
ENROLMENT APPLICATION FOR 1st YEAR STUDENTS: MEDICINE AND SURGERY SINGLE-CYCLE DEGREE COURSE ACADEMIC YEAR 2020-2021 – MERIT LIST – JANUARY 15th, 2021

PREMISE

The following document describes all of the Enrolment procedures that ASSIGNED and BOOKED candidates need to follow in order to enrol in the Medicine and Surgery Single-Cycle Degree Course.

At the end of October, a ranking list with additional learning requirement to fulfil will be published here:

<http://www.unipd.it/graduatorie-ammissione> . All candidates must look at and acknowledge the additional learning requirements given in the list.

DEADLINE: January 20th, 2021 1 p.m.

Should you fail to enrol within the deadline stated above, you will be considered as dropping out.

The enrolment application can only be completed by following the instructions given below. Any other means will not be accepted.

Candidates that do not have Uniweb credentials first need to register by going to www.uniweb.unipd.it

Then, click *My personal area* → *Registration*

At the end of the registration process each candidate will be emailed a username and activation code. The candidate will then need to go to

<https://uniweb.unipd.it/password/index.php/it/utenti/identifica/azione/a> , choose three security questions and set a password.

The candidate's username and password will then need to be used to log on to and access the registered area of the <https://uniweb.unipd.it> portal.

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CANDIDATES WITH AN ITALIAN DEGREE (ASSIGNED and BOOKED)

1: Candidates who are not enrolled in any Italian degree course (Italian Degree)

Candidates must access Uniweb and update the details of their secondary school leaving qualification.

Candidates must also:

- Fill in and sign the enrolment form, available here: https://www.unipd.it/sites/unipd.it/files/2020/Modulo%20immatric.trienn2020_v2_0.pdf
- Pay the first instalment of the fees (188€) for a.y. 2020-2021 online via the PagoAtenei portal: <https://unipd.pagoatenei.cineca.it/portalepagamenti.server.frontend/#/pagamentospontaneo>
- Submit the enrolment application in ONE of the following means:
 - a) **by handing the application** (application form, payment receipt and a copy of a valid ID document) at the Enrolment Unit in Lungargine Piovego, 2/3 – Padua. Candidates must book an appointment by selecting ‘Immatricolazione Programmata Nazionali’ to access the building: https://web.unipd.it/prenotazionicarriere/?page_id=207
 - b) **by sending the application** (application form, payment receipt and a copy of an ID document) to pratiche.immatricolazioni@unipd.it with ‘Immatricolazione Medicine and Surgery’ as a subject line.

All applications must be submitted BEFORE January 20th, 2021 1 p.m.

2: Candidates who are enrolled in a course offered by the University of Padua (Italian Degree)

Candidates must send an e-mail to pratiche.immatricolazioni@unipd.it with “**Cambio corso PRIMO anno Immatricolazione Medicine and Surgery**” as a subject line before **January 20th, 2021 1 p.m.** with the following:

- Changing degree programme application form (available here: <https://www.unipd.it/en/en/en/en/en/en/degree-programme-change>)
- 16€ stamp duty receipt paid online via the PagoAtenei portal: <https://unipd.pagoatenei.cineca.it/portalepagamenti.server.frontend/#/pagamentospontaneo>

[ontaneo](#) by choosing 'DIDA04 - Stamp Duty – Changing degree programme' as payment reason;

- Payment receipt of the first instalment of the fees (available from Uniweb);
- copy of a valid ID document.

3: Candidates who are enrolled in another Italian University who TRANSFER to Padua. (Italian Degree)

Candidates must access Uniweb and update the details of their secondary school leaving qualification.

Candidates must also:

- Fill in and sign the enrolment form, available here: https://www.unipd.it/sites/unipd.it/files/2020/Modulo%20immatric.trienn2020_v2_0.pdf
- Pay the first instalment of the fees (188€) for a.y. 2020-2021 online via the PagoAtenei portal: <https://unipd.pagoatenei.cineca.it/portalepagamenti.server.frontend/#/pagamentospontaneo>
- Submit the enrolment application in ONE of the following means:
 - a) by handing the application** (application form, payment receipt and a copy of a valid ID document) and asking for the transferring authorisation (Nulla Osta) at the Enrolment Unit in Lungargine Piovego, 2/3 – Padua. Candidates must book an appointment by selecting 'Immatricolazione Programmati Nazionali' to access the building: https://web.unipd.it/prenotazionicarriere/?page_id=207
Candidates need to send the transferring authorisation (Nulla Osta) to the University they transfer from.;
 - b) by sending the application** (application form, payment receipt and a copy of an ID document) pratiche.immatricolazioni@unipd.it requesting a transferring authorisation (Nulla Osta). In the e-mail candidates must write 'Immatricolazione Programmati Nazionali' as a subject line and write their tax code (codice fiscale) and the name of the University they transfer from. Candidates need to send the transferring authorisation (Nulla Osta) to the University they transfer from.

All applications must be submitted BEFORE January 20th, 2021 1 p.m.

4: Candidates who are enrolled in a course offered by the University of Padua and want to withdraw from studies and enrol in the Medicine and Surgery course (Italian Degree)

Candidates must withdraw from studies (instructions are available here: <https://www.unipd.it/interrompere-studi>) and follow the instructions given in the first paragraph.

