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DIRECTORATE GENERAL FOR INTERNATIONALISATION AND COMMUNICATION

**PROCEDURES FOR ENTRY, RESIDENCY
AND ENROLMENT OF INTERNATIONAL
STUDENTS AND THE RESPECTIVE
RECOGNITION OF QUALIFICATIONS
FOR HIGHER EDUCATION COURSES IN
ITALY**

VALID FOR THE ACADEMIC YEAR 2023-2024



**PROCEDURES FOR ENTRY, RESIDENCY AND ENROLMENT OF INTERNATIONAL
STUDENTS AND THE RESPECTIVE RECOGNITION OF QUALIFICATIONS FOR
HIGHER EDUCATION COURSES IN ITALY VALID FOR THE ACADEMIC YEAR
2023-2024**

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INTRODUCTION WITH RESPECT TO THE ACADEMIC YEAR 2023/2024

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 principle, **visa applications** must be submitted to the relevant diplomatic-consular Missions by 30 November 2023, in order to allow the completion of the visa issuing procedures according to the terms of the law and the subsequent payment of university fees to finalise the enrolment procedures for international students, unless otherwise indicated in the future by the Ministry for Universities and Research in agreement with the Ministry of Foreign Affairs and International Cooperation. In the event of an extension of the terms, the higher education institutions will be able to continue their procedures for the recruitment of international students and the relative evaluation of the eligibility of the foreign qualifications they hold, and the diplomatic-consular Missions will also be able to proceed with the processing of visa applications, until all pre-enrolment applications are terminated, provided they are received by the dates set out in this circular and subsequent updates.

Furthermore, with reference to the deadline of 30 November 2023, the higher education institutions may, on the basis of their autonomy and with reference to the individual courses of study included in their education offer, indicate on their portals a date prior to that indicated for each individual course, based on the specific needs associated with the beginning of the teaching activities. The pre-enrolment request for the issuance of visas for candidates for study courses at Italian higher education institutions must be submitted using the UNIVERSITALY portal, according to the indications already communicated to all Italian institutions.

It should also be recalled that Uni-Italia promotes the attendance of university or post-university level courses in Italy and, as part of these objectives, also offers guidance and assistance to foreign students through its centres abroad and assists MUR in the administration of the UNIVERSITALY portal. Furthermore, Uni-Italia informs and assists, if necessary, higher education institutions on the correct use of the aforementioned portal. It facilitates and supports higher education institutions in university-level collaboration to encourage student mobility and academic-cultural exchanges between Italy and foreign countries.¹

With regard to the evaluation of foreign school qualifications eligible for admission to first cycle courses in Italy (upper secondary school diplomas), it is noted that, due to the COVID-19 emergency, many foreign countries have adopted in the last two years 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, profiting from the indications provided by CIMEA², 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 at least twelve years.

¹ The Uni-Italia Association is a non-profit collective body whose main objective is to promote the Italian system of higher education in the world and to foster inter-university cooperation between Italy and foreign countries. Law n. 234 of 30 December 2021, art. 1, paragraph 307 has provided for a specific loan in favor of Uni-Italia (years 2022/2023/2024) in order to strengthen the promotion of the attendance of university or post-graduate level courses in Italy by foreign students. Apart from the legal obligations established by the aforementioned regulation, MUR decided to sign a Memorandum of Understanding with Uni-Italia, stipulated on 12 October 2022, in order to collaborate, each Party within the scope of its competences, to strengthen the promotion and international cooperation of the Italian higher education system (<https://www.mur.gov.it/it/atti-e-normativa/decreto-del-segretario-generale-n-1668-del-24-10-2022>).

² In application of Article IX.2 of the Convention on the Recognition of Qualifications concerning Higher Education in the European Region (commonly known as the Lisbon Convention), ratified in Italy by Law 148/2002, CIMEA is the National Information Centre on the procedures for recognising qualifications in place in Italy, on the Italian system of higher education and on qualifications present at national level.



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With reference to the abolition of the ban on double enrolment in higher education study courses pursuant to Law no. 33 and subsequent indications reported in the MUR Decree n. 930 of 29 July 2022 and MUR Decree n. 933 of 02/08/2022, it is emphasized that this rule has no effect with reference to these Procedures, which remain unchanged with reference to the visa application and relative residence permit referring to a single course. The case of “double enrolment” takes effect only in the case of effective enrolment in a main course, as the enrolled student has the right to subsequently request enrolment in another course: when applying for a visa and subsequent residence permit a case such as this is not contemplated, since enrolment in a course of study has not yet been finalised.



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PART I: GENERAL PREMISES

1. GENERAL CAVEATS

These annual 2023/2024 procedures, whose purpose is to guide the policies of Italian higher education institutions regarding the admission of international students³ to their courses, are drawn up on the basis of the results of the annual meeting of the work group organised by the Ministry for Universities and Research, together with the Ministry of Education and Merit, the Ministry of Foreign Affairs and International Cooperation and the Ministry of the Interior.

