Faculty of Architecture

ACADEMIC YEAR 2025-2026

Call for applications to the Master's Degree Programme in

Design, Multimedia and Visual Communication

Class: LM-12

Restricted access degree programme

RECTOR'S DECREE no. 1726/2025

THE RECTOR

HAVING REGARD TO   Law No. 264 of August 2, 1999, containing regulations on access to academic programmes;
HAVING REGARD TO   Ministerial Decree No 270 of October 22, 2004, and subsequent amendments and integrations;
HAVING REGARD TO   Ministerial Decree No. 1649 of December 19, 2023;
HAVING REGARD TO   the resolution of the Architecture Faculty Board of February 14, 2025;
HAVING REGARD TO   the resolution of the Academic Senate of May 13, 2025;
HAVING REGARD TO   the resolution of the Board of Governors of April 17, 2025

DECREES

The publication of the call for applications regulating the admission procedures to the restricted access Master's degree programme in **Design, Multimedia and Visual Communication** delivered in English for the academic year 2025-2026.
The enclosed call for applications constitutes an integral part of this decree, which will be acquired in the appropriate records.

Rome, June 12, 2025

undersigned by **THE RECTOR**

REMEMBER THESE STEPS

Register on Infostud

Register on Infostud https://www.uniroma1.it/it/node/25007
Please Note: Spid or Cie credentials are necessary for registration (only for Italian citizens)

Pay the €35 fee

Log in to Infostud
Go to "Bachelor's and Master's Degree Programmes"
Go to "Admission to programmes"
Enter your degree programme's code
Go to Continue and the Next
Click on PagoPa direct payment
Please Note: Pay attention to payment deadlines!

Submit the application and take the test

Follow the procedures indicated in section 3.3 and in section 3.5

Register for pre-selection (mandatory for non-EU citizenships)

Register for the pre-selection by submitting your application on the **QS MoveIn** platform by the deadlines indicated at the following link: https://www.uniroma1.it/en/admissions. If the pre-selection is successful, accept the degree programme's offer on the platform and download the pre-acceptance letter. A €30.00 payment is required, which is separate from the subsequent €35.00 payment for access to the ranking list. The deadline for visa applicants is **April 29, 2025**.

Apply for the visa (non-EU citizenships)

If you are a non-EU citizen and reside abroad, you need to log in to the Universitaly platform to apply for a student visa, complete and submit the application by June 30, 2025.

Check the ranking list

The rankings are published in the Course Catalogue, on the dates indicated in the call for applications https://corsidilaurea.uniroma1.it/en

Pay enrolment tuition fees

Pay your programme's enrolment tuition fees on time.
Please Note! If you have tax residence in Italy in order to pay at a reduced rate, you must calculate the Isee 2025 for the right to academic education in time. You can contact a Tax Advice Centre (*Caf*) or go to the Inps website
If you have tax residence abroad you will pay a fixed amount (see section 5).

Table of Contents

1. Admission to the degree programme and available places

To gain admission to the Master's degree programme in **Design, Multimedia and Visual Communication** you will have to participate in a procedure for comparative assessment of qualifications and pass an admission test.
The criteria for assessing qualifications and academic knowledge are laid down in section 3.4.

The available places are distributed as follows:

Master's degree programme	EU places (Note 1)	Non-EU places (Note 2)
Design, Multimedia and Visual Communication (Class LM-12)	60	40 of which 2 reserved to Chinese citizens of the "Marco Polo" project

(Note 1) – Posti riservati a chi: Places reserved for:
- candidates with Italian or other EU citizenship, or
- citizens with non-EU citizenship holding a valid residence permit in Italy

(Note 2) – Places reserved for:
- candidates with non-EU citizenship, permanently resident abroad who applied for a student visa
- candidates with Chinese citizenship who participate in the Sapienza University of Rome "Marco Polo" project.

If enrolment applications from applicants who have non-EU citizenship, reside permanently abroad and have applied for student visas (specified in Note 2), are less than the number of available places, the vacant places will be made available for candidates with citizenship as specified in Note 1.

The Master's Degree programme in Design, Multimedia and Visual Communication offers two different curricula:

- Design, Multimedia and Visual Communication, in Italian language;
- Design, Multimedia and Visual Communication, in English language.

2. Requirements for participation in the selection

2.1 - For candidates with Italian citizenship, EU citizenship other than Italian, and non-EU citizenship with a valid residence permit in Italy
If you hold one of the citizenships listed below:
- Italian citizenship,
- from a EU country other than Italy,
- from a non-EU country and a valid residence permit in Italy (art. 26 of Law no. 189/2002)

To participate in the selection, you must meet the requirements listed below by **September 1ST,2025**

- **A bachelor's degree** in Industrial Design class L-4, ex 42, obtained in all Italian universities; or an equivalent first-level degree in design obtained in Italy (including, for example, public and private Design Schools with diplomas equivalent to class L4 and recognised by the Ministry of University and Research; ISIA diplomas; diplomas from public and private Fine Arts Academies with qualifications recognised by the Ministry of University and Research) and in European Union universities or in any case through courses for which it is possible to establish correspondences between subjects and Scientific-Disciplinary Sectors.

