

[Do you want to participate to admission tests for PhD courses?](#)

As first remember to:

- Registrare for university website, if you DON'T still have access credentials
- Prepare the documentation requested by the call
- Prepare an appropriate **electronic ID** photo, that is an ID photo (i.e. **passport or driving license**) in jpeg format with a minimum resolution of **300x400 pixels**. Do not use landscapes pictures, pictures taken from afar or from behind, do not use partial photos in which you cannot see the whole face (i.e. scarves, dark glasses, etc.). Do not use group photos, drawings or distorted photos, other people's pictures.

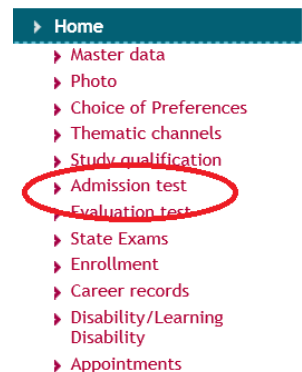
Start the process well in advance in order to have it completed by the deadline, Registration to the admission tests will stop automatically on the day and time indicated in the call.

Connect to this website:

https://s3w.si.unimib.it/Home.do;jsessionid=73D195024D9F4FFD19D42EFA774AA3ED.esse3-unimib-prod-01?cod_lingua=eng

Click Login, enter your personal page and select "Admission test" voice

Choose Call to enrolment and click on Ph.D. Course (D.M.226/2021) and on **Forward** to go on, now you can select the test you want to participate to, clicking in the dot near the test name.



When you arrive to your personal data page, if your data are correct, Confirm, otherwise click on Back. Now you can upload your Identity Document. As first you will be requested to insert your document's details, please fill in the form with requested data.

To choose the "Type", open the drop-down menu. Type* ▼

Go through the screenshots and at the end you will have to upload your document card. The scan of the document must be front and back, in PDF format or jpg, gif, png image format, and may if necessary be included on more than one file. Using Actions you can display, modify or delete what you uploaded.

Identity document
Summary of Identity document

Identity document	
Type:	Document type
Number:	Document number
Issued by:	Document issuing institution
Issuing date:	Date of issue
Expiry date:	Date of document's expiry

Scanning of identity document

Attachments presented

Attachment type	Description	Actions
ci	ci	

Insert Attachment

Now you have to indicate your required qualifications. You will find many options.

Note: In the event of any inconsistency or discrepancy between the English version and Italian version of this document, the Italian language version shall prevail.

Choose the option referred to your studies and fill in with the requested data. If you awarded a First Level degree you have to indicate your data now.

Note: Candidates who obtained their degrees in the University of Milano-Bicocca find their achieved qualifications already indicated.

PART 1

- 1) If the PhD program you have chosen includes a mandatory choice on only one curriculum (check the Description Sheet online) you will see this screen.

Preferenze

Esprimere le preferenze relative al concorso di ammissione scelto.

Scelta delle preferenze

Preferenza:* -

Indietro Avanti

From the drop-down menu you can choose the curriculum of interest, then click NEXT

Categoria amministrativa

Categoria amministrativa: Posti Ordinari

Disabilità o DSA: ausilio allo svolgimento delle prove

Richiedo l'ausilio per lo svolgimento della prova (leggi 104/92, 170/2010 e successive modifiche)

SI No

Indietro Avanti

In this screen

- the administrative category box is not to be filled in.
 - To the question "Do I require assistance in conducting the test?" click: NO
- Click NEXT to proceed.

- 2) If the PhD course you selected does not have the required choice on the curriculum you will be guided directly to the disability and DSA aids page

At the question "Do I require assistance in carrying out the test?" click: NO

Scelta categoria amministrativa e ausili di disabilità e DSA

Sciegliere la propria categoria amministrativa, se prevista, valida per lo svolgimento del concorso al quale ci si sta iscrivendo.

