



*Ministry for Universities and Research*

GENERAL DIRECTORATE FOR HIGHER EDUCATION  
INCLUSION AND RIGTH TO STUDY

**PROCEDURES FOR ENTRY, RESIDENCY  
AND ENROLMENT AT HIGHER  
EDUCATION INSTITUTIONS FOR  
STUDENTS REQUIRING VISAS FOR  
HIGHER EDUCATION COURSES IN  
ITALY, FOR THE ACADEMIC YEAR  
2020-2021**



**PROCEDURES FOR ENTRY, RESIDENCY AND ENROLMENT AT HIGHER EDUCATION INSTITUTIONS FOR  
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## **INTRODUCTION WITH RESPECT TO THE 2020/2021 ACADEMIC YEAR**

These procedures are subject to the current and future emergency provisions of the Italian Government and of the European Union regarding the prevention and containment of the COVID-19 virus epidemic.

In consideration of the provisions sent to higher education institutions by the Minister for Universities and Research and relating to the start of the academic year 2020/21, it is noted that in the face of the persistence of the COVID-19 emergency situation, the physical mobility of international students in Italy can be replaced if necessary, at least until the end of 2020, with distance learning activities.

This does not mean that these international students, if they require an entry visa for Italy, should not in any case promptly arrange for a visa application for study purposes at the diplomatic-consular missions of reference for their respective places of residence, in order to use this visa as soon as conditions permit. The procedures for issuing these visas must be concluded, unless otherwise indicated in the future, by 30 November 2020, in order to allow the effective enrolment of international students and the subsequent payment of university fees.

In order to start the procedure to obtain the visa, candidates of study courses at Italian universities need to submit their pre-enrolment applications using the UNIVERSITALY portal, according to the indications already communicated to all Italian universities; all higher education institutions are therefore invited not to interrupt their international student recruitment procedures and the related evaluation of the suitability of the foreign qualifications they possess.

With regard to the evaluation of foreign school qualifications suitable for access to first cycle courses in Italy (senior secondary school diplomas), it is noted that, due to the COVID-19 emergency, many foreign countries have adopted exceptional measures in order to guarantee the completion of the school cycles and the award of the relative final qualifications. The Italian higher education institutions are therefore invited to apply the criteria established by the Lisbon Convention for the aforementioned cases, that is the recognition of the same academic rights that a given final school qualification officially confers in the foreign system of reference, unless proven substantial differences exist, including reference to the duration of the overall pre-university schooling required in Italy, which is confirmed to be twelve years.



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**PART I: GENERAL PREMISES**

**1. GENERAL CAVEATS**

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These annual 2020/2021 procedures, whose purpose is to guide the policies of Italian higher education institutions regarding the admission of international students to their courses, are drawn up on the basis of the results of the annual Services Conference held by the Ministry for Universities and Research, together with the Ministry of Education, the Ministry of Foreign Affairs and International Cooperation and the Ministry of the Interior, held in Rome on 12<sup>th</sup> December 2019, and via teleconferencing on 5<sup>th</sup> May 2020.

***1.1 Jurisdiction for the issue of visas for study purposes***

The decision on the issue of a visa for study purposes is the exclusive jurisdiction of the diplomatic/consular Mission. Documentation produced by higher education institutions referring to the single candidates for courses in the process of requesting visas is to be considered a support for the evaluation procedures of the diplomatic Missions and does not automatically imply the issue of the visa.

***1.2 Jurisdiction for academic recognition of qualifications and for the eligibility for enrolment***

The evaluation of foreign qualifications presented for enrolment to Italian higher education courses of study is the exclusive jurisdiction of higher education institutions, as established by Art. 2 of Law 148/2002. The documentation produced by Italian diplomatic Missions does not affect the autonomous evaluation decisions of the individual higher education institutions regarding foreign qualifications for admission to courses.<sup>1</sup>

***1.3 Jurisdiction for the release and renewal of the residency permit***

The administrative procedure in place for the release and renewal of residency permits is the jurisdiction of the Ministry of the Interior and is regulated by the Consolidated Law of the dispositions concerning immigration regulations and norms on the treatment of foreigners (Legislative Decree n. 286 of 25 July, 1998), by the relative Rules of implementation (Republic Presidential Decree n. 394 of 31 August, 1999) and Law n. 68 of 28 May, 2007, relative to the regulations concerning short-term stays of foreigners for visits, business, tourism and study.

**2. SCOPE OF APPLICATION**

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The following procedures **apply exclusively** to international students that require an entry visa for Italy for long-term stays.<sup>2</sup>

The **procedures do not apply**:

- a) to citizens **from European Union Member States, Norway, Iceland, Liechtenstein and the Swiss Confederation; from the Republic of San Marino and the Holy See**, even if holding a foreign qualification;
- b) to foreigners already officially residing in Italy<sup>3</sup> as expressly indicated in Art. 39, comma 5, of Legislative

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<sup>1</sup> In line with the principles of the Lisbon Convention, with its application in the Italian system and with practices shared internationally by the centres belonging to the ENIC and NARIC networks, see the "Evaluation methodology used in the procedures for the recognition of foreign qualifications in Italy" published by the Italian ENIC-NARIC centre (CIMEA): <http://www.cimea.it/it/servizi/procedure-di-riconoscimento-dei-titoli/metodologica-valutativa.aspx>

<sup>2</sup> To enrol in courses it is necessary to be at least 17 years' old at the moment of the release of the entry visa for purposes of study, as long as the education system of origin allows students to begin school attendance at a precocious age and to receive the final secondary school leaving qualification before reaching the age of 18.

<sup>3</sup> In the case of dual citizenship, where one of which is Italian or of another EU country, it is the Italian or other EU citizenship which takes precedence as regards this circular (Art. 19, para. 2 of Law n. 218 of 31 May, 1995).



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Decree 286 of 25 July, 1998<sup>4</sup>;

- c) to **students who hold scholarships released by European Union** education, training and research programmes, to which are applied, by analogy, the instructions in place for the “Erasmus Mundus” programme that also cover “Erasmus +”, as well as eventual and further instructions referring to entry visas issued by the Visa Centre of the Ministry of Foreign Affairs and International Cooperation’s D.G.I.T.

Limited to the procedures and documentation necessary for the evaluation of the qualifications, **to students attending courses organized jointly between two or more Italian and foreign institutions**, for whom reference should be made to the relevant conventions (Art. 3, comma 10 of Ministerial Decree 270/2004 and Art. 3, comma 8 of Presidential Decree 212/2005), endorsed by higher education institutions for the creation of such courses. Higher education institutions will provide lists of students that have been selected within these joint programmes directly to the respective diplomatic/consular Missions to support the visa request on the part of said students.

The residency permit for study reasons, issued for the attendance of **single courses and/or preparatory courses (foundation course), can be renewed**, in light of the provision contained in the Presidential Decree n. 394/1999 and subsequent amendments, the last part of paragraph 4 of article 46, for access to the various training courses, provided they are functional to these courses.

### **3. PROCEDURES FOR CITIZENS NOT REQUIRING VISAS HOLDING A FOREIGN QUALIFICATION**

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**Italian candidates with a foreign qualification, from the European Union wherever resident and from outside the European Union duly resident in Italy**, as per Art. 39, comma 5 of Legislative Decree n. 286 of 25.07.98, as modified by Art. 26 of Law n. 189 of 30 July, 2002 “Modifications to the legislation on the subject of immigration and political asylum” **gain access without quota contingents** to university courses, if holding a qualification equivalent to the Italian one required and recognised as eligible according to the independent evaluation performed by the single higher education institution.

