

UNIVERSITY OF PADOVA ENROLLMENT PROCEDURE PhD COURSES 41st SERIES - A.Y. 2025/2026

The enrollment procedure in the PhD courses at the University of Padova is organized in three phases:

- 1) Registration in the University online system UNIWEB
- 2) Completing the online enrollment form and upload attachments
- 3) Registration fee payment

The online procedure is open from 4 to 25 July 2025 at 13.00 (CEST)

1° Phase: Registration in the University online system UNIWEB

1. From the website <http://www.unipd.it/> log into Uniweb services (top left menu) according to the given instructions
2. From the menu on top right side:
 - a) click on Login (if you have been previously enrolled at the University of Padova)
 - b) click on Registration (if you have never been previously enrolled at the University of Padova)
 - c) click on "Forgotten password" (if you don't remember your username and password or if they have expired).
3. Once you have logged in click on 'Home' from menu on top right side.
4. In the section Master data you must check or update your personal data and contact details (residence and domicile addresses, email, phone numbers), and check the authorizations on the communications of your personal data.
You should then fill in the data of your bank account by clicking on 'Home' – 'Master data' – 'Edit bank account refund data'. From the dropdown menu click on 'Rimborso Bonifico Bancario' and fill in the data requested. The student must be the account owner.
If you do not have a bank account yet, these data must be filled in by 7 October 2025. If you do not meet the aforementioned deadline, there may be problems in the payment of the PhD scholarship.

2° Phase: Completing the online enrollment form and upload attachments

1. Click on 'Home' → 'Enrolment' → 'Enrolment' → 'Enrolment' → "Standard" and then on 'Enrolment in unlimited-place degree courses' and finally on 'PhD courses'.
2. Choose the course you want to enroll in.
3. **Important notice:** Simultaneous enrollment in two courses of study.

- Candidates enrolling for the academic year 2025/2026 in a Doctoral Course without another simultaneous enrollment: please answer "No" to the question "I declare that I request dual enrollment as per Ministerial Decree 930 of 29 July 2022".

- Candidates already enrolled in a study course:
 - a) If you intend to maintain a simultaneous enrollment in a study course and in the doctoral course, you must answer "Yes" to the question "I declare that I request dual enrollment as per Ministerial Decree 930 of 29 July 2022". Then, proceed to fill out the complete questionnaire.

 - b) If you are enrolled in a Medical Specialization Course, you must answer "Yes" to the question "I declare that I am requesting dual enrollment as per Ministerial Decree 930 of 29 July 2022" and attach the authorization of both the Medical Specialization School and the Doctoral Course, as provided for in the Call for admission.

 - c) If the study course you are currently enrolled in ends before the start of the PhD course (i.e., before November 1st, 2025), please answer "No" to the question "I declare that I am requesting dual enrollment as per Ministerial Decree 930 of 29 July 2022".

- 4. Then proceed with the rest of the enrollment by following the guided procedure.

- 5. Fill in with the data of your ID document and upload a .pdf file containing the picture of the same document you used to complete this procedure.

- 6. Upload a color passport-size photo, where your face is clearly visible, preferably 35mm wide and 40 mm high (40 Megabytes max, saved as .jpeg or .jpg format), if not already uploaded.

- 7. Check or fill in the data of your entry qualification (both if it has already been awarded or if it is still to be awarded – by 30 September 2025).

- 8. Upload the documents related to the application **duly filled in and signed and available on the webpage <https://www.unipd.it/en/phd-programmes-calls-and-admissions>**:
 - place acceptance form (1 .pdf file max weight 3MB)

 - specific documentation of the place (maximum 4 .pdf files max weight 3MB). Here you can upload alternatively Form 1 for assignees with scholarships or Form 2 for winners of unfunded places.
In the case of joint attendance with Medical Specialization, Form 3

 - *mandatory*: for candidates with an academic qualification awarded abroad:
 - a) in case of academic qualifications awarded in non-EU Countries: a copy, in Italian or English, of the second-cycle degree (Master's degree) as well as a copy of the certificate indicating the examinations taken and the relative grades, together with the translation, legalisation and Declaration of Value issued by Italian diplomatic or consular authorities

or, alternatively, Statements of Comparability and Verification issued by ENIC-NARIC;
b) in case of academic qualifications awarded in European Union Countries: Diploma and Diploma Supplement in English for the second-cycle qualification (Master's degree) or, alternatively, Statements of Comparability and Verification issued by ENIC-NARIC centres;

- *mandatory*: for candidates with a foreign academic qualification not yet awarded:
 - a) certificate or self-certification (in the cases provided for by Italian law) attesting the enrolment in a second cycle degree (Master's degree);
 - b) certificate or self-certification (in the cases provided for by Italian law) of the list of exams/transcript of records of the second-cycle degree (Master's degree), with grade;
- *if available*: a valid residence permit if already issued, or a copy of the receipt of the request made to the competent Authorities within 8 days from first arriving in Italy (only for non-EU citizens) (.pdf file max weight 3MB)

9. The data of the first enrollment in the University system will appear. Check or specify the academic year.

If all the information is correct, the registration document can be viewed and printed by clicking on "Print registration application". The printout has the value of a personal summary; therefore, it is NOT necessary to go to the PhD Office.

If you want to delete or modify the online enrollment form click on 'New enrollment'. The system will delete the old enrollment and accept the new one.

3° Phase: Registration fee payment

You will then have to pay the registration fee of € 205.00 through PagoPA following the instructions available on the page <https://www.unipd.it/en/pagopa>

Enrollment will be verified and finalized after the acquisition of the payment of the registration fee; the PhD office will make a telephone or e-mail contact only if the documentation is incomplete. **We therefore recommend that you pay the fee as soon as possible.**

Failure to submit the enrollment form and the relevant attachments by 25 July 2025 at 13.00 (CEST) and payment of the registration fee by 25 July 2025 at 23.59 (CEST), will be considered as firm withdrawal from the place/scholarship. Therefore, failure to meet the deadline will result in the loss of the entitlement to enroll in the specific Course and no justification will be accepted for the delay. The place will be considered vacant and available for replacements.

Should any places with funding become available following withdrawals, the following may apply for such vacant places: winners who already enrolled without scholarship, winners of a place without funding who haven't enrolled by the deadline for the enrolment, the other eligible candidates in the ranking. Those candidates who within the application form indicated that they competed exclusively for unfunded places cannot apply for vacant places with fundings.

