

European Community Citizens , residing in Italy, Italians

European Community citizens residing anywhere and foreign citizens living regularly in Italy.
Italian citizens provided with qualification obtained abroad.

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II. 1 General dispositions (instructions)

European Community applicants residing anywhere and the non-European Community ones living regularly in Italy have access without restriction on the contingent:

- A) to the degree and teaching degree courses at single cycle:

if they have a valid qualification and the documentation indicated in the chapter I, paragraph 1 (Documents to be enclosed compulsorily to the application).

The applications of those who attend the last year of secondary education and of those who are going to stand the special qualifying academic exams foreseen by the educational system to which the qualification refers are accepted with restrictions.

- B) to the teaching degree courses at non-single cycle:

. if they have a qualification issued by a university or a post-secondary education qualification obtained at a non-academic secondary school that allows, in loco, them to continue the university studies .

The applications of those who, although they have finished the course of studies, haven't the relevant qualification physically yet.

II. Application presentation

The candidates present the application directly at the university chosen, according to the means, the terms and the documentation established by each university.

The information required is available on the web sites:

www.miur.it> Studiare in Italia

www.miur.it> studenti e diritto allo studio>studenti stranieri

www.esteri.it> politica estera>politica culturale>attivita'à>cooperazione universitaria>iscrizione studenti stranieri

The information can be required at the universities chosen, too.

The candidates residing abroad can ask the Italian delegations information.

II.3 Study documents

The qualifications, issued by foreign authorities, should be supplied with **official Italian translation** and also with **authentication** and "**statement of value in loco**" by the Italian diplomatic-consular Delegation responsible of the territory.

Agreed that the translation of the qualification is compulsory, the student can verify whether and for what foreign languages he is exempted from translating also the other documents to be enclosed.

If the qualification has been issued by a school with a different education system of the one from the Country where the candidate (the applicant) resides or where he studies or studied, the qualification should, however, be supplied with authentication and with "statement of value" by the Italian delegation of the country which the school issuing the qualification belongs to.

If the qualification has been issued by a University or by a non-university higher institute it should, however, be supplied with authentication and with statement of value by the Italian delegation in the country which the school issuing the qualification belongs to.

II.4 Residence permit

The citizens belonging to the European Community ask the personal data registration at the municipality in which they want to reside according to the terms, conditions and means established by the legislative decree dated February 2007, n.30.

II.5 Italian citizens in possession of the qualification obtained abroad.

The Italian applicants in possession of the foreign qualification that has not been considered equivalent to an Italian certificate of secondary education present the application directly to the university chosen according to means and terms established by each university.

The application could be accepted only if the qualification has also the consular certification attesting the completion of the studies in schools placed abroad, except that it is not a question of qualifications issued by foreign schools in Italy as they are objects of bilateral agreements.

FOREIGN STUDENTS

Valid instructions for all types of students

Foreign students residing abroad

In case of double citizenship, one of which is the Italian one, the latter prevails (law dated May 31st 1995, n.218 on the reform of the Italian system of international private law, art.19 paragraph 2).

The students made equal to the European Community citizens are:

1. The citizens from Norway, Iceland and Liechtenstein, (Regulations CEE nn.1408/71, 1612/68 and 574/72, and also regulations n.307/1999 that extends to the students the rules contained in the same regulations 1408/71 and 574/72);
2. The citizens from Switzerland (Bilateral agreement subscribed on 21.6.1999 and ratified on 17.04.2002 acknowledging the regulations 1408/71 and 307/99 above mentioned);
3. The citizens from San Marino Republic (Treaty of Friendship and Good Neighbourhood dated March 21st 1939, ratified with law of June 6th 1939, n.132).

The students following the rules provided for the European Community citizens are:

the political refugees;

The staff on the foreign diplomatic Delegations and on the international Bodies placed in Italy – accredited near the Italian State or the Holy See – and relatives dependent on him, restrictively to husband and wife and children.

The rules are not applied

except as regards the qualifications required to be admitted and the relative consular acts:

1. to the beneficiary applicants of the scholarships from Italian Government, due to the executive protocols of Cultural Agreement and of cooperation programs for the development, whose enrolments are managed by the D.G.P.C.C., Off. VI and by D.G.C.S. Off. IX of the Ministry of Foreign Affairs;
2. to the foreign beneficiary students of scholarships, given for all the duration of the same courses, by the government of the origin Country, within agreements between the Italian universities and the ones of the Countries interested.

These categories of students enter into the university courses in excess (art.46, c.1, of D.P.R. 31.08.1999, n.394 and subsequent modifications).

