

ANNEX B

**INSTRUCTIONS REGARDING REGISTRATION FOR STUDENTS WITH ACADEMIC
QUALIFICATIONS OBTAINED ABROAD
ACADEMIC YEAR 2018/2019**

THE FOLLOWING CITIZENS CAN REGISTER:

- a) ITALIAN CITIZENS**
- b) CITIZENS OF THE EUROPEAN UNION REGARDLESS OF WHERE THEY RESIDE**
- c) NON-EUROPEAN UNION CITIZENS THAT OFFICIALLY RESIDE IN ITALY (in accordance with art. 26 of Law n. 189 of 30/07/2002)**
- d) NON-EUROPEAN UNION CITIZENS LIVING ABROAD THAT HAVE APPLIED FOR A STUDY VISA**

FOR CITIZENS THAT CORRESPOND TO CATEGORY a), b) AND c), NO CERTIFICATION REGARDING ITALIAN LANGUAGE ABILITY IS REQUIRED, WHILE FOR CITIZENS THAT CORRESPOND TO CATEGORY d) PROOF OF ITALIAN FLUENCY IS COMPULSORY, APART FROM IN THE SITUATIONS OUTLINED IN POINT I.2 OF THE "INTER-MINISTERIAL PROCEDURE IN FORCE FOR THE 2018/19 ACADEMIC YEAR OF 19/02/2018" AND IN CASES WHERE THE DEGREE COURSE IS HELD EXCLUSIVELY IN ENGLISH. APPLICANTS CANNOT PARTICIPATE IN OTHER PARTS OF THE SELECTION IF THEY HAVE FAILED TO PASS THE ITALIAN LANGUAGE EXAM.

HAVING SATISFIED THE APPLICATION REQUIREMENTS, CITIZENS THAT BELONG TO CATEGORY a), b) AND c), WILL BE INCLUDED IN THE SAME RANKING LIST AS THE STUDENTS WITH ITALIAN ACADEMIC QUALIFICATIONS.

THE CITIZENS WHICH CORRESPOND TO POINT (d) SHALL BE INCLUDED IN THE SELECTION LIST UP TO THE NUMBER OF PLACES AVAILABLE FORESEEN IN THE BAND FOR THIS CATEGORY AND IN LINE WITH THE MINISTERIAL DECREE IN FORCE, WHILE, IF THEY ARE IN POSSESSION OF A QUALIFICATION MENTIONED IN ANNEX 2 OF THE "INTERMINISTERIAL PROCEDURES IN FORCE FOR THE 2018/19 ACADEMIC YEAR OF 19/02/2018", THEY WILL BE INCLUDED EXTERNAL TO THE NUMBER OF POSITIONS RESERVED FOR NON EUROPEAN UNION CITIZENS LIVING ABROAD THAT HAVE APPLIED FOR A STUDY VISA.

ON PASSING THE TEST, IN ORDER TO OFFICIALLY REGISTER, THE STUDENTS CORRESPONDING TO CAEGORIES a), b), AND c) WILL THEN HAVE TO GO THE SECRETARIAL OFFICE OF THE FACULTY THEY HAVE CHOSEN WITH THE FOLLOWING DOCUMENTS:

FOR DEGREE COURSES AND ONE CYCLE MASTER DEGREE COURSES

- 1) APPLICATION FORM FOR REGISTRATION;**
- 2) COPY OF HIGH SCHOOL OR SECONDARY SCHOOL CERTIFICATE(*), TRANSLATED INTO ITALIAN BY AN OFFICIAL TRANSLATOR AND WHICH HAS BEEN OFFICIALLY RECOGNISED BY THE AUTHORITIES OF THE COUNTRY WHERE THE QUALIFICATION WAS OBTAINED;**
- 3) "DECLARATION OF VALUE" REGARDING THE DIPLOMA ISSUED BY THE ITALIAN DIPLOMATIC REPRESENTATIVES OF THE COUNTRY WHERE THE SCHOOL THAT GRANTED THE CERTIFICATE OR DIPLOMA IS SITUATED PROVIDED BY THE [centri ENIC-NARIC](#) (in Italy, you can consult the website of [CIMEA](#));**
- 4) CERTIFICATE WHICH DEMONSTRATES YOU HAVE PASSED THE TEST (WHERE APPLICABLE) FORESEEN TO PARTICIPATE IN UNIVERSITY COURSES OF YOUR COUNTRY OF ORIGIN;**
- 5) ONLY FOR NON EUROPEAN UNION CITIZENS: PHOTOCOPY OF TEMPORARY PERMISSION OF STAY DOCUMENT (permesso di soggiorno) OR RESIDENCE CARD;**
- 6) FOR HOLDERS OF CERTIFICATES OBTAINED FOLLOWING A PERIOD OF SCHOOL STUDY OF LESS THAN TWELVE YEARS: CERTIFICATE REGARDING PARTIALLY COMPLETED ACADEMIC STUDIES OR POST SECONDARY DIPLOMA FROM A NON-UNIVERSITY INSTITUTE, TRANSLATED AND OFFICIALLY RECOGNISED BY A DIPLOMATIC REPRESENTATIVE FROM THE TERRITORY IN QUESTION.**

