



Ministry for Universities and Research

GENERAL SECRETARIAT

Directorate general for internationalisation and communication

**PROCEDURES FOR ENTRY, RESIDENCY AND ENROLMENT OF
INTERNATIONAL STUDENTS AND THE RESPECTIVE
RECOGNITION OF QUALIFICATIONS FOR HIGHER EDUCATION
COURSES IN ITALY**

VALID FOR THE ACADEMIC YEAR 2024-2025



**PROCEDURES FOR ENTRY, RESIDENCY AND ENROLMENT OF INTERNATIONAL STUDENTS
AND THE RESPECTIVE RECOGNITION OF QUALIFICATIONS FOR HIGHER EDUCATION
COURSES IN ITALY VALID FOR THE ACADEMIC YEAR 2024-2025**

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INTRODUCTORY NOTE

The 2024/2025 annual procedures are drawn up on the basis of the outcomes reached during the annual meeting of the working group organised by the Ministry for Universities and Research, in agreement with the Ministry of Education and Merit, the Ministry of Foreign Affairs and International Cooperation and the Ministry of the Interior. The purpose of these procedures is to coordinate and guide the policies of Italian higher education institutions, diplomatic-consular missions and police headquarters regarding entry, residence, enrolment and recognition of the qualifications of international students for higher education courses in Italy.

The final decision on the issue of a visa for study purposes is the exclusive jurisdiction of the diplomatic/consular mission. The approval of a pre-enrolment request for a study course and the relative documentation produced by higher education institutions is to be considered a support for the evaluation procedures for study visas of the diplomatic missions, and does not automatically imply the issue of the visa, inasmuch as the diplomatic-consular missions, in addition to verifying the possession of the requirements for the issue of a study/enrolment visa, are also obliged to assess the absence of the student's migration risk (D.I. 850/2011 art. 4 paragraph 2).

The evaluation of foreign qualifications presented for enrolment at Italian higher education courses of study is the exclusive jurisdiction of higher education institutions, as established by Art. 2 of Law 148/2002. The documentation referring to a qualification, including the one produced by the diplomatic-consular missions and/or other bodies or Institutions, is not mandatory and is not binding for the evaluation decisions of the individual higher education institutions in relation to admission to the chosen course.

The administrative procedure in place for the release and renewal of residency permits is the jurisdiction of the Ministry of the Interior and is regulated by the Consolidated Law of the dispositions concerning immigration regulations and norms on the treatment of foreigners (Legislative Decree n. 286 of 25 July 1998), by the relative Rules of implementation (Republic Presidential Decree n. 394 of 31 August 1999) and Law n. 68 of 28 May 2007, relative to the regulations concerning short-term stays of foreigners for visits, business, tourism and study.

For the 2024/2025 academic year, visa applications must be submitted to the competent diplomatic-consular missions **by and no later than November 29th, 2024**. In the event of an extension of the terms, the higher education institutions will be able to continue their procedures for the recruitment of international students and the relative evaluation of the eligibility of the foreign qualifications they hold, and the diplomatic-consular missions will also be able to proceed with the processing of visa applications, until all pre-enrolment applications are terminated, provided they are received by the dates set out in this circular and subsequent updates. Furthermore, with reference to the deadline of November 29th, 2024, the higher education institutions may, on the basis of their autonomy and with reference to the individual courses of study included in their education offer, indicate on their portals a prior date to the one indicated for each individual course, based on the specific needs associated with the beginning of the teaching activities.

The pre-enrolment request for the issuance of visas for candidates for study courses at Italian higher education institutions must be exclusively submitted using the UNIVERSITALY¹ portal, the only free and official access portal of the Ministry for Universities and Research.

The Ministry for Universities and Research reserves the right to issue subsequent additions or modifications to these Procedures following consultation with the other Ministries involved.

¹ <https://www.universitaly.it>



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SCOPE OF APPLICATION

These procedures **are applied:**

- a) for the part relating to enrolment and qualification recognition procedures, to all students and course candidates who have obtained a final or partial foreign qualification and who intend to enrol at Italian higher education institutions.
- b) for the part relating to the formalities to be carried out at the diplomatic-consular missions, to foreign candidates who need an entry visa to Italy for long-term stays² for the purpose of enrolment at higher education institutions;
- c) for the part relating to the administrative procedure aimed at issuing and renewing the residence permit, for students who need to obtain and/or renew the residence permit.

As regards the procedures exclusively relating to the issue of the entry visa and the relative residence permit, these **procedures do not apply:**

- d) to citizens belonging to European Union countries, as well as those from Norway, Iceland, Lichtenstein and the Swiss Confederation, the Republic of San Marino and the Holy See;
- e) to foreigners already legally present in Italy as expressly indicated in article 39, paragraph 5, of Legislative Decree no. 286 of 25 July 1998³;
- f) to students already present in the Schengen Area and beneficiaries of scholarships under European Union education, training and research programmes, to whom, similarly, the instructions given for the “Erasmus Mundus”, extended to the “Erasmus Plus” programme, as well as any further instructions on entry visas provided by the Visa Unit of the DGIT of the Ministry of Foreign Affairs and International Cooperation, will be applied.

In the cases mentioned above, for the purposes of regularising the student, it will be sufficient to make the declaration of presence pursuant to art. 39, paragraph 4 bis, of the Consolidated Law on Immigration, as it is not necessary to request any entry visa.

Limited to the procedures and documentation necessary for the evaluation of the qualifications, to students attending courses organised jointly between two or more Italian and foreign institutions, reference should be made to the relevant conventions (Art. 3, comma 10 of Ministerial Decree 270/2004 and Art. 3, comma 8 of Presidential Decree 212/2005), endorsed by higher education institutions for the creation of such courses.