Please verify at the following link <https://www.unipd.it/bandi-graduatorie-dottorati> (English version available at <https://www.unipd.it/en/research/doctoral-degrees-phd-programmes/phd-programmes-calls-and-admissions>) under SUBENTRI (Vacant Places) the information on the procedures and the deadlines for vacant places.

The following will not be accepted as proof of enrollment:

- only the payment of the contribution of euro 205,00
- only the online completing of the enrollment form

Ufficio Dottorato di ricerca

Sede: via Martiri della Libertà 8 - Padova

Postal address: Ufficio Dottorato di ricerca, via 8 Febbraio, 2 - 35122 Padova,

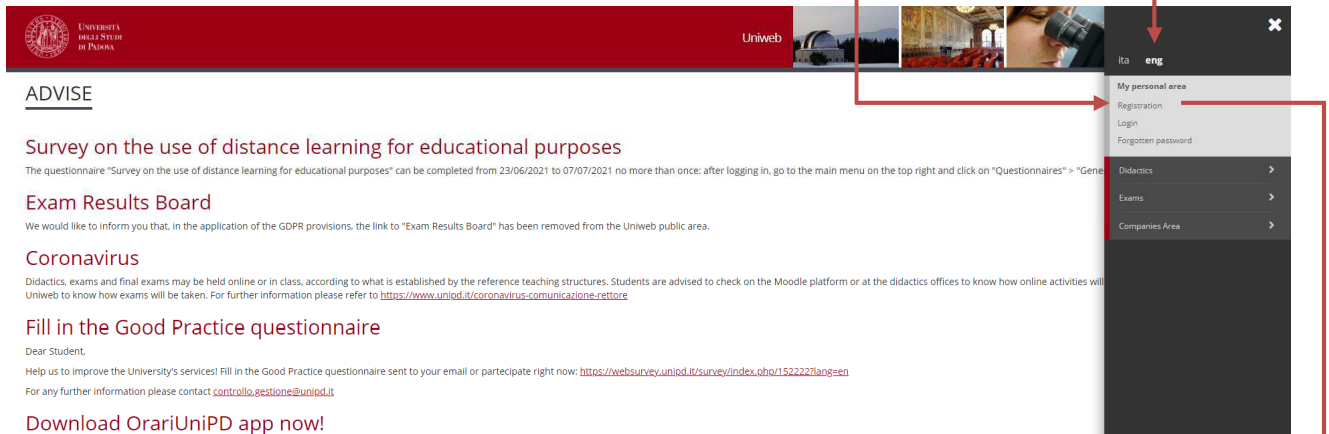
e-mail: phd.application@unipd.it

Helpdesk ph. 049/8271827 from 10.00 to 12.30 CEST

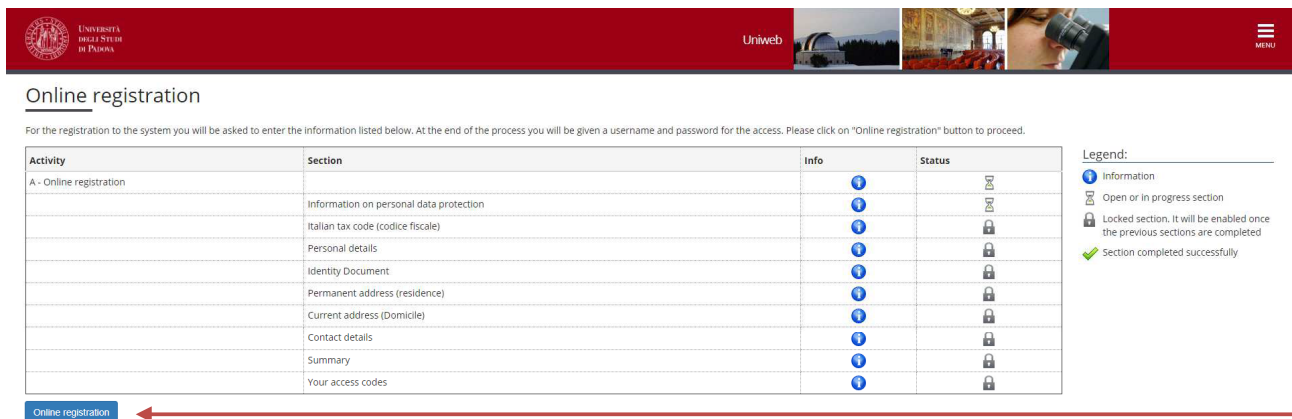
STEP 1 - DATA REGISTRATION

Click on eng – English - on the top

Click on Registration and then Online registration



The screenshot shows the Uniweb website interface. At the top right, there is a language selection dropdown menu with 'ita' and 'eng' options. Below it, a navigation menu is visible with options: 'My personal area', 'Registration', 'Login', 'Forgotten password', 'Didactics', 'Exams', and 'Companies Area'. The 'Registration' option is highlighted with a red arrow pointing to it from the instruction above. The main content area below the navigation menu includes sections for 'ADVISE', 'Survey on the use of distance learning for educational purposes', 'Exam Results Board', 'Coronavirus', 'Fill in the Good Practice questionnaire', and 'Download OrariUniPD app now!'.



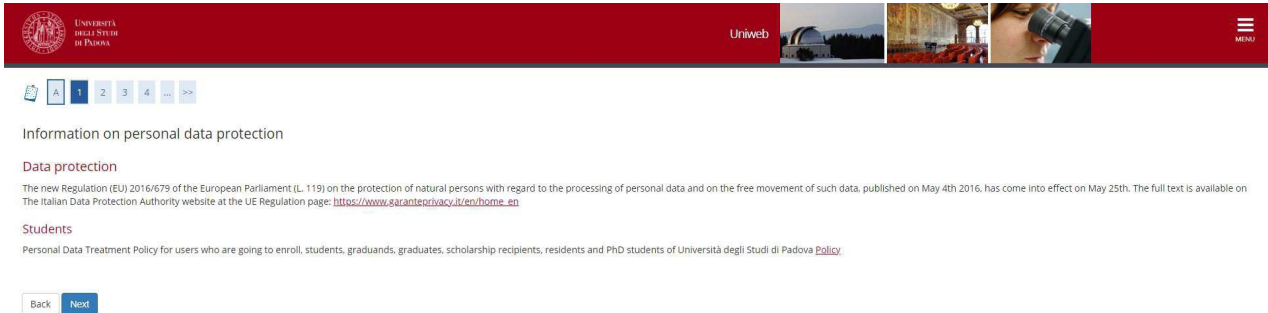
The screenshot shows the 'Online registration' section of the Uniweb website. It includes a table with columns for 'Activity', 'Section', 'Info', and 'Status'. Below the table is a legend explaining the status icons: a blue 'i' for information, an open padlock for open or in progress sections, a closed padlock for locked sections, and a green checkmark for completed sections. A red arrow points from the 'Online registration' button at the bottom left of the table to the 'Registration' option in the navigation menu of the previous screenshot.

