

**CALL FOR APPLICATIONS FOR ADMISSION TO THE “SAPIENZA FOUNDATION YEAR”  
PROGRAMME – 2025–2026 ACADEMIC YEAR**

**Program Code: 30496**

**THE RECTOR**

HAVING REGARD TO the resolution of the ISO Department 20/02/2025  
HAVING REGARD TO the resolution of the Faculty of Humanities of 25/02/2025  
HAVING REGARD TO the resolution of the Academic Senate of the resolution of the  
Academic Senate of April 16, 2019.

**DECREES**

that the enrolment of students in Sapienza Foundation Year for the 2025-2026 academic year  
is subject to successfully undergoing an admission procedure.

**Article 1 – GENERAL PROVISIONS AND PURPOSES**

This Call for Applications includes provisions governing the admission to the “Sapienza Foundation Year” Programme, enrolment procedures and courses conduct.

The Programme, held in Italian, is conceived for international students who need to complete their basic education to be eligible for enrolment at Italian public universities.

Students who successfully complete the Programme will be able to apply for Degree programmes at Sapienza University of Rome without having to sit for the Italian language exam for non-EU students.

Further information about the Programme is available at:

<https://www.uniroma1.it/it/pagina/foundation-year-sapienza-university-rome>.

**Article 2 – ORGANISATION OF EDUCATIONAL ACTIVITIES AND ATTENDANCE**

The “Sapienza Foundation Year” Programme is made up of three parts: 1. Intensive Italian language and culture classes; 2. Curricular classes in either Human Sciences (Art History, Contemporary History, Italian Literature, Sociology), Natural Sciences (Biology, Chemistry, Mathematics, Physics) or Social Sciences (Contemporary History, Mathematics, Physics, Sociology); 3. Preparatory classes for entrance exams on four groups of subjects: Applied Sciences, Management Sciences, Clinical Sciences, Human Sciences. **Classroom activities total 400 hours, and attendance is mandatory for at least 75% of them.**

<b>October 2025</b>	<b>Introductory Italian Language and Culture</b> Online A1-A2		
<b>Nov 2025–Feb 2026</b> 200 hours	<b>Intensive Italian language and Culture</b> Classroom B1-B2		
<b>Feb 2026–May 2026</b> 160 hours/curriculum 40 hours/class	Curricular classes		
	Human Sciences: Art History Contemporary History	Social Sciences: Contemporary History Mathematics	Natural Sciences: Biology Chemistry

	Italian Literature Sociology	Physics Sociology	Mathematics Physics	
<b>May 2026–Jun 2026</b> 40 hours	Preparatory classes			
	Applied Sciences (Engineering, etc.)	Management Sciences (Economics, Management, etc.)	Clinical Sciences (Medicine, Nursing, Psychology, etc.)	Human Sciences (Archaeology, Art History, Classics, etc.)

### Article 3 – GENERAL ADMISSION REQUIREMENTS

The “Sapienza Foundation Year” Programme is mainly intended for students who do not meet the minimum schooling requirements outlined in the current legislation regulating the enrolment at Italian universities.

Students who do meet such requirements, yet wish to improve their preparation to the same aim, are as well eligible for admission.

The admission procedure is open to:

- **Italian or EU citizens wherever resident;**
- **Non-EU citizens legally residing in Italy**, as per article 26 of Law No. 189/2002;
- **Non-EU citizens residing abroad** and requiring a Study Visa for “University enrolment” in the academic year 2025-2026 meeting the following requirements:
  - Possessing a secondary education leaving qualification (High School Diploma, Attestate, etc.) obtained after at least **11 years** of schooling and enabling admission in first level University degree under the laws of the Country of issuance.  
Please carefully check [this document](#) to acknowledge which education qualifications we require for enrolment according to the Country where you have achieved them. Candidates who are enrolled on the last year of secondary school may apply by providing a Certificate of Enrolment attesting their status and expected date of graduation;
  - Possessing an English language proficiency equivalent to CEFR level B2, to be proven with an official certification (IELTS, TOEFL, CFE, Duolingo) or, otherwise, to be assessed through an online interview organized by the University. Candidates who have English as their native or second language may be excused of such requirement by providing a formal proof of their status.