Candidates should present the enrolment request directly to the chosen higher education institution, according to the modality, terms and the requested documentation as established by each institution, and they accede under the same conditions extended to Italian citizens. Academic qualifications issued by foreign authorities must be accompanied by the documents indicated by the universities in respect of the Lisbon Convention: the student is obliged to produce the documentation that the institution deems necessary with a view to evaluating the foreign qualification, with reference to: eventual translations, legalisations, *Diploma Supplements*, exam certificates, ENIC-NARIC centre statements, *Dichiarazioni di valore* or other declarations that might serve to check the elements of the foreign qualification.

Citizens belonging to countries of the European Union should apply for registration at the registry office of the Municipality where they intend to reside following the conditions, modality and terms fixed by Legislative Decree n. 30 of 6 February 2007.

### **4. PRE-ENROLMENT REQUESTS AND PRELIMINARY EVALUATION OF CANDIDATES**

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The application for access to *Laurea* and *Laurea Magistrale* degree courses for international students applying for visas and residing abroad, must take place through a prior **university pre-enrollment** procedure, which precedes the subsequent enrolment phases.

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<sup>4</sup> “Access to higher technical education courses or higher education courses and to university specialisation schools, on equal terms with Italian students, is guaranteed to foreigners with EU residency permits for long-term stay, with residency permits for subordinate work, for self-employment, for family reasons, for asylum, for subsidiary protection, for religious reasons, for the reasons referred to in articles 18, 18-bis, 20-bis, 22, paragraph 12 (c), and 42-bis, as well as holders of residency permits issued pursuant to Article 32, paragraph 3, of Legislative Decree 28 January 2008, n. 25, or foreigners legally resident for at least one year in possession of an upper secondary school qualification obtained in Italy, as well as to foreigners, wherever resident, who are holders of final secondary school diplomas of Italian schools abroad or of foreign or international schools, operating in Italy or abroad, subject to bilateral agreements or special regulations for the recognition of educational qualifications and who meet the general conditions required for entry for study purposes”.



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#### **4.1 University pre-enrolment**

In order to start the university pre-enrolment procedures, the universities will instruct candidates to their study courses to access the UNIVERSITALY portal (<https://www.universitaly.it/index.php/registration/firststep>) in order to fill in the relative “**pre-enrolment application**” online. Within the UNIVERSITALY portal there will be all the information for the completion of pre-enrolment applications, aimed at facilitating the access of candidates to university courses and related institutions. The subsequent pre-enrolment phases will be completed at the relevant Diplomatic-consular missions for the purpose of obtaining the relevant visa. The deadlines for the procedures relating to pre-enrolment in the *Laurea* and *Laurea Magistrale* degree courses, with the exception of those with admission quotas, are defined by each university and published on their respective websites.

Registration for admission tests to *Laurea Magistrale* degree courses in: Medicine and Surgery, Medicine and Surgery in the English language where offered by universities, Dentistry and Dental Prostheses, Veterinary Medicine, and for courses dedicated to the training of an Architect, follows the procedures outlined in the portal <http://www.universitaly.it/>. The registration for the test is carried out online by the student and is not subject to the preliminary start of the pre-enrolment procedures at the diplomatic-consular Missions, which must, however, be initiated and formalised, as mandated, no later than the deadlines established by the calendar relative to the procedures for enrolment in *Laurea* and *Laurea Magistrale* courses on a national basis, whose exams will be held in the month of September 2020, unless otherwise modified due to dispositions linked to the COVID-19 emergency.

The procedures relating to pre-enrolment in *Master universitari*, *Dottorati di Ricerca*, *Scuole di specializzazione* and foundation courses (*corsi propedeutici*) **do not follow the deadlines for enrolment in *Laurea* and *Laurea Magistrale* degree courses**, but take place according to the terms autonomously decided by the individual institutions, in relation to the start of the courses themselves.

Once the pre-enrolment application has been completed, **all candidates must apply for a university study/enrolment visa at the Italian consular diplomatic mission of the country of residence.**

#### **4.2 Preliminary evaluation**

The university institutions will be able to carry out their own preliminary assessment of the individual applications by requesting from the student a copy of the academic qualifications and any other document deemed useful for the purpose of this preliminary assessment (certificates from official foreign authorities, certificate issued by the Italian ENIC-NARIC centre, etc.). The institution will validate the pre-enrolment application by entering the relevant data on the UNIVERSITALY portal. The university will indicate whether and for which documents authenticity has been verified, as well as indicating whether or not it is necessary for its own evaluation purposes for the relevant Declaration of Value (*Dichiarazione di Valore*) to be released by the diplomatic-consular mission. The university will also have the ability to produce and attach to the pre-enrolment application a **Letter of eligibility for enrollment**, drawn up according to **Model D<sup>5</sup>** attached to these provisions, of use for diplomatic-consular missions in the process of completing the university pre-enrolment procedure.

The preliminary acceptance by the university does not confer any right to obtain a visa; this last indication must be clearly reported by the universities in communications with candidates who have obtained a letter of eligibility for enrolment and reported in any communication relating to these procedures.

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<sup>5</sup> In this document (Form D), the university will record the candidate's personal data and information about the foreign qualification evaluated as suitable for subsequent enrolment, as well as any other pertinent elements for obtaining the visa, such as proficiency in the Italian language, participation in structured mobility programs and conditional acceptance of the application in cases of non-procurement of the final qualification. The university must always indicate if the procedures of verification of the authenticity of the foreign qualification have been performed, thereby clearly providing such indication to the diplomatic-consular missions. It is the responsibility of the academic institution to inform the candidate clearly that this pre-enrolment procedure does not guarantee any right to obtain a visa for study purposes and that it does not imply any right to the subsequent enrolment, which will only be finalised once all the consigned academic qualifications have been evaluated and the relative administrative steps have been finalised. For the procedure for assessing the eligibility for enrolment carried out by the individual institutions, the student can check directly with the university which type of documentation must be produced and in what form.



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**PART II: ENROLMENT IN LAUREA DEGREE AND LAUREA MAGISTRALE DEGREE  
COURSES**

**1. PREMISE**

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The *Laurea* degree courses (1<sup>st</sup> cycle) normally last three years, while the *Laurea Magistrale* degree courses (2<sup>nd</sup> cycle) are divided into:

- a) *Laurea Magistrale* degree course of two years, subsequent to the *Laurea* degree course;
- b) Single-cycle *Laurea Magistrale* degree, lasting five or six years (i.e. Medicine and Surgery, Dentistry, Veterinary Medicine, single-cycle Architecture, Law and Art Restoration).

Documents drafted in a foreign language for consignment to diplomatic-consular Missions must be accompanied by an official translation into Italian. The Mission will return the original academic qualifications furnished with the consular legalisation, except for those cases in which the Country where the qualifications were issued already applies the Apostille. The said documents will not be sent by the Missions to the Universities, but should be consigned directly by the student to the academic authorities during the period of completion of the enrolment procedures, following the methods and timelines adopted by the institution. For the procedures of qualification evaluation performed by the institutions, the student can verify directly with the university applied to which kind of translation must be produced (sworn, certified etc.) and for which foreign languages said translation is, or is not, exempted. In cases in which a foreign student already enrolled at an Italian University has abandoned his/her studies and requests a new enrolment at the same or a different University, **he/she cannot use the specific student residency permit which was granted for the first enrolment**. The decision to interrupt studies results in a shortcoming of the requisites stipulated for the stay in the national territory and, consequently, in the withdrawal of the authorising permit.<sup>6</sup>

The higher education institutions publish the list of places reserved for each course (defined as "quota" - ref. article 39 of Legislative Decree 25 July 1998, no. 286) to visa applicant students, thereby allowing interested parties to submit an application for pre-enrolment. The list should also show whether or not students must provide a translation of the documentation to be attached to the application. The list of places reserved for foreign students is published on the website: <http://www.studiare-in-italia.it/studentistranieri/>.