Activity	Section	Info	Status
A - Online registration	Information on personal data protection		
	Italian tax code (codice fiscale)		
	Personal details		
	Identity Document		
	Permanent address (residence)		
	Current address (Domicile)		
	Contact details		
	Summary		
	Your access codes		

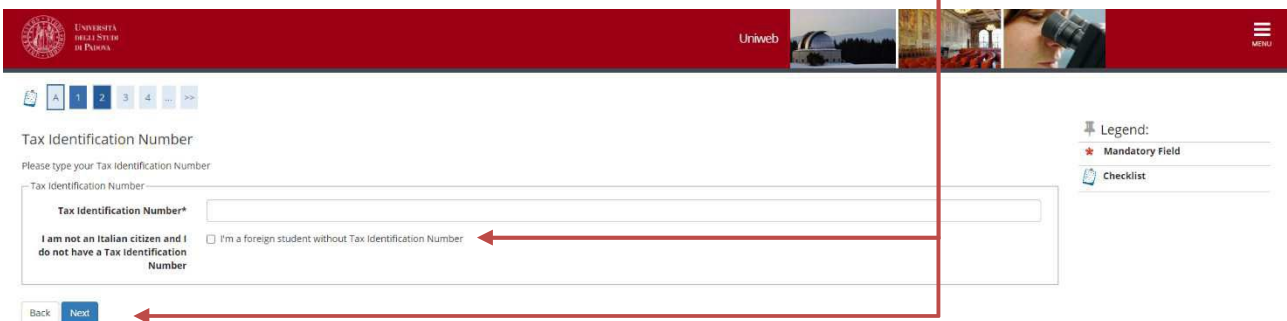
Legend:

- information
- Open or in progress section
- Locked section. It will be enabled once the previous sections are completed
- Section completed successfully

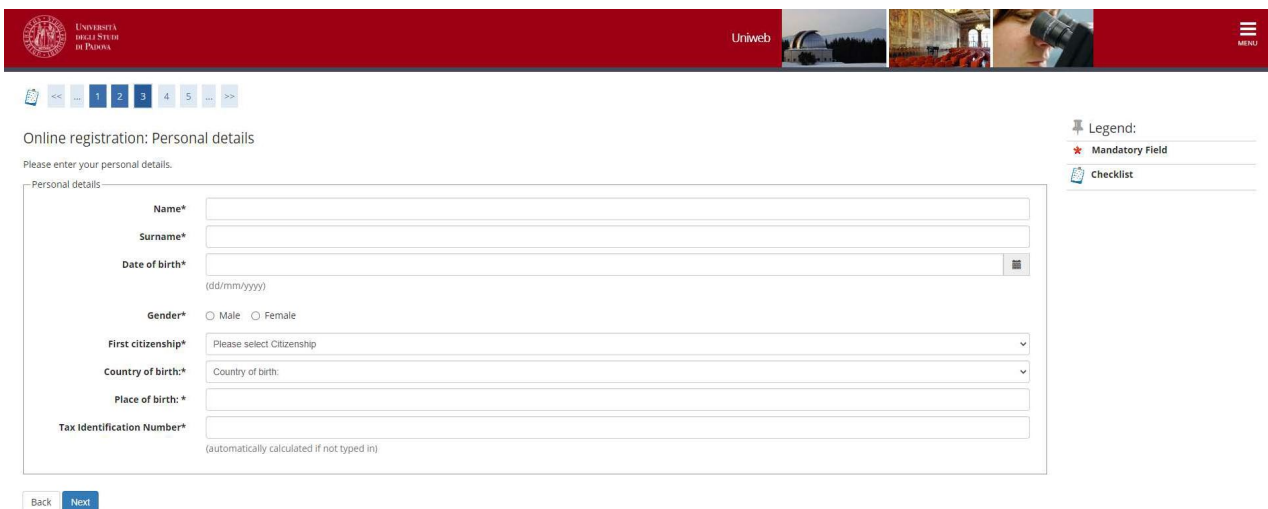
You will find the information on Data protection. After reading them, click on Forward at the end of the page



Then click on 'I am a foreigner and do not have an Italian code' and then on Next



Fill in your personal data. Please note that you need to put all your surnames and names in the same order as they appear in your Passport. Then click on Next



