



Academic year 2025/26

# ENROLMENT PROCEDURE

Bachelor's, Single cycle and Master's degree programmes

Access to first year

Selections starting from July 2025

In the following table you can find a summary of the available procedures to access a degree programme; each entry is clickable and linked to the relevant page. The instructions in this document are referred to **procedures highlighted in green**.

	You are not enrolled in any University	You are currently enrolled in: University of Padua	You are currently enrolled in: other Italian University	You are currently enrolled in: foreign University
You hold an <b>Italian entry title</b> <sup>1</sup> and you have been admitted to the <b>first year</b>	Enrolment	Degree programme change Withdrawal + new enrolment	Incoming transfer Withdrawal + new enrolment	Withdrawal + new enrolment
You have: - an <b>Italian entry title</b> - requested a credit recognition for career shortening - been admitted to a <b>year subsequent to the first</b>	Enrolment <i>Years subsequent to the first</i>	Degree programme change <i>Years subsequent to the first</i> Withdrawal + new enrolment	Incoming transfer <i>Years subsequent to the first</i> Withdrawal + new enrolment	Withdrawal + new enrolment
You want to study in two degree programmes simultaneously	Simultaneous enrolment	Simultaneous enrolment	Simultaneous enrolment	Simultaneous enrolment
You are enrolled in a degree programme and plan to <b>graduate within 2024/25 a.y</b>	/	Limited simultaneous enrolment	Limited simultaneous enrolment	Limited simultaneous enrolment
You have a <b>foreign entry title</b>	Enrolment <i>foreign entry title</i>	Degree programme change <i>foreign entry title</i>	Incoming transfer <i>foreign entry title</i>	Withdrawal + new enrolment <i>foreign entry title</i>

*\*This procedure is not available for those who are graduating in a Bachelor's or Single Cycle degree programme that is necessary to access a Master's degree. In such situation, you must follow standard enrolment procedures.*

<sup>1</sup> This document refers to the following entry titles:

- High school diploma, for those who access Bachelor's or Single cycle degree programmes;
- Bachelor's or Single Cycle degree or equivalent, for those who access Master's degree programmes.

The following procedures concern those who participate in the selections to access Bachelor's, Single-cycle and Master's degree programmes rankings managed by the University of Padua.

Please note that the following degree programmes, as per ministerial indications, follow specific procedures which will be published on the following pages:

- Medicina e Chirurgia (Padua and Treviso locations), Odontoiatria e protesi dentaria: <https://www.unipd.it/ammissioni-medicina-odontoiatria>
- Medicine and Surgery: <https://www.unipd.it/ammissioni-medicine-surgery>
- - Medicina Veterinaria: <https://www.unipd.it/ammissioni-av-medveterinaria>

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## Bachelor's and Single cycle degree programmes

### Requirements to submit the enrolment application

The requirements to submit the enrolment application for a Bachelor's or Single cycle degree programme are the following:

1. to be pre-enrolled;
2. to be admitted, based on the type of degree programme, as per the following table:

Unlimited access degree programmes	Limited access degree programmes
Verify the acquisition of the TOLC test within your Uniweb account, in correspondence with the pre-enrolment.	Take the required test and be admitted in the ranking list.

The ranking list criteria (when applicable), the access requirements, the procedures to be followed and deadlines to be met for all the access phases of each degree programme are indicated in the relevant Call for admission: <https://www.unipd.it/avvisi-ammissione-corsi>.

The procedures are explained in the following paragraphs. They are different for those who access the first year through a standard procedure (1) or with exemption from taking the TOLC test (as per the credit recognition deliberation: <https://www.unipd.it/en/credit-recognition-ita>) (2).

#### 1. Standard enrolment application

The enrolment application must be sent by the enrolment deadline (as per the Call for admission), proceeding as follows:

1. Log in at [www.uniweb.unipd.it](http://www.uniweb.unipd.it)
2. If you have not done so, you need to upload the following:
  - a scan of a valid ID document: the file must be in .pdf format, it must contain *both* front and back of the document and it must be readable;
  - a photo with the following features:
    - passport-style photo, recent and recognizable;
    - clear and visible, with no marks nor damage and with a clear and plain-colored background;
    - preferably, 35 mm by 40 mm (Max 40 MByte), in .jpeg or .jpg format;
3. Click on *Home* → *Enrolment* → and choose the degree programme, the study track (curriculum – if any) and the class for interclass courses. Information on the degree programme, the related curricula and classes are available on the page <https://didattica.unipd.it/>;
4. Fill in all the questionnaires;
5. Confirm and print the enrolment submission receipt: this receipt is personal, it must not be sent in the mail;
6. Pay the first instalment of the fees<sup>2</sup> before the given deadline, as per the Call for admissions, through your Uniweb account.