- **Bachelor's degree in a class other than class L-4, ex 42, in Industrial Design**, provided they have a total of at least 40 ECTS obtained in the sectors ICAR/13; ICAR/14, ICAR/16; ICAR/17; ING-INF/05; SPS/08; L-ART/03; L-ART/05; L-ART/06; SECS-P/08.

  Please Note: Candidates who have **graduated in another degree class** are required to submit a graduation certificate with the list of exams taken.

When calculating ECTS, the credits of a single exam may only be counted once, even if the relevant scientific-disciplinary sector is present among both foundation and core educational activities.

For candidates applying for the International Curriculum in English, the correspondence between qualifications and the relevant disciplines will be established.

- **Advanced knowledge of the English language**, at least level B2 according to the Common European Framework of Reference for Languages (CEFR). Adequate knowledge of the English language at level B2 will be certified by candidates by sending a scanned copy (scanned in .pdf format) of their language certificate or self-certification attesting to their knowledge of the language.

2.2 - For candidates with non-EU citizenship who apply for a visa for study purposes and choose the English language curriculum

If you are a non-EU citizen (or have Chinese citizenship and have applied for pre-enrolment for the "Marco Polo" project for Sapienza University of Rome in the academic year 2024/2025) reside abroad and you need to apply for an incoming student visa, you must meet the following requirements on **July 15, 2025,** in order to take part in the selection process:

- **qualifications and curricular requirements** deemed equivalent to those listed above (for qualifications obtained abroad, see Annex 1 to this call for applications, [section A1.5](#));

- **Advanced knowledge of the English language** (at least level B2), according to the Common European Framework of Reference for Languages (CEFR). Adequate knowledge of the English language at level B2 will be certified by candidates by sending a scanned copy (scanned in .pdf format) of their language certificate or self-certification attesting to their knowledge of the language.

- **Pre-acceptance letter** for the degree programme in Design, Multimedia and Visual Communication Downloaded in .pdf format following successful pre-selection by April 29, 2025 from https://www.uniroma1.it/en/admissions.

Please Note: the pre-acceptance letter from the University does not confer any right to obtain a visa, nor to enrol in the Degree Programme in Design, Multimedia and Visual Communication.
To enrol, you must pass the comparative assessment procedure and admission test, in the methods indicated in this call for applications.

- **Online pre-enrolment application,** for obtaining the entry visa for study purposes "University enrolment" for the academic year 2025-2026, on the Universitaly website (https://www.universitaly.it/) filled in and sent compulsorily by June 30, 2025. Pre-registration on the Universitaly website is mandatory in order to obtain the student entry visa.

Please Note: pre-enrolment alone does not allow admission to degree programmes. In order to enrol, it is necessary to complete the procedures provided by Sapienza University of Rome for the chosen degree programme, as indicated in this call for applications.

For information:
https://www.studiare-in-italia.it/studentistranieri/
https://www.uniroma1.it/en/pagina/international-student-office

For candidates with non-EU citizenship, permanently residing abroad, who apply for a visa for study purposes that choose the Italian Language Curriculum

they are not obliged to get the pre-acceptance letter and besides the requirements listed above must have passed

- **the Italian language proficiency test** (level B2), or must have an Italian language certificate of at least level B2, issued by recognised organisations (https://www.esteri.it/it/diplomazia-culturale-e-diplomazia-scientifica/cultura/promozionelinguaitaliana/certificazioni-linguistiche) as indicated in the Ministry of University and Research Circular. For information about the Italian language knowledge test go to the

dedicated page:
https://www.uniroma1.it/en/notizia/italian-language-test-international-students
https://www.studiare-in-italia.it/studentistranieri

Documents needed to finalise your enrolment if you gained a successful position in the ranking list and you applied for a student visa
- Entry visa for study purposes "University enrolment" for the academic year 2025-2026;
- copy of the submission receipts of the application for the first residence permit for study purposes.

Please Note: Sapienza University of Rome may at any time exclude or revoke your enrolment if you do not meet the requirements or if you make false or misleading statements.

For information:
https://www.studiare-in-italia.it/studentistranieri/
https://www.uniroma1.it/it/node/24774

2.3 - For candidates who have already graduated

If you already hold a second-level academic qualification (obtained in Italy or abroad) and if you come from other university degree or diploma programmes, you are required to comply with the same procedures set out in the following sections and take part in the comparative assessment procedure.

2.4 – For candidates graduating within January 31, 2026

If you are pursuing a Bachelor's degree at Sapienza University of Rome in Industrial Design (L-4), **or in other degree classes,** by **January 31, 2026**, you may **conditionally** participate in the selection process.