1.1 Jurisdiction for the issue of visas for study purposes

The final decision on the issue of a visa for study purposes is the exclusive jurisdiction of the diplomatic/consular Mission. The approval of a pre-enrolment request for a study course and the relative documentation produced by higher education institutions is to be considered a support for the evaluation procedures for study visas by diplomatic Missions, and does not automatically imply the issue of the visa, since as the diplomatic-consular Missions, in addition to verifying the possession of the requirements for the issue of a study/enrolment visa, are also obliged to assess the absence of the student's migration risk (D.I. 850/2011 art. 4 paragraph 2).

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

The evaluation of foreign qualifications presented for enrolment at 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 referring to a qualification and possibly that produced by the diplomatic-consular Missions, including the Declaration of Value⁴, is not mandatory and is not binding for the evaluation decisions of the individual higher education institutions in relation to admission to the chosen course⁵.

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.

³ The concept of “international student” or “international candidate for study courses” is to be considered in this context in its broadest possible meaning, that is, not directly and/or exclusively connected to the requirements of citizenship and geographical origin (so-called foreign students). In fact, “international students” are normally identified as those who have completed periods of study and/or obtained final or partial qualifications abroad, including Italian citizenship or citizens of a European Union country, or those not subject to requests for a visa and/or residence permit, or foreign students who have already obtained an Italian qualification but need a residence permit. In this sense, international “visa applicants” students, those who need a “residence permit” and those who have obtained a “qualification abroad”, in addition to those “in a student mobility programme” are to be considered sub-categories belonging to the pool of “international students”, categories for which different formalities and procedures are envisaged as outlined in these Procedures.

⁴ In this regard, please note that the request for the Declaration of Value “... does not exclude the right/duty of the Administration to carry out its own independent assessments even if the diplomatic representation concerned has not provided the requested feedback or has provided it in general or insufficient terms” (see Council of State sentence no. 4613 of 4/9/07).

⁵ In line with the principles of the Lisbon Convention, with its application in the Italian system and with the practices shared at international level 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/en/servizi/procedure-di-riconoscimento-dei-titoli/metodologica-valutativa.aspx>



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2. SCOPE OF APPLICATION

The following procedures apply:

- a) for the part relating to the formalities to be carried out at the diplomatic-consular Missions, to foreign candidates who need an entry visa to Italy for long-term stays⁶ for the purpose of enrolment at higher education institutions;
- b) for the part relating to the administrative procedure aimed at issuing and renewing the residence permit, for students who need to obtain and/or renew the residence permit;
- c) for the part relating to enrolment and qualification recognition procedures, to all students and course candidates who have obtained a final and/or partial foreign qualification and who intend to enrol at Italian higher education institutions.

As regards only the procedures relating to the issue of the entry visa and the relative residence permit, these procedures do not apply:

- d) to citizens belonging to European Union countries, as well as those from Norway, Iceland, Lichtenstein and the Swiss Confederation, the Republic of San Marino and the Holy See;
- e) to foreigners already legally present in Italy as expressly indicated in article 39, paragraph 5, of Legislative Decree no. 286 of 25 July 1998⁷;
- f) to students already present in the Schengen Area and beneficiaries of scholarships under European Union education, training and research programmes, to whom the instructions given for the “Erasmus Mundus”, extended to the “Erasmus Plus” programme, as well as any further instructions on entry visas provided by the Visa Unit of the DGIT of the Ministry of Foreign Affairs and International Cooperation, will be applied.

In the above-mentioned cases for the purpose of regulating the student, it will be sufficient to provide a declaration of attendance pursuant to Art. 39, paragraph 4-bis, of the consolidated law on immigration, as it is not needed to request an entry visa.

Limited to the procedures and documentation necessary for the evaluation of the qualifications, to students attending courses organised jointly between two or more Italian and foreign institutions, 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.

⁶ 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).

⁷ “Access to higher technical education courses or higher education courses and to university specialisation schools, on equal terms with Italian students, is however 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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The residency permits for study purposes, issued for the attendance of single courses and/or foundation courses, 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 it is functional to these courses.

3. PROCEDURES FOR CITIZENS WHO DO NOT REQUIRE VISAS AND WHO HOLD A FOREIGN QUALIFICATION

Italian candidates with a foreign qualification, from the European Union wherever resident and from outside the European Union duly resident in Italy or in another European Union country, 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 by these procedures, and they gain access 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, Italian ENIC-NARIC (CIMEA) centre statements and Declaration of Value (*Dichiarazione di Valore*) produced by diplomatic Missions 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

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

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>) in order to fill in the relative “pre-enrolment request” online. Within the UNIVERSITALY portal all the information for the completion of pre-enrolment requests will be found, aimed at facilitating the admission of candidates to university courses and related institutions and completing the pre-enrolment request. The subsequent pre-enrolment phases will be completed at the relevant diplomatic-consular Missions for the purpose of obtaining the relevant visa, which will have to indicate within the said portal the acceptance or refusal of the issuance of the 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. Registration for the test does not exempt the student from requesting an entry visa at the diplomatic-consular Missions, which must instead be initiated and formalised, in the manner foreseen, no later than the deadlines established by the calendar relating to the procedures for enrolment in nationally planned Bachelor's and Master's Degree courses.



