

# REGISTRATION ON ESU WEBSITE AND SUMMER ACCOMMODATION FORM

## STEP 1: REGISTRATION ON ESU WEBSITE

<https://myesupd.dirittoallostudio.it/apps/V3.1/sol/public/index.php>

Change the language if necessary and then click on “Register”.

ESU Padova - Sportello Studente

English

**SIGN IN WITH MYID, SPID OR CIE (ELECTRONIC ID CARD)**  
Sign in using the identification system of the Regione Veneto.  
You can also use SPID or CIE ( Electronic id card )

**RIMBORSO CANONE DI LOCAZIONE (SPID, CIE O EIDAS)**  
Accesso al rimborso del canone di locazione offerto da Regione Veneto

**LOGIN**  
If you are registered, access with your credentials.

**REGISTER**  
Create new user

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## IMPORTANT!

### HOW TO COMPLETE THE PERSONAL DATA SECTION CORRECTLY:

If you have also Italian citizenship but you don't have SPID/CIE (digital identity or Italian electronic ID card), please do not mention it in the registration form, otherwise you won't be able to proceed!

Just register with your foreign citizenship.

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English

Profile

Personal Data

Address

ID Document

Password

End

Citizenship \* ANDORRA (Z101)

I have dual citizenship \* YES NO

Do you have a valid Italian identity document or residence permit? \* YES NO

If an Italian Fiscal Code was never issued for you, please select NO and click on Calculate.

If you have an official Italian Fiscal Code certificate or card, insert the code as it appear on the official document, but pay attention that also all the other data (Name, Surname, Date of birth, Country of birth) must coincide with those reported on the Fiscal Code document, otherwise the system will detect an error.

Padova - Sportello Studente English

Date of birth \*

Country of birth \*

Provincia \*

Comune \*

Place of birth (for countries other than Italy) \*

I have an Italian Fiscal Code \*

Italian Fiscal Code \*

**WARNING: this CODICE FISCALE is automatically calculated and will be your Username to access ESU Services.  
The only valid Fiscal Code is the one issued by the Italian Agenzia delle Entrate**

Email \*

Email confirmation \*

## **IMPORTANT!!!**

If you don't have an Italian Fiscal Code, the system will calculate it based on the data you inserted (name, surname, date of birth, country of birth, gender), **BUT PLEASE REMEMBER** that this might not be the official **Fiscal Code!!!**

Since the calculated code depends on the data you inserted, if they are not complete and correct (as in your passport/ID card) the system won't be able to calculate the correct code.

Nevertheless, this calculated Fiscal Code (correct or incorrect) will become your ESU Portal username, and it will remain the same even if it does not coincide with the actual Fiscal Code issued by the Italian Revenues Agency.

The official Fiscal Code certificate will be sent to you before your arrival.

\* \* \* \* \*

Proceed and complete all the steps of the registration form: your personal data, your passport data (ID document valid only for EU citizens or if you don't have a valid passport yet), the upload of your ID/passport and a password.

## **STEP 2: SUMMER ACCOMMODATION FORM**

<https://myesupd.dirittoallostudio.it/apps/V3.1/sol/public/index.php>

Login with your ESU credentials:

ESU Padova - Sportello Studente English

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Login

Access with your credentials

Username ←

  
 Password  
  

[Forgot username?](#)  
[Forgot password?](#)

Home
Login

The "Fiscal Code" as it was calculated during the registration or as you inserted it, if you own an official one.

Click on SUMMER ACCOMMODATION in the Tab 2022/23:

2022/2023
2021/2022
2020/2021
2019/2020
2018/2019

**Smart cash amount and Rate**  
Display of smart cash recharged amount and catering rate

**Associazione APP Accesso Mensa**  
Generazione QRCode per l'associazione APP - Accesso Mensa

**Top-up smart cash (borsellino elettronico)**  
Manage your smart cash top-ups - prepaid service for ONLY CANTEENS PIOVEGO AND AOUP

**Request for Alloggio estivo - Summer Accommodation**  
Request for Summer Accommodation for a.y. 2022/2023

**Sassa**  
Accommodation Form: incoming students

**Guest Lodge Accommodation**  
Accommodation Request

Proceed with the form, you will have to select the requested period (“August 22nd 2023 - September 22nd 2023”) and the option: “an international mobility exchange student during the 2023/2024 academic year”.

**If you need assistance**, please contact ESU: [accommodation@esu.pd.it](mailto:accommodation@esu.pd.it).