Please note: Sapienza University of Rome graduating students in other degree classes are required to submit the study plan of the Degree Programme
(see section 3.3)

3. Selection

The procedure for participating in the selection involves the following stages:

What to do	When
Register on Infostud and pay the €35.00 fee	From July 2, 2025, to July 15, 2025 (if you are a citizen of a non-EU country and permanently resident abroad) From July 2 to September 1, 2025 (if you are a EU citizen or a non-EU citizen but you hold a valid residence permit in Italy)
Apply for participation in the procedure for the comparative assessment of qualifications	By July 15, 2025 (if you have citizenship from a non-EU country and reside permanently abroad) By September 1, 2025 (if you are a EU citizen or a non-EU citizen but you hold a valid residence permit in Italy)

Take the admission test	July 21, 22, 23, 2025 (if you have citizenship from a non-EU country and reside permanently abroad) September 4, 5, 8, 2025 (if you are a EU citizen or a non-EU citizen but you hold a valid residence permit in Italy)

3.1 – Infostud registration

To register on Infostud you will have to enter your data in the form available on the Sapienza University of Rome website, under the heading Register
https://www.uniroma1.it/it/node/25007
If you hold **Italian** citizenship Spid or Cie credentials are necessary.

Please Note

The e-mail address you enter when registering will be used for any communications from the University, so please check your e-mail box periodically during the steps of the procedure.

If you already have an Infostud registration you have to verify/enter your email address on the Idm dashboard, logging in with your Spid/Cie credentials or with your student ID number and password https://idm.uniroma1.it/

3.2 – Payment of the €35 fee

To pay the €35 fee:
- Log in to Infostud https://www.uniroma1.it/en/pagina-strutturale/students with your Spid or CIE credentials (if you have non-Italian citizenship you will have to use your student ID number and password)
- Click on "Bachelor's and Master's Degree Programmes";
- Go to "Admission to programmes";
- Enter the code **33432**
- Go to Continue and then Next
- Click on Direct Payment (PagoPA)

The payment of the fee must be made by **direct payment** (online, by credit card).
For further information on payment methods, please consult the dedicated page at the following link
https://www.uniroma1.it/en/pagina/payment

The fee for participation in the comparative assessment will not be refunded for any reason.

3.3 – Application for the comparative assessment

To apply for the procedure for comparative assessment of qualifications, you have to fill in an online form and include the required documents.

Please Note: Incomplete applications or applications not received by the deadlines indicated in section 3, will result in exclusion from the comparative assessment procedure.
Sapienza University of Rome may proceed with exclusion from the selection procedure at any time for lack of the requirements.

Fill in the application

To fill in the application, you need to log on to the course catalogue, type in the programme's name "Design, Multimedia and Visual Communication' and go to the "Apply" section, where you will find the application procedure.

Documents to include in the application

- **ID document**
- **Scanned copy** (scanned in .pdf format) of the €35 fee **payment receipt**
- **Scanned copy (**scanned in .pdf format) of the **language certificate or self-certification of English language proficiency** (B2 level).

Applicants with EU citizenship or non-EU citizens who hold a valid residence permit in Italy must also have:

- Curriculum Vitae (.pdf format)
- Portfolio (.pdf format)
- Graduation certificate with the list of exams taken

If you graduated in a class other than L-4 (ex42) you must also have the
- Graduation certificate with the list of exams taken

If you are graduating from Sapienza University of Rome in a class other than L-4, you will have to include the
- Study plan of the Bachelor's Degree Programme.

If you hold non-EU citizenship and apply for a visa for study purposes
- Before submitting your application for the comparative assessment procedure, you must complete the **pre-selection application** on the QS MoveIn platform and submit the **pre-enrolment application** on Universitaly as indicated in

3.4 – Qualifications assessment
The assessment of qualifications for an **overall score of 60 points** will refer to the following two fields:

Final Bachelor's degree assessment* (compulsorily reported in the google form) with a score ranging from a minimum of 2 to a maximum of 30 points and **Portfolio assessment.**

* For Sapienza University of Rome graduating students, the assessment will be based on the average grade of the exams taken with a score ranging between 2 and 15 points.

For candidates with a Bachelor's degree who meet the entry requirements, points will be awarded as follows:

a) **Up to 30** points can be attributed in descending order to the **graduation** grade*:**

GRADUATION GRADES TABLE	
Grade	Points
110 with honours	30
From 109 to 110	28
From 107 to 108	26
From 105 to 106	24
From 103 to 104	22
From 101 to 102	20
100	18
From 97 to 99	12
From 94 to 96	8
From 91 to 93	4
Up to 90	2

* In the case of grading systems other than systems with a score calculated out of 110, the original grade (hundredths, marks, etc.) has to be converted to the above-mentioned scale.

** In the case of international - non-European - degrees in which the grade and/or graduation grade is not applicable, the selection board, having consulted the Hello-International student office on the grading

systems adopted by the country of origin of the candidate under consideration, will, on a case-by-case basis, report the grade in the equivalent grade adopted for all the other candidates.

b) **Portfolio assessment** with a score **between 0 and 30 points** including:
- a summary of the graphic design or multimedia* projects developed as part of the bachelor's degree;
- a summary of graphic or multimedia* design projects developed as a professional activity in a freelance capacity or as a collaborator in agencies and professional studios;
- information on other diplomas and/or certificates of attendance at postgraduate specialisation courses; 1st level master's degrees; courses on softwares, and in any case related to the field of Visual and Multimedia Communication Design;
- information relating to the awarding of prizes in design competitions in the field of graphic and multimedia communication; participation, as an author, in national and international exhibitions and collectives in the field of graphic and multimedia communication; participation in workshops and training and professionalising internships promoted by bodies, institutes, organisations in the fields of graphic and multimedia communication; participation in national and international scientific conferences in the field of graphic and multimedia communication;
- copies of books, essays, authored papers or articles or copies of specific publications on the projects realised; proceedings of national and international conferences.