The above-mentioned requirements refer exclusively to the Sapienza Foundation Year. Therefore, if interested in continuing their studies in a Bachelor’s or Single-Cycle Degree Course at Sapienza University of Rome, candidates will need to carefully consider their compliance with the specific academic and language requirements named in the Call for Applications for the chosen course.

### Article 4 – NUMBER OF AVAILABLE PLACES

The maximum number of admitted candidates is 100 (one hundred) and the minimum is 10 (ten). The “Sapienza Foundation Year” Programme will be not activated in case that the number of candidates be lower than 10 (ten).

### Article 5 – PARTICIPATION FEE FOR THE ADMISSION PROCEDURE

Participation to the admission procedure is conditioned under penalty of exclusion on paying a participation fee of € 200,00 within **16/06/2025**. **The participation fee is not refundable for**

any reason.

**Payment of the participation fee without following in due time the whole procedure described below at Article 6 does not guarantee inclusion in the final admission list.**

## **Article 6 – APPLICATION PROCEDURES, DEADLINE AND REQUIRED DOCUMENTS**

Candidates shall submit their applications in due manner as follows:

- **Register on INFOSTUD 2.0**, the student information platform of Sapienza University of Rome:  
<https://stud.infostud.uniroma1.it/Sest/registrazioneStudenti/initRegistrazione.do>.

Upon registration, candidates will be issued a student ID number and a password they are recommended to keep carefully for further steps of the procedure. Official communications will be sent to the email address reported at this stage, candidates are required to provide a valid email address and regularly check their inbox.

- **Pay the € 200,00 participation fee** for the admission procedure within 16/06/2025 by following the instructions below:
  - Register on Infostud on <https://www.uniroma1.it/en/pagina-strutturale/students>
  - Log into **Infostud** with Student ID Number (for foreign nationals) or SPID/CIE credentials (for Italian nationals)
  - Click, in the following order: Advanced Professional Courses – Admission to Advanced Professional Courses – **insert the code of Course 32950**, and continue.
  - After creating the form, the system will activate a PagoPA button. Follow the instructions at the link Payment.

**Please note that this fee is not refundable. Only after this payment the application procedure will be activated, to the limit of the first 200 applicants.**

- As soon as they submit their application, candidates who are non-EU citizens residing abroad must also **register and submit their pre-enrolment applications within 30/06/2025 through the UNIVERSITALY Portal of the Ministry of University and Research (MUR): [Sign in to universitaly \(cineca.it\)](https://www.universitaly.it)**. Pre-enrolment is mandatory for obtaining a student visa for the 2025–2026 academic year. In case of Visa request submitted after the deadline (30/06/2025) the Foundation Year application will not be considered in the ranking list published by 31/07/2025. For further information on this subject, please visit [Hello-International Student Office](https://www.uniroma1.it/en/Hello-International-Student-Office) and refer to [accesso.sapienza@uniroma1.it](mailto:accesso.sapienza@uniroma1.it).
- **Fill in and submit the Google Form (<https://forms.gle/q3xGVjTVcNehiB23A>) with the following information or contents (see Annex 1 for reference):**
  - Student ID number (issued upon registration on Infostud);
  - Surname;
  - Name;
  - Passport nationality;
  - Place of birth (City, Country);
  - Date of birth (DD/MM/YYYY);
  - Email address (must be a regularly used and checked account);
  - Denomination of High School Diploma/Equivalent;
  - Country Issuing High School Diploma/Equivalent;
  - Actual or expected graduation date;
  - Graduation mark or GPA (actual grade/maximum grade);
  - Denomination of English Language Certification;

- Score of English Language Certification.
- Attach the following documents in Pdf format (max 1 GB each) in the designated places; please name each document in the format “document\_surname”:
  - Copy of passport front page;
  - Copy of High School Diploma or Equivalent, translated into English or Italian if issued in a different language, and legalised;
  - Copy of a recent transcript of records, translated into English or Italian if issued in a different language, and legalised;
  - Copy of English Language Certification.

**Please check that personal information must be the same as stated on passport and other documents submitted with the application.**

- Upon submitting the above-mentioned form, please check on the dedicated space:
  - Having thoroughly read and agreeing to procedures and regulations contained in the present Call for Applications;
  - Having thoroughly read and agreeing to the “Information Notice in Compliance With Art. 13 Of The Eu Regulation No. 679/2016 ‘General Data Protection Regulation’” (Annex 2).

