

**CALL FOR ADMISSION TO THE FOUNDATION COURSE<sup>1</sup>**  
**Academic year 2024/2025**

**FOUNDATION COURSE IN ENGLISH – Preparatory Courses for University Education**

For the academic year 2024/2025, the Foundation Course will be taught in English at the IAD School in accordance with art. 6 par. 1 of Italian Ministerial Decree 270/2004, which allows universities to organize preparatory training activities for admission to academic courses.

**AIMS**

The Foundation Course is an English language program designed to prepare international students for study at Italian universities. It is aimed at those who have a high school diploma but do not have the 12 years of schooling required for admission to Italian universities and/or do not have the formal qualifications required for enrollment in a university in their own country and in Italy. The Foundation Course is also designed for those who, despite having 12 years of schooling, wish to improve their educational and language skills.

In the proposed classes, students will have the opportunity to complete their linguistic and subject preparation, to become familiar with the technical language of each subject and finally to acquire the necessary skills to pass the admission tests.

**ARTICULATION**

The Foundation Course is divided into two different training paths:

- Social Sciences
- Natural Sciences

The first semester is made up of 30 equivalent credits, which are divided as follows:

ITALIAN LANGUAGE	20 equivalent credits
ENGLISH LANGUAGE	10 equivalent credits

Students who already have Italian language skills at (at least) level B2 and/or English language skills at (at least) level B2 can apply for recognition of the above 30 credits.

The remaining 30 credits will be taught in the second semester, and are divided as follows:

<b>Social Sciences</b>	<b>Natural Sciences</b>
Italian Literature and Culture (6 equivalent credits)	Biology (6 equivalent credits)

<sup>1</sup> The English version is for information purposes only. For resolving any dispute and for all legal purposes, only the Italian version of the call shall be binding.



Geography and History (6 equivalent credits)	Chemistry (6 equivalent credits)
Principles of Economics (6 equivalent credits)	Mathematics (6 equivalent credits)
Political Institutions (6 equivalent credits)	Physics (6 equivalent credits)
Mathematics (6 equivalent credits)	Political Institutions (6 equivalent credits)

The training path must be chosen at the time of enrollment in the Foundation Course and cannot be changed. Both paths include workshops to prepare for entrance exams for courses such as IMAT - CISIA (TOLC-E, TOLC-F, etc.).

**Applicants must demonstrate the following mandatory requirements for eligibility:**

- Certificate of English language proficiency at least equivalent to level B1 or higher, issued by an accredited certification body (<https://piattaformaenticert.pubblica.istruzione.it/pocl-piattaforma-enti-cert-web/elenco-enti-accreditati>).
- High school diploma: applicants must hold the final diploma which allows in their own country access to an academic level course. Those who are currently enrolled in the final year (example: 11th year for school systems set on 11 years of schooling; 12th year for school systems set on 12 years of schooling) may apply by attaching school reports from all previous school years translated in English. In this case, enrollment in the Foundation Course will be made official only after the final degree is obtained.

**Note: applicants are ineligible for enrollment if they have received partial higher education within their school system, for example: if they have only completed 11 years of schooling in a system with 12 or 13 years of schooling in total.**

Documents referring to additional degrees (Bachelor's or Master's degree) will not be considered for admission and may lead to exclusion from the Foundation Course.

**REQUIRED DOCUMENTS:**

A) Applicants holding the final secondary school diploma.

Applicants who have already obtained their final secondary school diploma, which allows in their own country access to an academic level course, must compulsorily upload the following documentation in order to have their application assessed:

- final secondary high school diploma
- School report of the final year translated in English
- CIMEA Statement of verification to be requested on line at the following link:

<https://cimea-diplome.it/page-diplome>

- If the country issuing the final qualification is on the list of signatories to the Lisbon Convention\* it is possible to submit the Certificate of Correspondence which can be downloaded independently by the candidate free of charge on the ARDI platform: <https://ardi.cimea.it/it>
- If the issuing country is not on the list of signatories to the Lisbon Convention\*, it is mandatory to submit the Certificate of Comparability issued by CIMEA to be requested online at the following link: <https://cimea-diplome.it/page-diplome> or the Declaration of Value with the Italian translation and legalization of the title issued by the Italian Diplomatic Representation abroad
- Language certification of English language proficiency of B1 level or higher issued by accredited institution (<https://piattaformaenticert.pubblica.istruzione.it/pocl-piattaforma-enti-cert-web/elenco-enti-accreditati>)

\*Albania, Andorra, Armenia, Australia, Austria, Azerbaijan, Belarus, Belgium, Bosnia and Herzegovina, Bulgaria, Canada, Croatia, Cyprus, Czech Republic, Denmark, Estonia, Finland, France, Georgia, Germany, Greece, Iceland, Ireland, Israel, Italy, Kazakhstan, Latvia, Liechtenstein, Lithuania, Luxembourg, North Macedonia, Malta, Moldova, Monaco, Montenegro, New Zealand, Norway, Netherlands, Poland, Portugal, Romania, Russia, San Marino, Holy See (Vatican), Serbia and Montenegro, Slovakia, Slovenia, Spain, Sweden, Switzerland, Turkey, Ukraine, Hungary, United Kingdom, United States of America

#### B) Applicants who are attending the last year of secondary school

Applicants who are currently enrolled in the last year of secondary school, or students who have recently completed their studies and have not yet received their final diploma, may attach to their application a certificate of enrollment for the last school year issued by the school and school reports from all previous school years both translated in English.

In this case, the Foundation Course application should be supplemented no later than 20/09/2024 by providing all the documentation indicated for students who have already completed high school.

### AVAILABLE PLACES – DATES AND DEADLINES

The maximum number of applicants admitted is 100 and the minimum number is 25. The selection of the 100 applicants will be made in the chronological order of receipt of the applications, **from 03/04/2024 to 20/09/2024**.

