



SAPIENZA
UNIVERSITÀ DI ROMA

**Office for students
with foreign title**

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Who can contact us?

All the citizens with a Foreign title.

Fulfillment for Extra European Union citizens permanently resident abroad

All Sapienza degree programmes require students to sit an admission test. The test is competitive ONLY for those programmes that have a limited number of places available.

You should address the nearest Italian Consular or Embassy Representation at the beginning of the Academic Year. The Italian Consular or Embassy Representation will send your candidacy to the chosen University. The University will then answer by sending the approval to your request which will allow you to receive the study visa.

The candidates Extra EU, accepted with reserve, in order to enter and stay in Italy, have to request an entry VISA permit for study reasons.

Check by yourself on the webpage: <http://www.studiare-in-italia.it/studentistranieri/>, if the entry VISA is necessary and which kind of documentation you need to provide.

It is very important that: A tourism VISA is not valid for admission to University or for the issue of the residence permit for study reasons.

The following citizens fall under the same category as European Citizens

- Citizens of Norway, Iceland, Liechtenstein, Switzerland and Republic of San Marino;
- Non-EU citizens with a valid long-term residence permit or a residence permit issued for employment, family reasons, political asylum, humanitarian or religious reasons;
- Non-EU citizens residing legally in Italy for no less than one year as of registration for the test (with a different residence permit from point (a) and who have obtained an Italian university degree;
- Non-EU citizens possessing a second degree diploma from an Italian school abroad or a foreign or international school (either in Italy or abroad) legally recognized via a bilateral agreement or special legislation concerning the academic title;
- Non-EU citizens with a valid residence permit for studies, already registered in previous academic years in an Italian university;
- Personnel serving in diplomatic offices abroad or international organisms seated in Italy (as long as they are accredited with Italy or the Holy Seat) and their families (spouses and children).

Please note: if you fall into one of these categories, you do NOT have to take the Italian test.

In the case of candidates with **DUAL citizenship**, one of which is Italian, the Italian prevails.



Mandatory documents for all citizens with a Foreign Title

1. You need a student registration code at the portal: <https://stud.infostud.uniroma1.it/Sest/Log/>
2. Certified photocopy of your high school diploma translated into Italian, legalized and accompanied by the Statement of Equal Value issued by the competent Italian diplomatic authorities (Embassy or Consulate), present in the country where you attended the high school. To be eligible to Italian programme, it is necessary to have a 12-year school qualification/diploma which satisfies the requirements for the access to the Italian University Education;
3. Certified photocopy and a photocopy of your University-level qualification* (degree, diploma, title), translated into Italian, legalized and accompanied by the Statement of Equal Value issued by the competent Italian diplomatic authorities (Embassy or Consulate), present in the country where you obtained your qualification;
4. Certified copy and a simple photocopy of your academic transcript issued by your university organization, stating all the examination taken, translated into Italian, legalized by the competent Italian Diplomatic Authority;
5. A photocopy, in the original language, of the detailed University study plan for each single subject together with the total number of study hours for theory and training as requested to obtain the degree:
this document has to be signed in original by the University and has to be translated into Italian*. *these documents needed only if you are interested in a reduction in length of the chosen Italian Programme, if you want to enroll in a 2nd cycle degree course or if you need an evaluation of your foreign degree.
6. Copy of your ID Identity Card or Passport
7. Copy of your residence permit (only for Extra European Union citizens) together with the grounds for its issue. If you are renewing you residence permit, you will need a photocopy of your expired residence permit, the post office receipt (concerning the renewal application request)
8. Copy of your study Visa (only for non-EU citizens living abroad).

IT IS VERY IMPORTANT: Candidates with income earned abroad, must present at the moment of enrollment the declaration of income and assets issued by the Italian Embassy in their country as indicated in Art. 12 paragraph 8 of the “Manifesto degli Studi”.

I am a student with a foreign degree, studying in Italy. I would like to transfer from my current University to Sapienza University. How can I do that?

