Non-Eu students resident abroad (students with visa)

This category includes students with citizenship of a non-EU Country and resident abroad.

Admission requirements

In order to be admitted to the Bachelor’s Degree programs and the Single-cycle Degree programs it is mandatory to hold a diploma obtained abroad after 12 years of education minimum and which allows you to enroll in a university in your Country. In case the local educational system provides for shorter patterns, it is necessary to prove you attended university, and passed the exams expected, for a number of years such as meeting the requirement of the 12 years of education, or holding a title of post-secondary studies obtained in Non-University higher education Institutes. It is additionally required the passing of an academic qualifying examination, where required in your Country (e.g.: GAO KAO in China; Vestibular in Brasil; Selectividad in Spain; etc.).

It can be considered in the 12 years also the pre-school year if the attendance was mandatory and part of the curriculum and in case in the pre-school program was provided with the teaching of reading and writing of the language of that given Country and smattering of calculus.

For further information about the validity of titles obtained abroad, please check the ministerial procedures published at the following link: http://www.studiare-in-italia.it/studentistranieri/, in particular the Attachment n.1 for what concerns the US title (American High Schools Diploma), the UK title, Greek title or those issued by University institutes of ecclesiastical studies based in Italy approved by the Holy See, and the Attachment n.2 for the Italian title obtained in “scuole di frontiera” or Italian sections of foreign schools, international Baccalaureate, schools of the Republic of San Marino, obtained in foreign schools based in Italy or other European schools.

To be admitted to the Master Degree programs (two-year programs) it is required a title obtained in a foreign university or a post-secondary title achieved in a Non-University higher education Institute which allows you to continue your studies in the academic institutes in your Country.

General provisions

If you are a non-EU student resident abroad, in order to enroll in our University, you need to follow these steps:

Before you leave:

1) Check the availability among the reserved seats on the on-line database on the website of the MIUR. Every year, for each program, it is established by the competent academic bodies a quota of seats reserved for the non-EU students resident abroad.
2) Provide the pre-enrollment (Form A) at the Italian Embassy or Consulate in the Country where you reside (only exceptionally it is possible to address the Italian Embassy of a third Country, yet it is on behalf of the Embassy to reject the request). The pre-enrollment is necessary in order to obtain the Study Visa. For fuller and more precise information about the issuance of the Visa, consult the website of the Ministry of Foreign Affairs.

Deadlines for the pre-enrollment for the A.Y. 2018/2019: from 19th Feb 2018 until 24th Jul 2018. For further information refer to the calendar of the website of the Ministry.

3) Complete the procedures expected by the University for the chosen program: application to the admission test or the curricular evaluation (when required). Detailed information will be published in the following website: http://web.uniroma2.it/module/name/Content/newlang/italiano/navpath/OFF/section_parent/5365

If you hold one of the title reported in the attachment n.1 of the Ministerial circular dated 19th February 2018; you can indicate only one of the programs. For the programs with a planned National admission test (Medicine and Surgery; Odontoiatria e Protesi dentaria, Medicina Veterinaria and training courses for Architects), the pre-enrolment is intended also for the other universities indicated at the moment of the test.

If you hold one of the title reported in the attachment n.2 of the Ministerial circular dated 19th February 2018; you can choose a course independently from the number of places available. In both cases, the application is undertaken with reserve by the Italian competent authorities if the applicant is attending the last year of school and is about to sit for the final test or the specific academic qualification tests when provided.

Documentation to provide to the Italian Competent Authorities

For Bachelor's and Single-cycle Degrees:

- Original of the final Diploma of the high school, obtained after at least 12 years of school, or the replacement certification according to the regulations;
- certificate that states you passed the academic qualification test for universities in your Country (Selectividad in Spain, Prova de Aferição o Prova Geral de Acesso ao Ensino Superior in Portugal, ecc..);
- 2 photographs (one of them to be authenticated by the Italian competent authorities abroad)
- copy of the letter of admission, when provided.

Should the secondary education qualification have been released after less than 12 years of education (attachment n.1), the following should be included:

- the certificate declaring the partial academic studies already completed;
- a post-secondary qualification gained in a non-university higher education Institute; the foundation course certificate awarded by Italian higher education institutions as a supplementary qualification of the foreign scholastic path.
Note that the abovementioned additional or complementary certifications of titles obtained with less than 12 years of education allow the enrollment to the first academic year and cannot be evaluated for enrollment with abbreviation of course in order to avoid a double evaluation of the same titles.

For Master Degree courses (two-year program):

- Academic qualification gained from a University or post-secondary qualification gained in a non-university Higher Education Institute which allows them to proceed on-site to further studies at academic institutions at the next level;
- Certificate released by the competent University declaring the exams passed, as well as, for each subject, detailed programmes for the completion of said qualifications. The student can check at the time of publication of the places that each University reserves for the single degree courses, if and for which foreign languages the translation for said certificate has been exempted. Post-secondary studies (exams and credits) already gained can be certified by the “Diploma Supplement”, where in place;
- 2 photographs (one of them to be authenticated by the Italian competent Authorities abroad)
- Copy of the letter of admission, when provided.