**2. PRE-ENROLMENT REQUEST FOR LAUREA DEGREE OR LAUREA MAGISTRALE A CICLO UNICO (SINGLE-CYCLE) DEGREE COURSES**

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Students interested in *Laurea* or *Laurea Magistrale* (single-cycle) courses should:

- a) access the UNIVERSITALY portal and fill in the related "pre-enrollment application" which must be submitted to the Italian Mission of the place of residence<sup>7</sup> once validated by the university of reference;
- b) if they possess one of the academic qualifications in **Attachment 1** of these dispositions, choose only one of the study courses indicated in the database to be found inside the pre-enrolment request of the UNIVERSITALY portal. For those study courses where a unique national access test is necessary (Medicine and Surgery, Dentistry and Dental Prostheses, Veterinary Medicine and specific courses to become an Architect), the pre-enrollment request is to be considered automatically presented to all the other Universities indicated at the time of enrollment for the test as alternatives to the first choice;
- c) if they possess a qualification contained in **Attachment 2** of these dispositions, they can choose a course irrespectively of the number of **reserved places**.

The request is accepted by the diplomatic-consular Mission **conditionally** if the student is attending the last year of

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<sup>6</sup> Legislative Decree n. 286 of 25 July, 1998, Art. 5, commas 3, 4 and 5: "Consolidated Law of decisions concerning the regulation of immigration and norms on the treatment of foreigners", and later modifications.

<sup>7</sup> Candidates may present their request to an Italian Mission located in a third Country. The Head of said Mission may decide the acceptance or the refusal of the request, based on an evaluation of the single circumstances and also taking into account the public interest.



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secondary education and is either yet to sit the final exam, or the special academic competence exams where provided for, or in cases where the university has indicated in the candidate's pre-enrolment request that admission to the course is subordinate to further controls.

**2.1 Documents to be presented to diplomatic-consular Missions**

- a) original copy of final secondary education qualification, obtained after at least 12 scholastic study years, or a fully legal substitute certificate;<sup>8</sup>
- b) certificate declaring the pass grade of an eventual special academic competence exam eventually required for entry to University in the Country of origin;
- c) two photographs (of which one must be authenticated by the Italian Mission having jurisdiction for that territory);
- d) a summary of the pre-enrolment request as validated by the university.

**2.2 Documents normally requested by higher education institutions<sup>9</sup>**

- a) original copy (or certified copy) of final secondary education leaving qualification, obtained after at least 12 scholastic study years<sup>10</sup>, or a fully legal substitute certificate; the final qualification may be accompanied and at the discretion of each individual higher education institution by a declaration/statement released by the Italian ENIC-NARIC centre (CIMEA), by a declaration of official foreign institutions or by a Declaration of value (*Dichiarazione di Valore*)<sup>11</sup>;
- b) certificate declaring the pass grade of a special academic competence exam eventually required for entry to University in the Country of origin;
- c) the translation of the documents listed in points a) and b);
- d) any other documentation required by the university, also with reference to verifying the authenticity of the foreign qualification.<sup>12</sup>

**3. PRE-ENROLMENT REQUEST FOR LAUREA MAGISTRALE DEGREE COURSES (NOT SINGLE CYCLE)**

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Students interested in *Laurea Magistrale* degree courses (not single-cycle), must present to the Italian Mission in the Country of origin a summary of the request for pre-enrolment generated within the UNIVERSITALY portal.<sup>13</sup>

**3.1 Documents to be presented to diplomatic-consular Missions**

- a) academic qualification gained from a University or post-secondary qualification gained in a non-university Higher Institute which allows them to proceed on-site to further studies at academic institutions at the next level;
- b) certificate released by the competent University declaring the exams passed, as well as, for each subject, detailed

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<sup>8</sup> If the qualification of secondary education has been obtained at the end of a period of less than 12 scholastic study years, please refer to what is indicated in Annex 1.

<sup>9</sup> The documentation referring to the foreign qualification and requested by the university is meant to verify the main elements of the foreign qualification and to check its comparability with an equivalent Italian qualification, therefore each single university can request this type of documentation independently, in the most appropriate form, in order to assess the correctness of the foreign qualification for access to the chosen course.

<sup>10</sup> Cf. note 6.

<sup>11</sup> The documentation provided by Italian diplomatic missions does not affect the evaluation decisions of the single higher education institutions as regards the foreign qualifications for enrolment to courses. In this regard, it should be remembered that the request for a *Dichiarazione di valore* “does not exclude the right and duty of the Administration to perform its own autonomous evaluation even in cases where the relevant diplomatic mission has not provided the required reply or has provided it with insufficient or generic contents” (cf. Council of State sentence n. 4613 of 4/9/07).

<sup>12</sup> Higher education institutions are invited to put in place useful tools for the verification of qualifications that can facilitate the entry of candidates with a foreign qualification, in line with the provisions of the recent “Recommendation of the Council of the European Union on the promotion of automatic mutual recognition of higher education qualifications and secondary education and training qualifications and the results of study periods abroad”, including the use of new tools and new technologies made available internationally, including *blockchain* technology and the statements of verification of qualifications by the Italian ENIC-NARIC centre (CIMEA).

<sup>13</sup> Requests are also “conditionally” accepted by the diplomatic-consular Missions, from those who, while having finished their study course, are not yet in actual possession of the relative qualification or in cases where the admission is subordinate to other requirements.



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programmes for the completion of said qualifications. The student can check at the time of publication the number of places which each University reserves for each single degree course, and 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;

- c) two photographs (of which one must be authenticated by the competent Italian Mission for that territory);
- d) the summary of the pre-enrolment request as validated by the University.

**3.2 Documents normally requested by higher education institutions<sup>14</sup>**

- a) academic qualification gained from a higher education institution which allows access in the issuing Country to further studies at academic institutions at the next level; the final qualification may be accompanied at the discretion of each individual higher education institution by a statement released by the Italian ENIC-NARIC centre (CIMEA), by a declaration of official foreign institutions or by a *Dichiarazione di valore*<sup>15</sup>.
- b) certificate released by the competent University declaring the exam transcripts, as well as, for each subject, detailed programmes for the completion of said qualifications; the study programme can be certified by the Diploma Supplement, where in place;
- c) eventual translations of the documents listed in points a) and b);
- d) other eventual documents requested by the university, including those relevant for the verification of the authenticity of the foreign qualification.<sup>16</sup>.

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<sup>14</sup> Cf. note 9.

<sup>15</sup> Cf. note 11.

<sup>16</sup> Cf. note 12.



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**PART III: PROFICIENCY IN THE ITALIAN LANGUAGE**

**1. TEST OF PROFICIENCY IN THE ITALIAN LANGUAGE**

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Higher education institutions **are obliged to test the linguistic ability of students for access to courses**. Each institution must organise a test of proficiency in the Italian language, obligatory for all *Laurea* degree and *Laurea Magistrale a ciclo unico* (single-cycle) degree courses, except for those cases which are exempted as indicated in the paragraph below. This test is to be held preferably off-campus and before the visa application, thereby allowing for the certification of this proficiency during the request for a study visa, for an acceleration of such procedures and to lessen the pressure on the candidate.