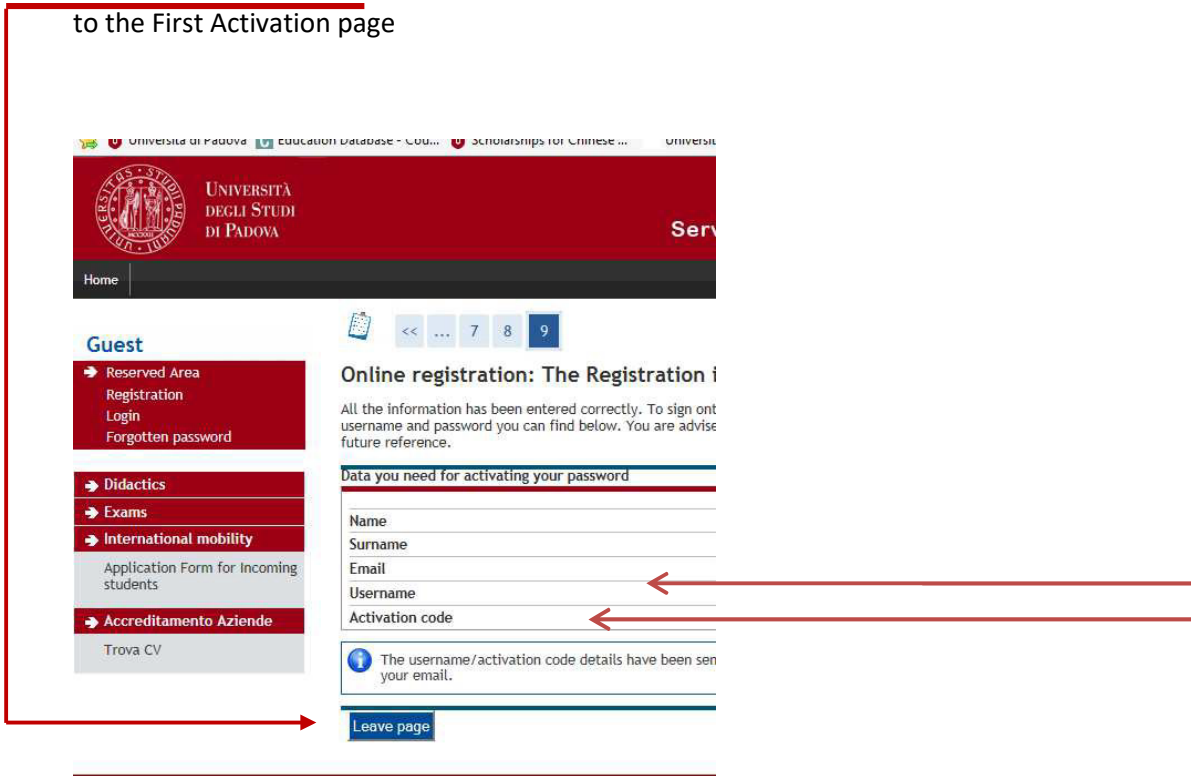
Fill the data of your Identity Document



The screenshot shows a web interface for online registration. At the top, there is a red header with the University of Padua logo and 'Uniweb' branding. Below the header is a navigation bar with numbered steps (1-6) and a 'Back' button. The main content area is titled 'Online registration: Identity document' and includes the instruction 'Please insert or edit your ID (as a travel document) information'. The form is titled '- ID document' and contains several fields: 'Type of ID*' (dropdown), 'Number*' (text), 'Issuing Authority*' (text), 'Issue date*' (calendar), 'Expiry date*' (calendar), and 'Country' (dropdown with 'digita per ricercare' selected). A legend on the right explains the asterisk symbol as a 'Mandatory Field' and shows a 'Checklist' icon. At the bottom, there are 'Back' and 'Next' buttons.

Then you will have to fill in the data concerning your residence and domicile and your contact details. At the end of the procedure you are directed to a summary page, where you can edit the information provided if you want to correct any mistake or you can confirm the data by clicking on 'Conferma' at the end of the page.

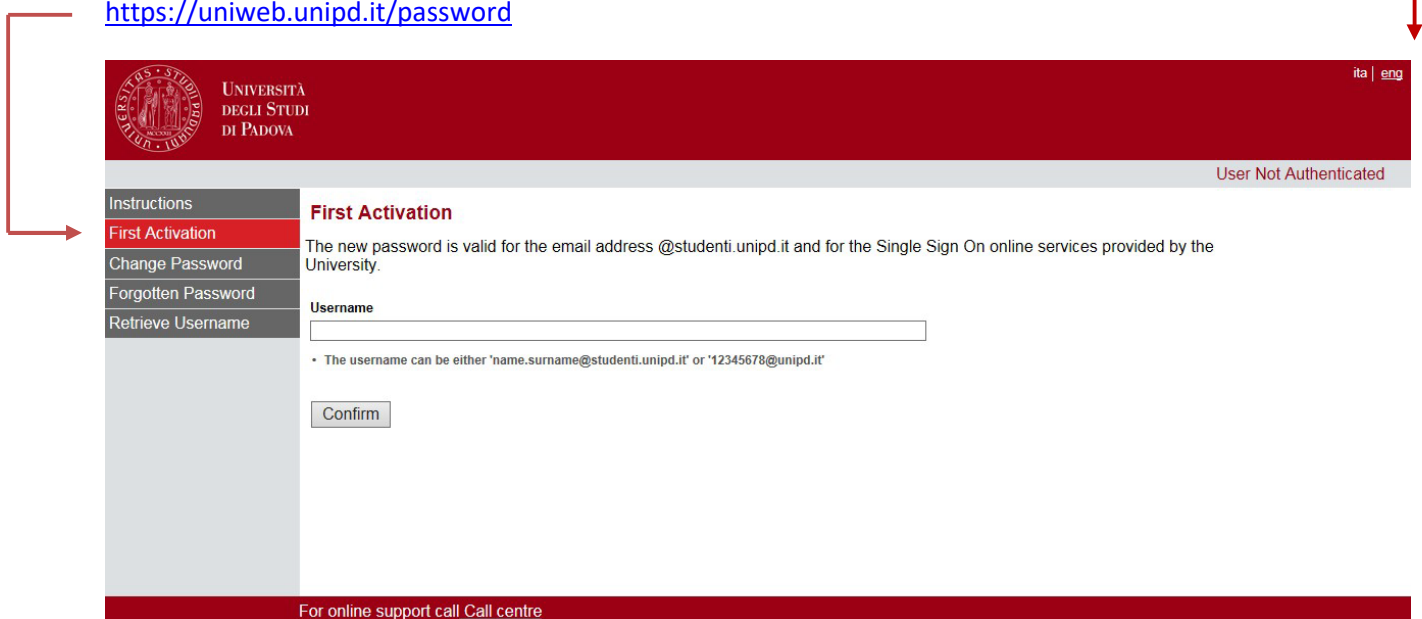
After clicking on 'Conferma' you will be directed to the page where you will find username and password. Then click on Leave page. You will also receive an email with the same username and password and the link to the First Activation page



You will be directed to the First Activation page (click on eng – English - on the top)

Type in first the username and in the following page the Activation code.

<https://uniweb.unipd.it/password>



You will be directed to a page where you will have to choose three questions and related answer that will be asked to you in case you lose or forget the password.