3. to the beneficiary students of scholarships within community programs of education, training and research, to which, by analogy, the instructions given by the D.G.P.C.C.- Office VI of the Ministry of Foreign Affairs to the diplomatic-consular Delegations for the "Erasmus Mundus " program are applied, and also possible, further instructions given by the Visa Centre of D.G.I.E.P.M from the same ministry.

The rules are applied

. according to the respective typology of the student (E.C. citizen, non-E.C. citizen, resident abroad) to the applicants benefiting from scholarships given by the origin country governments autonomously and out of agreements.

The terms provided for the procedures concerning the university courses , whose beginning is provided by the universities in the second six-month period of the year, are fixed in the calendar published by the MIUR annually.

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I. FOREIGN STUDENTS RESIDING ABROAD

INTRODUCTION

The document written in foreign language to be showed except for cases explicitly foreseen are to be translated in Italian.

The following documents are to be presented at the University during the matriculation procedures.

[1. Application for matriculation](#)

[2. Particular cases](#)

[3. Candidatures'preventive evaluation](#)

[4. Matriculations on favourable conditions](#)

[5. Residence permit for study / University reasons](#)

[6. Fulfilments on the arrival in Italy](#)

[7. Useful documentation to participate to the entrance examinations](#)

[8. Entrance "with restriction"to the examinations](#)

[9. Test on the Knowledge of the Italian language](#)

[10. Exemption from the test on the Knowledge of the Italian language](#)

[11. Entrance examinations](#)

[12. Results of entrance examinations to the planned degree and teaching degree courses and formation of the pass lists](#)

[13. Places left available within the single contingents](#)

[14. Enrolment](#)

[15. Returns of the documents](#)

[16. Residence permit adjournment](#)

I. 1 PRE-ENROLMENT APPLICATION

A. The students interested in the degree or single cycle teaching degree course :

give the Italian delegation in their country of origin the original application plus double copy

- if they have one of the qualifications, according to the enclosure 1, they show only one of the courses of study for which the single Universities reserve a specific number of places.

- if they have a certificate of Secondary Education lasting five years they choose the course independently from the number of places reserved.

In both cases, the application is accepted by the diplomatic-consular delegations with restriction.

DOCUMENTS TO BE ENCLOSED TO THE APPLICATION COMPULSORILY:

- a) original final qualification of secondary education obtained at least after 12 years of school attendance or substitute certificate in the manner provided for by law;
- b) certificate attesting the getting through a possible academic qualifying exam possibly provided for the University entrance in the country of origin (Selectividad in Spain, Prova de Aferição or Prova Geral de Acesso ao Ensino Superior in Portugal, etc...).

It is not required to pass the exams in loco if they are provided for the entrance courses that can be attended only by a planned number of students.

If the qualification of secondary education has been obtained after less period than 12 years of school attendance it is necessary to enclose:

- the certificate attesting the partial academic studies already completed.
- the post-secondary qualification obtained at a non-university secondary school

B. The students interested in the teaching degree courses that are not at single cycle:

- in possession of a qualification obtained abroad at a university or at a post-secondary education schools give the Italian delegation in their country of origin the original pre-enrolment application plus duplicate.

The list of the courses and of the corresponding quantity of places reserved by every university can be consulted on the of the web site of the Ministry of Education, of the University and Research, on web sites:

. www.miur.it > Studiare in Italia (Studying in Italy)

. www.miur.it > studenti e diritto allo studio > studenti stranieri > studenti stranieri (students and right to study> foreign students)

. MAE: www.esteri.it > politica estera > politica culturale > attività > cooperazione universitaria > iscrizione studenti stranieri. (foreign policy > cultural policy > activity > university cooperation > foreign students' enrolment).

The list is also advertised by the Universities and by the Italian Delegations abroad.

The applications of those students who, although they have finished their courses of studies, physically haven't their own qualifications yet, are accepted with reservation.

Documents to be enclosed compulsory to the applications.

- . qualification obtained at a university
- post secondary education school qualification obtained at a non-university post secondary education school that afterwards allows continuing the university studies.
- certificate issued by the competent university properly confirmed by the diplomatic Delegation attesting the exams passed.
- . Otherwise the "supplement certificate" can be presented , where it is adopted.
- . two photographs (one of them authenticated by the competent territorial Delegation.

In any case the applicants have to show the Diplomatic Consular Italian Delegation the qualifications already legalized by the competent authorities of the country issuing them in accordance with the local rules.

I.2 SPECIAL CASES

The candidates can make the application at the Italian Delegation seated in another Country.

If the qualification has been issued by a school provided with a different educational system from the one of the Country in which the candidate resides, or in which the candidate is studying or studied, the qualification, however, is to be provided with authentication and with " statement of value" by the Italian Delegation in the Country to which the school issuing it belongs.

If the qualification has been issued by a University or by a non –university secondary education school, it is to be supplied with authentication and the statement of value by the Italian Delegation in the Country to which the institution belongs.

