The Centri per l’impiego (Cpi) are strategically located in the following areas within the province:

- Albino
- Bergamo
- Clusone
- Grumello del Monte
- Lovere
- Ponte San Pietro
- Romano di Lombardia
- Trescore Balneario
- Treviglio
- Zogno

Each centre has been assigned an area of responsibility that covers multiple municipalities. For further information, please refer to the internet page dedicated to branches of the Centri per l’impiego located in the province of Bergamo www.provincia.bergamo.it.



INFORMAGIOVANI

What are they?

Informagiovani are information and orientation services for pre-adolescents, adolescents and young people. Their goal is to assist and support choices made regarding future school, training and professional careers, as well as to provide information on opportunities for volunteering, international mobility and active citizenship.

Who manages these centres?

These are public services, generally run on a municipal, provincial or territorial level, managed by qualified personnel within said organisations or from the tertiary sector. The staff is composed of experts in information and orientation processes, educational and orientation advice, social innovation and the local labour market, communication and social media. Each professional figure plays a specific role in the organisation and management of the projects implemented.

How do they operate?

It is fundamental for Informagiovani to create networks within the territory in order to be able to efficiently work with lower and upper secondary schools, training institutes, employment agencies, voluntary associations and entities and all the other organisations that, in some manner, contribute to and favour the choices made by adolescents and young people. As well as families and young people the Informagiovani also meet with teachers, educators and other relative adult figures who play an active role in creating future plans for new generations.

The Informagiovani network in Bergamo

There are a number of Informagiovani operating within the province of Bergamo that collaborate to achieve various goals with an ever-broader view to creating connections and to shared planning. The web page [Gli Informagiovani per l'orientamento](#) of the Provincia di Bergamo provides information related to the Informagiovani within our territory.

Sources

Ministerial Decree no. 139 of 22 August 2007 *"Regulation implementing legislation regarding the completion of mandatory education pursuant to article 1, paragraph 622 of Italian Law no. 296 of 27 December 2006"*

Law no. 92 of 28 June 2012 *"Measures regarding labour market reform with a view to growth"*

Presidential Decree no. 263 of 29 October 2012 *"Regulation implementing general legislation for the redefinition of the didactic organisation of Adult Education Centres, including evening courses, pursuant to article 64, paragraph 4 of Italian Decree Law no. 112 of 25 June 2008, converted with modifications by Italian Law no. 133 of 6 August 2008"*

Ministerial Memorandum no. 40055 of 12 December 2023 *"Enrolment in nursery schools and schools of all types and levels for the 2024/2025 school year"*

Decree of Regione Lombardia no. 19441 of 30 November 2023 *"Regional programme of services offered by the education and training system - educational opportunities for 2024/2025"*

Decree of Regione Lombardia no. 20770 of 22 December 2023 *"Updating of the regional programme of services offered by the education and training system - educational opportunities for 2024/2025"*

Memorandum issued by the Ministry of Education and Merit no. 19535 of 16 May 2024 *"Enrolment in adult education courses for the 2024/2025 school year"*

Websites

www.provincia.bergamo.it

www.bergamo.istruzioneelombardia.gov.it

www.cpiabergamo.edu.it

www.cpiatreviglio.edu.it

www.mim.gov.it

www.mur.gov.it

www.regione.lombardia.it

www.unibg.it

www.poliartibg.it

PROVINCIA DI BERGAMO

Settore Pianificazione e Sviluppo

Servizio Istruzione e programmazione della rete scolastica

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