The residency permit for study purposes, issued for the attendance of single courses and/or foundation courses, can be renewed, in light of the provision contained in the Presidential Decree n. 394/1999 and subsequent amendments, the last part of paragraph 4 of article 46, for access to the various training courses, provided it is functional to these courses.

² In the case of dual citizenship, where one of which is Italian or of another EU country, it is the Italian or other EU citizenship which takes precedence as regards this circular (Art. 19, para. 2 of Law n. 218 of 31 May 1995).

³ “Access to higher technical education courses or higher education courses and to university specialisation schools, on equal terms with Italian students, is however guaranteed to foreigners with EU residency permits for long-term stay, with residency permits for subordinate work, for self-employment, for family reasons, for asylum, for subsidiary protection, for religious reasons, for the reasons referred to in articles 18, 18-bis, 20-bis, 22, paragraph 12 (c), and 42-bis, as well as holders of residency permits issued pursuant to Article 32, paragraph 3, of Legislative Decree 28 January 2008, n. 25, or foreigners legally resident for at least one year in possession of an upper secondary school qualification obtained in Italy, as well as to foreigners, wherever resident, who are holders of final secondary school diplomas of Italian schools abroad or of foreign or international schools, operating in Italy or abroad, subject to bilateral agreements or special regulations for the recognition of educational qualifications and who meet the general conditions required for entry for study purposes”.



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Part I - PROCEDURES FOR HIGHER EDUCATION INSTITUTIONS

1. Pre-enrolment

The application for admission to *Laurea* and *Laurea Magistrale* degree courses and for *Diploma Accademico di primo livello* e *Diploma Accademico di secondo livello* AFAM courses for international students applying for visas and residing abroad, must take place through a prior “pre-enrolment” procedure, which precedes the subsequent enrolment phases, exclusively using the UNIVERSITALY portal.

This procedure is also carried out by international students requesting visas and residing abroad, via the UNIVERSITALY portal, in order to access: *diplomi di specializzazione*, *diplomi accademici di specializzazione*, research doctorates, *corsi di perfezionamento*, *master universitari di primo e di secondo livello*, *diplomi di perfezionamento* or masters, single courses (*corsi singoli*), Italian language and culture courses at the universities of Roma Tre, for foreigners of Perugia, Siena and Reggio Calabria “Dante Alighieri”, and foundation courses.

For admission to the official courses organised by the High Schools for Linguistic Mediators, (*Scuole Superiori per Mediatori Linguistici - SSML*), by the Institutes of Specialisation in Psychotherapy (*Istituti di Specializzazione in Psicoterapia*) and by the Institutions authorised to issue qualifications of Higher Artistic and Musical Education and Dance Education (*Alta Formazione Artistica, Musicale e Coreutica*) according to art. 11 of Presidential Decree 08/07/2005, n. 212, the same procedures apply as for enrolment in courses of the same level and nature as the University and AFAM sector.

The deadlines for the procedures relating to pre-enrolment in study courses, with the exception of those with admission quotas, are defined by each higher education institution and published on their respective websites.

Registration for admission tests to *Laurea Magistrale* degree courses in: Medicine and Surgery, Medicine and Surgery in the English language where offered by universities, Dentistry and Dental Prostheses, Veterinary Medicine, and for courses dedicated to the training of an Architect, follows the procedures outlined in the UNIVERSITALY portal. The registration for the test is carried out online by the student who is not exempted from requesting an entry visa at the diplomatic-consular missions. This procedure must be initiated and formalised, in the manner foreseen, by and no later than the deadlines established by the calendar relating to the procedures for enrolment in nationally planned *Laurea* and *Laurea Magistrale* Degree courses.

Higher education institutions publish the list of places reserved for international students applying for a visa for each individual course (defined as “quota” - ref. Article 39 of Legislative Decree no. 286 of 25 July 1998), in order to allow interested parties to submit the pre-enrolment request.

Once the pre-enrolment application has been completed and validation by the institution of higher education of interest has been obtained, all candidates must apply for a university study/enrolment visa at the Italian consular diplomatic mission of the country of residence.



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2. Pre-enrolment request

Higher education institutions inform students interested in study courses offered by them that they must:

- a) access the UNIVERSITALY portal and fill in the related “pre-enrolment request” which must be submitted subsequently to the Italian diplomatic mission of the place of residence once validated digitally by the academic institution in question;
- b) if they possess one of the academic qualifications in Attachment 1 of these dispositions, they choose only one of the study courses indicated in the database to be found inside the pre-enrolment request of the UNIVERSITALY portal. For those study courses where a unique national admission test is necessary, that is Medicine and Surgery, Dentistry and Dental Prostheses, Veterinary Medicine and specific courses to become an Architect, the pre-enrolment request is to be considered automatically presented to all the other Universities chosen by the candidate as indicated at the time of enrolment for the test as alternatives to the first choice;
- c) if they possess a qualification contained in Attachment 2 of these dispositions, they can choose a course irrespective of the number of reserved places;

If the student is in the last year of secondary school and is about to take the final exam and/or the special academic competence exams where provided for, or if the higher education institution has indicated in the pre-enrolment request of the candidate that admissibility to the course is subject to further obligations, the application must be considered as accepted conditionally by the respective higher education institution, pending validation by the latter on the UNIVERSITALY portal.