First Activation	Question List
Change Password	<div style="background-color: #ffc107; padding: 5px; border: 1px solid #ffc107;"> <p>Warning: You still haven't set up your three security questions. These are important in case you forget your password, or it expires and you need to set a new one. Your security questions are the only way you'll be able to set up a new password. Once you'll have filled in correctly the fields, this method will substitute any other password recovery procedure. Please pay attention when you set your secret questions and answers. If you forget the answers to your security questions, you will have to go the University's secretary's office with a valid ID to set up a new password.</p> </div> <div style="background-color: #42a5f5; padding: 5px; border: 1px solid #42a5f5; margin-top: 5px;"> <p>Information Hai impostato il cellulare? Hai impostato il tuo indirizzo email personale? Go to your Uniweb profile to complete this information</p> </div> <p>Question</p> <p>Add a question</p>
Forgotten Password	
Retrieve Username	
For online support call Call centre	

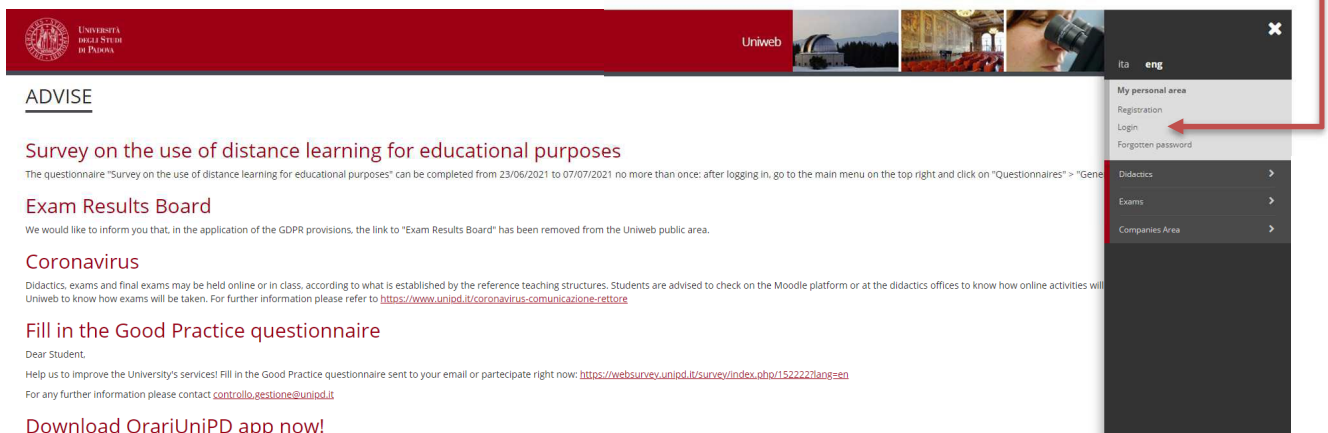
At the end of the procedure click on Set password and you will directed to a page where you will choose your password.

First Activation	Set User Password
Change Password	<p>Chosen Password</p> <input type="password"/>
Forgotten Password	<ul style="list-style-type: none"> The password must contain both letters (without accents) and numbers, and must be at least 8 characters but no more than 12 The password can contain also characters, such as ? - _ < > () @ + - . , The password must be different from your current one and from your previous one Uppercase and lowercase letters are considered different characters
Retrieve Username	<p>Confirm Your Password</p> <input type="password"/>
	<p style="text-align: center;"><input type="button" value="Confirm"/></p>
For online support call Call centre	

STEP 2: LOG IN AND ENROLMENT

You can now go back to the homepage and Log in

https://uniweb.unipd.it/Home.do;jsessionid=6B297D055801F668C05866AD00F91271.ivm2c?cod_lingua=eng



ADVISE

Survey on the use of distance learning for educational purposes
The questionnaire "Survey on the use of distance learning for educational purposes" can be completed from 23/06/2021 to 07/07/2021 no more than once: after logging in, go to the main menu on the top right and click on "Questionnaires" > "General"

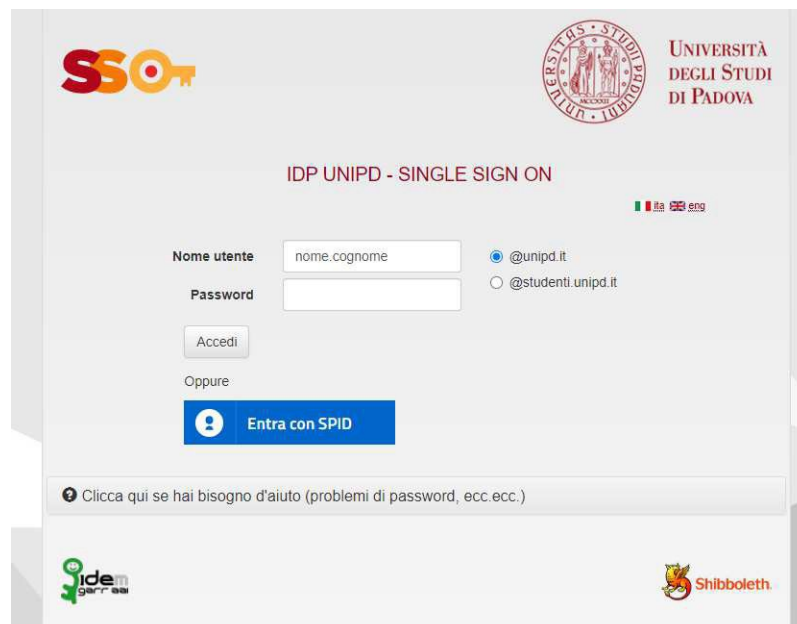
Exam Results Board
We would like to inform you that, in the application of the GDPR provisions, the link to "Exam Results Board" has been removed from the Uniweb public area.


Coronavirus
Didactics, exams and final exams may be held online or in class, according to what is established by the reference teaching structures. Students are advised to check on the Moodle platform or at the didactics offices to know how online activities will be taken. For further information please refer to <https://www.unipd.it/coronavirus-comunicazione-rettere>

Fill in the Good Practice questionnaire
Dear Student,
Help us to improve the University's services! Fill in the Good Practice questionnaire sent to your email or participate right now: <https://websurvey.unipd.it/survey/index.php/152222?lang=en>
For any further information please contact controllo_gestione@unipd.it

Download OrariUniPD app now!