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The procedures relating to pre-enrolment in *Master universitari*, *Dottorati di Ricerca*, *Scuole di specializzazione* and foundation courses (*corsi propedeutici*), which must again be carried out on the <http://www.university.it/> portal, 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 and validation by the competent institution of higher education has been obtained, 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 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 the authenticity has been verified, as well as indicating which documentation is necessary for its own evaluation purposes. Where the university has decided to request the issuance of a certificate of comparability of the foreign qualification by the Italian ENIC-NARIC centre (CIMEA) and this has been issued to the candidate, the presentation of the Declaration of Value is no longer necessary. The university will also have the right to attach any additional documentation to the candidate's application that may facilitate the diplomatic-consular Missions in the process of completing the university pre-enrolment procedure.

University institutions must clearly include the following information in the instructions relating to the assessment of applications from international students applying for visas, as well as in communications with the candidates themselves:

1. the prior acceptance of a candidate by the university does not confer any right to obtain a visa, bearing in mind that this fulfilment is the exclusive jurisdiction of the individual diplomatic-consular missions;
2. obtaining a visa for study purposes issued by the competent diplomatic-consular mission does not confer any right to complete enrolment in a course of study, bearing in mind that this fulfilment is the exclusive jurisdiction of the individual institutions of higher education;
3. the prior acceptance of a candidate by the university does not confer any right to complete the enrolment, even in the cases of:
 - a. obtaining the relevant visa;
 - b. physical presence in the national territory;
 - c. eligibility and/or effective disbursement of scholarships/contributions of any kind;
 - d. conditional acceptance of the candidate in order to be able to start learning activities;

taking into account that for the purposes of enrolment, universities will have to verify the actual eligibility of the foreign qualification and the authenticity of the documentation produced. Depending on the characteristics of the courses of study chosen by the individual candidates, higher education institutions should gather all the certificates necessary for assessing the suitability of the foreign qualification and for verifying its authenticity before submitting visa applications, in order to avoid that a validly pre-registered candidate fails to finalize the enrolment once arrived in Italy.

Finally, if the institution of higher education is unable to complete the enrolment of the international student, it must promptly notify the diplomatic-consular Mission for the purpose of the immediate cancellation of the entry visa by the latter.



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

1. PREMISE

The *Laurea* degree courses (1st cycle) normally last three years, while the *Laurea Magistrale* degree courses (2nd 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 at the moment of the request for an entry visa must be accompanied by an official translation into Italian. If required by the higher education institution, 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. These documents, together with the certificates of use in evaluating the final qualifications in line with the nature of the chosen study programmes, must be shown to the Missions when applying for an entry visa and, subsequently, delivered directly by the student to the academic authorities when completing the enrolment procedures that take place in Italy, according to the methods and timing established by the same.

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 visa and residency permit which were 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 permit⁸, as well as the obligation to leave the National Territory. Higher education institutions publish the list of places reserved for international students applying for a visa for each individual course (defined as “quota” - ref. Article 39 of Legislative Decree no. 286 of 25 July 1998), in order to allow interested parties to submit the pre-enrolment request.

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

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

- a) access the UNIVERSITALY portal and fill in the related “pre-enrolment request” which must be submitted subsequently to the Italian Mission of the place of residence once validated digitally by the university of reference;
- b) if they possess one of the academic qualifications in Attachment 1 of these dispositions, they 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, that is Medicine and Surgery, Dentistry and Dental Prostheses, Veterinary Medicine and specific courses to become an Architect, the pre-enrolment request is to be

⁸Legislative 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.



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considered automatically presented to all the other Universities indicated at the time of enrolment 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 irrespective of the number of reserved places;

If the student is in the last year of secondary school and is about to take the final exam and/or the special academic competence exams where provided for, or if the university has indicated in the pre-enrolment request of the candidate that admissibility to the course is subject to further obligations, the application must be considered as accepted conditionally by the respective university, pending validation by the latter on the UNIVERSITALY portal.

2.1 Preparatory documentation to request an entry visa from diplomatic-consular Missions

- a) original copy of final secondary education qualification⁹, obtained after at least 12 scholastic study years, or a fully legal substitute certificate¹⁰, the final qualification may alternatively be accompanied by a certificate issued by the Italian ENIC-NARIC centre (CIMEA), by certificates from foreign official bodies or by an eventual Declaration of Value;
- 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) any other documentation relating to the authenticity of the foreign qualification;
- d) the summary of the pre-enrolment request as validated by the university¹¹.

2.2 Documents normally requested by higher education institutions¹²

- a) original copy of final secondary education leaving qualification¹³, obtained after at least 12 scholastic study years¹⁴, or a fully legal substitute certificate; the final qualification may be accompanied and 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 Declaration of Value (*Dichiarazione di Valore*)¹⁵;

⁹ The educational qualification may be replaced by a provisional attestation/certification issued by the foreign authority with jurisdiction according to the rules of the country in which said qualification was obtained in cases where such attestation/certification is present within the foreign regulatory framework and is able to officially certify that the candidate has obtained the qualification in question. The aforementioned types of provisional attestations/certificates do not in any way include self-certifications carried out by the candidate and/or by unofficial bodies/institutions and/or not officially assigned to such tasks in the foreign system.