You have to wait until next July when the new educational offer will be published on <http://www.uniroma1.it/didattica/offerta-formativa>. After the publication of the new educational offer you have to read the announcement of the chosen Degree Course and to find out what you need to do to transfer from another University. Once you have completed the transfer application at your current university, you have to go to the competent administrative Office of the Sapienza Faculty (Segreteria Studenti della Facoltà).

I am a university student abroad and I would like to come to Italy to finish my studies, what should I do?

The automatic transfer of the abroad studies is not provided. The evaluation of the cycles of the abroad study periods will be carried out by the single faculties, exclusively to continue the university studies (L.148/2002).

I have a foreign degree, how can I do to have it recognized in Italy?

The automatic equalization of the foreign academic title, with an Italian one, is made possible only by international agreements. At the moment there are no enabled international agreements. Those who want to obtain the recognition of a foreign title as an Italian one have to follow all the indications presented into the announcement for the chosen courses and present the necessary documentation indicated in point 2, 3, 4, 5. After the carrying out of all the preliminary procedures, the Commission of the competent Faculty, in charge for the evaluation of the documents, will comment for the total or partial recognition.

Those who intend to use their foreign academic title to work in Italy should address to the competent ministries.

I am a foreign citizen. I would like to know which are the Italian language certificates recognized by the University to be exempted from taking the Italian Language exam.

If you are an Extra European Union living abroad, you have to take the Italian Language Exam and the Admission test for your First or Second Level Degree course. Please remember that the date for the Italian Language Exam Date will be determined nationally by the Ministry of Education, University and Research (MIUR). Students who do not pass this exam will not be able to enroll at the University for that specific Academic Year. To be exempted from the Italian Language exam you should provide one of the following recognized linguistic certificates:

- Italian Language and Culture Certificate given by the University of Siena and University of Perugia;
- Italian Language Certificates released in Italy or abroad by an Italian Culture Institute or other recognized Authority: University for Foreigners of Siena and Perugia, University Roma 3, Dante Alighieri Society;
- Certificate of attendance released by other Universities where Italian language courses are held in convention with other Educational Institutes, Local Authorities and Regions;

The minimum language level is B2, C1,C3.

Single courses

Sapienza University of Rome offers students the possibility to attend single courses (single academic modules taught within Sapienza's degree courses) and sit related exams without being enrolled in any Sapienza academic program.

Foreign students currently enrolled at a foreign college or university can enroll in single courses as visiting students upon approval by the Italian consulate.

Participating students can only enroll in courses with no enrolment restrictions.

Single courses may also be taken by foreign nationals not currently enrolled in any college or university for professional or continuing education purposes. In this case only courses with no enrolment restrictions are available and no more than two courses per year may be taken.

For information regarding deadlines and documents needed, look at the webpage: <http://en.uniroma1.it/study-us/visiting-and-exchange-students/visiting-students>



Where to find us?

Sapienza University of Rome

Piazzale Aldo Moro, 5 – Roma - Palazzo delle Segreterie – Scala C – Il piano

When we are open

Our opening days and hours are: Monday-Wednesday-Friday: from 8.30 to 12.00

Tuesday- Thursday: from 2.30 to 4.30

BOOK YOUR TURN WITH QURAMI – the app that saves you time

To use Qurami all you need to do is download the free app on your smartphone or tablet. When you launch the app, choose the office you need to go to and you will automatically be shown how many people are currently queuing.

Select the desired service to generate your queue number. Qurami will keep you updated on how the queue progresses and notify you when it's getting close to your turn.

Once at the office, all you need to do is show your Qurami number on your smartphone!

For further information: <http://www.qurami.com/it/index.html>

How to contact us

Email address: settoretitolostraniero@uniroma1.it

S settore.studentistranieri e settoretitolistranieri

The service is open:

Tuesday from 10 to 12 and Thursday from 10 to 12

Other useful contacts

settoremaster@uniroma1.it

Information regarding fellowships: www.laziodisu.it

Information for Doctoral, you can write to ufficio.dottorato@uniroma1.it

Information for Master First o Second Level, you can write to settoremaster@uniroma1.it

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Gli indirizzi e i recapiti delle segreterie, dei servizi e delle strutture di facoltà sono riportati sul sito web, nella Guida ai servizi 2014-2015 e nella GuidAgendaStudenti.

