Università
degli Studi
di Padova

CALL FOR ADMISSION

*for degree programmes with **unlimited access**:*

- **ARCHAEOLOGY**
- **VISUAL ARTS, MUSIC, PERFORMING ARTS AND FASHION STUDIES**
- **PHILOSOPHY**
- **LITERATURE**
- **LANGUAGE, LITERATURE AND CULTURAL COMMUNICATION**
- **CULTURAL TOURISM PLANNING AND MANAGEMENT**
- **HISTORY**
- **HISTORY AND CONSERVATION OF ARTISTIC AND MUSICAL HERITAGE**
- **ITALIAN MEDIEVAL AND RENAISSANCE STUDIES**

SUMMARY OF DEADLINES FOR THE YEAR 2024

TAKE A TOLC-SU	From **1 July 2023** to **27 September 2024**
PRE-ENROLMENT on Uniweb	From **16 July** to 12:00 noon on **30 September**
ENROLMENT on Uniweb	Enrol from **16 July** to **30 September**
FULFIL ANY ADDITIONAL LEARNING REQUIREMENT	If you have been assigned any additional learning requirement, you need to fulfil it by **30 September 2025**

USEFUL LINKS

CISIA WEBSITE FOR

UNIWEB UNIPD

TOLC TEST CALENDAR

WAS YOUR ENTRY QUALIFICATION (upper secondary school diploma) OBTAINED ABROAD?

Follow the instructions in point 6:

HAVE YOU PASSED ANY EXAMS FROM OTHER DEGREE PROGRAMMES YOU WOULD LIKE RECOGNITION FOR?

Applications must be made in June, prior to enrolment, with one for each course you intend to enrol in: https://www.unipd.it/riconoscimento-crediti-pregressi

N.B.: this document is the English translation of the Call for admission for Bachelor's degrees with unlimited places and admission requirements, at the Scuola di Scienze Umane, Sociali e del Patrimonio Culturale.

The Call for admission is available in Italian at www.unipd.it/ammissioni-scu-triennali-libero. If there is any dispute regarding the interpretation of the two versions, the Italian version shall take precedence

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N.B.: to make navigation easier, candidates can click on the table of contents, which refers to the paragraphs in the text. However, we recommend paying attention to the information contained in the entire call for admission.

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1. GENERAL INFORMATION

Prospective students can now apply for admission to the first year of the degree programmes with unlimited access at the Scuola di Scienze Umane, Sociali e del Patrimonio Culturale for academic year 2024/25[1].

The normal duration is 3 years and the Degree is awarded at the end of the chosen Degree Programme.

Information on ongoing course units and the Syllabus Regulation can be found at http://didattica.unipd.it by selecting "Scuola di Scienze Umane, Sociali e del Patrimonio Culturale" and the degree programme of interest.

Students can apply to register on a part-time basis due to family, work, or health reasons. Further information is available at www.unipd.it/contribuzione-benefici.

1.1 Degree programmes, venues and available places

Graduation Class Ministerial Decree 270/04	Degree programme	Registered office	Admission procedure	Places reserved for the "Marco Polo" programme
L-1	Archeologia	Padua	Unlimited access	10
L-3	Discipline delle arti, della musica e dello spettacolo	Padua	Unlimited access	15
L-5	Filosofia	Padua	Unlimited access	1
L-10	Lettere -Curriculum Lettere antiche -Curriculum Lettere moderne	Padua	Unlimited access	2
L-11, L-12	Lingue, Letterature e mediazione culturale	Padua	Unlimited access	0
L-15	Progettazione e gestione del turismo culturale	Padua	Unlimited access	15
L-42	Storia -Curriculum Storia -Curriculum Storia delle religioni	Padua	Unlimited access	1
L-1	Storia e Tutela dei beni artistici e musicali	Padua	Unlimited access	10
L-10	Italian Medieval and Renaissance Studies (degree programme taught in English)	Padua	Unlimited access	10**

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1 The activation of the first year of degree programmes is subject to their accreditation according to the provisions of D.M. (Italian Ministerial Decree) 1154/2021 "Self-assessment, assessment, initial and periodic accreditation of venues and degree programmes" and to the achievement of a minimum number of pre-enrolments; therefore, if the Degree programme is not accredited or if the number of pre-enrolment applications submitted is less than 30 (5 for each curriculum), the Degree programme will not be activated. All the information relating to the activation of the degree programme is published at http://www.unipd.it The minimum number of enrolments indicated does not apply to newly established, professional training and interuniversity degree programmes.