¹⁰ 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.

¹¹ Failure by the University to validate the pre-enrolment request entails the automatic denial of the entry visa, if the visa application has already been received by the diplomatic-consular Mission of reference.

¹² 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 eligibility of the foreign qualification for admission to the chosen course.

¹³ Cf. note 9.

¹⁴ Cf. note 10.

¹⁵ The documentation provided by Italian diplomatic missions is not binding on the evaluation decisions of the single higher education institutions as regards the foreign qualifications for enrolment in courses. In this regard, it should be remembered that the request for



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- b) certificate declaring the pass grade of a special academic competence exam eventually required for entry to University in the Country of origin;
- c) if necessary, the translation of the documents listed in points a) and b);
- d) if necessary, any other documentation required by the university, also with reference to verifying the authenticity of the foreign qualification.¹⁶

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

Students interested in *Laurea Magistrale* degree courses (not single-cycle), must register on the UNIVERSITALY portal and pre-enrol according to the procedures indicated therein. They will then communicate to the Italian Mission in the country of origin the summary of the pre-enrolment request generated within the UNIVERSITALY portal, as validated by the institution of higher education.¹⁷

3.1 Preparatory documentations to request an entry visa from diplomatic-consular Missions at the moment of the entry visa request

- a) official foreign qualification¹⁸ corresponding to the first cycle of the qualifications framework of the Bologna Process and level 6 according to the European Qualifications Framework (EQF), obtained at a higher education institution that allows the continuation of studies in the issuing Country at academic institutions at the next level (second cycle of the Bologna Process/level 7 EQF) and that does not present any “substantial difference” according to the principles of the Lisbon Convention and the national methodology adopted by the Italian ENIC-NARIC centre (CIMEA)¹⁹; the final qualification can alternatively be accompanied by a certificate issued by the Italian ENIC-NARIC centre (CIMEA), by a certificate from foreign official bodies or by an eventual Declaration of Value²⁰;
- b) certificate released by the University of reference stating the exams passed, as well as, for each subject, detailed programmes for the completion of said qualifications. The student can check at the time of publication 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) any other documentation relating to the verification of the authenticity of the foreign qualification;
- d) the summary of the pre-enrolment request as validated²¹ by the University.

a Declaration of Value (*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).

¹⁶ 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).

¹⁷ 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.

¹⁸ Cf. note 9.

¹⁹ Cf. note 5.

²⁰ Cf. note 14.

²¹ Cf. note 11.



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*3.2 Documents normally requested by higher education institutions*²²

- a) official foreign qualification²³ corresponding to the first cycle of the qualifications framework of the Bologna Process and level 6 according to the European Qualifications Framework (EQF) obtained at a higher education institution that allows the continuation of studies at academic institutions in the issuing Country at the next level (second cycle of the Bologna Process/level 7 EQF), and which does not present any “substantial difference” according to the principles of the Lisbon Convention and the national methodology adopted by the Italian ENIC-NARIC centre (CIMEA)²⁴; the final qualification can be accompanied alternatively, and at the discretion of the individual higher education institution, by a statement issued by the Italian ENIC-NARIC centre (CIMEA), by a certificate from foreign official bodies or by a Declaration of Value²⁵;
- b) certificate released by the University of reference 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 qualification²⁶.

PART III: PROFICIENCY IN THE ITALIAN LANGUAGE

1. TEST OF PROFICIENCY IN THE ITALIAN LANGUAGE

Higher education institutions are obliged to test the linguistic ability of students for admission 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 following paragraphs 1.1 and 1.2. 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 and included by the higher education institution in the pre-enrolment request, 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 always be certified and included in the pre-enrolment request. Considering that for such courses a test of Italian language knowledge is not required, students must still 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* (not single-cycle) degree courses, autonomous decisions by the universities must include the procedures for verifying knowledge of the Italian or foreign language in which the course is delivered.

1.1. Exemption from the language proficiency test but not from the quotas

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

²² Cf. note 12.

²³ Cf. note 9.

²⁴ Cf. note 5.

²⁵ Cf. note 15.

²⁶ Cf. note 16.



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Certification) quality system, which unites in one group the current certification bodies (University for Foreigners of Perugia, University for Foreigners of Siena, Roma Tre University and the Dante Alighieri Society) as well as University for Foreigners “Dante Alighieri” of Reggio Calabria, including agreements with Italian Institutes of Culture abroad or other institutions. These certifications may be earned in the country of origin, in the approved exam centres found all over the world.

1.2. Exemption from the language proficiency test and quotas

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

- a) those students who hold the final 4- or 5-year senior secondary school diploma awarded by Italian State or State-recognised schools abroad;
- b) those students holding one of the final leaving qualifications from a secondary School as listed in Attachment 2;
- c) 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);
- d) those students who have earned the Diploma in Italian Language and Culture at the Universities for Foreigners of Perugia and Siena;
- e) 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 group 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, including agreements with Italian Institutes of Culture abroad or other accredited institutions.