I. 3 CANDIDATURES' PREVENTIVE EVALUATION

The students can, through computer and communication means, contact the University chosen in order to indicate which non-single cycle teaching degree course would like to enrol and give a copy of the study documentation in order to allow the single candidatures' preventive evaluation.

The effective pre-enrolment for the course occurs, however, only and exclusively in accordance with the provided procedures by the diplomatic-consular Delegations.

I.4 MATRICULATIONS ON CONDITIONS FACILITATED

The student can enclose to the application for enrolment one of the following documents:

- . Certificates of Italian language and culture obtained at the Universities for Foreign Students in Perugia and in Siena at the end of a study course.
- . Competence certificates in Italian language issued in Italy or abroad – in agreement with the Italian Institutes of Culture or other bodies- by: University for Foreign Students in Perugia, University for foreign Students in Siena, Roma Tre University, private legally recognized University for foreign students "Dante Alighieri" in Reggio Calabria, "Dante Alighieri" Society;
- . certificates of attendance issued by other universities that have established courses also in agreement with other formative institutions, local authorities and regions.

I.5 ENTRY VISA FOR STUDY / UNIVERSITY REASONS

Entry visa issued for study / university reasons is the only qualification considered valid for the fulfilment of the procedures concerning the matriculation.

In order to obtain the entry visa for study / university reasons and, subsequently, the residence permit the foreign students has to demonstrate the availability of sufficient means of support in Italy proved by economic personal guarantees or given by reliable Italian Institution and Bodies, including the Universities, by local Governments, by foreign Institutions and bodies considered reliable by the diplomatic Italian Delegation for a not less amount than **Euro 350.57 monthly, for each month of the academic year.**

The simple candidature for a scholarship given by Italian Government does not represent a document of economic covering.

For the insurance covering, for medical treatments and admissions to hospital the following formulas are accepted:

- . consular statement attesting the right to health care owing to an Agreement among Italy and the Country belonging;

- . foreign insurance policy supplied with consular statement on its validity in Italy, on its duration and on the assistance forms provided;
- . insurance policy with national Institutions or societies.

I.6 FULFILMENTS ON THE ARRIVAL IN ITALY

Within eight days from the arrival in Italy the candidates have to require the residence permit to the police headquarters of the town in which they intend to reside.

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The request could be presented through postal offices by using the window instituted eventually at the Universities.

The foreign student will be convocated subsequently at the police headquarters by sms and registered letter.

Information on the procedures can be obtained through:

- . the site www.portaleimmigrazione.it for general information on the procedures;
- . the Freefone 800.309.309 that gives general information that gives general information and the Town Councils' and the Patronages' addresses by sms;
- . the Freefone 803.160 in order to know the qualified postal offices' addresses.

The Croatian pendular students and also the foreign citizens regularly residing in the Republic of San Marino are exempted from the obligation to require the residence permit as the matriculation takes place only by showing the entry visa.

As for the E.C. citizen's foreign relatives a residence permit is issued by the head of police administration in the place in which he resides to the E.U. citizen's relatives devoid of the citizenship of a member State of European Community, and a permanent residence permit for the relatives devoid of the citizenship of a member State.

I.7 USEFUL DOCUMENTATION IN ORDER TO TAKE PART IN THE ENTRANCE EXAMINATIONS

The candidates come to the examinations to the University chosen supplied with the passport with the specific entry visa for study reasons or with the possible residence permit, that is with the receipt issued by the postal office attesting the occurred deposit of the request for the residence permit.

I.8 ENTRANCE EXAMINATIONS " WITH RESERVATIONS "

The candidates are admitted to the examination with reservations in the following cases:

1. awaiting the issuing of the foreseen residence permit.
2. if the pre-enrolment applications and the relative documentation already sent by the Delegations to the Universities with reservations, haven't been furnished with the study documents of the prescribed acts.

I. 9 TEST ON THE KNOWLEDGE OF THE ITALIAN LANGUAGE

It takes place to the university seat chosen by each candidate and it is compulsory for all the university courses.

The candidate who has not pass the test on the Italian language can't be admitted to the further possible competitive and aptitude tests.

As for **the not-single cycle teaching degree courses** , the Universities' autonomous decisions can provide the getting through of the test on the Italian language.