The enrolment is completed once the student number has been assigned – starting from 4<sup>th</sup> August 2025 and in good time for the start of lessons – after the office in charge has assessed possession of the necessary requirements as per the Call for admission. A confirmation email is sent after the procedure has been completed

**Contacts and assistance:** [www.unipd.it/immatricolazioni](http://www.unipd.it/immatricolazioni)

<sup>2</sup> Further information: <https://www.unipd.it/contribuzione-agevolazioni>

## 2. Enrolment application with TOLC test exemption

The following procedure refers to those who have applied for credit recognition for a Bachelor's or Single-cycle degree programme in June/July 2025 (<https://www.unipd.it/en/credit-recognition-ita>) and have obtained a deliberation indicating admission to the first year and exemption from taking the TOLC test.

1. Send an email by the enrolment deadline (as per the Call for admission: [www.unipd.it/avvisi-ammissione-corsi](http://www.unipd.it/avvisi-ammissione-corsi)) to [pratiche.immatricolazioni@unipd.it](mailto:pratiche.immatricolazioni@unipd.it) with subject "ENROLMENT TOLC EXEMPTION + [name of the degree programme of study]" (for example: *ENROLMENT TOLC EXEMPTION Earth and Climate Dynamics*), attaching:
  - Credit recognition deliberation, stating that you have obtained the TOLC test exemption;
  - Copy of a valid identity document (back and front).
2. The remaining instructions will be given to candidates who submit the necessary documentation within the indicated timeframes and who are eligible for admission as per the relevant Call for admission.

The enrolment is completed once the student number has been assigned – starting from 4<sup>th</sup> August 2025 and in good time for the start of lessons – after the office in charge has assessed possession of the necessary requirements as per the Call for admission. A confirmation email is sent after the procedure has been completed

By the first exam session for academic year 2025/26, the relevant back office will update your online booklet with the recognized exams. Contacts for further clarification are available here: [www.unipd.it/backoffice-carriere-studenti](http://www.unipd.it/backoffice-carriere-studenti)

## Master's degree programmes

### Requirements to submit the enrolment application

The requirements to submit the enrolment application for a Master's degree programme are the following:

1. to be pre-enrolled in the of interest;
2. to be admitted, according to the degree programme requirements.

Access to Master's degree programmes is based on the possession of certain minimum curricular requirements and on the verification of personal preparation; in some cases, a test or interview is also required. In any case, it is necessary to submit an application for the evaluation of these requirements, following a specific online procedure.

For limited access degree programmes, it is also necessary to be "admitted" in the ranking list.

For unlimited access degree programmes, it is sufficient to verify that you have obtained the status of "eligible" (idoneo), within the pre-registration carried out in your Uniweb profile.

Information on requirements, assessment criteria, possible tests/interviews to be taken and deadlines to be met are available in the relevant Call for admission: <https://www.unipd.it/avvisi-ammissione-lauree-magistrali>.

### Standard enrolment application

The enrolment application must be sent by the enrolment deadline (as per the Call for admission), proceeding as follows:

1. Log in at [www.uniweb.unipd.it](http://www.uniweb.unipd.it)
2. If you have not done so, you need to upload the following:
  - a scan of a valid ID document: the file must be in .pdf format, it must contain *both* front and back of the document and it must be readable;
  - a photo with the following features:
    - passport-style photo, recent and recognizable;
    - clear and visible, with no marks nor damage and with a clear and plain-colored background;
    - preferably, 35 mm by 40 mm (Max 40 MByte), in .jpeg or .jpg format;
3. Click on *Home* → *Enrolment* → and choose the degree programme, the study track<sup>3</sup> (curriculum – if any) and the class for interclass courses. Information on the degree programme, the related curricula and classes are available on the page <https://didattica.unipd.it/>;
4. Fill in all the questionnaires;
5. Confirm and print the enrolment submission receipt: this receipt is personal, it must not be sent in the mail;
6. Pay the first instalment of the fees<sup>4</sup> before the given deadline, as per the Call for admissions, through your Uniweb account.

The enrolment is completed once the student number has been assigned – starting from 4<sup>th</sup> August 2025 and in good time for the start of lessons – after the office in charge has assessed possession of the necessary requirements as per the Call for admission. A confirmation email is sent after the procedure has been completed

**Contatti e assistenza:** [www.unipd.it/immatricolazioni](http://www.unipd.it/immatricolazioni)

<sup>3</sup> The study track for the degree programme "Mathematical Engineering" must have been chosen during the pre-enrolment.

<sup>4</sup> Further information: <https://www.unipd.it/contribuzione-agevolazioni>