7) THREE PASSPORT-SIZE PHOTOGRAPHS, AND, IF YOU ARE A NON EUROPEAN UNION RESIDENT THAT RESIDES ABROAD, AN OFFICIAL PHOTOGRAPH AND A PRE-REGISTRATION FORM ISSUED BY THE ITALIAN EMBASSY IN QUESTION.

NON-EUROPEAN UNION CITIZENS LIVING ABROAD THAT HAVE APPLIED FOR A STUDY VISA AND WHO HAVE PASSED THE TEST WILL HAVE TO HAND IN ALL THE ABOVE-MENTIONED DOCUMENTATION TO THE INTERNATIONAL-STUDENT SECRETARIAL OFFICE ON THE FOLLOWING DAYS: MONDAY 9 -12, - WEDNESDAY: 9-12 / 14-16; FRIDAY 9-12 (INTERNATIONAL.STUDENTS@UNIROMA2.IT- TEL.06 7259 2567-3231-2566)

FOR NON ONE CYCLE DEGREE COURSES

1) A COPY OF THE ACADEMIC QUALIFICATION OBTAINED AT A UNIVERSITY OR A POST SECONDARY QUALIFICATION OBTAINED IN A NON UNIVERSITY INSTITUTE WHICH ALLOWS THE CONTINUATION IN LOCO OF YOUR UNIVERSITY STUDIES AT THE NEXT LEVEL, WHICH MUST BE TRANSLATED INTO ITALIAN BY AN OFFICIAL TRANSLATOR AND OFFICIALLY RECOGNISED BY THE AUTHORITIES OF THE COUNTRY WHERE THE QUALIFICATION WAS OBTAINED;

2) "DECLARATION OF VALUE" REGARDING THE DIPLOMA ISSUED BY THE ITALIAN DIPLOMATIC REPRESENTATIVES OF THE COUNTRY OR CERTIFICATION ISSUED BY [centri ENIC-NARIC](#) (In Italy, you can consult the website of [CIMEA](#));

3) CERTIFICATE ISSUED BY THE STUDENT'S UNIVERSITY - WITH OFFICIAL CONFIRMATION PROVIDED BY A DIPLOMATIC REPRESENTATIVE - CERTIFYING THE EXAMS TAKEN (TRANSCRIPT MUST BE PROVIDED) AND FOR EACH DISCIPLINE, A DETAILED PROGRAMME OF THE SUBJECTS COVERED IN THE EXAMS. THE STUDY PROGRAMME CAN BE CERTIFIED THROUGH A "DIPLOMA SUPPLEMENT", WHERE ADOPTED;

4) THREE PASSPORT-SIZE PHOTOGRAPHS AND, ONLY IF YOU ARE A NON EUROPEAN UNION RESIDENT THAT RESIDES ABROAD, AN OFFICIAL PHOTOGRAPH AND A PRE-REGISTRATION FORM ISSUED BY THE ITALIAN EMBASSY IN QUESTION.

THOSE THAT ARE INTERESTED IN APPLYING FOR A LAZIODISU SCHOLARSHIP CAN CONSULT THE WEBSITE <http://www.laziodisu.it/>.

(*) DETAILS

Foreign diploma which is valid for access to university courses

Consult MIUR for details regarding the foreign diplomas that are valid for access to university courses:

[Annex 1 of the "Inter-ministerial procedures of 19/02/2018"](#)

American High school diplomas, United Kingdom or Greek academic qualifications or issued by university institutions dedicated to ecclesiastical studies located in Italy and approved by the Holy See

[Annex 2 of the "Inter-ministerial procedures of 19/02/2018"](#)

Italian Diplomas obtained at "frontier schools" or Italian sections of foreign schools, of the International Baccalaureate, of the Republic of San Marino, obtained at foreign schools operating in Italy or European schools.