



Notice

July 28, 2014

Registration to the Ufficio controllo abitanti Notice to Academy Students

Arrival notification

From the next academic year 2014/2015, students' arrival notification in Mendrisio, will be handled directly

**at the secretary of the Academy concurrently with the matriculation
in the period September 1–12, 2014 (in the afternoon from 13:30).**

At that time, you will be asked to fill in the "Arrival form (for students only)" and to deliver it to the employees of the Ufficio controllo abitanti (who will be present at the academy), together with the required documents.

You can fill in the form in advance and print it from the city website www.mendrisio.ch, under "Sportello elettronico" (search for "Formulari /Amministrazione generale"). The arrival notification form must be personally delivered by the student, in the period indicated.

Departure notification

To register your departure from the City of Mendrisio, you simply need to fill in the "Departure form (for students only)" and deliver it to the Ufficio controllo abitanti in the following way:

1. By email at controlloabitanti@mendrisio.ch, or
2. By regular mail to "Ufficio controllo abitanti, Via Municipio 13, 6850 Mendrisio", or
3. Directly to one of the city offices (see schedules below), or
4. At the secretary of the Academy

You can find the departure notification form in the city website www.mendrisio.ch, under "Sportello elettronico" (search for "Formulari /Amministrazione generale"), or in the city offices.

For any question you can contact the Ufficio controllo abitanti by email at controlloabitanti@mendrisio.ch or by phone at 058 688 34 00.

City offices schedules:

Arzo lu-ma-gi-ve 10-11:30/ 15:30-17; me 10-11:30/ 15:30-18; Besazio lu-me-gi 8:30-10:30; ma 16-18; ve 14-16; Capolago lu-ma-me-ve 10-11/ 16-17; gi 10-11/ 17-18; Genestrerio lu-ma-me-ve 10-11:45; gi 10-11:45/ 14-18); Ligornetto lu-ma-me-ve 8-10/ 15:30-18; gi 8-10; ve 8-10/ 15:30-17:30; Meride lu-me-ve 8:30-9:30; ma-gi 14-15; Rancate lu-ma-me-ve 10-11:30/ 15:30-17; gi 10-11:30/ 15:30-18; Salorino ma 9-11/ 14-17; gi 14-18; Tremona lu-me-ve 14-15; ma-gi 8:30-9:30.