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1.2 Admission requirements

For admission to the degree programme, candidates[2] must:

1) hold a **upper secondary school diploma** obtained **in Italy**; in the event of a **foreign qualification** recognised as eligible for entry to university education according to current legislation(www.unipd.it/iscrizioni-studenti-internazionali), it is necessary to follow the procedures set out in point 6 of this call.
2) **take a CISIA TOLC-SU test from 1 July 2023 to 27 September 2024** (point 2);
3) **pre-enrol from 16 July to 12:00 noon on 30 September 2024** (point 3); Students using a foreign qualification for entry to the degree programme must follow the procedure set out in (point 6);
4) submit an application for **enrolment** from **16 July** to **30 September 2024**. Point 4 sets out the periods in which it is possible to submit incoming transfer and course change applications in addition to enrolment applications.

> **N.B.**: the order of completion of points 2 and 3 is irrelevant for the purposes of admission, provided that both operations are completed by the deadline.

Students using a **foreign qualification** for admission to the degree programme must follow the procedures set out in point 6.

2. TOLC CISIA: TAKING THE TEST

The TOLC is the type of test required for admission to the degree programmes in this call.
It is delivered online on a platform provided by CISIA - Consortium of Inter-University Integrated Access Systems, a consortium of Italian universities.

2.1 Validity of the TOLC and acquisition of results

The TOLC that is accepted for admission to the degree programmes is the **TOLC-SU**.
To be valid for admission, the TOLC-SU must be taken:

from 1 July 2023 to 27 September 2024.

Candidates who participated in the admission test for the Galilean School of Higher Education and were admitted to the oral test in the class to be announced at https://scuolagalileiana.unipd.it/ammissione/ammissione-percorso-quinquennale will be admitted to the degree programmes with unlimited access without having **to take the TOLC test or fulfil any additional learning requirements (OFA)**.

These candidates must contact the Student Office – Enrolment Unit at immatricolazioni.studenti@unipd.it, to report their situation, before performing the enrolment procedures.

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[2]Hereinafter, the terms that relate to people are in the masculine form, for the sole purpose of ensuring better readability of the text, but refer indiscriminately to all genders.

N.B.: simply taking the TOLC test is not a sufficient condition for admission to the degree programmes; candidates need to perform **pre-enrolment** as set out in point 1.2.

A TOLC test of the same type can be taken at the most once per calendar month, including from abroad. Candidates can select the "Padua" venue to take the test remotely via a virtual classroom (TOLC@CASA) or in person in a real classroom (TOLC at the University) managed by the University of Padua. The test **is valid whether it is taken in the "@casa" mode or at the University**, at any of the consortium universities included in the list of participating venues on the CISIA site.

The **TOLC-SU** score is acquired **automatically** through one's tax identification number, which must be identical on both the Uniweb portal (point 3.1) and the CISIA portal.
It is possible to take one or more TOLC to enter the degree programmes. In the event that more than one TOLC test has been taken, the TOLC test with the best score out of those taken by the deadlines will be considered for enrolment and assignment of the additional learning requirement (point 4.3).

The TOLC result will be acquired within 3 working days of the day of taking the test and will be visible within the pre-enrolment procedure: any reports of **non-acquisition** of results will be taken into account **after** this timeframe **and before** the closing of the enrolment window.
Any reports should be sent to: immatricolazioni.studenti@unipd.it.