Applicants who are not yet in possess of their high school diploma nor leaving transcript of records may submit in their place a certificate from their school, duly stamped and signed, attesting to their current status and expected date of graduation, together with the most recent transcript of records. As soon as they are issued the final diploma, candidates need to submit it along with CIMEA Statements. .

For further information, [click here](#).

Documents issued in a language different from English or Italian shall be accompanied by a legalised translation into either English or Italian.

The CIMEA Statements or Declaration of Equal Value (DOV) are not required for the selection, but successful candidates shall submit it later in order to get fully enrolled.

**Applications must be submitted within 16/06/2025. Incomplete applications, applications submitted after the prescribed deadline or otherwise submitted will not be accepted, even if the application fee has been paid in due time.**

#### **Article 7 – SELECTION PROCEDURE AND PUBLICATION OF THE LIST OF THE ADMITTED**

Candidates will be assessed according to their transcript of records, English language proficiency. Upon completion of the assessment process, a list of successful candidates will be published within **31/07/2025** at <https://www.uniroma1.it/it/pagina/foundation-year-sapienza-university-rome>.

**Updates to the admission list will involve the first 200 applicants ranked in the admission list. Applicants placed between the 101st and 200th position of the admission list will be considered eligible to take over should any of the admitted withdraw.**

Admitted candidates will receive a notice of admission whereby they will be requested to notify us within the specified deadline if they intend to accept or withdraw, in order to allow for the necessary adjustments to the ranking list.

Please note, however, that this notice does not constitute an invitation for visa procedures, which will be issued after following the steps described below at Article 8.

#### **Article 8 - ENROLMENT PROCEDURES**

**Enrolment for successful candidates is made effective after due verification of all documents, required under Art. 6 of the present Call for Applications, by the Competent office of Sapienza University of Rome—HELLO – International Student Office.**

Successful candidates submit in one single pdf file to [studentistranieri@uniroma1.it](mailto:studentistranieri@uniroma1.it) the following documents:

- a valid identity document Passport or ID (required from everyone);
- the **residence** permit card (only for Non-EU citizens regularly living in Italy). In case of renewal, you will need a copy of your expired residence permit card together with the post office renewal receipt;
- the **study Visa** for “University enrolment 2025/2026” issued by the Italian Embassies or Consulates in the Country where the candidate has his/her residence (only for Non-EU citizens residing abroad);
- **receipts** of your first **residence permit request** (only for non-EU citizens residing abroad who hold a study Visa 2025/2026). For further information on the residence permit for study purposes, please consult the [dedicated page](#);
- **High School Diploma** (obtained after at least **11 years** of studies and enabling admission in first level University degree under the laws of the Country of issuance), both original version and related official sworn translation into Italian or English (unless originally issued in Italian or English):

**a) If the diploma has been achieved in one of the Countries listed in the following Automatic Recognition Database: <https://ardi.cimea.it/en>, it will be mandatory to send:**

- High school diploma, original version and related official sworn translation into Italian, or English
- **Statement of Correspondence** of the diploma, downloaded from <https://ardi.cimea.it/en>
- **Statement of Verification** of the diploma issued by [CIMEA](#) or, alternatively, legalization/apostille on both original and translated versions. Competent authorities for the apostille: [click here](#)

**b) If the diploma has been achieved in one of the Countries NOT listed in the following Automatic Recognition Database: <https://ardi.cimea.it/it> it will be mandatory to send:**

- High school diploma, original version and related official sworn translation into Italian, or English
- **Statement of Comparability and Statement of Verification** of the diploma issued by [CIMEA](#).  
Alternatively to CIMEA statements, you can submit: **Declaration of equal value (DoV)** issued by the Italian Diplomatic mission (Embassy or Consulate) in the Country in charge of the education system where the diploma has been achieved, with legalization/apostille on both original and translated versions of the diploma. Competent authorities for the apostille: [click here](#)

For additional important information on secondary education qualification we require for enrolment, according to the Country where you have achieved it, please check carefully the following document listing the most represented Countries among Sapienza international students: [go to the document](#)