1.10 EXEMPTION FROM THE KNOWLEDGE TEST ON THE ITALIAN LANGUAGE

The students exempted from the preliminary examination on the Italian language and enrolled independently from the number of reserved posts are:

as for the matriculation at the degree and teaching degree courses at single cycle

- . a) the students in possession of the certificate of secondary education for the duration of five years or also of four years (if it has been obtained at the Italian schools abroad)
- . b) the holders of complementary certificates to the final qualification of secondary school obtained in Argentina attesting the attendance at a study course on the Italian language, including the teaching, for five years at least;
- . c) the students who have obtained a certificate of Italian language and culture at the Universities for Foreign Students in Perugia and Siena;
- . d) the students who have obtained the competence certifications on the Italian language, that are equivalent to C1 and C2 levels of the Council of Europe, by the Third University in Rome, by the Universities for foreign Students in Perugia and Siena, by the private University legally recognized for Foreign students called "Dante Alighieri" in Reggio Calabria and by "Dante Alighieri" Society, also in agreement with the Italian Institutes of Culture abroad or with other bodies, or attendance certificates issued by other universities that have established courses, also in agreement with other formative institutions, local authorities and regions.

as for the matriculations at not-single cycle teaching degree courses

(if the examination is provided by the University):

the students in possession of the qualifications indicated by the previous letters c) and d)

The students exempted from the test on the Italian language but subjected to the limit of the specific contingent of posts reserved to foreign citizens residing abroad are:

- . the students who have obtained the competence certifications on the Italian language at levels that are not less than the B2 level established by the Council of Europe, by the Third University in Rome and by the Universities for Foreign Students in Perugia and Siena, by the private University legally recognized for Foreign Students called "Dante Alighieri" in Reggio Calabria and by "Dante Alighieri" Society, also in agreement with the Italian Institutes of Culture abroad or other bodies, or attendance certificates issued by other universities that have established courses, also in agreement with other formative institutions, local authorities and regions.

The candidates who can be exempted on the basis of the single Universities' autonomous decisions are:

- . the candidates in possession of attendance certificates issued by other universities that have established courses, also in agreement with other formative institutions, local authorities and regions, that is certifications compulsory obtained in loco for the entry visa issuing from the Universities for Foreign Students in Perugia and Siena, from the Third University in Rome, from the private legally recognized University for Foreign Students called "Dante Alighieri" in Reggio Calabria, and also from "Dante Alighieri" Society,
- . the candidates in possession of certification attesting an appropriate knowledge of the Italian language, compulsorily obtained in loco for the entry visa issuing, from the University for Foreign Students in Siena and Perugia, from the Third University in Rome, from the private legally recognized University for Foreign Students called "Dante Alighieri" in Reggio Calabria, and also "Dante Alighieri" Society.

I.11 ENTRANCE EXAMINATIONS

The entrance examinations to the courses recognized by the Universities, whose execution dates are fixed on the announcement by the single universities, are compulsory.

The participation in the entrance examinations to the programmed entry courses is accepted both on the basis of the pre-enrolment application, and on the basis of possible autonomous modalities established by the Universities.

I.12 RESULTS OF ENTRANCE EXAMINATIONS TO THE PLANNED DEGREE AND TEACHING DEGREE COURSES AND FORMATION OF PASS LISTS

Within fifteen days from the entrance examination execution to the programmed entry university courses, every University carries out and publishes two distinct lists (for each university course) of the candidates who have passed the examinations, one of which including the posts available in the contingent reserved.

I.14 ENROLMENT

The information concerning the matriculations are acquired at each university centre.

If also during the matriculation the foreign student has not got the prescribed residence permit , the enrolment in the degree or teaching degree course required is effected with reservations until 31st March of the subsequent year to the enrolment application one. Under the circumstances, on the competent University request, the police headquarters will send a message informing about the effective residence permit issuing, that is about the possible adoption of a refusal action of the request within and not later than the following month of June.

I. 15 RETURNS OF THE DOCUMENTS

The candidates definitively excluded obtain directly or, on their request, by mail the documentation previously presented from the Universities who inform the competent Italian Delegation in the Country of origin.

Not later than 31st March of the subsequent year to the enrolment application one, the candidates excluded obtain the return of the applications.

The candidates who don't pass the examinations or the ones who neither are admitted to another university course nor are sent to another centre, have to leave Italy within and not later of the due date of the entry visa or the residence permit for study reasons , unless they have a residence permit that allows them to stay legally later than that date.

I. 16 RESIDENCE PERMIT ADJOURNMENT

The students ,subsequently to the matriculation to a university course have to ask for the head of the police administration of the Province in which they are the residence permit adjournment for the whole year, at least thirty days before the due date.

The residence permits for study/University reasons are adjourned "to the students who in the first year course have passed a result checking and in the following years two checkings at least", as determined by the Universities in credit terms.

Due to health problems or force majeure, duly demonstrated, the residence permit can also be adjourned to the student who has passed only a result checking.

The Italian Universities' updated addresses are available on the MIUR web site (www.miur.it) according to the following courses:

- studenti e diritto allo studio > cerca università (students and rights to study > look for universities)
- università > atenei (university > universities)