Students enrolled in the 4th year of upper secondary school can also take a TOLC test in the sessions scheduled for 2024 and may, if necessary, use it to participate in admission procedures for the 2025/26 academic year: the call for admission for the 2025/26 academic year will in any case apply to determine the validity of the TOLC tests taken in this manner.

2.2 Registration for the TOLC test

The TOLC test is delivered via the platform provided by CISIA - Consortium of Inter-University Integrated Access Systems. For all operations concerning registration, booking, and taking the test and the rules governing these steps, candidates should refer to the www.cisiaonline.it/ portal.
It should be noted that the test must be booked, subject to **availability of places**, at least 7-10 days before the test date. It is therefore advisable for candidates to book their place well in advance to meet the deadline set in this call (points 1.2).

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Registration for the TOLC admission test:
https://tolc.cisiaonline.it/studenti_tolc/user_test_tolc.php

TOLC Tests **structure** and required **knowledge** (Syllabus):
www.cisiaonline.it/area-tematica-tolc-cisia/home-tolc-generale

Dates and venues for delivery of TOLC tests:
tolc.cisiaonline.it/calendario.php

TOLC Students and TOLC@CASA Students **Regulations**:
www.cisiaonline.it/area-tematica-tolc-cisia/regolamenti/

Contacts and assistance
For information on the use of the CISIA portal and to book a TOLC: helpdesk.cisiaonline.it

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2.3 Request for a personalised test for candidates with a disability, impairment, or SLD diagnosis

Candidates with a disability, impairment, or specific learning disabilities (SLD), pursuant to Article 16 of Legge (Law) no. 104/1992 and Legge (Law) no. 170/2010, may, within the test registration procedure on the CISIA - Consortium of Inter-University Integrated Access Systems portal (point 3.2) request an admission test with additional time and/or customised support, by attaching the following documentation:

- **civil invalidity certificate and/or a certificate** pursuant to Legge (Law) no. 104 of 1992 issued by the medical committee for the relevant area, proving the type of disability (NO OMISSIONS) and, where envisaged, the recognised percentage of invalidity; the candidate will be entitled to an additional time not exceeding 50 per cent of the time defined for the test;

- **certificate of SLD diagnosis** issued no more than 3 years previously, if prior to the candidate's eighteenth birthday, or if subsequent to the candidate's eighteenth birthday, by state local health facilities or entities and professionals accredited with the regional health service. Where not already specified in the diagnosis, ask the accredited private facility for their accreditation code/no. In accordance with the provisions of the "Guidelines on Specific Learning Disorders" annexed to D.M. (Italian Ministerial Decree) no. 5669 of 12 July 2011, candidates with SLDs are granted additional time equal to a maximum of 30 per cent more than that defined for the admission test.

    Candidates with SLDs may request additional time and/or customised support with the medical certification they possess, even if it has expired. The new documentation, updated for the cycle of university studies, must be sent to inclusione.studenti@unipd.it by no later than 30 September 2025.

    Personalised Learning Plans (PLP) and diagnoses of SLDs issued before the last level of education (upper secondary education) and/or by non-accredited individuals or entities are not accepted under any circumstances.

- **a statement in lieu of a publicly sworn certificate** in which the candidate states that what is stated in the certificate has not been revoked, suspended, or changed, using the forms available on the CISIA - Consortium of Inter-University Integrated Access Systems - portal;

- valid **identity or identification document**.

Candidates with a disability, invalidity, or SLD from EU and non-EU countries residing abroad who wish to benefit from personalised support must submit a certificate, which, where provided for under current international rules and regulations, has been legalised, of their disability, invalidity, or SLD condition issued in their country of residence, accompanied by a sworn translation or a translation certified by the Italian diplomatic services as conforming to the original text, in Italian or English. The Student Service Office - Inclusion Unit, which is in charge of examining these certificates, shall ascertain that the foreign documentation certifies a condition of invalidity, disability, or SLD recognised by Italian law.