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).

PART IV: ENTRY VISA FOR STUDY PURPOSES, RESIDENCY PERMIT & SUBSEQUENT MEASURE

1. ENTRY VISA FOR SITTING TESTS

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 still 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-enrolment to be completed, students must request a short-term entry visa (Schengen Uniform Visa for stays of less than 90 days)²⁷ of duration commensurate with the actual needs of the student, having ascertained the existence of the conditions and requirements for

²⁷ Countries whose citizens need a short-stay visa:

http://www.esteri.it/mae/it/ministero/servizi/stranieri/ingressosoggiornoinitalia/visto_ingresso/paesi_soggetti_visto.html

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



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this type of visa.

The diplomatic-consular Mission of reference 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 of such a visa anticipated to foreigners enrolled in academic years subsequent to that of enrolment.

Participants in the admission tests, including the Italian language test, which take place after the award of the final school diploma or the completion of pre-enrolment, must present themselves at the chosen University with a passport with the specific entry visa for reasons of STUDY (University Enrolment) or with an eventual residency permit, or the receipt issued by the Post Office certifying the filing of the permit request.

2. REQUIREMENTS TO RECEIVE A STUDY VISA

To obtain a 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 €467.65 per month for each month of duration of the academic year²⁸, equal to €6079.45 per year. The availability in Italy of such means of support must be proven through personal or parental economic guarantees or of Italian or by foreign bodies or citizens legally residing in the territory of the State, or provided by Italian Institutions or Authorities of proven liquidity, including Universities, local Government, foreign Institutions or Authorities deemed reliable by the Italian diplomatic Mission²⁹.
- 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:
 - consular declaration which demonstrates the right for health care cover due to an Agreement between Italy and the Country of origin;
 - foreign insurance policy, whose cover must be valid in Italy, and 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.

In cases in which a visa for STUDY reasons for University enrolment (type D "national") is issued to the individual candidate, the diplomatic-consular mission with jurisdiction must confirm the conclusion of this procedure on the UNIVERSITALY portal.

²⁸ The amount referred to is quoted in Circular n. 197, having as its object “Renewal of pensions, social security emoluments and emoluments in parallel with pensions for the year 2022”, issued by *Istituto Nazionale della Previdenza Sociale* (Italian State pension authority), on 23 December 2021, where the amount of the “minimum state pension” is communicated.

²⁹ 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 also following the current norms must produce a document proving economic cover just like the other candidates.



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3. MEASURES TO TAKE UPON ARRIVAL IN ITALY

3.1 Measures which are the responsibility of the candidate for the courses

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 making use of the counter possibly present 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 make 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/she must appear at the specific offices of the police headquarters, together with photographs, to undergo the photographic and fingerprinting procedures. At the moment of the foreigner’s appearance at the police headquarters, in cases where the dossier must be integrated with further documentation, the student will receive, pursuant to art. 10 bis of Law 241/1990, adequate information directly from the Immigration Office desk.³⁰ This additional documentation does not refer to the presentation of the Declaration of Value, as this document is no longer required as a result of the sentence of the Council of State n. 4613 dated 4/9/07. 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 proof of the authorised presence in Italy.³¹

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”.³²

3.2 Measures which are the responsibility of the higher education institution

Following successful enrolment, the institution of higher education will confirm the completion of this procedure on the UNIVERSITALY portal. If the institution of higher education is unable to complete the enrolment of the international student, it must promptly notify the diplomatic-consular Mission for the purpose of the immediate cancellation of the entry visa by the latter.

4. RENEWAL OF RESIDENCY PERMIT

Students, upon enrolment in a university course, must request from the Chief of Police (*Questore*) of the Province in which

³⁰ 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.

³¹ 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; www.portaleimmigrazione.it and 800 number 803160.

³² 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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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 €467.95 per month, equal to €6079.45 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”.³³ 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. In order to be able to obtain this renewal, the student must not have already withdrawn from studies.³⁴

PART V: COURSES WITH ADMISSION QUOTAS

1. ENTRY TESTS

It is mandatory to sit an entry test for admission to national fixed quota university courses:

- *Laurea* degree and *Laurea Magistrale* degree courses directly intended 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 of University and Research. The modalities of the admission tests, and of the registrations, are to be found and take place exclusively through the UNIVERSITALY portal.

³³ Art. 46, comma 4 of Presidential Decree n. 394 of 31 August 1999.

³⁴ 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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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.³⁵ 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, reference must be made to the provisions of paragraph 5 of art. 39 of Legislative Decree 25 July 1998, n. 286 and subsequent amendments and additions.

2. PLACES LEFT AVAILABLE IN THE CASE OF INDIVIDUAL QUOTAS

Students who do not classify in the ranking for admission with respect to the number of places reserved for them may, within deadlines set 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) reassignment, 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 attempted. Those candidates who have not passed the tests for the assignment of places, who have not gained 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.

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.