The outcome of the evaluation of linguistic knowledge **must be certified in the pre-enrollment application and in the eventual letter of eligibility for registration, in order to exempt the diplomatic-consular Missions from the aforementioned verification.**

Even in the case of courses held in other languages, this language element must be indicated in the pre-enrolment request and in the eventual letter of eligibility for registration, considering that for such courses a knowledge test of Italian is not required: in all these cases, students must deliver satisfactory certification of an adequate knowledge of the foreign language in which the course is held. Nobody may be admitted to further competitive or aptitude tests - if any - who has not passed the language test. As regards the *Laurea Magistrale* (non single-cycle) degree courses, independent decisions by the universities may include passing the test of proficiency in the Italian language.

**1.1. Exemption from the language proficiency test**

The following students are exempted from the Italian language test, but subject to the limit of the specific number of places reserved for visa applicants and residents abroad:

- a) those students who have obtained certificates of proficiency in the Italian language with a grade not inferior to B2 level of the Council of Europe, awarded as determined by the CLIQ (Italian Quality Language Certification) quality system, which unites in one association the current certification bodies (University for Foreigners of Perugia, University for Foreigners of Siena, Rome Tre University and the Dante Alighieri Society) and University for Foreigners "Dante Alighieri" of Reggio Calabria, as well as in convention with Italian Institutes of Culture abroad or other institutions. These certifications may be gained in the country of origin, in the approved exam centres found all over the world;
- b) the students described in the following paragraph are also exempted from the preliminary Italian language test and are enrolled independently of the fixed quota of places.

**1.2. Exemption from the language test and quotas**

For enrolment to *Laurea* and *Laurea Magistrale a ciclo unico* (single-cycle) degree courses, exemption is granted to, irrespectively of the number of reserved places:

- c) those students who hold the final 4- or 5-year senior secondary school diploma awarded by Italian State or State-recognised schools abroad;
- d) those students holding one of the final leaving qualifications from a secondary School as listed in Attachment 2;
- e) the holders of certificates pertaining to the Lower Secondary School final qualification obtained in Argentina, which certify the attendance of a study course which includes the teaching, for at least 5 years, of the Italian language, according to Law no. 210 of 7.6.1999 (*Gazzetta Ufficiale* no. 152 of 1.7.1999);
- f) those students who have earned the Diploma in Italian Language and Culture at the Universities for Foreigners of Perugia and Siena;
- g) Those students who have earned the certification in Italian language proficiency, with a grade of C1 or C2 of the Council of Europe, awarded as determined by the CLIQ (Italian Quality Language Certification) quality system, which unites in one association the current certification bodies (Universities for Foreigners of Perugia and Siena, Roma Tre University and the Dante Alighieri Society), as well as those issued by the University for Foreigners "Dante Alighieri" of Reggio Calabria, also in convention with Italian Institutes of Culture abroad or other accredited institutions.
- h) For enrolment in *Laurea Magistrale* degree courses (should the University autonomously require the test) exemption is granted to those students holding the qualifications outlined in the previous letters d) and e).



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**PART IV: INCOMING VISA FOR STUDY PURPOSES, RESIDENCY PERMIT AND  
SUBSEQUENT MEASURES**

**1. INCOMING VISA FOR SITTING ENTRY TESTS**

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For students who are regularly pre-enrolled (see Part I, 4.1) and for whom the application by the institution of higher education received within the UNIVERSITALY portal has been validated, the diplomatic-consular missions will issue, having completed their checks, a “D” type STUDY visa for “University Enrolment”

Students regularly pre-enrolled and who have received “provisional” confirmation from the University (because not yet physically in possession of the relevant local qualification or because waiting to participate in the entrance or language exam), the diplomatic-consular missions will issue a “D” type STUDY visa for “University Enrolment” in order to allow them to take the entrance exams to the University/AFAM and to proceed, in case of passing the selection, with the subsequent enrolment without having to return to the country of origin. If the admission tests or language exams take place before the final school diploma is obtained or in a time that does not allow the regular pre-enrollment to be completed, students must request a short-term entry visa (Schengen Uniform Visa for stays of less than 90 days)<sup>17</sup> of duration commensurate with the actual needs of the student, having ascertained the existence of the conditions and requirements for this type of visa.

The competent diplomatic-consular Mission will issue the national entry visa for STUDY “University Enrolment”, with multiple entries, valid 365 days only following the student's admission to participate in the chosen course, once he/she has returned to the *country of origin*. *The issue of a STUDY visa for “university enrolment” can only be granted for enrolment in a Laurea and Laurea Magistrale degree course* and in no case is the issue such a visa foreseen in favour of foreigners enrolled in academic years subsequent to that of enrolment.

**2. REQUIREMENTS TO RECEIVE A STUDY VISA**

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**To obtain an entry visa for STUDY purposes for University Enrolment** (type D “national”) and, subsequently, of a residency permit, the foreign student must demonstrate being in possession of the following requisites:

- a) Economic means for subsistence during the planned stay. These means are quantified as € 459.83 per month for each month of duration of the academic year<sup>18</sup>, equal to € 5.977,79 per year. The availability in Italy of such means of support must be proven through personal or parental economic guarantees, or provided by Italian Institutions or Authorities of proven liquidity, including Universities, local Government, foreign Institutions or Authorities deemed reliable by the Italian diplomatic Mission; they cannot be demonstrated through the exhibition of a bank guarantee, or of a guarantee insurance policy, and neither with cash or guarantees supplied by third parties<sup>19</sup>.
- b) The availability of the necessary sum for repatriation, which can also be demonstrated by showing a return ticket.
- c) Suitable lodgings in the national territory.
- d) Adequate insurance cover for medical expenses and hospital stays (Art. 39 paragraph 3 Consolidated Law n. 286/1998 and Ministry of the Interior Directive 01.03.2000), which the student must demonstrate being in possession of, at the time of the residency permit request. The following modalities are accepted:

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<sup>17</sup> Countries whose citizens need a short-stay visa:

[http://www.esteri.it/mae/it/ministero/servizi/stranieri/ingressosoggiornoinitalia/visto\\_ingresso/paesi\\_soggetti\\_visto.html](http://www.esteri.it/mae/it/ministero/servizi/stranieri/ingressosoggiornoinitalia/visto_ingresso/paesi_soggetti_visto.html)

Countries whose citizens do not need a short-stay visa:

[http://www.esteri.it/mae/it/ministero/servizi/stranieri/ingressosoggiornoinitalia/visto\\_ingresso/paesi\\_esenti\\_visto.html](http://www.esteri.it/mae/it/ministero/servizi/stranieri/ingressosoggiornoinitalia/visto_ingresso/paesi_esenti_visto.html)

Requirements to obtain a short-stay visa: <http://esteri.it/visti/home.asp>

<sup>18</sup> The amount referred to is quoted in Circular n. 3, having as its object “Renewal of pensions, social security emoluments and emoluments in parallel with pensions for the year 2020”, issued by *Istituto Nazionale della Previdenza Sociale* (Italian State pension authority), on 9<sup>th</sup> December, 2019, where the amount of the “minimum state pension” is communicated.

<sup>19</sup> The mere application for an Italian government scholarship does not act as a document of economic cover. Students who, having requested but not yet obtained an Italian government scholarship, intend to present a request for enrolment even following the current norms must produce a document proving economic cover just like the other candidates.



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- consular declaration which demonstrates the right for health care cover due to an Agreement between Italy and the Country of origin;
- foreign insurance policy, accompanied by a consular declaration on its validity in Italy, on its term and on the forms of assistance covered, which should not include limitations or exceptions to the tariffs established for urgent hospital admittance for the length of the cover;
- insurance policy with Authorities or national companies accompanied by a declaration from the insuring entity that specifies the absence of limitations or exceptions to the tariffs established for urgent hospital admittance for the length of the cover.