The Foundation Course will be activated only if the minimum number of applicants is reached. The University will evaluate whether or not to activate the course even though the minimum number of applicants is not reached.

### HOW TO APPLY

The application for admission must be submitted online using the following link:

<https://delphi.uniroma2.it/totem/jsp/corsiErogati/accedi.jsp?language=EN>

For information on the procedure, see the section dedicated to the Foundation Course at the following link: <https://web.uniroma2.it/en/percorso/admissions/sezione/foundation-course-in-english>

**PLEASE NOTE:** You must upload the documents indicated below before making the € 46<sup>2</sup> pre-registration fee payment (non-refundable) no later than **20 September 2024**.

The payment must be made through the PagoPa system (a mode that allows to pay through multiple channels, either physical or online. For more information on payment options, please visit: <http://studenti.uniroma2.it/pagamento/> - <https://studenti.uniroma2.it/en/>

Only applications where payment has been received by the deadline will be considered.

**Note: The registration fee will not be refunded for applications rejected due to incomplete documentation.**

## REGISTRATION PROCEDURES AND FEES

Once the application for admission to the Foundation Course has been completed and the registration fee (46,00€) has been paid, the International Student Secretariat will make the necessary verifications.

In case of a positive assessment, if the applicant already has all the necessary documentation for Foundation Course registration, he/she will have to pay three installments within the following deadlines:

- first installment of 500 euros within 20 days of acceptance or conditional acceptance to the program;
- second installment of 1000 euros to be paid by October 21, 2024;
- third installment of 2000 euros to be paid by February 28, 2025.

Having made the payment of the first installment, the candidate will receive an email with instructions on how to print the acceptance letter; with the deadlines for subsequent installments and procedure for accessing the Italian and English language proficiency tests to be taken before the start of the courses.

Please note that in order to finalize enrollment and be able to access the online classes scheduled for the first semester, it is mandatory to have paid the first two installments (non-refundable fees).

Please note: applicants who do not make payments by the due dates will be automatically excluded.

## VISA APPLICATION PROCEDURE FOR NON-EU STUDENTS RESIDING ABROAD

Non-EU students residing abroad must submit their pre-enrollment via the University portal ([www.universitaly.it](http://www.universitaly.it)). Prospective students must correctly enter their personal information as per their passport (it is important that there are no differences, as this information will be sent directly to the Embassy for visa issuance) and select:

- academic year 2024/25;

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<sup>2</sup> the fee is inclusive of 16€ of revenue stamp acquitted virtually

- Tor Vergata University of Rome;
- Foundation Course;
- Embassy/Consulate that will issue the entry VISA.

The documents below must be attached to the pre-enrollment application:

- copy of passport;
- any English or Italian language proficiency certificates;
- admission letter;
- all documentation required during the admission process.

Prospective students are requested to wait for the validation by the University. Only after that, they are asked to contact the relevant diplomatic-consular Representation to complete the steps after pre-enrollment for the issuance of the entry visa and to schedule an appointment if necessary. It is advisable to contact the Diplomatic-Consular Representation well in advance to obtain a visa in time for the start of in-person classes scheduled for March 2025.

## FINAL REGISTRATION PROCEDURE

To complete the registration, as of **October 25, 2024**, it will be mandatory to submit to the International Students Office (Via Cracovia, 50 - Building D ground floor) all original documentation uploaded on the Delphi system. The International Students Office will verify the authenticity of the documentation produced and, if everything is in order, will provide the applicant with the final invoice for the third installment of 2,000 euros to be paid by **February 28, 2025**

The international students who have the political refugee status or have applied for temporary protection (DIRECTIVE 2001/55/EC of 20 July 2001 on minimum standards for giving temporary protection in the event of a mass influx of displaced persons) are exempt from paying the installments.

## FOUNDATION COURSE SCHEDULE

Classes will begin in November 2024 in online mode throughout the first semester, and from the second semester-March 2025 will be held exclusively in-person. The course schedule will be available on the website <http://www.scuolaiad.it/> prior to the start of the course.

## ATTENDANCE AND ADMISSION TO EXAMS

Attendance of online and in-presence classes is compulsory and is monitored by professors. Students are required to sign the attendance sheet for each module.

A final exam is scheduled at the end of each teaching module. The exam can only be taken by students who can prove that they have attended at least 70% of the classes.

## UNDERAGE STUDENTS

Students who have not reached the age of 18 by 31 July 2024, but were born on or before 31 July 2007, may participate in the Foundation Course.

In this case, the parents of underage students must:

- Submit a consent form for admission to the program;
- Appoint a legal tutor residing in Italy for the duration of the Foundation Course until the student reaches the age of majority;
- Submit a power of attorney to apply for a fiscal code on behalf of the student;
- Attach a copy of the parents' identification documents;
- Attach a copy of the tutor's ID.

Note: All documents must be original, signed and stamped by the relevant authorities and translated into Italian.

## DURATION AND CERTIFICATE OF COMPLETION

The total duration of the Foundation Course is one academic year, starting in November. Students who successfully complete all of the scheduled examinations of the relative training path will be granted:

- the certificate of completion
- the minimum entry requirements for three-year and single-cycle degree courses;
- exemption from the **placement tests** required for admission to the courses held at Tor Vergata University of Rome. However, students applying for admission-restricted degree programs will still be required to take the admission test.

No partial certificates of class attendance and/or passing of individual exams will be issued.

**IMPORTANT:** The qualification awarded at the end of the Foundation Course does not guarantee immediate admission to other Italian universities. Students wishing to enroll in other universities must contact the relevant offices of the respective institution for further information and clarification.

The Acting Director-General  
(Dr. Silvia Quattrocioche)