Type in your username and password




SSO  UNIVERSITÀ
DEGLI STUDI
DI PADOVA

IDP UNIPD - SINGLE SIGN ON ita eng



Nome utente @unipd.it
Password @studenti.unipd.it

Accedi

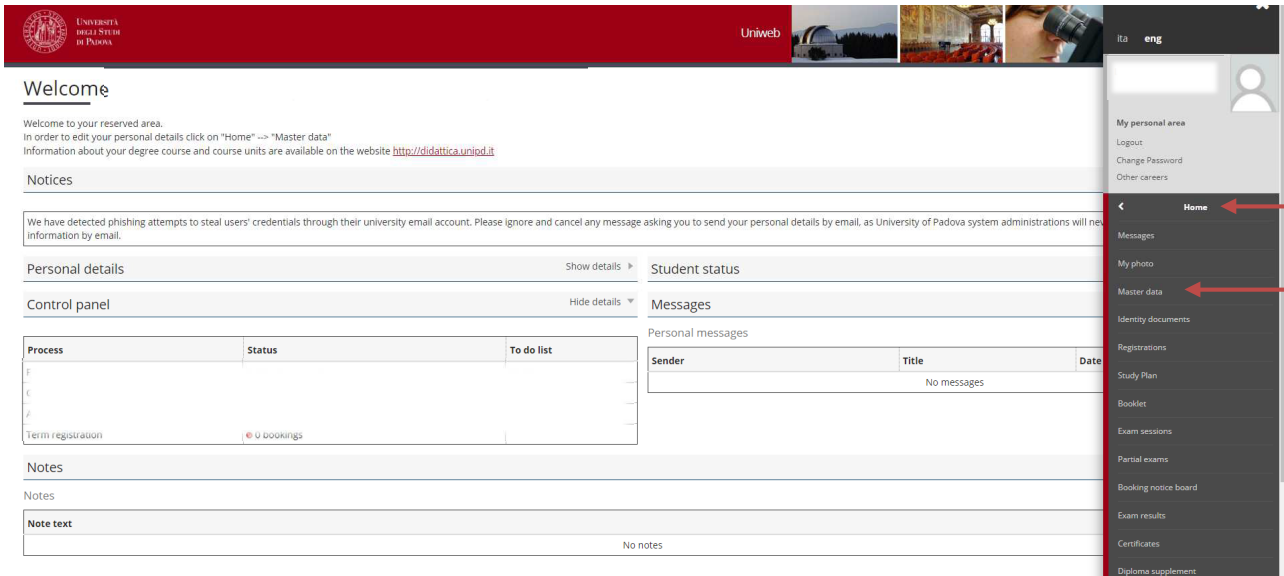
Oppure

 **Entra con SPID**

[Clicca qui se hai bisogno d'aiuto \(problemi di password, ecc. ecc.\)](#)

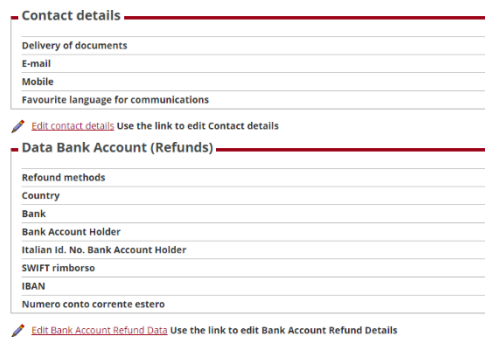
 

Click on Home and then on Master data



The screenshot shows the Uniweb user interface. On the right side, there is a vertical navigation menu. Two red arrows point to the 'Home' and 'Master data' options in this menu. The main content area shows a 'Welcome' message, a 'Notices' section with a phishing warning, and various user management sections like 'Personal details', 'Control panel', 'Process', 'Messages', and 'Notes'.

In the following page you can check and/or modify the personal data you specified in the Registration procedure by clicking on Edit. In particular you must click on Edit Contact details in order to give or deny the communication and/or the diffusion of your personal details. Then click on Edit Bank Account Refund data if you want to specify the data of the bank account for the payment of the fellowship . You can specify these data after you arrive in Italy and you open a bank account.



The screenshot shows two sections of the Uniweb interface. The first section is 'Contact details' and the second is 'Data Bank Account (Refunds)'. Both sections have a list of fields and a link to edit the details. Red arrows point to the 'Edit contact details' link in the first section and the 'Edit Bank Account Refund Data' link in the second section.

Contact details

- Delivery of documents
- E-mail
- Mobile
- Favourite language for communications

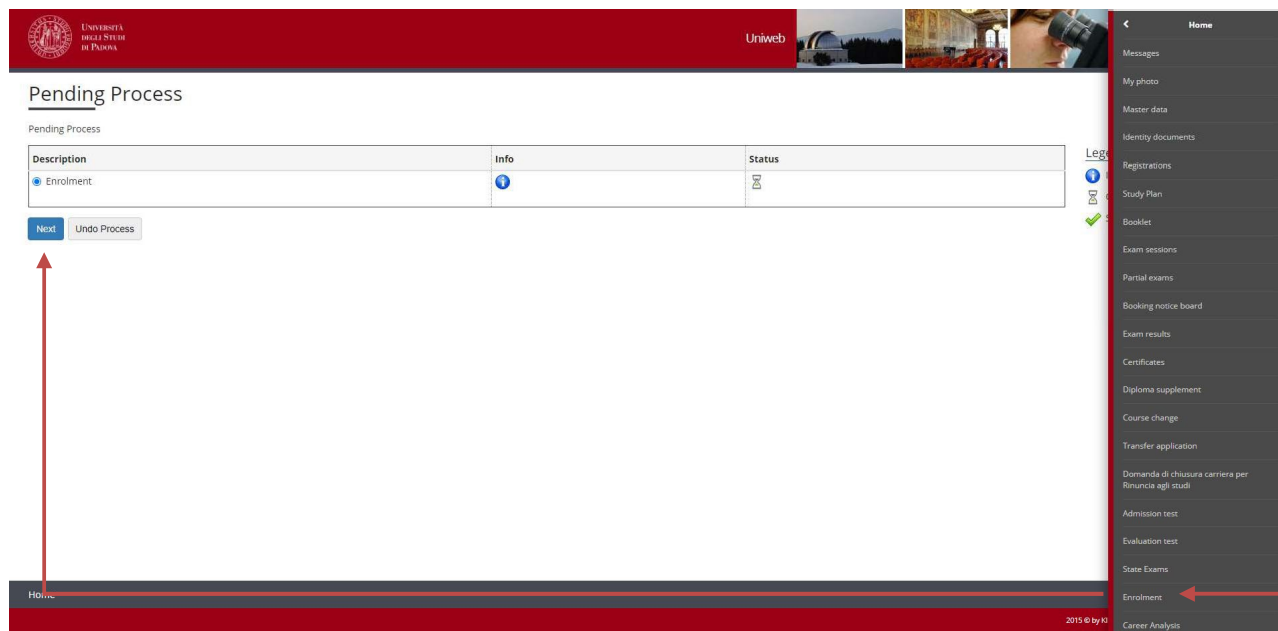
[Edit contact details](#) Use the link to edit Contact details