* For multimedia projects, it is possible to include frames and links to repositories (Youtube, Behance, etc.).

For candidates who will graduate from Sapienza University of Rome the assessment of qualifications will refer to the study plan previously completed, which, since they do not have a final degree assessment (graduation grade), will be evaluated in accordance with the following grades:

a) Up to a maximum of 15 points can be attributed to **the average grade of the exams** taken:

TABLE OF THE SCORES OF EXAMS TAKEN	
Grade	**Points**
From 29,6 to 30	15
From 27,6 to 29,5	12
From 25,6 to 27,5	10
From 23,6 to 25,5	8
From 21,6 to 23,5	6
From 19,6 to 21,5	4
From 18 to 19,5	2

The average is calculated by summing the grades of all exams taken, the result is then divided by the number of exams.

A grade of 30 with honours should be calculated as 31.

It is mandatory that students also include the average grade in the form attached to the application and not only the list of exams with the corresponding grades.

b) **Portfolio assessment** with a score **between 0 and 30 points** including:
- a summary of the graphic design or multimedia* projects developed as part of the bachelor's degree;
- a summary of graphic or multimedia* design projects developed as a professional activity in a freelance capacity or as a collaborator in agencies and professional studios;
- information on other diplomas and/or certificates of attendance at postgraduate specialisation courses; 1st level master's degrees; courses on softwares, and in any case related to the field of Visual and Multimedia Communication Design;
- information relating to the awarding of prizes in design competitions in the field of graphic and multimedia communication; participation, as an author, in national and international exhibitions and collectives in the field of graphic and multimedia communication; participation in workshops and training and professionalising internships promoted by bodies, institutes, organisations in the fields of graphic and multimedia communication; participation in national

and international scientific conferences in the field of graphic and multimedia communication;
- copies of books, essays, authored papers or articles or copies of specific publications on the projects realised; proceedings of national and international conferences.

In the rankings, in the event of a tie between graduates, the duration of bachelor's degree studies (regular or *fuoricorso*) prevails in favour of regular graduates (candidates who graduated within the regular duration of the programme). In the event of a further tie, the date of graduation prevails (i.e. those who graduated on the first available date and session of the same academic year). In the event of a further tie, age prevails in favour of younger candidates.

Candidates with a degree in a degree class other than L-4 ex 42 must enclose, in pdf format, the graduation certificate indicating, for each exam taken at the university of origin, *the number of credits (ECTS)* and the *corresponding scientific-disciplinary sector*. Candidates who do not receive recognition of at least 40 ECTS will not be included in the final rankings.

The above data must be requested from the Student Affairs Offices of the Faculty of origin.

3.5 – Oral test
The oral test is aimed at assessing academic knowledge and will focus in particular on portfolio commentary. The score reserved for the oral test is a **maximum of 10 points** awarded according to the following criteria:

A. **9-10 points for excellent mastery** of the knowledge and skills underlying the implementation of the activities described in the portfolio;

B. **7-8 points good command** of the knowledge and skills underlying the implementation of the activities described in the portfolio;

C. **5-6 points sufficient command** of the knowledge and skills underlying the implementation of the activities described in the portfolio;

D. **3-4 points poor command** of the knowledge and skills underlying the implementation of the activities described in the portfolio;

E. **1-2 points insufficient command** of the knowledge and skills underlying the implementation of the activities described in the portfolio.

The oral test will take place
- on **July 21, 22, and 23, 2025** for non-EU candidates who need to apply for a student visa
- on **September 4, 5, and 8, 2025** for candidates with EU citizenship or non-EU citizenship with a valid residence permit in Italy

The schedule of the oral tests and how they will be conducted will be published on the official website of the degree programme, in the "Apply" section, by
- **July 17, 2025**, for non-EU citizens who need to apply for a student visa
- **September 3, 2025**, for candidates with EU citizenship or non-EU citizenship with a valid residence permit in Italy

3.6 - Disabilities or Specific Learning Difficulties
Indications for candidates with a certified disability or a diagnosis of specific learning difficulties can be found in Annex 3.

4. Rankings and deadlines

Once the assessments have been completed, the rankings will be drawn up, in descending order of points obtained.

The rankings, expressed in a score out of 70, will be drawn up according to the following criteria:
- 60 points are determined by the comparative assessment of qualifications

- 10 points are determined based on the result of the oral test
A minimum of 15 points is required to be admitted to the ranking list.

The rankings will be published in the course catalogue https://corsidilaurea.uniroma1.it/en on the degree programme page. The online ranking list will be published by student ID number only; the list of names will be available at the Faculty's Student Affairs Office.