³⁵ 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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PART VI: ENROLMENT IN LAUREA AND LAUREA MAGISTRALE DEGREE COURSES

1. GENERAL INFORMATION

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 to finalise said enrolment, 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 in line with what was asked for in the pre-enrolment phase, 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 evaluation of foreign qualifications presented for enrolment at Italian higher education courses is the exclusive competence of higher education institutions, as established by art. 2 of Law 148/2002. Universities have the right to request or not documentation from Italian diplomatic Missions regarding the qualifications held by candidates for courses. In any case, this documentation is not binding for the evaluation decisions of the individual higher education institutions regarding foreign qualifications for entry to courses.³⁶ During the procedures for assessing foreign qualifications aimed at enrolment, the documentation required of the student is established by the individual higher education institutions. Where the university has decided to request the issuance of a Statement of Comparability of the foreign qualification by the Italian ENIC-NARIC centre (CIMEA) and this has been issued to the candidate, the presentation of the Declaration of Value is not necessary. The results referring to the assessment of foreign qualifications for the purposes of enrolment in study courses in Italy and the information relating to the verification of the authenticity of the documents presented by individual candidates will be indicated by the university in question on the UNIVERSITALY portal.

In the event that the candidate for a study course presents a foreign qualification obtained after studies mainly carried out in Italy, the recognition, even partial, of this qualification is subject to the accreditation procedure of the institution operating in Italy, as established by Decree n. 214 of April 26 2004, “Regulation containing criteria and procedures for foreign higher education institutions operating in Italy for the purpose of recognising their qualifications (implementation of Article 4 of Law No. 148 of 11 July 2002)”³⁷, in implementation of Article VI.5 of the Lisbon Convention. Higher education institutions are therefore invited to indicate this requirement in the documentation relating to enrolment in degree programmes with a foreign qualification.

With reference to the recent Recommendation of the Council of Europe on countering education fraud (Recommendation CM/Rec(2022)18 of the Committee of Ministers to member States on countering education fraud)³⁸, higher education institutions are invited to report to the competent authorities the cases of individual candidates who have presented false, counterfeit and/or altered academic documentation, also including the relevant diplomatic-consular missions in these

³⁶ Cf. note 15.

³⁷ <https://www.gazzettaufficiale.it/eli/id/2004/08/17/004G0250/sg>

³⁸ https://search.coe.int/cm/pages/result_details.aspx?ObjectId=0900001680a73b90



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communications. Higher education institutions are also invited to report such cases to the Italian ENIC-NARIC centre (CIMEA) for the purpose of monitoring this phenomenon, in line with article 16 of the aforementioned Recommendation.

2. QUALIFICATIONS HELD BY RECIPIENTS OF INTERNATIONAL PROTECTION

On the basis of the Lisbon Recognition Convention³⁹ - 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)⁴⁰, 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 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)⁴¹, of the European Qualifications Passport for Refugees - EQPR⁴² and from established best practices at an international level.

PART VII: ENROLMENT IN FIRST AND SECOND LEVEL DIPLOMA COURSES AT HIGHER EDUCATION FOR ART, MUSIC AND DANCE INSTITUTIONS (AFAM)

1. GENERAL INFORMATION

For admission to the first level Academic Diploma courses and the second level Academic Diploma courses, offered by the AFAM Institutions⁴³, reference is made to the provisions governing admission to Bachelor's and Master's Degree courses at university institutions (Laurea and Laurea magistrale degree courses).

The online “pre-enrolment request” procedure available on the UNIVERSITALY website for the evaluation of candidates for university courses is also extended to AFAM institutions.

³⁹ 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.”

⁴⁰ “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.”

⁴¹ <https://www.cimea.it/pagina-cimea-for-refugees>

⁴² <https://www.coe.int/en/web/education/recognition-of-refugees-qualifications>

⁴³ That is the Academies of Fine Arts, the National Academy of Dance, the National Academy of Dramatic Art, the Legally Recognised Academies of Fine Arts, the Music Conservatories, the State-recognised Musical Institutes, State Conservatories of Music, the Higher Institute of Music Studies of the Aosta Valley, the Higher Institutes for Artistic Industries, which in Italy are the institutions authorised to issue higher artistic, musical and dance training qualifications pursuant to art. 11 Presidential Decree 8.7.2005, n. 212.



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2. SPECIFIC DIRECTIONS

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

PART VIII: PRE-ENROLMENT AND ENROLMENT IN OTHER STUDY COURSES

1. GENERAL INFORMATION

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 the following courses: 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*). Candidates for these academic activities and courses will have to carry out the pre-enrolment procedures using the UNIVERSITALY portal, as in the case of *Laurea* and *Laurea Magistrale* degree courses.

Registration remains subject to the assessment of the eligibility of the qualification 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 Attachment 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 via the UNIVERSITALY portal, according to the terms and conditions established by each University and by these procedures. Academic 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, the eventual Declaration of Value (*Dichiarazioni di Valore*), or other declarations useful for the verification of the elements of the foreign qualification. Where the university has decided to request the issue of a Statement of Comparability of the foreign qualification by the Italian ENIC-NARIC centre (CIMEA) and this has been issued to the candidate, the presentation of the Declaration of Value is not necessary. The candidates must satisfy the requirements of the professional qualification, where requested.