With reference to the abolition of the ban on double enrolment in higher education study courses pursuant to Law no. 33 and subsequent indications reported in MUR Decree n. 930 of 29 July 2022 and MUR Decree n. 933 of 02/08/2022, it is emphasised that this rule has no effect with reference to these Procedures, which remain unchanged with reference to the visa application and relative residence permit referring to a single course.

3. Evaluation and validation of the applications

The higher education institutions will carry out their own preliminary assessment of the individual applications by requesting from the student a copy of the academic qualifications and any other document deemed useful for the purpose of this preliminary assessment. The institution will validate the pre-enrolment application by entering the relevant data on the UNIVERSITALY portal, indicating whether and for which documents the authenticity has been verified, as well as indicating which documentation is necessary for its own evaluation purposes.

Higher education institutions must clearly include the following information in the instructions relating to the assessment of applications from international students applying for visas, as well as in communications with the candidates themselves:

1. the prior acceptance of a candidate by the higher education institution does not confer any right to obtain a visa, bearing in mind that this fulfilment is the exclusive jurisdiction of the individual diplomatic-consular mission;
2. obtaining a visa for study purposes issued by the competent diplomatic-consular mission does not confer any right to complete enrolment in a course of study, bearing in mind that this fulfilment is the exclusive jurisdiction of the individual higher education institution;



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3. the prior acceptance of a candidate by the higher education institution does not confer any right to complete the enrolment, even in the cases of:
 - a. obtaining the relevant visa;
 - b. physical presence in the national territory;
 - c. eligibility and/or effective disbursement of scholarships/contributions of any kind;
 - d. conditional acceptance of the candidate in order to be able to start learning activities;

taking into account that for the purposes of enrolment, universities will have to verify the actual eligibility of the foreign qualification and the authenticity of the documentation produced.

It should be noted that the eventuality outlined in point 3 is an extreme case since, as a rule, higher education institutions, depending on the characteristics of the study courses chosen by individual candidates, acquire the certificates necessary to evaluate the suitability of the foreign qualification and to verify its authenticity before submitting visa applications, in order to prevent a validly pre-registered candidate not being able to finalise registration once they arrive in Italy.

Finally, where the institution of higher education unable to complete the enrolment of the international student, it must promptly notify the diplomatic-consular mission for the purpose of the immediate cancellation of the entry visa by the latter.

4. Information and documentation

The information relating to the pre-enrolment procedures is provided by the higher education institutions directly to candidates for their courses via their websites and portals. This information must also contain details on the methods of evaluation and pre-acceptance of candidates, on the deadlines relating to the submission of pre-enrolment applications relating to each individual course, on the number of places available for each course, on the presence of any admission tests and/or initial evaluation and on the related documentation to be produced also in reference to the evaluation of foreign qualifications.

It should be remembered that Uni-Italia can offer guidance and assistance to foreign students through its centres abroad and also help with the procedures to follow on the UNIVERSITALY portal.

Candidates for study courses at higher education institutions are obliged to produce the documentation that the institution deems necessary to acquire for the purpose of assessing the suitability of individual applications, in reference to verifying the existence of the required academic entry requirements and of the foreign qualification.

Higher education institutions are autonomous in terms of the documentation to be requested from candidates for their courses⁴.

As regards international students who do not require visas, higher education institutions are invited not to request the Declaration of Value (*Dichiarazione di Valore*) of the qualifications they hold, taking into account that this category of students does not need to contact any diplomatic-consular mission for the purpose of entry into the national territory.

⁴ This autonomy is indicated in article 2 of Law 148/2002 and, respectively, in Ministerial Decree 270/2004 for university institutions and in Presidential Decree 212/2005 for AFAM institutions, therefore in such cases the provisions of paragraph 5 of the article 33 of Presidential Decree 445/2000 are applied.



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The documentation normally required by higher education institutions in reference to the possession of suitable qualifications for entry to a course of study is the following:

(i) For access to 1st cycle courses:

- a) final secondary education qualification⁵ obtained after at least 12 scholastic study years⁶, or a fully legal substitute certificate; at the discretion of the individual higher education institution, the final qualification may alternatively be accompanied by a certificate issued by the Italian ENIC-NARIC centre (CIMEA), by certificates from foreign official bodies or by an eventual Declaration of Value (*Dichiarazione di Valore*);
- b) certificate declaring the pass grade of a special academic competence exam where required for entry to university in the country of origin;
- c) if necessary, the translation of the documents listed in points a) and b);
- d) if necessary, any other documentation required by the university, also with reference to verifying the authenticity of the foreign qualification.

(ii) For access to 2nd cycle courses:

- a) official foreign qualification⁷ corresponding to the first cycle of the qualifications framework of the Bologna Process and level 6 according to the European Qualifications Framework (EQF), obtained at a higher education institution that allows the continuation of studies in the issuing country at academic institutions at the next level (second cycle of the Bologna Process/level 7 EQF) and that does not present any “substantial difference” according to the principles of the Lisbon Convention and the national methodology adopted by the Italian ENIC-NARIC centre (CIMEA)⁸; at the discretion of the single higher education institution, by a certificate from foreign official bodies or by an eventual Declaration of Value;
- b) certificate released by the university of reference stating the exams passed (transcript), as well as, for each subject, detailed programmes for the completion of said qualifications. The study programme can be certified by the Diploma Supplement, where it is adopted;
- c) eventual translations in Italian of the documents listed in points a) and b);
other eventual documents requested by the university, including those relevant for the verification of the authenticity of the foreign qualification.

⁵ The educational qualification may be replaced by a provisional attestation/certification issued by the foreign authority with jurisdiction according to the rules of the country in which said qualification was obtained in cases where such attestation/certification is present within the foreign regulatory framework and is able to officially certify that the candidate has obtained the qualification in question. The aforementioned types of provisional attestations/certificates do not in any way include self-certifications carried out by the candidate and/or by unofficial bodies/institutions and/or not officially assigned to such tasks in the foreign system.