Studenti con disabilità o DSA (Disturbi Specifici di Apprendimento):

- coloro che svolgeranno il test per i corsi di Medicina e Scienze della Formazione possono ora dichiarare la propria situazione per usufruire degli ausili previsti dalle leggi 104/92, 170/2010 e successive modifiche. Nel corso della procedura verranno richiesti i dettagli necessari.
- coloro che svolgeranno gli altri test NON possono inserire la dichiarazione di Disabilità, DSA e/o BES e non occorre in questa fase. Sarà possibile inserire le relative informazioni in fase di perfezionamento dell'immatricolazione, in seguito all'ammissione al corso di laurea.

Disabilità o DSA: ausilio allo svolgimento delle prove

Richiedo l'ausilio per lo svolgimento della prova (leggi 104/92, 170/2010 e successive modifiche)

SI No

Indietro Avanti

Legenda
★ Dato obbligatorio

Now you have to indicate your required qualifications. You will find many options.

Choose the option referred to your studies and fill in with the requested data. If you awarded a First Level degree you have to indicate your data now.

Note: Candidates who obtained their degrees in the University of Milano-Bicocca find their achieved qualifications already indicated.

Note: In the event of any inconsistency or discrepancy between the English version and Italian version of this document, the Italian language version shall prevail.

How to choose the correct option

If you awarded an old system degree (four/five years), or a single cycle second level degree or Foreign degree you have to choose the single option relative to the qualification you awarded. For Foreign degree, please select “Foreign certificate”

If you did 3+2 studies (a First Level Degree + a Second Level Degree - Laurea Specialistica/Magistrale/AFAM Second Level Diploma), you must indicate both your degrees, choosing the correct option.

Note: If you awarded any other second degree, DON'T have to indicate these data now.

How to indicate your First Level Degree (3+2 studies)

Choose the Region and search the University of achievement.

If your First Level course is in the list, choose it, otherwise DON'T select anything.

In both events, click on **Proceed**

Now you can indicate your First Level Degree data.

Note: Check the data, they must be correct before you go on!

Details Study qualification: First Level Degree

Class*	Select...
Date*	<input type="text"/> (dd/mm/yyyy)
Academic year*	<input type="text"/> (e.g. 2001/2002)
Mark*	<input type="text"/> (e.g. 98/110)
Cum Laude	<input type="checkbox"/>
Study course	<input type="text"/>

Back **Proceed**

You will come back to the options screenshot. Now you can indicate your Second Level Degree data.


How to indicate your access degree (valid for everyone)


Choose your access degree. As first, select the University of achievement (choose your University's country and find it in the list). If your course is in the list, choose it, otherwise DON'T select anything.

In both events, click on **Proceed**. Now you can indicate your Degree data. Note: Check the data, they must be correct before you go on!

If you don't have still obtained your degree select “not yet achieved” and indicate the requested data.

Details Study qualification: Second Level Degree

Qualification status*
 achieved
 not yet achieved 


Class*
 Select... 


Academic year*
 (e.g. 2001/2002)

Study course

If you awarded your degree select “achieved” and indicate the requested data.

Details Study qualification: Second Level Degree

Qualification status*
 achieved 
 not yet achieved

Class*
 Select... 

Date*
 (dd/mm/yyyy)

Academic year*
 (e.g. 2001/2002)

Mark*
 (e.g. 98/110)

Cum Laude

Study course





PART 2

Once you have entered the titles, you will find a green flag at the side of your combination under block status.

In addition to the Bachelor's Degree you will need to add the **High School Title** as a required title. You will be able to enter it using the




- Search High School
- From the drop-down menu you will be able to select the correct one

Titoli di Studio Obbligatori

Stato blocco	Titolo	Note	Stato Titolo	Azioni
	Titolo di Scuola Superiore			  

On the next screen you will be asked to confirm your correct combination of access title + high school title. Then click on PROCEED.

Titoli di studio validi all'accesso da selezionare

Seleziona	Combinazione titoli	Dettagli Titolo	Stato
<input type="radio"/>	Combinazione 1	Second Level Degree	
		First Level Degree	
<input type="radio"/>	Combinazione 2	Second Level Degree	

Note: In the event of any inconsistency or discrepancy between the English version and Italian version of this document, the Italian language version shall prevail.

