



SAPIENZA
UNIVERSITÀ DI ROMA

PRE-ENROLMENT PROCEDURE

TUTORIAL



Board of Didactic Activities of
Chemical & Materials Engineering



First step: the registration

Go to 'University' portal:

<https://www.universitaly.it/index.php/>

Click on 'Pre-enrol now'.

UNIVERSITALY
ITALIAN UNIVERSITY JUST A CLICK AWAY

Follow us:

Where to Study
Search map

Course Search
Search for courses

Universities
Presentation

What does it cost?
Tuition and fees

Courses in English
Courses

Orientation

STUDENTS

FAMILIES

HIGH SCHOOL

UNIVERSITY

ARE YOU AN INTERNATIONAL STUDENT?
Find out how to get a visa to come and study in Italy!

- Discover our academic offers
- Contact the institution for all the information you need
- Carry out the admission procedures
- Check if you need a visa

2021/2022

SSM 2020

International Students 2021

Do you need a visa?

Pre-enrol now

Contacts

Accesso Programmato / IMAT

OFF 2020/2021

POST-LAUREA

Board of Didactic Activities of Chemical & Materials Engineering

- * Office for Students with International Degrees: studentistranieri@uniroma1.it
- * HELLO - Welcome office: hello@uniroma1.it
- * Skype: [settore.studentistranieri](https://www.skype.com/join/settore.studentistranieri)



Click on 'Why and how to register'.

STUDENTS FAMILIES

> Personal area - login

email:

Password:

Log in

Forgot your password?
Why and how to register

Then click on 'Join now'.

UNIVERSITALY
ITALIAN UNIVERSITY JUST A CLICK AWAY

STUDENTS FAMILIES HIGH SCHOOL UNIVERSITY

> Why and how to register

The Universitaly portale gives you access to lots of useful information.
After you register you will have access to all the resources and services of the Universitaly portale.
Complete the online registration form, once your account is set up you will have access to all the website resources and services.

Join now!

Board of Didactic Activities of Chemical & Materials Engineering

- * Office for Students with International Degrees: studentistranieri@uniroma1.it
- * HELLO - Welcome office: hello@uniroma1.it
- * Skype: settore.studentistranieri



You will be asked to create your profile.

Put your personal data, passport and contact details, and remember to enter your personal information exactly as presented in in your passport.

> Registration

Enter your complete personal data, exactly as shown in your passport

Name (including your middle names) *

Surname *

Country of birth *

Birth District *

City of birth *

Date of birth * - -

Gender *

Citizenship *

Italian tax code if you *
have one

NOT MANDATORY - If you do not already have an official tax code, one shall be issued to you once the university enrolment procedure has been completed.

Board of Didactic Activities of Chemical & Materials Engineering

- * Office for Students with International Degrees: studentistranieri@uniroma1.it
- * HELLO - Welcome office: hello@uniroma1.it
- * Skype: [settore.studentistranieri](https://www.skype.com/join/settore.studentistranieri)



Each User must keep it updated.

We remind you that it is not possible to use PEC, Hotmail, Msn and Live because these domains do not receive any emails from University.

We have already pointed out the situation to the server administrators but they still treat our emails as spam.

We kindly invite you to use different domains until this situation is fixed.

Thank you!

Email address *

Important! all notifications relating to pre-enrolment will be sent to this address

Confirm email address *

Telephone
(international code
plus telephone
number)

Identity document *

Number *

Issued by *

Official home residence:

Country *

District *

City *

ZIP code *

Address *

* required field

Save

Board of Didactic Activities of Chemical & Materials Engineering

- * Office for Students with International Degrees: studentistranieri@uniroma1.it
- * HELLO - Welcome office: hello@uniroma1.it
- * Skype: settore.studentistranieri