⁶ If the qualification of secondary education has been obtained at the end of a period of less than 12 scholastic study years, please refer to what is indicated in Attachment 1.

⁷ Cf. note 5.

⁸ In line with the principles of the Lisbon Convention, with its application in the Italian system and with the practices shared at an international level by the centres belonging to the ENIC and NARIC networks, see the “Evaluation methodology used in the procedures for recognising foreign qualifications in Italy” published by the Italian ENIC-NARIC centre (CIMEA): <https://www.cimea.it/EN/pagina-procedure-riconoscimento-titoli>



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(iii) For access to 3rd cycle courses:

- a) official foreign qualification⁹ corresponding to the first cycle of the qualifications framework of the Bologna Process and level 6 according to the European Qualifications Framework (EQF) obtained at a higher education institution that allows the continuation of studies at academic institutions in the issuing Country at the next level (second cycle of the Bologna Process/level 7 EQF), and which does not present any “substantial difference” according to the principles of the Lisbon Convention and the national methodology adopted by the Italian ENIC-NARIC centre (CIMEA)¹⁰; the final qualification can be accompanied alternatively, and at the discretion of the individual higher education institution, by a statement issued by the Italian ENIC-NARIC centre (CIMEA), by a certificate from foreign official bodies or by a Declaration of Value;
- b) certificate released by the University of reference declaring the exam transcripts, as well as, for each subject, detailed programmes for the completion of said qualifications; the study programme can be certified by the Diploma Supplement, where in place;
- c) in the case of access to specialization courses (*Corsi di Specializzazione*) where a specific professional qualification is necessary, proof of having obtained this qualification in Italy before the academic activities begin;
- d) eventual translations of the documents listed in points a) and b);
- e) other eventual documents requested by the university, including those relevant for the verification of the authenticity of the foreign qualification.

In the event that the candidate for a study course presents a foreign qualification obtained after studies mainly carried out in Italy, the recognition, even partial, of this qualification is subject to the accreditation procedure of the institution operating in Italy, as established by Decree n. 214 of April 26 2004, “*Regulation containing criteria and procedures for foreign higher education institutions operating in Italy for the purpose of recognising their qualifications (implementation of Article 4 of Law No. 148 of 11 July 2002)*”, in implementation of Article VI.5 of the Lisbon Convention. Higher education institutions are therefore invited to indicate this requirement in the documentation relating to enrolment in degree programmes with a foreign qualification.

With reference to the recent Recommendation of the Council of Europe on countering education fraud (Recommendation CM/Rec(2022)18 of the Committee of Ministers to member States on countering education fraud)¹¹, higher education institutions are invited to report to the competent authorities the cases of individual candidates who have presented false, counterfeit and/or altered academic documentation, also including the relevant diplomatic-consular missions in these communications. Higher education institutions are also invited to report such cases to the Italian ENIC-NARIC centre (CIMEA) for the purpose of monitoring this phenomenon, in line with article 16 of the aforementioned Recommendation.

Higher education institutions are also invited to put in place useful tools in order to facilitate the entry of candidates with foreign qualifications, in line with the provisions of the “*Recommendation on promoting automatic mutual recognition of higher education and upper secondary education and training qualifications and the outcomes of learning periods abroad*”¹².

⁹ Cf. note 5.

¹⁰ Cf. note 8.

¹¹ https://search.coe.int/cm/pages/result_details.aspx?ObjectId=0900001680a73b90

¹² [https://eur-lex.europa.eu/legal-content/IT/TXT/PDF/?uri=CELEX:32018H1210\(01\)](https://eur-lex.europa.eu/legal-content/IT/TXT/PDF/?uri=CELEX:32018H1210(01))



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5. Courses with admission quotas

It is mandatory to sit an entry test for admission to national fixed quota university courses:

- *Laurea* degree and *Laurea Magistrale* degree courses directly intended for the qualification of Architect;
- *Laurea Magistrale* degree course in Medicine and Surgery and *Laurea Magistrale* degree course in Odontoiatrics and Dental Prostheses;
- *Laurea Magistrale* degree course in Veterinary Medicine;
- *Laurea* degree and *Laurea Magistrale* degree courses in Healthcare Professions;
- *Laurea Magistrale* degree course in Primary Education Sciences.

The dates relating to the admission tests for the study courses indicated above can be found on the institutional website of the Ministry for Universities and Research. The modalities of how the admission tests take place, and the registrations to these national exams, are to be found and take place exclusively through the UNIVERSITALY portal.

Admission exams are equally mandatory for courses identified by the universities, following the norms in place, the dates of sitting of which are fixed by the calls issued and posted in the registers of the individual universities.¹³

Following upon the admission tests for fixed quota courses or for other eventual tests autonomously organised by the individual universities, each university defines and publishes a merit ranking according to the rules established for the respective call relative to the quota reserved for the year in question. In order to define to which contingent a single candidate refers for entry to a course with a limited number, reference must be made to the provisions of paragraph 5 of art. 39 of Legislative Decree 25 July 1998, n. 286 and subsequent amendments and additions.

Students who do not classify in the ranking for admission with respect to the number of places reserved for them may, within the deadlines fixed in the timetables and after the publication of the places still available, present a single request for:

- a) admission to another university course in the same institution;
- b) redeployment, for the same university course, or another, to an alternative institution.