Now you can upload your documentation. Carefully read the documents' list written in the call and in courses' description sheets. Some documents are mandatory. If you don't upload them, you can't go on with the admission.


Near mandatory documents' denomination minimum is equal to 1, near optional one's minimum is equal to 0. Remember that there is also a maximum number of documents (column Max) for each type.

Type	Min	Max
Research	0	5
Curriculum vitae et studiorum	1	1

How to upload documents

For every document uploaded, you have to complete all the blanks as requested in the box below. As first select "Type" and choose it in the drop-down menu. Then fill in the blanks and upload the document (clicking on "Sfoglia").

Details of qualification or document

Type:* 

Qualification:*

Description:

Attachment:*

Do you see this message?

It is necessary to insert a correct number of evaluation qualifications for each type.

You haven't uploaded mandatory documents. Check the missing ones and upload them!

Note: Documentation must be in pdf format. All the whole documentation can't be larger than 12MB. Until expiration of the call, candidates will be able to change, add or remove the submitted documents, including after completion of the online application.

Statements, qualifications, publications, or requests to modify those already filed, received after expiration of the call for applications, will not be taken into consideration.

PART 3

Letters of Reference

Are reference letters required?

If your competition requires letters of reference, you will see the dedicated section "List of Reference Requests." First, check in the Note of Competition how many letters are required and follow what is indicated in the next box.

Fill in the section called "Reference request list". Click on "Add reference request" and complete all the blanks. Referee's e-mail address must be the institutional address of the referee's membership organization.

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Include Reference

Reference of an academic/expert indicated by the candidate to give a reference letter

Reference

Title

Surname*

Name*

Email*

Phone number

Institution*

After the references' insertion click on

You will find the "Summary of the call to enrolment inscription". At the bottom of the screenshot you will find "Reference request" list. As you can see, the reminder is not sent. Click on the envelope.

Reminder	Reference reminder
Reminder not sent	 

You find a screenshot to send the request. Click on "Send reminder" and reminder's status become "Reminder sent". When the reference letter is uploaded, reference letter status change from "Not sent" to "Sent".

Remember that you can't see the letter, that it will be viewed only by the committee.

PART 4

Now proceed to fill out the Project Scholarship Questionnaire. Proceed by clicking on **Fill-IN**

Elenco questionari

In questa pagina sono elencati i questionari compilabili.

Questionario	Status	Azioni
Preferenza borse a progetto per dottorati AA 2022/2023 *		<input type="button" value="Complet"/> 

Legenda

-  Dato obbligatorio
-  Questionario completo
-  Questionario incompleto

Select at least one preference and up to a maximum of two for the project scholarships listed in the announcement by clicking the acronym of the project(s) of interest. Please note that by confirming you will no longer be able to change your choice of acronyms for this competition.

Borse a progetto

Selezionare almeno una preferenza e fino ad un massimo di due per le borse a progetto indicate a bando cliccando l'acronimo del/i progetto/i di interesse. - Ricordiamo che confermando non sarà più possibile modificare la scelta degli acronimi per questo concorso*

ANTRO.1

At this point it is ESSENTIAL to keep in mind the steps to follow shown in the screenshot below:

Le domande contrassegnate con (*) sono obbligatorie.

ATTENZIONE, IL PROCESSO DI ISCRIZIONE NON E' TERMINATO

1. Clicca su AVANTI
 2. Nella pagina seguente clicca su CONFERMA per confermare il questionario
 3. Nella pagina successiva clicca su ESCI per tornare alla compilazione della domanda di ammissione
 4. Nella pagina ancora successiva clicca su AVANTI per completare la domanda di ammissione
 5. Arriverai all'ultima pagina in cui dovrai cliccare COMPLETA AMMISSIONE AL CONCORSO per completare definitivamente la domanda.
- Ricordiamo che dopo questo passaggio non sarà più possibile fare alcuna azione, nemmeno annullare la domanda.

Now click NEXT

Note: In the event of any inconsistency or discrepancy between the English version and Italian version of this document, the Italian language version shall prevail.

⚠ Attenzione: il questionario non è stato **CONFERMATO**.