Participants of the entry tests, including the Italian language exam, which are held **after** the delivery of the final secondary qualification or the successful procedure of pre-enrolment, are to come to the chosen University bearing a passport with the specific entry visa for STUDY purposes (University Enrolment) or with the eventual residency permit, or receipt produced by the Post Office testifying the deposition of the permit request which occurred. They will receive from the chosen University the modality to present the pre-enrolment request, authenticated by a signature, a photograph and the study documents, accompanied by the relevant consular papers, collected from the Italian diplomatic consular Mission.

### **3. MEASURES TO TAKE UPON ARRIVAL IN ITALY**

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**Within eight working days of arrival in Italy on a type D “national” visa for STUDY (University Enrolment), the candidates must forward a request for a residency permit for STUDY** to the police headquarters responsible for the city where they intend to establish their residence. The request may be presented to Post Offices, or by taking advantage of the eventual counter established at the University, using the appropriate kit available at the said Offices. At the moment of presentation of the request for a residency permit, the foreigner will be identified and must effect the payment of the relative costs.

At the time of presentation of the dossier at the post office window, the student will receive an invitation of summons which specifies the date when he must appear at the specific offices of the police headquarters, together with photographs, to undergo the photographic and fingerprinting procedures. In cases where the dossier must be integrated with further documentation, the student will be informed via text message or registered mail.<sup>20</sup> The Post Office produces a receipt of the delivery of a request for a residency permit which is equivalent to the receipt of the presentation of the dossier produced by the Police Headquarters and which, moreover, functions as a testimonial to the authorized presence in Italy.<sup>21</sup>

Students who arrive on a short-term visa (Uniform Schengen Visa – USV) perform the previous procedures for residency according to the terms of Law n. 68 of 28/5/2007 following the indications of the Interior Ministry circular of 26.07.2007, called *Procedures for presentation of “Declaration of Presence” by foreigners for short-term stays (Modalità di presentazione della Dichiarazione di Presenza resa dagli stranieri per soggiorni di breve durata)*. Candidates, pending the verification of all the fixed requirements, are in all cases admitted to the tests, but “conditionally”.<sup>22</sup>

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<sup>20</sup> In the preparation of a request for a residency permit the student may take advantage of the free and professional assistance of the aid offices and Municipalities that have implemented such services.

<sup>21</sup> The Post Office employee also releases a letter containing all the information relative to the interview fixed at the relevant Police Headquarters: the date, the time and the place to report for the prosecution of the subsequent activities relative to the request are all indicated. Information on the procedure may be obtained from: [www.poliziadistato.it](http://www.poliziadistato.it); [www.portaleimmigrazione.it](http://www.portaleimmigrazione.it) and 800 number 803160.

<sup>22</sup> If the time of release of the residency permit is prolonged because of obligations related to the submission to photo-fingerprinting procedures, the subsequent enrolment at the University is also carried out conditionally, until a copy of the residence permit is presented, or at the request of the University concerned, until the eventual communication from the competent Police Headquarters, concerning the adoption of a provision rejecting the application (in the case in which there are reasons for blocking the request that were not evident when issuing the entry visa).



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#### **4. RENEWAL OF RESIDENCY PERMIT**

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Students, upon enrolment in a university course, must request from the Chief of Police (*Questore*) of the Province in which they are located the renewal of the residency permit for the entire year, at least sixty days before it expires. When renewal is necessary, a foreign student who entered Italy on a type “D” national visa for STUDY university enrolment purposes must demonstrate the possession of the same financial resources required for entry, not inferior to **€459,83 per month**, equal to **€5.977,79 annually**, the certificate of University registration and all the conditions already required for the issue of the residency permit.

**Residency permits for STUDY purposes (University)** are renewed “...for those students who in the first year of the course have passed a progress review and in the following years at least two reviews”, as determined by the University in terms of credits. Furthermore, “for serious health reasons or force majeure, with the relevant documentation, the residency permit may be renewed even for the student who has only passed a single progress review, subject to the total number of renewals. These may not in any case be issued for more than three years beyond the duration of the study course”.<sup>23</sup>

The renewability of residency permits for study purposes is also contemplated for the continuation of studies with the registration for a degree course different from that which the foreign student entered Italy to study, provided the academic authorities give their approval for such change.<sup>24</sup>

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<sup>23</sup> Art. 46, comma 4 of Presidential Decree n. 394 of 31 August, 1999.

<sup>24</sup> According to Art. 1, comma 1, lett. B) of Legislative Decree n. 154 of 10 August, 2007. In this regard, clarifying that the opportunity to transfer to a study course different from that for which the visa was issued is allowed only for university courses, with the exclusion therefore of transfers to private courses, the relative applied rules have been outlined in Interior Ministry circular n. 400/C/2008/899/P/12.214.27BI dated 21 February, 2008.



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## PART V: COURSES WITH ADMISSION QUOTAS

### 1. ENTRY TESTS

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It is **mandatory** to sit an entry test to accede to national fixed quota university courses:

- *Laurea* degree and *Laurea Magistrale* degree courses directly structured for the qualification of Architect;
- *Laurea Magistrale* degree course in Medicine and Surgery and *Laurea Magistrale* degree course in Odontoiatrics and Dental Prostheses;
- *Laurea Magistrale* degree course in Veterinary Medicine;
- *Laurea* degree and *Laurea Magistrale* degree courses in Healthcare Professions;
- *Laurea Magistrale* degree course in Primary Education Sciences.

The dates relating to the admission tests to the study courses indicated above can be found on the institutional website of the Ministry for Universities and Research. The modalities and contents of the admission tests, and of the registrations, are found and take place exclusively through the UNIVERSITALY portal.

Admission exams are equally **mandatory** for courses identified by the Universities, following the norms in place, the dates of sitting of which are fixed by the calls issued and posted in the registers of the individual Universities.<sup>25</sup> Following upon the admission tests for fixed quota courses or for other eventual tests autonomously organised by the individual Universities, **each University defines and publishes a merit ranking according to the rules established for the respective call relative to the quota reserved for the year in question.** In order to define to which contingent a single candidate refers for entry to a course with a limited number, the criterion of his citizenship will be used and not that of the country where the qualification was obtained, even if the latter was obtained from an Italian educational institution operating abroad. The only exception to this indication refers to those candidates who already have a residence permit for study at a secondary school and at the same time obtain a final diploma of upper secondary school in Italy, who will be included in the category “Italian, EU and equivalent candidates”.

### 2. PLACES LEFT AVAILABLE IN THE CASE OF INDIVIDUAL QUOTAS

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Students who do not classify in the ranking for admission with respect to the number of places reserved for them may, within the deadlines fixed in the timetables and after the publication of the places still available, present a single request for:

- a) admission to another university course in the same institution;
- b) redeployment, for the same university course, or another, to an alternative institution;

The requests outlined in b) must be presented by the candidates to the Rector of the chosen University, as well as to the Rector of the University where the admission exam was sat. Those candidates who do not pass the tests or who do not gain admission either to another university course or a redeployment to another institution, **must leave Italy within and no later than the expiration of the visa or of the study residency permit**, unless they have another residency document which allows them to legally stay beyond that date.

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<sup>25</sup> According to the decision taken by the Council of State, Plenary Session n. 1/2015, passing an admission test for degree and master's degree courses in the healthcare area established by Art. 4, comma 1, of Law n. 264 of 2 August, 1999, is not mandatory for students who arrive from foreign universities and request a transfer to years subsequent to the first year of the aforementioned courses. The transfer clearance is in any case subordinate to the respect of the unavoidable limit of the number of available places fixed by the chosen university for each year at the time of annual planning, and to the verification of the educational path completed by the student: to this end, the Universities analytically specify in their calls both the criteria for the recognition of the acquired credits at the foreign University and for the evaluation of the comparability, and the number of available places for a transfer into each year subsequent to the first. Each University may equally determine, as allowed for within its own autonomy, the possibility of organising further evaluative admission tests for students who request a transfer into years subsequent to the first, with a view to verifying the knowledge, competences and ability, in accordance with the principles of the Lisbon Convention.