The requests outlined in b) must be presented by the candidates to the Rector of the chosen university, as well as to the Rector of the university where the admission exam was sat. Those candidates who have not passed the tests for the assignment of places, who have not gained admission either to another university course or a redeployment to another institution, must leave Italy within and no later than the expiration of the visa or of the study residency permit, unless they have another residency document which allows them to legally stay beyond that date.

¹³ According to the decision taken by the Council of State, Plenary Session n. 1/2015, passing an admission test for degree and master's degree courses in the healthcare area established by Art. 4, comma 1, of Law n. 264 of 2 August 1999, is not mandatory for students who arrive from foreign universities and request a transfer to years subsequent to the first year of the aforementioned courses. The transfer clearance is in any case subordinate to the respect of the unavoidable limit of the number of available places fixed by the chosen university for each year at the time of annual planning, and to the verification of the educational path completed by the student: to this end, the universities analytically specify in their calls both the criteria for the recognition of the acquired credits at the foreign university and for the evaluation of the comparability, and the number of available places for a transfer into each year subsequent to the first. Each university may equally determine, as allowed for within its own autonomy, the possibility of organising further evaluative admission tests for students who request a transfer into years subsequent to the first, with a view to verifying the knowledge, competences and ability, in accordance with the principles of the Lisbon Convention.



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For national study courses with limited quotas, each university arranges for the admission of candidates from non-EU countries residing abroad on the basis of a specific merit ranking, within the limit of the quota reserved for them. Any places not used within the aforementioned ranking are made available, for the same study courses, as part of the places intended for students from EU and non-EU countries residing in Italy as referred to in article 26 of law 189 of 2002, in time for the scrolling of the relative rankings and without prejudice, where possible, to any compensation between universities within the same quota reserved for students from non-EU countries not resident in Italy.

6. Linguistic knowledge

Higher education institutions are obliged to test the linguistic ability of students for admission to courses. Each institution must organize a test of proficiency in the Italian language and determine the requested level which must be at least B2; such test is obligatory for all *Laurea* degree and Single-cycle degree courses, except for those cases which are exempted as indicated as follows. This test is to be held preferably off-campus and before the visa application, thereby allowing for the certification of this proficiency during the request for a study visa, for an acceleration of such procedures and to lessen the pressure on the candidate.

The outcome of the evaluation of linguistic knowledge must be certified and included by the higher education institution in the pre-enrolment request, in order to exempt the diplomatic-consular missions from the aforementioned verification. Even in the case of courses held in other languages, this language element must always be certified and included in the pre-enrolment request. Considering that for such courses a test of Italian language knowledge is not required, students must still deliver satisfactory certification of an adequate knowledge of the foreign language in which the course is held. Nobody may be admitted to further competitive or aptitude tests - if any - who has not passed the language test.

The students exempted from the Italian language test, but subject to the limit of the specific number of places reserved for visa applicants and residents abroad are those who have obtained certificates of proficiency in the Italian language with a grade not inferior to B2 level of the Council of Europe, awarded as determined by the CLIQ (Italian Quality Language Certification) quality system, which unites in one group the current certification bodies (University for Foreigners of Perugia, University for Foreigners of Siena, Rome Tre University and the Dante Alighieri Society) as well as University for Foreigners "Dante Alighieri" of Reggio Calabria, including agreements with Italian Institutes of Culture abroad or other institutions. These certifications may be earned in the country of origin, in the approved exam centres found all over the world.

For enrolment in *Laurea*, *Diploma accademico di primo livello* and *Laurea Magistrale a ciclo unico* (single cycle) degree courses, exemption of the language test is granted to, irrespective of the number of reserved places:

- a) those students who hold the final 4- or 5-year senior secondary school diploma awarded by Italian State or State-recognised schools abroad;
- b) those students holding one of the final leaving qualifications from a secondary School as listed in Attachment 2;
- c) the holders of certificates subsidiary to the Lower Secondary School final qualification obtained in Argentina, which certify the attendance of a study course which includes the teaching, for at least 5 years, of the Italian language, according to Law no. 210 of 7.6.1999 (*Gazzetta Ufficiale* no. 152 of 1.7.1999);
- d) those students who have earned the Diploma in Italian Language and Culture at the Universities for Foreigners of Perugia and Siena;
- e) those students who have earned the certification in Italian language proficiency, with a grade of C1 or C2 of the Council of Europe, awarded as determined by the CLIQ (Italian Quality Language Certification) quality system, which unites in one group the current certification bodies (Universities for Foreigners of



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Perugia and Siena, Roma Tre University and the Dante Alighieri Society), as well as those issued by the University for Foreigners “Dante Alighieri” of Reggio Calabria, including agreements with Italian Institutes of Culture abroad or other accredited institutions.

For enrolment in *Laurea Magistrale/Diploma accademico di secondo livello* or other study courses (should the University autonomously require the test), exemption is granted to those students holding the qualifications outlined in the previous letters d) and e).

7. Holders of international protection

On the basis of the Lisbon Recognition Convention - ratified in Italy by Law n.148 of 11 July 2002 - and considering Article 26 of Legislative Decree 251/2007, as amended pursuant to Legislative Decree No. 18 of 21 February 2014 (introduction of paragraph 3 bis), higher education institutions are invited, taking into account their autonomy and in line with the possibility given by the current legislation to carry out controls “... of the cycles and periods of study carried out abroad and of foreign qualifications, for access purposes to higher education, the continuation of university studies and the achievement of Italian university degrees” (Article 2 of Law 148/2002), to put in place all the necessary efforts in order to prepare internal procedures and mechanisms for evaluating the qualifications of refugees and holders of subsidiary protection, even in cases where all or part of the relevant documents proving the qualifications are not present.

