

## Documents required for admission with a foreign qualification:

You will be required to upload in “Segreteria online” the documents listed below (along with a pdf copy of your residence permit for non EU candidates):

- For enrolment in a Bachelor's/first cycle degree (3 years) or single cycle Master's degree program (5 or 6 years):
  1. Final original certificate of secondary school studies, received after *at least 12 years of education*, or a legally valid substitute certificate;
  2. A certificate demonstrating that you have passed the compulsory entry test, if necessary, for admission to University in your country of origin (e.g. Selectividad in Spain, Matura Shteterore in Albania, Prova de Afericao o Prova General de Acesso ao Ensino Superior in Portugal, Psychometric Entrance Test in Israel);
  3. A certificate listing the academic studies partially completed if your secondary school diploma has been achieved in less than 12 years of education (e.g. the Peruvian “certificado oficial de estudio”, achieved after 11 years of education, must be completed by a certificate issued by a Peruvian university, certifying at least 1 year of academic attendance)
  4. A translation into Italian or English if the documents listed from 1 to 3 are issued in a language other than Italian, English, French or Spanish;
  5. “Dichiarazione di Valore in loco” (Declaration of Value), issued by the relevant Italian Embassy or Consulate This is a document that provides information about the Educational System in your Country and compares the qualification level with the Italian Educational System. As an alternative to the "Dichiarazione di Valore in loco", students can submit other certification issued by a foreign official authority or by an **ENIC-NARIC center** [↗](#) (in Italy you can check the **CIMEA website** [↗](#)).

Documents from 1-2-3-4 MUST be uploaded in “segreteria online” during the application process; the document at point 5 can be handed in to the Welcome Desk up to 45 days after your enrolment date if not uploaded at application time. The conversion of the final grade for the secondary studies diploma into the corresponding grade in the Italian academic system can take place, if possible, only after presentation of the document at point 5.

**N.B. European students can present a self-certification (*autocertificazione*), in Italian or English, replacing documents in point 1-2. Extra-EU citizens who are residents in Italy can produce a self-certification (*autocertificazione*) only about status, matters and personal qualifications that are certified or confirmed by Italian public entities.**

- For enrolment in a Master's degree program (postgraduate degree -2 years):
  1. University degree achieved in a foreign University;

2. the transcript of records, awarded by the University, detailing exams passed and marks;
3. if available, detailed program (syllabus) for each course.
4. Translation of documents listed at 1-2-3 in Italian or in English if issued in a different language from Italian or English. Each evaluation committee may decide to accept documents issued in other languages, without any translation. You can check the call for application to the program you are interested in.
5. Dichiarazione di Valore in loco (Declaration of Value), issued by the relevant Italian Embassy or Consulate. This is a document that provides information about the Educational System in your Country and compares the qualification level with the Italian Educational System. As an alternative to the "Dichiarazione di Valore in loco", students can submit the DIPLOMA SUPPLEMENT, if issued by the university that issued the degree, or other declaration or certification issued by a foreign official authority or by a **ENIC-NARIC center** [🔗](#) (in Italy you can check the **CIMEA website** [🔗](#))

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