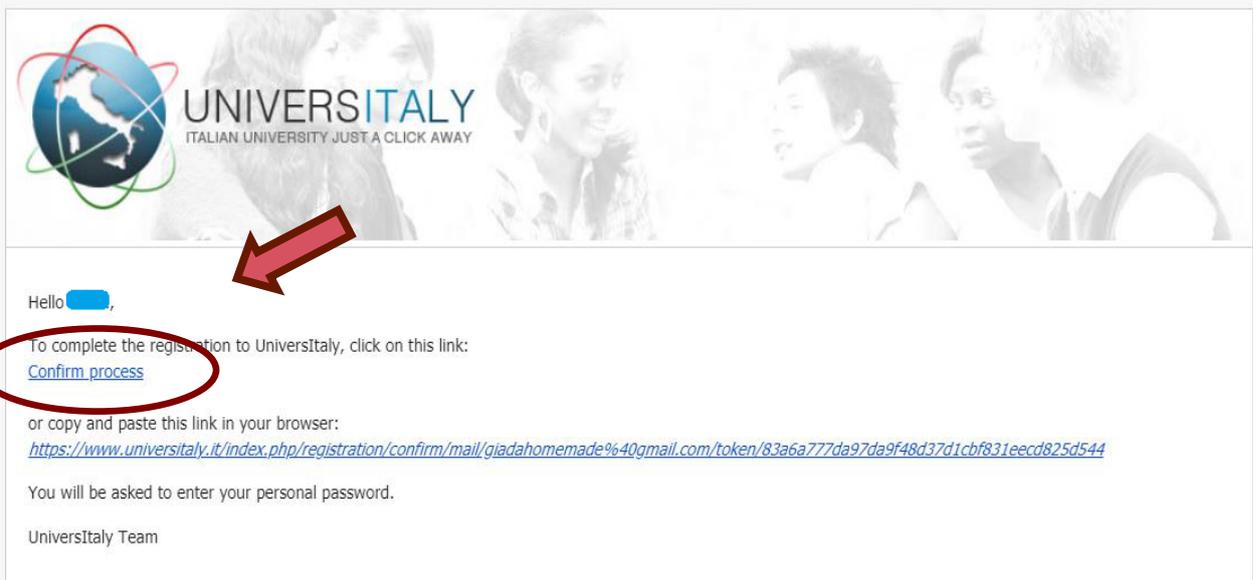
Once you have signed up to the portal, you will receive an email asking you to confirm the registration.

Click on 'Confirm process'.

UniversItaly registration  Posta in arrivo 

universality@ Cineca.it

a me ▾



UNIVERSITALY
ITALIAN UNIVERSITY JUST A CLICK AWAY

Hello ,

To complete the registration to UniversItaly, click on this link:
[Confirm process](#)

or copy and paste this link in your browser:
<https://www.universitaly.it/index.php/registration/confirm/mail/gjadahomemade%40gmail.com/token/83a6a777da97da9f48d37d1cbf831eecd825d544>

You will be asked to enter your personal password.

UniversItaly Team

You will be redirected to the universitaly website where you will be asked to choose a personal password.

Your account is now active.

Board of Didactic Activities of Chemical & Materials Engineering

- * Office for Students with International Degrees: studentistranieri@uniroma1.it
- * HELLO - Welcome office: hello@uniroma1.it
- * Skype: settore.studentistranieri



Second step: the pre-enrolment

Go back to University homepage and click again on 'Pre-enrol now'.

The screenshot shows the University homepage with several navigation buttons on the left: 'Search map', 'Course Search' (Search for courses), 'Universities' (Presentation), and 'What does it cost?' (Tuition and fees). The main banner features a woman looking at a green folder and the text 'ARE YOU AN INTERNATIONAL STUDENT? Find out how to get a visa to come and study in Italy!'. On the right, a sidebar titled 'SSM 2020 International Students 2021' contains the text 'Do you need a visa?' and a button 'Pre-enrol now' which is circled in red with an arrow pointing to it. Below it is a 'Contacts' link.

Click on 'New pre-enrolment application' to start.

The screenshot shows the 'PRE-ENROLMENT APPLICATION APPLICATIONS' page. A red arrow points to a green button labeled 'New pre-enrolment application' which is circled in red. Below the button are links for 'Do you need help?' (Support for filling in your application: [Contact your Institution](#)) and 'Technical support'. The main content area has a heading 'PRE-ENROLMENT APPLICATION APPLICATIONS' and an information icon. Below the icon is the text: 'Here is some useful information: Click on "New pre-enrolment application" to start an application. You can stop and continue to fill it in as you prefer. To continue the application click on "Go to application". You can pre-enrol once to one University and one course. In order to find your course, you need to select the proper course type. Please check with the university you would like to apply to the correct selection you need to opt. The course type is in Italian only. In case you need to modify the application after you have submitted it please contact the University directly, they will check your request and eventually reopen the application. For any further information about courses, documents, next step of the procedure please contact the University you are applying to. In order to update your personal data, you need to contact [Technical support](#) specifying your correct data, indicating them completely and attaching copy of your passport.'

Board of Didactic Activities of Chemical & Materials Engineering

- * Office for Students with International Degrees: studentistranieri@uniroma1.it
- * HELLO - Welcome office: hello@uniroma1.it
- * Skype: [settore.studentistranieri](https://www.skype.com/join/settore.studentistranieri)



PRE-ENROLMENT APPLICATION

STEP A

Choose the academic year in which you want to enrol / carry out the mobility

2020/2021

choose the **academic year** in which you want to enrol

Personal data

Name (including your middle names)

Surname

Birth Date

Gender

Country of birth

Town/City of birth

Current Citizenship 1

Current Citizenship 2

Current Citizenship 3

Current Citizenship 3

Official home address

Street

Number

Country

Town/City

ZIP Code

Additional address information

Additional address information

Contacts

Telephone

E-mail

Italian tax code: ONLY if you have one (optional)

Italian tax code: ONLY if you have one (optional)