The higher education institutions, with a view to the recognition of such qualifications and for the implementation of the eventual evaluation procedures, can benefit from the experience and the certifications produced by the ENIC-NARIC centres of the European Qualifications Passport for Refugees - EQPR and from established best practices at an international level.

8. Enrolment

Each higher education institution should provide precise information regarding enrolment in its courses. Should the foreign student not be in possession of the required residency permit also during the phase of enrolment, or in general not in possession of all the established requisites to finalise said enrolment, the registration for the requested study courses is conditionally accepted until the month of June of the year following that of the presentation of the request. In such circumstances, upon a request from the University in question, within and no later than said month of June, the Police Headquarters (*Questura*) will send a communication testifying to the actual issue of the residency permit, unless there is the eventual decision to reject the request.

The higher education institutions in order to finalise the enrolment of students, in addition to assessing the suitability of the qualification for the purpose of access to the chosen course, are responsible for verifying the authenticity of the academic documents presented¹⁴, using the methods they consider most adequate to carry out such checks in line with what was asked for in the pre-enrolment phase, such as requesting apostilled and legalised documents¹⁵, contacting the foreign institution directly, using online verification tools, using the Statement of Verification service offered by the Italian ENIC-NARIC centre (CIMEA), etc.

The evaluation of foreign qualifications presented for enrolment at Italian higher education courses is the exclusive competence of higher education institutions, as established by art. 2 of Law 148/2002. Universities have the right to request or not documentation from Italian diplomatic mission regarding the qualifications held by candidates for courses. In any case, this documentation is not binding for the evaluation decisions of the individual higher education institutions regarding foreign qualifications for entry to courses. During the procedures for assessing foreign qualifications aimed at enrolment, the documentation required of the student

¹⁴ It should be noted that, before issuing the Visa, the diplomatic missions might proceed with further checks on the veracity of the qualifications presented.

¹⁵ Cf Note 4.



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is established by the individual higher education institutions. The results referring to the assessment of foreign qualifications for the purposes of enrolment in study courses in Italy and the information relating to the verification of the authenticity of the documents presented by individual candidates will be indicated by the university in question on the UNIVERSITALY portal.

The payment of university fees normally takes place before completing enrolment; therefore, this obligation cannot be carried out unless the relevant visa has been issued by the competent diplomatic-consular mission.

Following successful enrolment, the higher education institution will confirm the completion of this procedure on the UNIVERSITALY portal. If the institution of higher education is unable to complete the enrolment of the international student, it must promptly notify the diplomatic-consular mission in order for the latter to immediately revoke the entry visa.



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Part II - PROCEDURES THAT ARE THE RESPONSIBILITY OF THE DIPLOMATIC-CONSULAR MISSIONS

1. Study visas

For candidates for higher education study courses who are regularly pre-enrolled and for whom the application by the institution of higher education received within the UNIVERSITALY portal has been validated, the diplomatic-consular missions will issue, having completed their checks, a “D” type STUDY visa for “University Enrolment”. Once the visa release has been authorised, the diplomatic-consular mission must confirm the completion of this procedure on the UNIVERSITALY portal.

Candidates for higher education study courses regularly registered within the UNIVERSITALY portal and who have received provisional confirmation from the University because not yet physically in possession of the relevant local qualification or because waiting to participate in the entrance or language exam, the diplomatic-consular missions will still issue a “D” type STUDY visa for “University Enrolment” with a nominal duration of 100 days in order to allow them to take the entrance exams to the university/AFAM institution and to proceed, in case of passing the selection, with the subsequent enrolment without having to return to the country of origin. If the admission tests or language exams take place before the final school diploma is obtained or in a time that does not allow the regular pre-enrolment to be completed, students must request a short-term entry visa (Schengen Uniform Visa for stays of less than 90 days)¹⁶ of duration commensurate with the actual needs of the student, having ascertained the existence of the conditions and requirements for this type of visa. The diplomatic-consular mission of reference will issue the national entry visa for STUDY “University Enrolment”, with multiple entries, valid 365 days, only following the student’s admission to participate in the chosen course, once he/she has returned to the country of origin. The issue of a STUDY visa for “University Enrolment” can only be granted for enrolment in one course and in no case is the issue of such a visa foreseen for foreigners enrolled in academic years subsequent to that of enrolment.

Participants in the admission tests, including the Italian language test, which take place after the award of the final school diploma or the completion of pre-enrolment, must present themselves at the chosen university with a passport with the specific entry visa for reasons of STUDY (University Enrolment) or with an eventual residency permit, or the receipt issued by the Post Office certifying the filing of the permit request.

It should be remembered that Italian citizens with a foreign qualification, or from the European Union wherever resident or from outside the European Union but duly resident in Italy or in another European Union country, as per Art. 39, comma 5 of Legislative Decree n. 286 of 25.07.98, as modified by Art. 26 of Law n. 189 of 30 July 2002 “Modifications to the legislation on the subject of immigration and political asylum” gain access without a visa or quota contingents to university courses, if holding a qualification equivalent to the Italian one required and recognised as eligible according to the independent evaluation performed by the single higher education institution. Such candidates should present the enrolment request directly to the chosen higher education institution, according to the modality, terms and the requested documentation as established by each institution and by these procedures, and they proceed to an evaluation under the same conditions extended to Italian citizens. Citizens belonging to countries of the European Union should apply for registration at the registry office of the Municipality where they intend to reside following the conditions, modality and terms fixed by Legislative Decree n. 30 of 6 February 2007.