**The Hello - International Student Office has the right to verify that all submitted documents are genuine, as well as to request any additional documents deemed necessary to confirm the authenticity of submitted qualifications and the possession of entry requirements.**

Therefore, if candidates submit a set of documents different from those listed above, Sapienza Hello - International Student Office has the right to ask for additional documents during the enrolment procedures, in order to be in line with the evaluation policies stated by the Ministry of University and Research  
<https://www.universitaly.it/studenti-stranieri>

For any other enquiry on your foreign titles and on the mandatory documents for enrolment, please contact: [studentistranieri@uniroma1.it](mailto:studentistranieri@uniroma1.it) or visit: <https://www.uniroma1.it/en/pagina/international-student-office>.

**In order to get formally enrolled, successful candidates must have submitted in due form all the documents listed above. The competent office reserves the right to accept or refuse candidates based on their compliance with the above requirements.**

After the preliminary step of enrolment online, the Hello - International Student Office will schedule in person appointments to carry out an in-depth check on documents submitted online, in order to reconfirm their authenticity, so candidates are required to take original hardcopies of all the above listed documents with them when they are summoned.

#### **Article 9 - TUITION FEES**

The tuition fees for the "Sapienza Foundation Year" Programme amount to € 5,000.00.

Enrolment is effective upon payment of the first instalment of the tuition fees for the 2025-2026 academic year.

The first instalment of € 1,500.00 must be paid by **30/10/2025**; the second instalment of € 3,500.00 must be paid by **15/12/2025**. The tuition fee can also be paid entirely at once.

To pay the first and second instalments, successful candidates have to follow the following instructions:

- **Create a payment slip** (*bollettino*) for the first/second instalment by logging in Infostud 2.0 from [INFOSTUD - Sapienza Università di Roma \(uniroma1.it\)](https://www.uniroma1.it), then:
  - ⇒ CORSI DI FORMAZIONE
  - ⇒ IMMATRICOLAZIONE ("tuition fees") (on the left side of the screen; under item "Tasse")
  - ⇒ Insert CODICE ("code") **30496**
  - ⇒ Click on VAI 4 ("continue")
  - ⇒ Click on SUCCESSIVO
  - ⇒ Click on GENERA BOLLETTINI
  - ⇒ Click on SUCCESSIVO
  - ⇒ Select the instalment (first or second)
  - ⇒ Click on PagoPA
- **Pay the installments** through the PagoPA platform following the instructions at: <https://www.uniroma1.it/en/pagina/payment>.

For international payments, go to [PagoPA\\_How to Pay](#) (available in Downloads).

**The tuition fee has to be paid through the PagoPA platform with a valid credit/debit card. Other forms of payment, especially cash, will not be accepted nor authorised.** Students are therefore advised to make sure in advance that they be able to make the payment in due manner and course.

PagoPA is a third-party service provider; for technical issues, please refer to the PagoPA assistance through the channels indicated on the platform.

## **Article 10 – EVALUATION OF CANDIDATES AND AWARD OF QUALIFICATION**

The final exam consists in a written test.

The Sapienza Foundation Year leaving qualification is issued by Sapienza University of Rome only after successful evaluation of students in compliance with all administrative regulations.

## **Article 11 – INFORMATION AND USEFUL CONTACTS**

This Call for Applications along with additional orientational materials and updates will be published on the Sapienza Foundation Year webpage at

<https://www.uniroma1.it/it/pagina/foundation-year-sapienza-university-rome>

## **SAPIENZA FOUNDATION YEAR TUTORING SERVICE**

Location	Marco Polo Building, V.le Scalo San Lorenzo, 82, Rome Istituto Italiano di Studi Orientali, 3rd floor
Opening hours	Online only
e-mail	<a href="mailto:foundation.year@uniroma1.it">foundation.year@uniroma1.it</a>

## **HELLO-INTERNATIONAL STUDENT OFFICE**

Location	Main Campus, P.le Aldo Moro, 5, Rome General Services Building, staircase C, 2nd floor
Opening hours	Mon, Wed and Fri from 8:30 a.m. to 12:00 p.m. Tue and Thu from 2:30 p.m. to 4:30 p.m.
e-mail	<a href="mailto:studentistranieri@uniroma1.it">studentistranieri@uniroma1.it</a>

## **Article 12 – PROCESSING OF PERSONAL DATA**

In accordance with the provisions of the EU Regulation no. 679/2016 of April 27, 2016 “GENERAL DATA PROTECTION REGULATION” on the protection of individuals and other subjects with regard to the processing of personal data, a specific information notice is attached to this Call for Applications (Annex 2) and constitutes an integral part of the same.