GO TO STEP B

Board of Didactic Activities of Chemical & Materials Engineering

- * Office for Students with International Degrees: studentistranieri@uniroma1.it
- * HELLO - Welcome office: hello@uniroma1.it
- * Skype: [settore.studentistranieri](https://www.skype.com/join/settore.studentistranieri)



PRE-ENROLMENT APPLICATION STEP B

Passport

Passport number _____ Expiry date _____

Upload a passport size picture of your face
Only pdf/jpeg/png - 10Mb max are accepted
[Scegli file] Nessun file selezionato

Upload your valid passport
Only pdf/jpeg/png - 10Mb max are accepted
[Scegli file] Nessun file selezionato

Visa Application ⓘ

Country _____

Where will you apply for a visa? _____ Indicate the Embassy where you will apply for the visa

Specify the reason for the visa application
I want to enrol in a study course

Course information

Institution **Università** _____ Institution Name **Università degli Studi di Roma "La Sapienza"**

Course Type ⓘ For more information about Course
Type click: [here](#)
Laurea Magistrale _____

Every Languages
 English Language
 Other Languages

Course Name **Chemical Engineering** _____

Course Curriculum

None

Course location

Roma - Via Eudossiana 18, 00184

University: **Università degli Studi di Roma "La Sapienza"**

Course: **Chemical Engineering**

Course type: **Laurea Magistrale**

Language: **English**

Class of degree course (according to Italian law): **LM-22**

Official length of the course: **2 years**

ID account at the chosen University / AFAM / Institute

..... **@uniroma1.it**

GO TO STEP C

Board of Didactic Activities of Chemical & Materials Engineering

- * Office for Students with International Degrees: studentistranieri@uniroma1.it
- * HELLO - Welcome office: hello@uniroma1.it
- * Skype: settore.studentistranieri



PRE-ENROLMENT APPLICATION STEP C

Qualifications

Upload the qualifications that allow access to the chosen course, according to the information provided by the institution of higher education, with any translations and supporting documents and language certificates.

Upload qualification

Only pdf/jpeg/png - 10Mb max are accepted

Scegli file Nessun file selezionato

Qualifications and language certificates

Qualifications and language certificates

Qualification name

Qualification name

UPLOAD
QUALIFICATION

click 'summary' and check whether all the information you inserted is correct

SUMMARY

The undersigned declares he/she is aware that:

- the data and documents reported in this "pre-enrolment application" correspond to the truth and is aware of the criminal liability deriving from having produced a false, untruthful declaration or containing data no longer corresponding to the truth, as well as being aware that the data reported in this declaration are subject to veracity checks;
- the pre-enrolment procedure must be completed at the competent diplomatic-consular mission and is not complete with the sending of this "pre-enrolment application" only;
- enrolment in higher education institutions in Italy is governed by specific procedures issued by the Italian Ministry for Universities and Research, published annually on the website www.studiare-in-italia.it/studentistranieri;
- to enrol in study courses, it is necessary to follow the instructions provided by the higher education institution responsible for the chosen course and complete the related procedures, which do not necessarily end with the completion of the pre-enrolment phase;
- the pre-enrolment procedure and this "pre-enrolment application" do not in any way replace the admission and enrolment procedures for the chosen course, which will be completed in the phase following the issue of the visa for study purposes, after verifying the authenticity of the documentation produced, and also does not imply any claim or automatic acceptance for the purpose of issuing the relevant visa for study purposes;
- issuing the visa is the exclusive responsibility of the competent diplomatic-consular missions, after verifying that they meet the requirements mandated by current legislation;
- in the "pre-enrolment application", the persons authorised to process the data are empowered to rectify any errors in the transcription/transliteration of personal data, verifying the latter with the data shown in the passport provided;

he/she undertakes to:

- provide proof of the pre-determined necessary financial resources and the necessary insurance coverage for medical treatment and hospitalisation in accordance with the provisions of Italian law or to commit to enter into a contract for such insurance coverage upon entry into Italy;
- forward the application for a STUDENT residence permit to the competent police headquarters within 8 working days of entry into Italy, complete with the required documentation;
- return to the country of residence upon expiry of the visa if not admitted to or not enrolled in the chosen course.

I have read the data processing

Tick the box, then click on 'Apply for pre-enrolment'

Apply for pre-enrolment

Back to the homepage

By pushing this button your pre-enrolment application will be sent to the University / AFAM / Institute you have chosen. The University / AFAM / Institute will verify your application and forward it, along with information on your admission, to the chosen Consulate.

Check your email regularly and follow the instructions you will receive.

Board of Didactic Activities of Chemical & Materials Engineering

- * Office for Students with International Degrees: studentistranieri@uniroma1.it
- * HELLO - Welcome office: hello@uniroma1.it
- * Skype: [settore.studentistranieri](https://www.skype.com/join/settore.studentistranieri)