¹⁶ Countries whose citizens need a short-stay visa:
http://www.esteri.it/mae/it/ministero/servizi/stranieri/ingressosoggiornoinitalia/visto_ingresso/paesi_soggetti_visto.html
Requirements to obtain a short-stay visa: <http://esteri.it/visti/home.asp>



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2. Requirements to obtain a visa

To obtain a visa for STUDY purposes for University Enrolment (type D “national”) and, subsequently, of a residency permit, the foreign student must demonstrate being in possession of the following requisites:

- a) Economic means for subsistence during the planned stay. These means are quantified as €467.65 per month for each month of duration of the academic year, equal to €6079.45 per year¹⁷. The availability in Italy of such means of support must be proven through personal or parental economic guarantees or by Italian or foreign bodies or citizens legally residing in the territory of the State or provided by Italian institutions or authorities of proven liquidity, including universities, local government, foreign institutions or authorities deemed reliable by the Italian diplomatic mission¹⁸.
- b) The availability of the necessary sum for repatriation, which can also be demonstrated by showing a return ticket.
- c) Suitable lodgings in the national territory.
- d) Adequate insurance cover for medical expenses and hospital stays (Art. 39 paragraph 3 Consolidated Law n. 286/1998 and Ministry of the Interior Directive 01.03.2000), which the student must demonstrate being in possession of, at the time of the residency permit request. The following modalities are accepted:
 - consular declaration which demonstrates the right for health care cover due to an Agreement between Italy and the Country of origin;
 - foreign insurance policy, whose cover must be valid in Italy, and which should not include limitations or exceptions to the tariffs established for urgent hospital admittance for the length of the cover;
 - insurance policy with Authorities or national companies accompanied by a declaration from the insuring entity that specifies the absence of limitations or exceptions to the tariffs established for urgent hospital admittance for the length of the cover.

In cases in which a visa for STUDY reasons for University Enrolment (type D “national”) is issued to the individual candidate, the diplomatic-consular mission with jurisdiction must confirm the conclusion of this procedure on the UNIVERSITALY portal.

Even if the visa is denied (or the candidate renounces the visa), it is necessary for it to be indicated via the UNIVERSITALY portal.

¹⁷ The amount referred to is quoted in Circular n. 197, having as its object “Renewal of pensions, social security emoluments and emoluments in parallel with pensions for the year 2022”, issued by *Istituto Nazionale della Previdenza Sociale* (Italian State pension authority), on 23 December 2021, where the amount of the “minimum state pension” is communicated.

¹⁸ The mere application for an Italian government scholarship does not act as a document of economic cover. Students who, having requested but not yet obtained an Italian government scholarship, intend to present a request for enrolment also following the current norms must produce a document proving economic cover just like the other candidates.



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3. Information and documentation

All information relating to the procedures for requesting a visa for STUDY purposes are publicized by the individual diplomatic-consular missions.

Please note that the *Associazione Uni-Italia* can support foreign candidates for courses by offering assistance to facilitate visa requests for study purposes through its centres abroad in collaboration with the diplomatic-consular missions.

The preparatory documentation to be presented to the diplomatic-consular mission when requesting an entry visa for *Laurea/Diploma accademico di primo livello* and for single-cycle *Laurea Magistrale* courses is the following:

- a) original copy of final secondary education qualification¹⁹, obtained after at least 12 scholastic study years, or a fully legal substitute certificate²⁰, the final qualification may alternatively be accompanied by a certificate issued by the Italian ENIC-NARIC centre (CIMEA), by certificates from foreign official bodies or by an eventual Declaration of Value;
- b) certificate declaring the pass grade of a special academic competence exam where required for entry to university in the country of origin;
- c) eventual translations of the documents listed in points a) and b);
- d) any other documentation relating to the verification of the authenticity of the foreign qualification;
- e) a summary of the pre-enrolment request as validated by the university²¹.

The preparatory documentation to be presented to the diplomatic-consular missions when requesting an entry visa for *Laurea Magistrale/Diploma accademico di secondo livello* courses and, more generally, for second and third cycle courses is the following:

- a) official foreign qualification²² corresponding to the first cycle of the qualifications framework of the Bologna Process and level 6 or 7 according to the European Qualifications Framework (EQF), obtained at a higher education institution that allows the continuation of studies in the issuing country at academic institutions at the next level (second cycle of the Bologna Process/level 7 or 8 EQF) and that does not present any “substantial difference” according to the principles of the Lisbon Convention and the national methodology adopted by the Italian ENIC-NARIC centre (CIMEA);
- b) the final qualification can alternatively be accompanied by a certificate issued by the Italian ENIC-NARIC centre (CIMEA), by a certificate from foreign official bodies or by an eventual Declaration of Value;

¹⁹ The educational qualification may be replaced by a provisional attestation/certification issued by the foreign authority with jurisdiction according to the rules of the country in which said qualification was obtained in cases where such attestation/certification is present within the foreign regulatory framework and is able to officially certify that the candidate has obtained the qualification in question. The aforementioned types of provisional attestations/certificates do not in any way include self-certifications carried out by the candidate and/or by unofficial bodies/institutions and/or not officially assigned to such tasks in the foreign system.

²⁰ If the qualification of secondary education has been obtained at the end of a period of less than 12 scholastic study years, please refer to what is indicated in Attachment 1.

²¹ Failure by the university to validate the pre-enrolment request entails the automatic denial of the entry visa, if the visa application has already been received by the diplomatic-consular mission of reference.

²² Cf. note 18.