ℹ Tutte le domande del questionario sono complete.

Conferma Esci Stampa

PAGINA 1

Borse a progetto

Selezionare almeno una preferenza e fino ad un massimo di due per le borse a progetto indicate a bando cliccando l'acronimo del/i progetto/i di interesse. Ricordiamo che confermando non sarà più possibile modificare la scelta degli acronimi per questo concorso

ANTRO.1

Modifica Pagina 1

Conferma Esci Stampa

- 1) If you wish to edit the questionnaire click on EDIT PAGE 1. You will return to the questionnaire completion and can change the choice of acronyms related to the project grants
- 2) If you wish to finally confirm the questionnaire click CONFIRM

Clicking CONFIRM will take you to this screen

Riepilogo Preferenza borse a progetto per dottorati AA 2022/2023

ℹ Il questionario è stato **CONFERMATO**.

Esci Stampa

PAGINA 1

Borse a progetto

Selezionare almeno una preferenza e fino ad un massimo di due per le borse a progetto indicate a bando cliccando l'acronimo del/i progetto/i di interesse. Ricordiamo che confermando non sarà più possibile modificare la scelta degli acronimi per questo concorso

ANTRO.1

Esci Stampa

The questionnaire has been confirmed and is no longer editable, click EXIT to exit the questionnaire and return to filling out the application.

Elenco questionari

In questa pagina sono elencati i questionari compilabili.

Questionario	Status	Azioni
Preferenza borse a progetto per dottorati AA 2022/2023 *	●	Compila

Indietro Avanti

Legenda

★ Dato obbligatorio

● Questionario completo

● Questionario incompleto

You will see the questionnaire summary screen; in the string you can see the GREEN dot indicating that the questionnaire is complete and confirmed. Click NEXT to complete the questionnaire.

ATTENZIONE: se si clicca "Completa ammissione al concorso" **non** è più possibile fare alcuna azione, nemmeno annullare la domanda. Qualora si debbano modificare dati già salvati dalla procedura, sarà necessario annullare l'intero processo e reinserire la domanda. Accedere alla sezione *Ammissione*, selezionare il processo lasciato in sospeso e annullarlo. Il sistema permetterà di ricominciare da capo con la compilazione.

Concorso	
Tipologia titolo di studio	Dottorato di ricerca
Descrizione	Antropologia culturale e sociale - Sessione III
Valido per	
Dettaglio	119R - ANTROPOLOGIA CULTURALE E SOCIALE
Categoria amministrativa e ausili di disabilità e DSA	
Richiesta ausilio disabilità e DSA	No
Indietro	Completa ammissione al concorso

At this point to confirm the application for admission click on the COMPLETE APPLICATION button. By clicking this button, as reminded in the message that appears at the top, the application for admission will be final and **you will no longer be able to take any action, not even cancel the application and redo a new one.**

If you then wish not to confirm but to cancel the application and redo a new one, click BACK

Iscrizione Concorsi

E' necessario inserire alcuni dati indispensabili per presentare la domanda di iscrizione al concorso. Controllare attentamente che le informazioni inserite siano corrette.

Sospensione e ripresa della domanda di iscrizione

Il sistema salva periodicamente il progresso della domanda di iscrizione al concorso. Qualora si interrompa per qualsiasi motivo la presentazione della domanda prima di averla conclusa, sarà *generalmente* possibile **riprenderla** da dove si è interrotto (o comunque dagli ultimi step effettuati). I dati precedentemente inseriti saranno automaticamente mantenuti nel sistema.

Modifica di dati già salvati (prima della conclusione)

Qualora si debbano modificare dati già salvati dalla procedura, sarà necessario annullare l'intero processo e reinserire la domanda. Accedere alla sezione *ammissione*, selezionare il processo lasciato in sospeso e annullarlo. Il sistema permetterà di ricominciare da capo con la compilazione.

Conclusione della domanda

Una volta conclusa la domanda, non sarà più possibile modificarla attraverso il sito.

Iscrizione Concorsi	Annulla il processo selezionato
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You will return to the Competitions Home where you can cancel the selected process and make a new competition entry.