Publication will take place by
- **July 30, 2025,** for non-EU candidates who need to apply for a student visa
- **September 15, 2025,** for EU candidates and non-EU candidates with a valid residence permit in Italy

Candidates who gained a successful position in the rankings will have to pay enrolment tuition fees
- From **September 1 to September 29, 2025,** for non-EU candidates who need to apply for a student visa
- From **September 15 to September 29, 2025,** for EU candidates and non-EU candidates with a valid residence permit in Italy

Candidates who obtain their degree after the deadline for payment of enrolment tuition fees **and by January 31, 2026,** placed in a successful position on the ranking list, must submit a declaration of intention to enrol at the Student Affairs Office of Architecture, before the deadline for payment of enrolment tuition fees (precautionary application see section 5.3).

Please Note

If you do not pay the enrolment tuition fees by the deadline, you will lose your place in the rankings: vacant places will be allocated according to the ranking list.

If you have not yet graduated and you do not submit your precautionary application by the deadline (see section 5.3), you will lose your place in the rankings and the vacant places will be allocated according to the ranking list.

In this respect, a subsequent list of new intakes from the ranking list will be published with the following schedule:

October 6, 2025	Publication of the first list of new intakes from the ranking list and opening of enrolments for the candidates that become successful
October 15, 2025	Deadline for paying enrolment tuition fees

Any subsequent new intakes from the ranking list will be managed solely by the Student Affairs Office by means of communications to the email address indicated when registering on Infostud. In this regard, it is recommended that you check your e-mail inbox.

Once you have enrolled, you will be able to complete your choice of Curriculum (in ITA Italian language or ENG English language) by filling in your study plan on the GOMP platform.

5. Enrolment

Final enrolment in the degree programme is obtained by paying the first instalment of the programme's enrolment tuition fees for the 2025-2026 academic year, to which the €16.00 stamp duty and regional tax must be added.
The procedure is described on the page available at the following link:
https://www.uniroma1.it/it/node/24689. The code to be entered is **33432.**
During the payment procedure, you can enter any conditions for exemption from tuition fees and regional tax. The €16.00 stamp duty is still due even in the case of total exemption from tuition fees.

It is extremely important at this stage to have obtained the Isee 2025 calculation for the right to academic education in order to take advantage of the exemptions and benefits provided on the basis of this indicator (see Annex 2).

Information on amounts and benefits for **those with tax residence in Italy** can be found at the following link: https://www.uniroma1.it/en/pagina/tuition-fees-and-benefits

Information on the amounts for **those with tax residence abroad** can be found on the Sapienza University website, on the dedicated page Go to the page.

Fees are to be paid by direct payment, online by credit card.
For more information on payment methods see
https://www.uniroma1.it/en/pagina/payment

5.1 – For candidates who change from another degree programme at Sapienza University of Rome

If you gain a successful position in the ranking list and you are actively enrolled in another degree programme at Sapienza University of Rome, you must submit a degree programme change application for transfer using the form Degree programme change with exam recognition ("*Passaggio di corso con riconoscimento esami*") available on the university website, in the Downloads section of the following page https://www.uniroma1.it/en/pagina/student-forms.

The degree programme change application must be sent by email no later than the deadline for payment of enrolment tuition fees indicated in section 4, indicating as recipients both the Student Affairs Office of your degree programme and the Student Affairs Office of the degree programme you wish to enrol in (see section 7).
In the email addressed to the Student Affairs Offices, you must state your position in the ranking list.
Please note: after submitting your degree programme change application, you will not be able to sit the exams for your degree programme of origin.

5.2 – For candidates who transfer from another Italian university

If you gain a successful position in the ranking list and you are actively enrolled in another degree programme at an Italian university other than Sapienza University of Rome, you must pay the enrolment tuition fees by the deadlines specified in section 4, and submit a transfer application to your university of origin.
Within ten days from enrolment, you must send to the email address of the Student Affairs Office (see section 7):
-       the incoming transfer form available on the university website, in the Downloads section of the following page https://www.uniroma1.it/en/pagina/student-forms,
-       a copy of the outbound transfer application submitted to your university of origin.
The Student Affairs Office will generate the incoming transfer payment slip.

Please Note
After payment of enrolment tuition fees, you will not be able to sit exams for your home degree programme.

5.3 – For candidates who have not yet graduated

If you gain a successful position in the ranking list and obtain your degree **between the deadlines for payment of tuition fees and January 31, 2026,** you must submit your precautionary application, no later than the deadlines indicated in section 4, in compliance with the procedure indicated below:
-       request the precautionary application from the Student Affairs Office by writing to (segrstudenti.architettura@uniroma1.it);
-       fill in the application;
-       send the application to segrstudenti.architettura@uniroma1.it) specifying in the subject line: Precautionary application + Degree Programme's Code and Name;

A precautionary application is necessary in order to be able to keep your place in the ranking list and pay your tuition fees after the deadline.

Please Note
The Degree Programme's enrolment tuition fees must be paid within 15 days after graduating at the latest.