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For national study courses with limited quotas, each University arranges for the admission of candidates from non-EU countries residing abroad on the basis of a specific merit ranking, within the limit of the quota reserved for them. Any places not used within the aforementioned ranking are made available, for the same study courses, as part of the places intended for students from EU and non-EU countries residing in Italy as referred to in article 26 of law 189 of 2002, in time for the scrolling of the relative rankings and without prejudice, where possible, to any compensation between universities within the same quota reserved for students from non-EU countries not resident in Italy.



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## PART VI: ENROLMENT

### 1. GENERAL INFORMATION

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Information relative to enrolment must be sourced at each university. Should the foreign student not be in possession of the required residency permit also during the phase of enrolment, or in general not in possession of all the established requisites, **the registration for the requested *Laurea* degree or *Laurea Magistrale* degree course is conditionally accepted until the month of June of the year following that of the presentation of the request.** In such circumstances, upon a request from the University in question, within and no later than said month of June, the Police Headquarters (*Questura*) will send a communication testifying to the actual issue of the residency permit, unless there is the eventual decision to reject the request.

**The higher education institutions** in order to proceed with the enrolment of students, in addition to assessing the suitability of the qualification for the purpose of access to the chosen course, **are responsible for verifying the authenticity of the academic documents presented**, using the methods they consider most adequate to carry out such checks, such as requesting apostilled and legalised documents, contacting the foreign institution directly, using online verification tools, using the services offered by the Italian ENIC-NARIC centre (CIMEA), etc. Institutions of higher education are also invited to introduce useful tools in order to facilitate the entry of candidates with foreign qualifications, in line with the provisions of the recent “Recommendation of the Council of the European Union on the promotion of automatic mutual recognition of higher education and higher secondary education and training and the results of study periods abroad”, including the use of new technologies, including *blockchain* technology, made available internationally by the ENIC-NARIC centres.

The foreign qualification evaluation necessary for enrolment in Italian higher education study courses lies within the exclusive jurisdiction of higher education institutions, as established by Art. 2 of Law 148/2002. The documentation provided by Italian diplomatic missions does not affect the evaluation decisions of the single higher education institutions as regards foreign qualifications for enrolment in courses. In this regard, it should be remembered that the request for a *Dichiarazione di valore* “...does not exclude the right and duty of the Administration to perform its own autonomous evaluation even in cases where the relevant diplomatic mission has not provided the documentation requested or has provided generic or insufficient material”.<sup>26</sup> During the foreign qualification evaluation procedures necessary for enrolment, the documentation needed from the students is determined by the single higher education institutions.

### 2. QUALIFICATIONS HELD BY RECIPIENTS OF INTERNATIONAL PROTECTION

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On the basis of the Lisbon Recognition Convention<sup>27</sup> - ratified in Italy by Law n.148 of 11 July 2002 - and considering Article 26 of Legislative Decree 251/2007, as amended pursuant to Legislative Decree No. 18 of 21 February 2014 (introduction of paragraph 3 bis)<sup>28</sup>, higher education institutions are invited, taking into account their autonomy and in line with the possibility given by the current legislation to carry out controls “... of the cycles and periods of study carried out abroad and of foreign qualifications, for access purposes to higher education, the continuation of university studies and

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<sup>26</sup> Cf. State Council sentence n. 4613 of 04/09/07.

<sup>27</sup> Article VII of the Convention on the recognition of academic qualifications relating to superior education in the European Union: “...Every Party, in the scope of its own education system and in conformity with its personal constitutional, judicial and legislative regulations, shall adopt all possible and reasonable measures to elaborate procedures aimed at evaluating fairly and effectively whether refugees, exiles and those persons in conditions similar to those of refugees fulfil the requisites for admittance to higher education, to programmes complementary to higher education or to work activities, even in those cases where the academic qualifications issued by one of the Parties cannot be proven by the relative documents.”

<sup>28</sup> “3-bis: For the recognition of professional qualifications, diplomas, certificates and other titles obtained abroad by holders of refugee or subsidiary protection status, the relevant administrations shall identify appropriate assessment, validation and accreditation systems that allow the recognition of qualifications pursuant to Article 49 of Presidential Decree n. 394 of 31 August 1999, even in the absence of certification by the State in which the qualification was obtained, where the interested party proves that he cannot acquire said certification.”



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*the achievement of Italian university degrees*” (Article 2 of Law 148/2002), **to put in place all the necessary efforts in order to prepare internal procedures and mechanisms for evaluating the qualifications of refugees and holders of subsidiary protection**, even in cases where all or part of the relevant documents proving the qualifications are not present.

The higher education institutions, with a view to the recognition of such qualifications and for the implementation of the eventual evaluation procedures, can benefit from the experience and the certifications produced by the Italian ENIC-NARIC centre (CIMEA) and from established best practices at an international level.



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**PART VII: ENROLMENT IN OTHER STUDY COURSE**

**1. GENERAL INFORMATION**

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Candidates in possession of a foreign academic qualification equivalent in level, type, content and academic rights (access to further courses), to the Italian academic qualification required for access to the chosen course, may request enrolment in courses for *scuole di specializzazione*, *dottorato di ricerca*, *perfezionamento*, *master universitari di primo e secondo livello*, single courses (*corsi singoli*), courses in Italian language and culture at the Universities for Foreigners of Perugia, Siena and “Dante Alighieri” Reggio Calabria and foundation courses (*corsi propedeutici*).

**Registration remains subject to the assessment of the suitability of the degree by the academic bodies** for the sole purpose of enrolment, as well as the passing of the respective entrance exams, where applicable. In particular, as regards foundation courses, only students who possess a final foreign secondary school qualification necessary for enrolling in a university level course in the country of origin, which is not sufficient, however, for enrolment in a university course in Italy, will be considered suitable, in accordance with the provisions of Annex 1 of these Procedures and in consideration of the assessment carried out by the individual institutions of higher education with reference to the characteristics of the course of study chosen by the candidate.

**The candidates must present the enrolment request directly to the chosen University, according to the terms and conditions established by each University.** Study qualifications awarded by foreign authorities must be accompanied by documents indicated by the universities in line with the Lisbon Recognition Convention: the student is obliged to produce the documentation requested by the University with a view to evaluating the foreign qualification, with reference to: eventual translations, legalisations, Diploma Supplements, exam certificates, the Italian ENIC-NARIC centre (CIMEA) statements, *Dichiarazioni di valore*, or other declarations useful for the verification of the elements of the foreign qualification. The candidates must satisfy the requirements of the professional qualification, where requested.

**2. DOTTORATO AND MASTER UNIVERSITARIO COURSES**

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**For enrolment in *Master universitari* and *Dottorati di ricerca* courses the dispositions necessary for enrolment in *Laurea* and *Laurea Magistrale a ciclo unico* (single-cycle) degree courses are not applied**, considering that the entry procedures for the aforementioned courses do not follow a timetable drawn up according to general instructions.

**Candidates in possession of a foreign academic qualification equivalent in terms of level, type, content and academic rights (access to further courses) to the equivalent Italian academic qualification necessary to access the chosen course may request enrolment.** The candidates present a request to attend a *Dottorato di ricerca* or *Master universitario* course together with a copy of the academic qualification directly to the University following the procedures and inside the terms specified in the announcements of the relative institutions. This procedure must also be applied in the case of *Masters* organised by Universities in collaboration with public or private institutions. Upon enrolling at the University, the candidates present the academic qualification, attached to the documentation required for enrolment.