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- c) certificate released by the university of reference stating the exams passed, as well as, for each subject, detailed programmes for the completion of said qualifications. The student can check at the time of publication the number of places which each university reserves for each single degree course, and if and for which foreign languages the translation for said certificate has been exempted. Post-secondary studies (exams and credits) already gained can be certified by the Diploma Supplement, where in place;
- d) eventual translations of the documents listed in points a) and b);
- e) any other documentation relating to the verification of the authenticity of the foreign qualification;
- f) the summary of the pre-enrolment request as validated²³ by the University.

²³ Cf. note 20.



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Part III - PROCEDURES THAT ARE THE RESPONSIBILITY OF THE MINISTRY OF THE INTERIOR

1. Request for the residency permit

The administrative procedure in place for the release and renewal of residency permits is the jurisdiction of the Ministry of the Interior and is regulated by the Consolidated Law of the dispositions concerning immigration regulations and norms on the treatment of foreigners (Legislative Decree n. 286 of 25 July 1998), by the relative Rules of implementation (Republic Presidential Decree n. 394 of 31 August 1999) and Law n. 68 of 28 May 2007, relative to the regulations concerning short-term stays of foreigners for visits, business, tourism and study.

Within eight working days of arrival in Italy on a type D “national” visa for STUDY (University Enrolment), the candidates must forward a request for a residency permit for STUDY to the police headquarters responsible for the city where they intend to establish their residence. The request may be presented to post offices, or by taking advantage of the eventual counter established at the university, using the appropriate kit available at the said offices.

At the moment of presentation of the request for a residency permit, the foreigner will be identified and must make the payment of the relative costs. At the time of presentation of the dossier at the post office window, the student will receive an invitation of summons which specifies the date when he/she must appear at the specific offices of the police headquarters, together with photographs, to undergo the photographic and fingerprinting procedures.

At the moment of the foreigner’s appearance at the police headquarters, in cases where the dossier must be integrated with further documentation, the student will receive, pursuant to art. 10 bis of Law 241/1990, adequate information directly from the Immigration Office desk.²⁴ This additional documentation does not refer to the presentation of the Declaration of Value, as this document is no longer required as a result of the sentence of the Council of State n. 4613 dated 4/9/07.

The post office produces a receipt of the delivery of a request for a residency permit which is equivalent to the receipt of the presentation of the dossier produced by the police headquarters and which, moreover, functions as proof of the authorised presence in Italy.²⁵

Students who arrive on a short-term visa (Uniform Schengen Visa – USV) perform the previous procedures for residency according to the terms of Law n. 68 of 28/5/2007 following the indications of the Interior Ministry circular of 26.07.2007, called *Procedures for presentation of “Declaration of Presence” by foreigners for short-term stays (Modalità di presentazione della Dichiarazione di Presenza resa dagli stranieri per soggiorni di breve durata)*. Candidates, pending the verification of all the fixed requirements, are in all cases admitted to the tests, but “conditionally”.

2. Renewal of residency permit

Students, upon enrolment in a university course, must request from the chief of police (*Questore*) of the province in which they are located the renewal of the residency permit for the entire year, at least sixty days before it expires. When renewal is necessary, a foreign student who entered Italy on a type “D” national visa for STUDY University Enrolment purposes must demonstrate the possession of the same financial resources required for entry, not inferior to €467.95 per month, equal to €6079.45 annually, the certificate of University

²⁴ In the preparation of a request for a residency permit the student may take advantage of the free and professional assistance of the aid offices and municipalities that have implemented such services.

²⁵ The post office employee also releases a letter containing all the information relative to the interview fixed at the relevant police headquarters: the date, the time and the place to report for the prosecution of the subsequent activities relative to the request are all indicated. Information on the procedure may be obtained from: www.poliziadistato.it; www.portaleimmigrazione.it and 800 number 803160.



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registration and all the conditions already required for the issue of the residency permit.

Residency permits for STUDY purposes (University) are renewed “[...] for those students who in the first year of the course have passed a progress review and in the following years at least two reviews [...]”, as determined by the university in terms of credits. Furthermore, “for serious health reasons or force majeure, with the relevant documentation, the residency permit may be renewed even for the student who has only passed a single progress review, subject to the total number of renewals. These may not in any case be issued for more than three years beyond the duration of the study course”.²⁶ The renewability of residency permits for study purposes is also contemplated for the continuation of studies with the registration for a degree course different from that which the foreign student entered Italy to study, provided the academic authorities give their approval for such change. In order to be able to obtain this renewal, the student must not have already withdrawn from studies.²⁷

Please note that in cases in which a foreign student already enrolled at an Italian higher education institution has abandoned his/her studies and requests a new enrolment for a different course at the same or a different university, he/she cannot use the specific visa and residency permit which were granted for the first enrolment.

The decision to interrupt studies results in a shortcoming of the requisites stipulated for the stay in the national territory and, consequently, results in the withdrawal of the authorising permit²⁸, as well as the obligation to leave the national territory, unless there are other conditions that guarantee the official presence in the territory.

²⁶ Art. 46, comma 4 of Presidential Decree n. 394 of 31 August 1999.

²⁷ According to Art. 1, comma 1, lett. B) of Legislative Decree n. 154 of 10 August 2007. In this regard, clarifying that the opportunity to transfer to a study course different from that for which the visa was issued is allowed only for university courses, with the exclusion therefore of transfers to private courses, the relative applied rules have been outlined in Interior Ministry circular n. 400/C/2008/899/P/12.214.27BI dated 21 February 2008.

²⁸ Legislative Decree n. 286 of 25 July 1998, Art. 5, commas 3, 4 and 5: “Consolidated Law of decisions concerning the regulation of immigration and norms on the treatment of foreigners”, and later modifications.