Together with the payment of the first instalment, it is advisable to request from the Student Affairs Office the payment slips of the second and third instalments (the due dates of which are December 18, 2025 and

5.4 – For candidates already holding an Italian academic degree

If you gain a successful position in the ranking list and have already obtained an Italian degree, if you want to apply for a degree programme shortening or for the recognition of university credits (ECTS) acquired during the previous degree programme, you must submit to the Student Affairs Office (see section 7) an application with a €16.00 revenue stamp **within 15 natural and consecutive days from the payment of the first instalment of the programme's tuition fees**.

To apply you must:
- pay your enrolment tuition fees;
- activate your institutional e-mail address in the manner indicated on the University website at https://www.uniroma1.it/en/pagina/email-google-apps
- send a ticket to the Student Affairs Office of your degree programme https://tts.uniroma1.it/otrs/customer.pl by selecting the Degree Programme Shortening service and filling out the appropriate form.

If you obtained your degree at an Italian university other than Sapienza University of Rome, you will also have to include a self-certification of the degree held along with an indication of the exams, relative grades, Scientific-Disciplinary Sectors (SSDs) and credits (ECTS).
The evaluation of the request will be carried out by the Faculty bodies.

5.5 – For candidates with an educational qualification obtained within a non-Italian higher education system

If you gain a successful position in the ranking list and you have a degree from a non-Italian higher education system, you must follow the procedures set out in Annex 1 to this call for applications in section A1.5

If you gain a successful position in the ranking list and you have a degree from a non-Italian higher education system and you want to apply for a degree programme shortening or recognition of university exams taken abroad, you must follow the instructions given in Annex 1 to this call for applications under section A1.6

6. Withdrawal from enrolment

If, after paying your tuition fees, you want to withdraw from enrolment, you must follow this procedure:
- activate your institutional e-mail address in the manner indicated on the University website at https://www.uniroma1.it/en/pagina/email-google-apps;
- connect to the ticket platform https://tts.uniroma1.it/otrs/customer.pl select the Student Affairs Office to which your degree programme belongs; select the Withdrawal from studies service, fill in the relevant form and attach the payment receipt for the stamp duty.

Please Note: **If you are a non-EU citizen with a residence permit for study purposes and you** withdraw from enrolment at Sapienza University or another University **you lose the requirements for residence in Italy with consequent revocation of your residence permit.**
In this case, you will have to return to your country of origin and complete the pre-selection procedures again on the QS MoveIn platform, by April 29, 2025 (link: https://www.uniroma1.it/en/admissions), and pre-enrolment through the Universitaly online platform (https://www.universitaly.it/) no later than June 30, 2025.

7. Information and useful contact information

This call for applications is published on the degree programme's web page, within the course catalogue https://corsidilaurea.uniroma1.it/en
Any notices and updates will also be posted on the degree programme's page.

Degree Programme's Student Affairs Office (via e-mail only)	
E-mail	tutor.dcvm@uniroma1.it

Student Affairs Office of the Faculty of Architecture	
Location	Via Emanuele Gianturco, 2 – 00196 – Rome (ground floor)
Opening hours	Monday, Wednesday, Friday, from 8.30 to 12.00 Tuesday and Thursday from 14.30 to 16.30 **The Office will be closed from August 11 to August 16**
E-mail	segrstudenti.architettura@uniroma1.it
Teams	segreteriastudenti architettura (during opening hours)

CIAO - *Centro informazioni accoglienza orientamento*	
Location	Piazzale Aldo Moro, 5 – 00185 Rome Rectorate Building, portico side
Opening hours	From Monday to Friday, from 9.30 to 17.00 **The Office will be closed from August 11 to August 16**
E-mail	ciao@uniroma1.it

HELLO – International Student Help Desk	
Location	Piazzale Aldo Moro, 5 – 00185 Rome Rectorate Building, portico side
Opening hours	From Monday to Friday, from 9.30 to 17.00 **The Office will be closed from August 11 to August 16**
E-mail	hello@uniroma1.it

International Student Office	
Location	Piazzale Aldo Moro, 5 – 00185 Rome General Services Building - staircase C – 2nd floor
Opening hours	Monday, Wednesday, Friday, from 8.30 to 12.00 Tuesday and Thursday from 14.30 to 16.30 **The Office will be closed from August 11 to August 16**
E-mail	studentistranieri@uniroma1.it

Unit for Students with Disabilities and Specific Learning Difficulties (SpLDs)	
Location	Piazzale Aldo Moro, 5 – 00185 Rome Law Building, ground floor, rear entrance
Disabilities	servizio.disabilita@uniroma1.it https://www.uniroma1.it/en/pagina/disability-and-specific-learning-difficulties **The Office will be closed from August 11 to August 16**
SpLDs	servizio.dsa@uniroma1.it https://www.uniroma1.it/en/pagina/disability-and-specific-learning-difficulties **The Office will be closed from August 11 to August 16**
Contacts for the admission test	testaccesso.inclusione@uniroma1.it https://www.uniroma1.it/en/pagina/disability-and-specific-learning-difficulties **The Office will be closed from August 11 to August 16**

8. Evaluation Committee

The Committee in charge of the procedure for the comparative assessment of the qualifications referred to in this call for applications is composed of the Dean of the Faculty of Architecture or his delegate or by the Programme Coordinator of the Master's Degree in Design, Multimedia and Visual Communication and a representative of the Degree Programme teaching staff.