Following confirmation of acceptance by the University, candidates request the Mission to issue an entry visa for study purposes, with validity related to the duration of the course. Both in cases where admission tests are contemplated, but such tests do not require a physical presence in Italy, and in cases where the student must be physically present for the admission test, the diplomatic-consular Missions are responsible for issuing a STUDY visa, in line with the start and duration of the course or, in the second case, with the timing of the entrance tests. In the event of a favourable outcome of the admission test, the candidate can proceed with the subsequent enrolment in the course, without needing to return to the country of origin.

**The Institutions of Higher Education** who receive an admission request for such courses communicate the acceptance of the student and the results of the admission test, where relevant, to the Missions with jurisdiction. For these courses, as well, the evaluation of entry qualifications is the exclusive responsibility of the academic Governance. In the pre-enrolment application procedure and in the eventual letter of admission it will be clearly indicated whether or not in the opinion of the University it is necessary to request a *Dichiarazione di Valore* for foreign qualifications. If necessary, this will be considered as a requirement for obtaining the visa itself.



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### **3. SINGLE COURSES AND INTERNSHIPS**

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**Students or foreign citizens applying for a visa**, who intend to attend one or more single courses (*corsi singoli*) or internships (*stage*) in Italy, can register, within the deadlines set by each single University, by presenting the documentation requested by the single Italian University. **The Universities** communicate the names of the visa applicants for these types of courses to the Italian Diplomatic Missions, indicating the positive academic evaluation of the candidate.<sup>29</sup> In the application for pre-enrolment and in an eventual letter of eligibility for enrolment in single courses or, in general, in communications made by the University to the diplomatic-consular Missions, it will be clearly indicated whether, in the University's judgment, it is necessary or not to request a *Dichiarazione di valore* of the certificate attesting the exams passed (*transcript*). If this requirement is necessary, the *Dichiarazione di valore* will be considered as a necessary requirement for obtaining the visa itself. In the event that the *Dichiarazione di valore* is not requested, the Universities will be able to use further documentation to support their assessments such as certificates issued by the Italian ENIC-NARIC centre (CIMEA) or certificates from official foreign bodies.

**The foreign candidate cannot obtain the renewal of an entry visa** in order to further his/her studies by attending another single course, distinct from the one that allowed the student to enter Italy: the renewability of an entry visa for study purposes is allowed for the furtherance of studies through enrolment in a *Laurea* course<sup>30</sup> which is pertinent or consequent to the finished single course. Such pertinence must be certified by the University in question.

### **4. ITALIAN LANGUAGE AND CULTURE COURSES**

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**Non-European Community foreign citizens residing abroad** who are regularly enrolled in courses of Italian language and culture organised by the Universities for Foreigners in Perugia, in Siena and in Reggio Calabria - "Dante Alighieri" are eligible for the issue of study visas with validity in line with the length of the courses in question. For the release of the entry visas relative to the aforementioned courses, the general dispositions of the Schengen legislation and the national law regarding immigration are applied, in particular as concerns the evaluation of migratory risk.

### **5. FOUNDATION COURSES (*CORSI PROPEDEUTICI*)**

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Based on the principles established by Art. 6, comma 1 of Ministerial Decree 270/2004 for the university sector and by Art. 7, comma 2 of Presidential Decree 212/2005 for the AFAM sector, higher education institutions can organise foundation educational activities for access to 1<sup>st</sup> cycle courses, proposing foundation courses (*corsi propedeutici*), even for less than one year, to integrate- the requisites for admission requested for enrolment in Italian higher education courses, in line with the contents of Annex 1. At the end of such courses an appropriate Certificate can be released related to the Foundation Course followed.

As regards enrolment to said courses, the same procedures are applied as for enrolment in *Master universitari*. The higher education institutions shall communicate to the respective diplomatic-consular Missions all information regarding the length and the nature of the course in question.

### **6. HIGHER TECHNICAL INSTITUTES (ITS)**

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**For enrolment in Post-Diploma Technical Specialisation courses organised by Higher Technical Institutes (ITS)** by visa applicants, the same procedures as for enrolment in *Laurea* courses apply, except for the scheduling of university pre-enrolment procedures and participation in the quota. Candidates present the application for participation in a Post Diploma Technical Specialisation course directly to Higher Technical Institutes following the procedures and within the established deadlines of the relative institutions. **The electronic procedure of "pre-enrolment application" available on the UNIVERSITALY website for the evaluation of candidates for higher education courses, implemented by these**

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<sup>29</sup> For the release of short entry visas relative to the aforementioned courses, the general dispositions of the Schengen legislation and the national law regarding immigration are applied, in particular as concerns the evaluation of migratory risk.

<sup>30</sup> In accordance with 2004 EC Directive 114, adopted by Art. 39 of 1998 Legislative Decree n. 268.



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**provisions only for universities, will be extended to the Higher Technical Institutes (ITS) starting from the provisions referring to the academic year 2021-2022.**

At the time of enrolment, candidates present their qualifications, duly accompanied by the following documents<sup>31</sup>:

- a) original (or certified copy) of final secondary school diploma awarded after at least 12 years of schooling, or a replacement certificate valid for all legal purposes; the final qualification can be accompanied, alternatively and at the discretion of the institution, by a certification issued by the Italian ENIC-NARIC centre (CIMEA), by certificates of official foreign bodies or by a *Dichiarazione di valore*;
- b) certificate certifying that the academic eligibility test required for access to similar institutions in the country of origin has been passed, considering this necessity only in cases where the foreign system provides for an entry test for institutions comparable to ITSs;
- c) eventual Italian translations of the documents indicated in points a) and b);
- d) eventual supplementary documentation requested by the Institution, including pertinent documentation to verify the authenticity of the foreign qualification.

Following confirmation of acceptance by the Institution, candidates request the Mission to issue an entry visa for study purposes, with validity related to the duration of the course. The diplomatic-consular **Missions** issue the relative visa, taking into account the frequently short time-frames before the start of these courses.

**The Institutes** that receive the request for admission to these courses communicate the student's acceptance to the relevant Missions. For these courses, as well, the evaluation of qualifications for admission is the exclusive competence of the Institutes. In the Letter of eligibility for enrolment or, in general, in the communications made by the Institute to the diplomatic-consular Mission, it will be clearly indicated whether, in the opinion of the Institute, it is necessary or not to request a *Dichiarazione di Valore*. If this requirement is necessary, the *Dichiarazione di Valore* will be considered as a necessary requirement for obtaining the visa itself. In the event that the *Dichiarazione di Valore* is not requested, the Institutes will be able to use further documentation to support their assessments such as certificates issued by the Italian ENIC-NARIC centre (CIMEA) or certificates from official foreign bodies.

The Higher Technical Institutes will communicate to the respective diplomatic-consular Missions all information relating to the duration and nature of the course in question.

Both in cases where admission tests are contemplated, but such tests do not require a physical presence in Italy, and in cases where the student must be physically present for the admission test, the diplomatic-consular Missions are responsible for issuing a STUDY visa, in line with the start and duration of the course or, in the second case, with the timing of the entrance tests. In the event of a favourable outcome of the above tests, the candidate can proceed with the subsequent enrolment in the course, without needing to return to the country of origin. In the event of a favourable outcome of the admission tests, once back in their country, the Representation will issue the candidate with a new entry visa for STUDY, in line with the start and duration of the course.

As far as proficiency in the Italian language is concerned, the same dispositions as for the university sector apply.