***Prot. 0047127 del 31 marzo 2025***

**Signed by THE RECTOR**  
Prof.ssa Antonella Polimeni



Application Form for the **2025-2026 Sapienza Foundation Year Programme**  
Course Identification Code: **30496**

**SAMPLE FORM**  
(ORIGINAL TO BE FILLED IN AT <https://forms.gle/q3xGVjTVcNEhIB23A>)

Infostud Student ID Number: **20NNNNN**  
Surname: **Smith**  
Name: **John**  
Passport Nationality: **Italy**  
Passport number: **YANNNNNNN**  
Place (City, Country): **Rome, Italy**  
Date of birth (MM/DD/YYYY): **29/02/2000**  
Email address: **john.smith@sample.org**

**High School Diploma**

Denomination of High School Diploma/Equivalent: **Diploma di Scuola Superiore**  
Country Issuing High School Diploma/Equivalent: **Italy**  
Formal or Expected graduation date: **June 2025**  
Graduation mark or GPA (NN/NN): **70/100**

**English Language Certification**

Denomination of English Language Certification: **IELTS**  
Score of English Language Certification: **5.5**

**Copy of Application Fee Payment Receipt**

**Terms and Privacy Acknowledgements**



### **INFORMATION NOTICE IN COMPLIANCE WITH ART. 13 OF THE EU REGULATION NO. 679/2016 “GENERAL DATA PROTECTION REGULATION”.**

#### **Data processing controller**

The data processing controller is Sapienza University of Rome; the legal representative of the University is the Rector.

Contact details: [urp@uniroma1.it](mailto:urp@uniroma1.it); PEC: [protocollosapienza@cert.uniroma1.it](mailto:protocollosapienza@cert.uniroma1.it). Contact details of the data protection Officer: [rpd@uniroma1.it](mailto:rpd@uniroma1.it); PEC: [rpd@cert.uniroma1.it](mailto:rpd@cert.uniroma1.it).

#### **Processing purposes and legal basis**

In accordance with art. 6 of the Regulation, processing is necessary for the performance of a task carried out in the public interest or in the exercise of official authority vested in the controller.

The processing of the data provided is performed for admission procedures purposes and to carry out the Professional Master Course.

In particular, the data provided will be collected and processed for the purpose below:

- ascertainment of the existence of the requisites needed for the participation in the selection procedure.

#### **Nature of personal data conferral and consequence of a possible refusal**

Personal data processing is carried out in accordance with the principles of lawfulness, fairness and transparency, also by means of IT tools for data storage and management and, at all events, in a way that guarantees the protection of the data privacy.

Conferral of personal data is mandatory. Failure to obtain such data for admission procedure purposes impairs their processing by the data processing controller, the data protection Officer and the other delegates and therefore invalidates the possibility to take part in the selection procedure and to carry out the relating procedures.

#### **Processing methods and authorised persons**

The principles of relevance, comprehensiveness and proportionality of personal data for processing purposes apply to data collection.

The processing of the aforementioned data is carried out with various procedures and data are collected in physical and computerised archives exclusively to fulfil any law requirements or for educational and administrative purposes.

#### **Rights of the data subjects**

Data subjects have the right to obtain from the data controller or the data processor, whenever the conditions are met, the access to personal data in accordance with art. 15 of the Regulation, the rectification of said data in accordance with art. 16 of the Regulation, the erasure of their personal data in accordance with art. 17 of the Regulation or the restriction to personal data processing in accordance with art. 18 of the Regulation, or they may object to personal data processing in accordance with art. 21 of the Regulation, besides the right to data portability in accordance with art. 20 of the Regulation.

In the event of infringement of the Regulation provisions, the data subjects may lodge a complaint to the Guarantor for the protection of personal data.

Participation in the admission procedures referred to in this call for applications entails the candidate's awareness of the aforementioned information notice.