Once arrived in Italy

1) **Test of Italian language**

Unless you choose a program entirely taught in English, you will have to sit for the test of Italian language and pass it in order to be admitted to the programs. In case you do not pass the test, you cannot enroll and you will have to leave Italy before the expiry date of your visa. The test of Italian language will take place on 31st August 2018 according to the agenda of the MIUR, a passport and study visa (or temporary residence permit issued by the competent Questura (you can find more information on our website [www.uniroma2.it](http://www.uniroma2.it)).

The test of Italian is not necessary for:

a) students who obtained a Diploma in an Italian high-school abroad

b) students holding one of the title released by the schools in the attachment n.2 of the ministerial circular dated 19th February 2018

c) students who obtained a final title of junior high-school in Argentina and hold complementary certificates that state they studied Italian language for at least 5 years.

d) students who obtained the Diploma in Italian language and culture at the “Università per Stranieri” of Perugia and Siena

e) students who obtained the Italian language certification (level B2) issued by the CLIQ.
2) **Stay permit request**

Within the first eight days since the arrival in Italy with a “D” national type visa for Study, you will have to apply for the Stay Permit Request to the competent “Questura” (specific police office) of the city where you intend to establish your residence. The application can be submitted at the Post Office using the appropriate kit. When submitting the application, you will have to pay the related taxes and only after you will receive a notice of convocation through which you will be informed about the date when you will have to present yourself to the appropriate offices of the Questura, with photographs, to be exposed to fingerprint survey. If the application has to be integrated by additional documentation, you will be informed by SMS or a registered mail. You can check the status of your request on the police site or immigration portal.

3) **Fiscal Code request**

The fiscal code is a 16-digit alphanumeric code, issued by the “Agenzia delle Entrate” for free, which uniquely identifies Italian and foreign citizens.

With the fiscal code you may:

- Enroll to an Italian University
- Open a bank account
- Sign a contract (rent, telephone contract, ect..)
- Register to the National Health System (SSN)

Citizens resident abroad may apply for it to the Italian Diplomatic Representation in the country of residence. In Italy, it has to be requested to the nearest “Agenzia delle Entrate” of the city where you live, instead. The following Agenzia delle Entrate Office is the closest to the University:

Roma 5 Tuscolano - Via di Torre Spaccata, 110 - Phone: 06526061 - Fax: 0650763658 - email address: dp.iroma.utroma5@agenziaentrate.it – Opening times: Monday, Wednesday, Friday from 7:50 a.m to 1:30 p.m; Tuesday and Thursday from 7:50 a.m to 3:30 p.m.

It is possible to consult all the information on the Agenzia delle Entrate website: http://www1.agenziaentrate.gov.it/english/

**PLEASE NOTE:** Aiming to facilitate the preparation of these documents, during the event “Welcome weeks” that will take place in the month of September, our University will be able to issue the fiscal code directly to you, thanks to the presence of the “Agenzia delle Entrate” operators. Also the University will support you in filling the form for the application for the residence permit

4) **Health Insurance**

Having a valid health insurance for Italian territory is extremely important to apply for the stay permit within the first 8 days from the arrival in Italy. In case the student doesn’t have
an health insurance subscribed in his country and validated by an Italian Diplomatic Representation, he can choose between two options: either a private health insurance, or a voluntary registration to the SSN (National Health System).

Verify what to do to register to the SSN

For all the information about it, please check the following website: http://www.salute.gov.it/portale/temi/p2_6.jsp?lingua=italiano&id=1764&area=Assistenza%20sanitaria&menu=stranieri

What rights does the health insurance offer you?

The registration to the National Health System (SSN), which lasts a year, gives the student the opportunity to choose a reference doctor, who will take care of his health problems for free and will be able to prescribe drugs, examinations and any specialist visits exactly like with the Italian citizen.

Guide to the National Health System: The “Ministero della Salute” in collaboration with “Ministero dell’Interno” and “Istituto Nazionale Salute e Povertà” relized a project co-funded by the European Union to inform foreign citizens about the National Health System. "InformaSalute" is the brochure created by this project that aims to guide the foreign citizen to the Health System.