## **7. OTHER HIGHER EDUCATION INSTITUTIONS ACCREDITED FOR THE RELEASE OF QUALIFICATIONS**

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For enrolment in the official courses of the Italian higher education system by candidates applying for visas organised by the **Higher Schools for Language Mediators**, (SSML), by the **Institutes in Psychotherapy Specialisation** and by the **Institutions authorised to issue Higher Artistic, Musical and Dance Education qualifications** according to art. 11 of Presidential Decree 08/07/2005, n. 212, the same procedures for enrolment apply to courses of the same level and nature of the University sector and AFAM. Candidates submit the application for participation in a course directly to the reference institution within the deadlines of the relevant offices.

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<sup>31</sup>The final secondary school qualification obtained abroad and awarded after no less than 12 years of schooling may also be of a different nature than that required for entry to university institutions, bearing in mind that in many foreign systems there are final qualifications of upper secondary school with a vocational orientation which, while not allowing access to academic studies, allow access to technical courses comparable to those offered by ITSs.



**PROCEDURES FOR ENTRY, RESIDENCY AND ENROLMENT AT HIGHER EDUCATION INSTITUTIONS FOR STUDENTS REQUIRING VISAS FOR HIGHER EDUCATION COURSES IN ITALY, FOR THE ACADEMIC YEAR 2020-2021**

The electronic procedure of “pre-enrolment application” available on the UNIVERSITALY website for the evaluation of candidates for higher education courses, implemented by these provisions only for universities, will be extended to the Institutions dealt with in this section starting from the provisions referring to the academic year 2021-2022.

At the time of enrolment, candidates present their qualifications, duly accompanied by the following documents:

- **for courses relating to first cycle:**
  - a) original (or certified copy) of final secondary school diploma awarded after at least 12 years of schooling, or a replacement certificate valid for all legal purposes; the final qualification can be accompanied, alternatively and at the discretion of the institution, by a certification issued by the Italian ENIC-NARIC centre (CIMEA), by certificates of official foreign bodies or by a *Dichiarazione di valore*<sup>32</sup>;
  - b) certificate certifying that the academic eligibility test required for access to similar institutions in the country of origin, where foreseen, has been passed;
- **for courses relating to second and third cycles:**
  - c) qualification awarded by a Higher Education Institution which gives academic rights for the continuation of study at the next level in the country of reference at the relevant academic institutions, the final qualification can be accompanied, alternatively and at the discretion of the institution, by a certification issued by the Italian ENIC-NARIC centre (CIMEA), by certificates of official foreign bodies or by a *Dichiarazione di valore*;
  - d) certificate issued by the competent foreign institution certifying the exams passed (*transcript*), as well as for each discipline, the programmes for the achievement of the aforementioned qualifications; the study programme can be certified by the Diploma Supplement, if adopted;
- **for all types of courses:**
  - e) eventual translations into Italian of the documents indicated in points a), b), c) e d);
  - f) eventual supplementary documentation requested by the Institution, including pertinent documentation to verify the authenticity of the foreign qualification.<sup>33</sup>

Following confirmation of acceptance by the Institution, candidates request the **Mission** to issue an entry visa for study purposes, with validity related to the duration of the course. The diplomatic-consular **Missions** issue the relative visa, taking into account the frequently short time-frames before the start of these courses.

The above-mentioned Institutes that receive the request for admission to these courses **communicate the student's acceptance to the relevant diplomatic Missions**. For these courses, as well, the evaluation of qualifications for admission is the exclusive competence of the Institutes, according to the national and international procedures in force in the sector. In the Letter of eligibility for enrolment or, in general, in the communications made by the Institute to the diplomatic-consular Mission, **it will be clearly indicated whether, in the opinion of the Institute, it is necessary or not to request a *Dichiarazione di Valore***. If this requirement is considered necessary, the *Dichiarazione di Valore* will be considered as a necessary requirement for obtaining the visa itself. In the event that the *Dichiarazione di Valore* is not requested, the Institutes will be able to use further documentation to support their assessments such as certificates issued by the Italian ENIC-NARIC centre (CIMEA) or certificates from official foreign bodies.

Higher Schools for Language Mediators, (SSML), the Institutes in Psychotherapy Specialisation and the Institutions authorised to issue Higher Artistic, Musical and Dance Training qualifications according to art. 11 of Presidential Decree 08/07/2005, n. 212, will communicate to the respective diplomatic-consular Missions all information relating to the duration and nature of the course in question.

Both in cases where admission tests are contemplated, but such tests do not require a physical presence in Italy, and in cases where the student must be physically present for the admission test, the diplomatic-consular Missions are responsible for issuing a STUDY visa, in line with the start and duration of the course or, in the second case, with the timing of the entrance tests. In the event of a favourable outcome of the above tests, the candidate can proceed with the subsequent enrolment in the course, **without needing to return to the country of origin**. In the event of a favourable outcome of the admission tests, once back in their country, the Representation will issue the candidate with a new entry visa for STUDY, in line with the start and duration of the course.

As far as proficiency in the Italian language is concerned, the same dispositions as for the university sector apply.

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<sup>32</sup> Cf. note 11.

<sup>33</sup> Cf. note 11.



PROCEDURES FOR ENTRY, RESIDENCY AND ENROLMENT AT HIGHER EDUCATION INSTITUTIONS FOR STUDENTS REQUIRING VISAS FOR HIGHER EDUCATION COURSES IN ITALY,  
FOR THE ACADEMIC YEAR  
2020-2021

**PART VIII: COURSES AT INSTITUTIONS OF HIGHER ARTISTIC, MUSICAL AND DANCE EDUCATION (AFAM)**

**1. GENERAL INSTRUCTIONS**

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To enter *Diploma accademico di primo livello* courses and *Diploma accademico di secondo livello* courses, offered by the AFAM Institutions<sup>34</sup> one should refer to the provisions which discipline access to *Laurea* and *Laurea Magistrale* courses at university Institutions.

The electronic procedure of “pre-enrolment application” available on the UNIVERSITALY website for the evaluation of candidates for higher education courses, implemented by these provisions only for universities, will be extended to the AFAM Institutions starting from the provisions referring to the academic year 2021-2022.

**2. SPECIFIC DIRECTIONS**

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The pre-enrolment to be performed for courses organised by the institutions belonging to the AFAM system must be carried out directly at the diplomatic-consular Missions. For institutions wishing to use it, there is the transitory possibility of pre-enrolment with a special regime, carrying out a preliminary assessment and producing the relevant Letter of eligibility for enrolment according to Model D.

The list of courses and of the corresponding quota of reserved places, for each AFAM Institution, for non-European Union citizens residing abroad, an integral part of the provisions, can be consulted on the website at <http://afam.miur.it/studentistranieri/>, and this list will also be published by the AFAM Institutions.

Any communication regarding the AFAM sector, whether on the part of the academic institutions or on the part of the Missions, should be addressed to the Ministry for Universities and Research (MUR) – Office for the Internationalisation of Higher Education - Via Michele Carcani, 61 – 00153 ROMA. In particular, the lists of foreign candidates admitted to courses must be forwarded, as well as the lists of the candidates actually enrolled.

The AFAM sector institutions for whatever communication regarding non-European Union citizens residing abroad must contact the relevant Italian Diplomatic-consular Missions directly, the addresses for which are available on the Ministry of Foreign Affairs and International Co-operation website (<http://www.esteri.it/mae/it/ministero/laretediplomatica/>).

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<sup>34</sup> That is to say: the Academies of Fine Arts, The National Dance Academy, the National Dramatic Arts Academy, the Legally Recognised Academies of Fine Arts, the Music Conservatories, the State-Recognised Music Institutes and the Higher Institutes for Artistic Industries, which in Italy are the institutions authorised to issue qualifications of Higher artistic, musical and dance education, as established by Art. 11 of Presidential Decree n. 212 of 8.7.2005.