Data Bank Account (Refunds)

- Refund methods
- Country
- Bank
- Bank Account Holder
- Italian Id. No. Bank Account Holder
- SWIFT rimborso
- IBAN
- Numero conto corrente estero

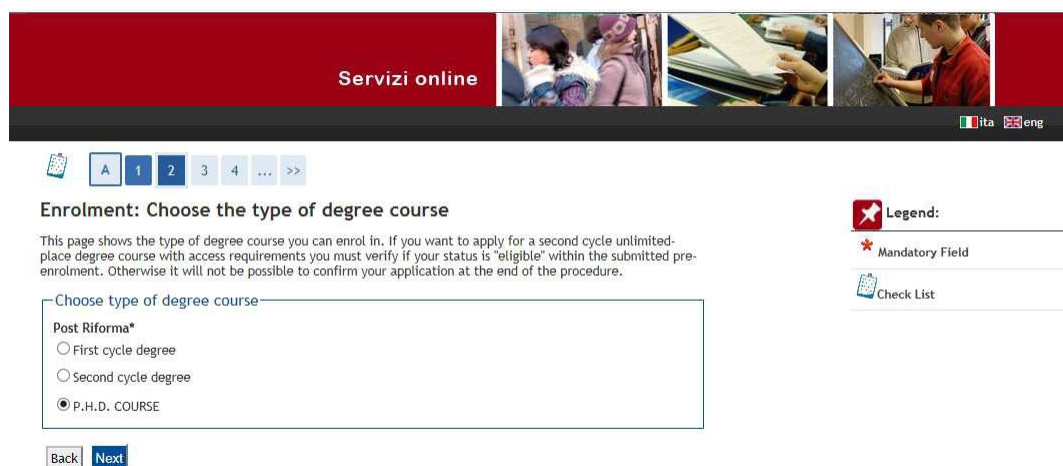
[Edit Bank Account Refund Data](#) Use the link to edit Bank Account Refund Details

Now click on Enrolment in the left menu and then at the bottom of the page

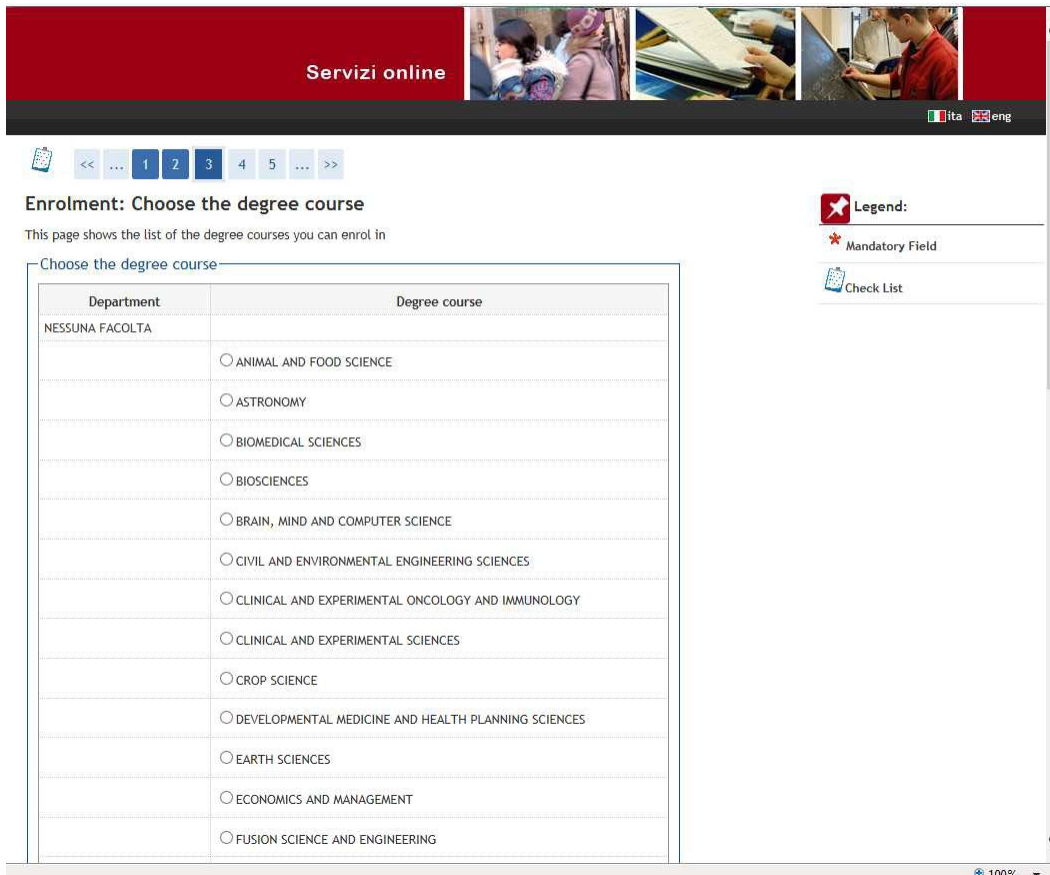


Click on Enrolment in unlimited-place degree courses and then on Next

Click on PhD Course



Choose the PhD course you want to enroll in and then on Next at the end of the page