CANDIDATES WITH A FOREIGN DEGREE (ASSIGNED and BOOKED)

5: Candidates who are not enrolled in any Italian degree course (Foreign Degree)

Candidates must:

- Fill in and sign the enrolment form, available here: https://www.unipd.it/sites/unipd.it/files/2020/Modulo%20immatric.trienn2020_v2_0.pdf
- Pay the first instalment of the fees (188€) for a.y. 2020-2021 online via the PagoAtenei portal: <https://unipd.pagoatenei.cineca.it/portalepagamenti.server.frontend/#/pagamentospontaneo>
- Submit the enrolment application in ONE of the following means:
 - a) **by handing the application** (application form, payment receipt and a copy of a valid ID document) and all the documents concerning their foreign degree (more information here: <https://www.unipd.it/en/study-english-how-enrol>) at the Enrolment Unit in Lungargine Piovego, 2/3 – Padua. Candidates must book an appointment by selecting ‘Immatricolazione Programmati Nazionali’ to access the building: https://web.unipd.it/prenotazionicarriere/?page_id=207
 - b) **by sending the application** (application form, payment receipt and a copy of an ID document) to pratiche.immatricolazioni@unipd.it with and all the documents concerning their foreign degree (more information here: <https://www.unipd.it/en/study-english-how-enrol>) and ‘**Immatricolazione Medicine and Surgery**’ as a subject line.

All applications must be submitted BEFORE January 20th, 2021 1 p.m.

6: Candidates who are enrolled in a course offered by the University of Padua (Foreign Degree)

Candidates must send an e-mail to pratiche.immatricolazioni@unipd.it with “**Cambio corso PRIMO anno Immatricolazione Medicine and Surgery**” as a subject line before **January 20th, 2021 1 p.m.** with the following:

- Changing degree programme application form (available here: <https://www.unipd.it/en/en/en/en/en/en/degree-programme-change>)
- 16€ stamp duty receipt paid online via the PagoAtenei portal: <https://unipd.pagoatenei.cineca.it/portalepagamenti.server.frontend/#/pagamentospontaneo> by choosing ‘DIDA04 - Stamp Duty – Changing degree programme’ as payment reason;
- Payment receipt of the first instalment of the fees (available from Uniweb);
- copy of a valid ID document.

7: Candidates who are enrolled in another Italian University who TRANSFER to Padua. (Foreign Degree)

Candidates must access Uniweb and update the details of their secondary school leaving qualification.

Candidates must also:

- Fill in and sign the enrolment form, available here: https://www.unipd.it/sites/unipd.it/files/2020/Modulo%20immatric.trienn2020_v2_0.pdf
 - Pay the first instalment of the fees (188€) for a.y. 2020-2021 online via the PagoAtenei portal: <https://unipd.pagoatenei.cineca.it/portalepagamenti.server.frontend/#/pagamentospontaneo>
- Submit the enrolment application in ONE of the following means:
 - by handing the application** (application form, payment receipt, a copy of a valid ID document and all the **documents concerning their foreign degree** - more information here: <https://www.unipd.it/en/study-english-how-enrol>) and asking for the **transferring authorisation (Nulla Osta)** at the Enrolment Unit in Lungargine Piovego, 2/3 – Padua. Candidates must book an appointment by selecting ‘Immatricolazione Programmati Nazionali’ to access the building: https://web.unipd.it/prenotazionicarriere/?page_id=207
Candidates need to send the transferring authorisation (Nulla Osta) to the University they transfer from;

- c) **by sending the application** (application form, payment receipt, a copy of an ID document and all the documents concerning their foreign degree - more information here: <https://www.unipd.it/en/study-english-how-enrol>) to pratiche.immatricolazioni@unipd.it requesting a **transferring authorisation (Nulla Osta)**. In the e-mail candidates must write **'Immatricolazione Programmati Nazionali'** as a subject line and write their tax code (codice fiscale) and the name of the University they transfer from. Candidates need to send the transferring authorisation (Nulla Osta) to the University they transfer from.

All applications must be submitted BEFORE January 20th, 2021 1 p.m.

8: Candidates who are enrolled in a course offered by the University of Padua and want to withdraw from studies and enrol in the Medicine and Surgery course (Foreign Degree)

Candidates must withdraw from studies (instructions are available here: <https://www.unipd.it/interrompere-studi>) and follow the instructions given in paragraph 5.

INFO & CONTACTS

If you need information or help while completing the enrolment application please contact our Call Centre at 049/8273131 (from Monday to Friday: from 9 a.m. to 5 p.m.) or write an e-mail to immatricolazioni.studenti@unipd.it

Please note that the enrolment application must be completed before the deadline.

DEADLINE: January 20th, 2021 1 p.m.

Should you fail to enrol within the deadline stated above, you will be considered as dropping out.

The enrolment application can only be completed by following the instructions given below. Any other means are will not be accepted.

Candidates with an Italian degree may also book an appointment in Via Venezia, 13 (Enrolment Unit) by selecting 'Immatricolazione Programmati Nazionali': https://web.unipd.it/prenotazionicarriere/?page_id=207

Candidates with a foreign degree may also book an appointment in Via Venezia, 13 (Global Engagement Office - Admissions and Welcome) by selecting **"Enrolment procedure – English taught courses"**: <https://web.unipd.it/internationaloffice/en/>

Candidate MUST book an appointment to access the building.