Without prejudice to the jurisdiction of higher education institutions, the outcome of the verification of the authenticity of the documents presented for the purposes of assessing suitability for enrolment will be indicated by the reference university on the UNIVERSITALY portal at the time of validation of the single application and before the application for an entry visa by the student in cases in which the foreign final qualification has already been obtained and according to the characteristics of the chosen course of study in Italy.

In the event that a candidate for a study course presents a foreign qualification obtained after studies mainly carried out in Italy, the recognition, even partial, of this qualification is subject to the accreditation procedure of the institution operating in Italy, as established by Decree n. 214 of April 26 2004, “Regulation containing criteria and procedures for foreign higher education institutions operating in Italy for the purpose of recognising their qualifications (implementation of Article 4 of Law No. 148 of 11 July 2002)”⁴⁴, in implementation of Article VI.5 of the Lisbon Convention. Higher education institutions are therefore invited to indicate this requirement in the documentation relating to enrolment in degree programmes with a

⁴⁴ Cfr. note 37.



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foreign qualification.

2. PROCEDURES FOR ENROLMENT IN COURSES OUTSIDE THE FIRST AND SECOND CYCLES FOR INTERNATIONAL STUDENTS

For enrolment in the courses of Italian universities and AFAM institutions, maintaining in place the provisions of the previous part VI (enrolment in *Laurea* and *Laurea magistrale* degree courses), depending on the type of course, the procedure is as follows.

2.1 Dottorato and Master Universitario courses

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 enrolment 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 should 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 via the UNIVERSITALY portal following the procedures and inside the terms specified in the calls 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 must request the Mission to issue an entry visa for study purposes, with validity related to the duration of the course. In the event that an admission exam is required in person, the study visa will have a formal validity of 100 days. In the event of passing the aforementioned tests, the student will proceed directly to enrol in the course and request an extension of the residence permit, without having to return to the country of origin. The higher education institutions that receive the request for admission to these courses communicate via the UNIVERSITALY portal the acceptance of the student or the possible positive outcome of the access tests to the diplomatic Missions of reference. Also for these courses, the evaluation of the admission qualifications is the exclusive responsibility of the academic bodies.

Without prejudice to the jurisdiction of higher education institutions, the outcome of the verification of the authenticity of the documents presented for the purposes of assessing suitability for enrolment will be indicated by the reference university on the UNIVERSITALY portal at the time of validation of the single application and before the application for an entry visa by the student in cases in which the foreign final qualification has already been obtained and according to the characteristics of the chosen course of study in Italy.

2.2 Single courses and internships

International students applying for a visa, who intend to attend one or more single courses (*corsi singoli*) or internships (*stage*) in Italy, can register, via the UNIVERSITY portal, within the deadlines set by each single University, by presenting the documentation requested by the single Italian university. In order to implement their own evaluation practices, universities may use additional documentation to support these recognition operations, such as the certificates issued by the Italian ENIC-NARIC centre (CIMEA) or those of 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* course⁴⁵ which is pertinent or consequent

⁴⁵ In accordance with 2004 EC Directive 114, adopted by Art. 39 of 1998 Legislative Decree n. 268.



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to the finished single course. Such pertinence must be certified by the University in question.

2.3 Italian language and culture courses

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”, as well as Università degli Studi di Roma Tre, 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.

2.4 Foundation courses (Corsi propedeutici)

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, only higher education institutions can organise foundation educational activities for admission to academic study 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 Attachment 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* and *Dottorato* courses. In particular, as far as foundation courses are concerned, only students who possess a final foreign secondary school qualification valid for enrolment in an higher education level course in the country of origin, which however is not sufficient for the enrolment in the same higher education course in Italy, in accordance with the provisions of Annex 1 of these Procedures and in consideration of the assessment carried out by the individual higher education institutions with reference to the characteristics of the course of study chosen by the candidate.

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.

PART IX: ENROLMENT AT OTHER HIGHER EDUCATION INSTITUTIONS

1. ENROLMENT PROCEDURES FOR COURSES IN OTHER HIGHER EDUCATION INSTITUTIONS ACCREDITED FOR THE AWARD OF QUALIFICATIONS

For enrolment in the official courses of the Italian higher education system by visa applicants organised by the High Schools for Linguistic Mediators, (*Scuole Superiori per Mediatori Linguistici - SSML*), by the Institutes of Specialisation in Psychotherapy (*Istituti di Specializzazione in Psicoterapia*) and by the Institutions authorised to issue qualifications of Higher Artistic and Musical Education and Dance Education (*Alta Formazione Artistica, Musicale e Coreutica*) according to art. 11 of Presidential Decree 08/07/2005, n. 212, the same procedures apply as for enrolment in courses of the same level and nature as the University and AFAM sector.