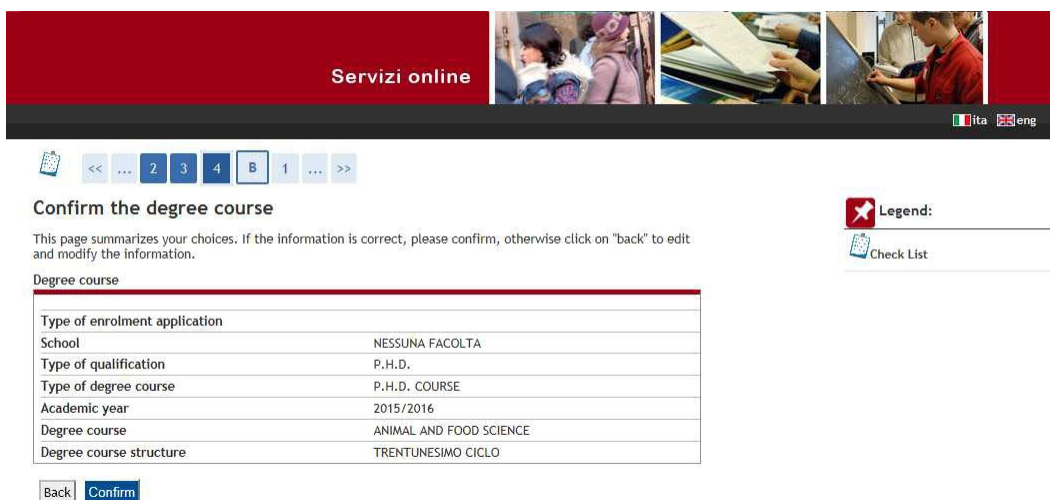
Enrolment: Choose the degree course
 This page shows the list of the degree courses you can enrol in

Choose the degree course

Department	Degree course
NESSUNA FACOLTA	<input type="radio"/> ANIMAL AND FOOD SCIENCE
	<input type="radio"/> ASTRONOMY
	<input type="radio"/> BIOMEDICAL SCIENCES
	<input type="radio"/> BIOSCIENCES
	<input type="radio"/> BRAIN, MIND AND COMPUTER SCIENCE
	<input type="radio"/> CIVIL AND ENVIRONMENTAL ENGINEERING SCIENCES
	<input type="radio"/> CLINICAL AND EXPERIMENTAL ONCOLOGY AND IMMUNOLOGY
	<input type="radio"/> CLINICAL AND EXPERIMENTAL SCIENCES
	<input type="radio"/> CROP SCIENCE
	<input type="radio"/> DEVELOPMENTAL MEDICINE AND HEALTH PLANNING SCIENCES
	<input type="radio"/> EARTH SCIENCES
	<input type="radio"/> ECONOMICS AND MANAGEMENT
	<input type="radio"/> FUSION SCIENCE AND ENGINEERING

Legend:
 * Mandatory Field
 Check List

Confirm the data or go back if you want to change them



Confirm the degree course
 This page summarizes your choices. If the information is correct, please confirm, otherwise click on "back" to edit and modify the information.

Degree course


Type of enrolment application	
School	NESSUNA FACOLTA
Type of qualification	P.H.D.
Type of degree course	P.H.D. COURSE
Academic year	2015/2016
Degree course	ANIMAL AND FOOD SCIENCE
Degree course structure	TRENTUNESIMO CICLO

Back Confirm

Legend:
 * Mandatory Field
 Check List

In the next page, you will see a list of types of qualification (the first three are Italian qualifications). You should see a green tick on the qualification you specified during the registration phase. In this case, you only need to click on Next at the end of the page. If you want, you can add other qualifications.

Servizi online



ita eng

Qualifications required

The page requires you to confirm that you have the qualifications needed to complete your chosen pre-enrolment. You will first be asked to confirm that you have the required qualifications. You may also have to add an additional qualification from the options provided.

Additional qualifications

Option 1:

Procedure status	Qualification	Notes	Qualification status	Options
<input checked="" type="checkbox"/>	Laurea		●	Add

Option 2:

Procedure status	Qualification	Notes	Qualification status	Options
<input checked="" type="checkbox"/>	Laurea Magistrale		●	Add

Option 3:

Procedure status	Qualification	Notes	Qualification status	Options
<input checked="" type="checkbox"/>	Laurea Specialistica		●	Add

Option 4:

Procedure status	Qualification	Notes	Qualification status	Options
<input checked="" type="checkbox"/>	Foreign Qualification		●	Add Edit Delete

Any other qualifications

Qualification	Notes	Options
TITLE OF SUPERIOR SCHOOL	Qualification details: • Awarded year: 2010 • Status: Awarded	Add Edit Delete


Back Next

Legend:

- Check List
- Completed
- Not completed
- Qualification declared
- Compulsory qualification
- Non-compulsory qualification
- Edit qualification
- Display qualification
- Delete qualification

After clicking again on next you will be directed to that page where data on the first enrollment in the University System in Italy is provided (it means the first time you entered in an Italian University, even if it was not the University of Padova). You just need to verify or insert the academic year and click on 'Avanti'

Servizi online



<< ... 1 D 1 2 E ... >>

Enrolment: Enrolment information

In this page further necessary information is required for enrolment

Type of enrolment

Type*

Information about your first enrolment in the university system

Academic year*

Date of first enrolment in the university system

University of first enrolment in the university system

Further information

Branches:*


Indietro Avanti

Legend:

- * Mandatory Field
- Check List

You will be directed to a summary page where you have to click on Confirm at the end of the page

Servizi online



<< ... D 1 2 E 1 >>

Confirm previous choices

This page summarizes your choices. If the information is correct, please confirm, otherwise click on "back" to edit and modify the information.

Enrolment information

Academic year	2015/2016
School	NESSUNA FACOLTA
Type of qualification	P.H.D.
Type of degree course	P.H.D. COURSE
Type of enrolment	Immatricolazione standard
Degree course	ASTRONOMY
Degree course structure	TRENTUNESIMO CICLO

Enrolment information in the university system

Academic year of enrolment in the university system	2015/2016
Date of enrolment in the university system	
University of enrolment in the university system	

Further enrolment information

Tipologia didattica	
Stato occupazionale	
Branch	Univ.Padova - SEDE di PADOVA

Back Confirm

Legend:

- Check List

You will be directed to this page where you can print the enrollment form and the related documents or Proceed to a new enrollment.