

# REGISTRATION ON ESU WEBSITE AND SUMMER ACCOMMODATION FORM

## STEP 1: REGISTRATION ON ESU WEBSITE

(also valid for the access to canteens)

<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

I contenuti del sito non possono, né totalmente né in parte, essere copiati, riprodotti, trasferiti, caricati, pubblicati o distribuiti in qualsiasi modo senza il preventivo consenso scritto dell'ESU di Padova. Questo sito utilizza cookie tecnici, anche di terze parti, necessari per il corretto funzionamento

## 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 2023/24:

TICKET  
View your tickets

PERSONAL DATA  
Edit your personal data

BANK DETAILS  
Update your Iban

2024/2025
2023/2024
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 PIOVEGO, AGRIPOLIS, PADUA HOSPITAL, TREVISO HOSPITAL canteens only

**Request for Alloggio estivo - Summer Accommodation**

Request for Summer Accommodation for a.y. 2023/2024

**Sassa**

Accommodation form - Housing request for incoming students invited by the Mobility Unit

**Guest Lodge**

Accommodation request for international guests of the university, including trainees (maximum 6 months)

Proceed with the form, you will have to select the requested period (“August 26th 2024 - September 20th 2024”) and the option: “degree seeking student (enrolling at Bachelor or Master degree) during the 2024/25 academic year”.

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