9. Persons in charge of the administrative procedure and competent court

Pursuant to Articles 4, 5 and 6 of Law 241/90, the person responsible for the administrative procedure is Mr. Antonio Bizzotti, Head of Unit of the Architecture Student Affairs Office.

In the event of a dispute, the Court of Rome shall have exclusive jurisdiction.

10. Personal data processing

The information notice on the processing of personal data drafted by Sapienza University of Rome pursuant to art. 13 of EU Reg. 2016/679 is published on the page https://www.uniroma1.it/en/pagina/privacy-office-sector

Please note that the processing of the data contained in the applications is aimed solely at the management of the comparative assessment procedure and of the possible enrolment procedure for the management of the student career.

Annex 1.   Non-Italian citizenship and/or educational qualification obtained in a non-Italian education system

A1.1 – Candidates with EU citizenship and candidates with non-EU citizenship holding a residence permit in Italy (EU equivalents)

The general procedures of the call for applications apply to:

a.   EU citizens or citizens from one of the following countries: Norway, Iceland, Liechtenstein, Switzerland, Republic of San Marino, Vatican City State

b.   Individuals with dual citizenship, one of which is from a European Union country;

c.   Non-EU citizens who hold one of the following residence permits issued by the Italian government:

-    EU long-term resident's residence permit;
-    Residence permit for employment or self-employment;
-    Residence permit for family reasons;
-    Residence permit for political asylum, subsidiary protection or special reasons;
-    Residence permit for religious reasons;
-    card Article 50 TEU - Art 18.4 EU-UK withdrawal agreement

d.   Non-EU citizens who have been legally residing in Italy for at least one year and hold an upper secondary school qualification obtained in Italy giving access to the chosen degree programme;

e.   Non-EU citizens who are enrolled in a degree programme at an Italian university, hold a valid residence permit for study purposes and intend to apply for a transfer or a switch (for years subsequent to the first year of enrolment);

f.   Non-EU citizens who are part (themselves or a parent or spouse) of the staff serving in foreign diplomatic missions and international organisations based in Italy, accredited to the Italian State or the Holy See. Their residence permit for diplomatic reasons must be submitted.

If you have a student residence permit in Italy issued for an Italian language course or to spend a period of exchange/mobility, follow the instructions in section A1.3.

A1.2 – Dual citizenship
If you have dual citizenship, one of which is Italian or of another EU country, the Italian citizenship or the one of another EU country prevail (Law 218 of May 31, 1995, art. 19, paragraph 2) and therefore in order to enrol on the degree programme indicated in this call for applications, you must follow the instructions provided for EU citizens and non-EU citizens regularly holding a residence permit in Italy (EU equivalents).

A1.3 - Non-EU citizenship, residence abroad and student visa application
If you are a citizen of a non-EU country, reside in a country other than Italy and do not meet the requirements set out in section A1.1, you must apply for an entry visa for study purposes as set out in section 2.2 in order to enrol in the degree programmes indicated in this call for applications.

If you have non-EU citizenship and hold a residence permit for study purposes in Italy issued for an Italian language course or to spend a period of exchange/mobility, in order to enrol in the degree programme in this call for applications you must return to your country of origin and submit an application for an entry visa for study purposes as indicated in section 2.2.

For further information on the residence permit for study purposes, please consult the dedicated page https://www.uniroma1.it/en/pagina/residence-permit-study-purposes.

A1.4 – "Marco Polo" project
If you have Chinese citizenship, participate in the "Marco Polo" project for Sapienza University of Rome, and

have submitted a pre-enrolment application to the Italian Diplomatic-Consular Representations in China, you can participate in the selection process for places reserved for the **"Marco Polo"** project.

Specific indications are available on the website of the Ministry of Universities and Research at https://www.universitaly.it/studenti-stranieri

A1.5 – Enrolment for candidates with a non-Italian educational qualification

Candidates who hold an educational qualification awarded within a non-Italian secondary education system, to enrol by the deadlines provided in section 4 must:

- Scan the documents indicated on Sapienza University's website, on the dedicated page, into a single file. Go to the page (4. Mandatory documents for enrolment – Master's degree courses)
- Send the file created to the Hello- International Student Office at the email address studentistranieri@uniroma1.it by compulsorily stating in the subject line of the email the following wording: "Ready for enrolment + degree programme code and name + student ID number + surname and name of the student".
- Pay the university enrolment tuition fees within the deadlines set out in section 4, following the specific instructions available at https://www.uniroma1.it/en/pagina/infostud-enrolment

The following document is available for further information on qualifications awarded by a non-Italian secondary education system that are eligible for access to higher education, this document lists most of the countries from which Sapienza University of Rome received the highest number of applications: https://www.uniroma1.it/sites/default/files/field_file_allegati/entry_requirements_for_qualifications_awarded_by_non-italian_education_systems.pdf_0.pdf

Once the administrative checks have been completed, the "Hello - International Student Office" reserves the right to request additional documentation if it deems it necessary or to deny admission to the programme due to lack of requirements.
Any further updates or information are available on the International Student Office page https://www.uniroma1.it/en/pagina/international-student-office or by contacting: studentistranieri@uniroma1.it.