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

For courses at first cycle level:

- a) secondary school qualification⁴⁶ obtained with at least 12 years of schooling, or substitute certificate for all legal purposes; the final qualification can be accompanied alternatively and at the discretion of the institution by a statement issued by the Italian ENIC-NARIC centre (CIMEA), by certificates from foreign official bodies or by an eventual Declaration of Value⁴⁷;
- b) certificate attesting to the successful completion of the academic competence test possibly required for access to the same institutions in the country of origin;

For courses at second and third cycle level;

- c) final qualification⁴⁸ obtained at a higher education institution that allows the continuation of studies at the next level in the relevant academic institutions in the country; the final qualification can be accompanied alternatively, and at the discretion of the individual higher education institution, by certification issued by the Italian ENIC-NARIC centre (CIMEA), by certification from foreign official bodies or by an eventual Declaration of Value.
- d) certificate issued by the relevant foreign institution certifying the exams passed (transcript), as well as for each discipline, the programmes for obtaining the aforementioned qualifications; the study programme can be certified by the Diploma Supplement, if adopted.

For all types of courses:

- a) any translations into Italian of the documents indicated in points a), b), c) and d);
- b) any other documentation required by the institution, also with reference to verifying the authenticity of the foreign qualification.⁴⁹

Following confirmation of acceptance by the institution, candidates should request the Mission to issue an entry visa for study purposes, with validity related to the duration of the course.

However, it is strongly recommended that the student be diligent and apply for a visa immediately after confirmation of acceptance by the institution and in any case well in advance with respect to the start date of the study activities. Also for these courses, the evaluation of admission qualifications is the exclusive responsibility of the institutions, according to national and international practices in this sector. Where the institution has decided to request the issuance of a Statement of Comparability of the foreign qualification by the Italian ENIC-NARIC centre (CIMEA) and this has been issued to the candidate, the Declaration of Value is not necessary.

Without prejudice to the jurisdiction of higher education institutions, the outcome of the verification of the authenticity of the documents presented for the purposes of assessing suitability for enrolment will be indicated by the reference university on the UNIVERSITALY portal at the time of validation of the single application and before the application for an entry visa by the student in cases in which the foreign final qualification has already been obtained and according to the characteristics of the chosen course of study in Italy.

Higher Schools for Language Mediators, (SSML), the Institutes in Psychotherapy Specialisation and the Institutions

⁴⁶ Cf. note 9.

⁴⁷ Cf. note 15.

⁴⁸ Cf. note 9.

⁴⁹ Cf. note 16.



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authorised to issue Higher Artistic, Musical and Dance Education 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. Following confirmation of acceptance by the institution, candidates must request the Mission to issue an entry visa for study purposes, with validity related to the duration of the course. In the event that an admission exam is required in person, the study visa will have a formal validity of 100 days. In the event of passing the aforementioned tests, the student will proceed directly to enrol in the course and request an extension of the residence permit, without having to return to the country of origin.

As far as the knowledge of the Italian language is concerned, what is established in the university sector applies.

2. ENROLMENT PROCEDURES FOR HIGHER TECHNICAL INSTITUTES (ITS ACADEMIES) COURSES

For enrolment in Post-Diploma Technical Specialisation courses organised by the ITS Academies⁵⁰ by visa applicants, by law under the jurisdiction of the Ministry of Education and Merit, the same procedures as for enrolment in *Laurea* courses apply, except for the scheduling of university pre-enrolment procedures and participation in the quota which are not applicable to this education sector. Candidates present the application for participation in a Post Diploma Technical Specialisation course directly to the ITS Academy following the procedures and within the established deadlines of the relative institutions. **The electronic procedure of “pre-enrolment request” available on the UNIVERSITALY website for the evaluation of candidates for their courses, implemented by these provisions only for higher education institutions, will be extended to the Higher Technical Institutes (ITS Academies) starting from the provisions referring to the academic year 2024-2025.**

At the time of enrolment, candidates present their qualifications, duly accompanied by the following documents⁵¹:

- 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 an eventual Declaration of Value (*Dichiarazione di Valore*);
- b) certificate certifying that the academic competence 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 ITS Academies;
- 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 should 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. Also, for these courses, the evaluation of the admission qualifications is the exclusive responsibility of the Institutes.

⁵⁰ The Higher Technical Institutes (ITS Academies) constitute the segment of non-university tertiary training that responds to the demand of business for new and highly technical and technological skills to promote innovation processes (<https://www.miur.gov.it/percorsi-its>)

⁵¹ 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 ITS Academies.



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Where the institution has decided to request the issuance of a Statement of Comparability of the foreign qualification by the Italian ENIC-NARIC centre (CIMEA) and this has been issued to the candidate, the Declaration of Value is not necessary. The ITS Academies will communicate to the respective diplomatic-consular Missions all information relating to the duration and nature of the course in question. Following confirmation of acceptance by the ITS Academy, candidates should request the Mission to issue an entry visa for study purposes, with validity related to the duration of the course. In the event that an admission exam is required in person, the study visa will have a formal validity of 100 days. In the event of passing the aforementioned tests, the student will proceed directly to enrol in the course and request an extension of the residence permit, without having to return to the country of origin.

As far as the knowledge of the Italian language is concerned, what is established in the university sector applies.

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