White Code: healthcare for international students off-site. The University of Rome Tor Vergata is delighted to offer a new service that will guarantee the free access to the basic healthcare prior registration to the Italian National Healthcare (Servizio Sanitario Nazionale). A clinic open on Mondays and Thursdays (14.00-16.00), located in the building of the UOSD of Occupational Medicine, 2nd floor of the General Hospital of the University. Students can benefit from the following services with no need of appointment:

- Medical and physical examination
- EKG and blood pressure gauge
- Medical prescriptions (on behalf of the MD.), blood chemistris, instrumental analysis and specific examinations
- Certificate for sport and recreational activities

Enrolment procedures

Once passed the admission test or the evaluation provided for the program, before filling the enrollment form on the website: https://delphi.uniroma2.it/totem/jsp/index.jsp?language=EN, please refer to the International Students Office (open at the ground floor, building D, room n.1, in Via Cracovia on Mondays, Wednesdays and Fridays 9.00 – 12.00 and, only on Wednesdays, also 14.00 – 16.00) and provide the following documentation:
Documentation needed for the enrollment to a Bachelor’s or Single-cycle program:

A **true copy of the final title** obtained after at least 12 years of education, with official translation in Italian and validated by the Italian competent authorities in the Country of the educational system attended. This validation is not necessary if the certification presents the “Aja Apostille”.

Original of the **Declaration of Value** of the final title issued by the Italian competent authorities as above or declaration released by the ENIC-NARIC center (for what concerns Italy, you can consult the website of CIMEA).

In case the title is obtained after less than 12 years of education, then has to be provided:

a) Certification of the partial academic studies accomplished with official translation in Italian and validated by Italian competent authorities. This validation is not necessary if the certification presents the “Aja Apostille”.

b) Academic title obtained in a Non-University institution with official translation in Italian and validated by Italian competent authorities. This validation is not necessary if the certification presents the “Aja Apostille”.

c) Certification of a foundation course released by the Italian secondary school institutions as complementary title of the schooling abroad. Note that the abovementioned additional or complementary certifications of titles obtained with less than 12 years of education allow the enrollment to the first academic year and cannot be evaluated for enrollment with abbreviation of course in order to avoid a double evaluation of the same titles.

Copy of the certificate that states the student passed the proficiency test for the access to the universities if expected and mandatory in your home Country (Selectividad in Spain; Prova geral de Acesso in Portugal; etc.) with official translation in Italian and validated by Italian competent authorities. This validation is not necessary if the certification presents the “Aja Apostille”.

Copy of the Residence Permit or copy of the receipt of stay permission request.

Copy of the Fiscal Code.

3 passport size photos.

Copy of the Italian language certification level B1/B2 (for courses taught in Italian).

Copy of the pre-enrollment with authenticated signature of the Italian Diplomatic authorities in your Country.

Copy of the passport pages with your personal data and visa.

Copy of the Health Insurance.
Copy of the letter of admission, when provided

**Documentation needed for the enrollment to a Master Degree program (two-year program)**

**True Copy of the academic title** obtained in a University or post-secondary title obtained in a Non-University institution which allows, in your Country, to continue your studies in an academic institution; such title equipped with official translation in Italian and validated by the Italian competent authorities in the Country of the educational system attended. This validation is not necessary if the certification presents the “Aja Apostille”.

Original of the **Declaration of Value** of the final title issued by the Italian competent authorities as above or declaration released by the ENIC-NARIC center (for what concerns Italy, you can consult the website of CIMEA).

Transcript issued by the competent University which states the exams passed with official translation in Italian and validated by Italian competent authorities; as well as, for each subject, the description of the programs attended to obtained the mentioned title. The transcript can be replaced by the “Diploma Supplement”.

Copy of the Residence Permit or copy of the receipt of stay permission request.

Copy of the Fiscal Code.

3 passport size photos.

Copy of the Italian language certification level B1/B2 (for courses taught in Italian).

Copy of the pre-enrollment with authenticated signature of the Italian Diplomatic authorities in your Country.

Copy of the passport pages with your personal data and visa.

Copy of the Health Insurance.

Copy of the letter of admission, when provided

**WARNING:**

All the documents in a foreign language must provided with official translation in Italian and consular validation (you can refer to local translators and then request the Italian competent authorities in your Country to certify the compliance of the translation. This legalization is not necessary if the certificate reports the Apostille Aja).
Reassignment to a program at the University of Rome Tor Vergata:

If you are a non-EU student resident abroad and you have not ranked among the admitted applicants, within the terms established by the MIUR after the publication on the website: http://www.studiare-in-italia.it/studentistranieri/ you can apply for:

a) The admission to another program at the same University

b) The reassignment for the same program or another, in a different University

The application for point b) must to be provided to the dean of the University where you want to move and also to the Dean of the University where you sit for the test.

- Remember you need to verify if the Declaration of Value allows you to the enrollment for the new program you choose. The final go ahead is on behalf of the International Students Office at the moment of the enrollment
- Fill and provide the form of admission which you can download at the following link: http://web.uniroma2.it/module/name/Content/newlang/italiano/navpath/SEG/section_parent/6000 to the International Students Office.

NOTE: Students who did not pass the admission test or who do not obtain the collocation in another University or program, despite a qualifying score, must leave Italy within and not later than the expiry date of the visa or of the residence permit for study purpose (except for those holding other residence permits which allow them to stay legally after that date).

Tuition fees:

Information concerning the payment of the tuition fees for the academic year 2018/2019 will be available on the website of the University at the following link: “Tasse e contributi”