A1.6 – Degree programme shortening for candidates with a non-Italian academic educational qualification
Candidates who have an academic qualification obtained in a non-Italian academic system and wish to request a degree programme shortening or the recognition of university exams taken abroad must submit a request with a €16.00 revenue stamp to the International Student Office within 30 days from the date of enrolment:

Procedure:
- complete enrolment and pay enrolment tuition fees according to the procedures indicated in section 5
- activate your institutional e-mail address in compliance with the procedures indicated on the university website on the following page https://www.uniroma1.it/en/pagina/email-google-apps;
- submit a ticket to the International Student Office https://tts.uniroma1.it/otrs/customer.pl by filling in the application/request form, and uploading the documents indicated on Sapienza University's website, on the dedicated page. Go to the page (14. Degree programme shortening)

Once the administrative checks have been completed, the "Hello - International Student Office" reserves the right to request further documentation if it deems it necessary and to refuse the application for recognition if it lacks the necessary conditions.
Any further updates and information can be found on the International Student Office https://www.uniroma1.it/en/pagina/international-student-office or by contacting: studentistranieri@uniroma1.it.

Once the necessary checks on the submitted foreign qualifications have been completed, the request will be forwarded by the Hello - International Student Office to the relevant Student Affairs Office for administrative processing.

The assessment of the request will be carried out by the competent Faculty bo

Annex 2.   Isee for the right to academic education

The Isee (Indicator of Equivalent Economic Situation) for the right to academic education is required to obtain a reduction in the amounts of tuition fees to be paid by the student (the lower the Isee value, the lower the amount to be paid).

The calculation of Isee for university right to academic education benefits should be requested from Tax Assistance Centers (*CAF*) after January 15, 2025, and at least 30 days before the enrolment deadlines.

For candidates with a PIN code or SPID digital identity (unique code for access to all digital and online services of the Public Administration), it is also possible to request the calculation of Isee 2025 directly online by submitting the DSU (Single Substitute Declaration) on the INPS website (www.inps.it).

For candidates who have foreign citizenship and/or declare income earned abroad and are therefore unable to produce Isee certification, there is a fixed amount tuition fee, depending on their country of origin. See the dedicated page at https://www.uniroma1.it/en/pagina/tuition-fees-and-benefits

Annex 3. Services for disabilities or Specific Learning Difficulties (SpLDs)

A3.1 – Recognised disability/invalidity
Candidates who have a recognised disability pursuant to Article 3(1) or (3) of Law no. 104 of February 5, 1992, or certification of invalidity and require special aids or additional time to take the test, **must indicate their request on the Infostud System during the procedure for generating payment of the admission test fee and send their certification to** testaccesso.inclusione@uniroma1.it

Specific situations will be examined taking into account the submitted certifications.

In this case, the following aids are granted
- additional time up to 50% more than defined for the test;
- depending on the certification submitted, the assistance of a tutor for writing and/or reading, a sign language interpreter, a basic calculator.

Requests must be received by the deadline for registration for the test and must be accompanied by appropriate certification issued by INPS or by the competent National Health System units.

A3.2 - Specific Learning Difficulties
Candidates who have been diagnosed with a Specific Learning Difficulty (SpLD), as referred to in law no. 170/2010 and Ministerial Decree no. 5669/2011, and who require special aids in relation to the type of SpLD or additional time in order to take the test, **must make their request on the Infostud System during the procedure for generating payment of the admission test fee and send their certification to** testaccesso.inclusione@uniroma1.it.

In this case, the following aids are granted
- extra time equal to 30% more than defined for the test;
- the use of a basic non-scientific calculator depending on the certification submitted.

Applications must be received by the deadline for registration for the admission test and must be accompanied by appropriate Specific Learning Difficulty certification issued by National Health System units or by specialists and units accredited by the latter.
If the attached documents do not specify the accreditation of the units or specialists that issued the certification, a note must be added with the data confirming this accreditation.

The Specific Learning Difficulty certification must be articulate and clear, with reference to nosographic codes and the explicit wording of the Specific Learning Difficulty (in reading and/or writing and/or calculation). The diagnosis must have been issued no more than three years previously if drawn up for minors.

A3.3 - Disabilities/invalidities and Specific Learning Difficulties for candidates residing abroad
Candidates who reside abroad and have a recognised disability or a diagnosis of Specific Learning Difficulty and wish to benefit from the measures mentioned above must submit the legalised certification, where required by current international regulations, attesting to the state of invalidity, disability or SpLD issued in the country of residence, accompanied by a sworn translation, either by an official translator or certified as conforming to the original text by the Italian diplomatic representations, in Italian or English language.