Candidates will be able to check within the TOLC delivery platform whether they have been assigned some special supports.

Instruments such as dictionaries, formularies, periodic tables of elements, conceptual maps, computers (other than the one used for the test), tablets, smartphones, smart glasses and other similar instruments are not permitted in any case.

If you have a particularly complex condition, we suggest that you request an interview with dedicated staff, using the appropriate online form for an appointment request with the Inclusion Unit, to make your individual needs known:

https://web.unipd.it/prenotazioniservizi/settore-inclusione/.

Further information is available at www.unipd.it/accoglienza-prove-ingresso.

3. REGISTRATION AND PRE-ENROLMENT ON THE UNIWEB PORTAL

The pre-enrolment application can be completed by logging into the www.uniweb.unipd.it portal

from 12:00 noon on 16 July to 12:00 noon on 30 September 2024.

3.1 Registration on the Uniweb portal

If candidates are logging into Uniweb for the first time, they must create a new user account at www.uniweb.unipd.it by clicking on *Menu → Registration*.

At the end of the registration process, candidates will receive an email with a username and an activation code to log in to uniweb.unipd.it/password/index.php/it/utenti/identifica/azione/a, where they will be asked to set up three security questions and a password. With the username obtained and the password set, candidates can log in to their personal area.

Students can also register with the www.uniweb.unipd.it portal using SPID credentials by clicking on *Menu → Registration with SPID*.

In the event of problems with logging in, please contact the University Call Centre (www.unipd.it/callcentre).

N.B.: the personal email address included in the Uniweb profile is the communication channel that will be used to communicate deadlines and to provide instructions for access to the degree programme. Emails sent for this purpose count as official communication.

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3.2 Pre-enrolment

To pre-enrol, you must log into www.uniweb.unipd.it and click on the items *Home → Evaluation test → Pre-enrolment for unlimited places → First cycle degree → Scuola di Scienze Umane, Sociali e del Patrimonio Culturale – degree programmes with unlimited access* and indicate your preference for the degree programme of interest (point 1.1). The preference indicated may be changed at the time of enrolment.

Solely with reference to the degree programme in Italian Medieval and Renaissance Studies, prospective students must, during the pre-enrolment procedure, upload their certificate of English language proficiency at level B2 (CEFR) or higher to the appropriate section for attachments, or documentation certifying that they fall within the cases of exemption. The list of accepted certifications, the relative minimum scores required and exemptions is available at https://www.unipd.it/requisito-linguistico-ammissione-corsi-studio-ateneo

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Contacts and assistance: www.unipd.it/immatricolazioni and www.unipd.it/callcentre

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4. ENROLMENT, CHANGE OF COURSE, TRANSFER FROM ANOTHER UNIVERSITY

4.1 Deadlines, procedures, and useful links

To enrol, change course, or transfer from another University, candidates must:
- **have pre-enrolled** by the specified deadline (point 3);
- **have taken the required TOLC test** by the specified deadline (point 2);
- **have checked** that the **TOLC score** has been acquired within the **pre-enrolment section.**

The application for **enrolment** must be submitted:
- from 15:00 on **16 July** to **30 September** 2024 (whole day).

Applications for **incoming transfers** must be submitted:
- from 15:00 on **16 July** to **30 September** 2024 (whole day).

Change of course applications must be submitted:
- from 15:00 on **2 September** to **30 September** 2024 (whole day).

Registration procedures for standard enrolment, change of course and transfer from another university can be found in the following document: www.unipd.it/node/59918.

N.B.: failing to comply with the deadlines and terms of the set out procedures and concurrently pay the first instalment will constitute a waiver of enrolment.

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All registration procedures will be effective only after completion by the Student Office - Enrolment and Admission Testing Unit; notification of the operation will be given via email sent to the student's email address registered on the Uniweb portal.

Contacts and assistance: www.unipd.it/immatricolazioni and www.unipd.it/callcentre

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4.2 Fees and benefits

In case of new enrolment, the first instalment of the university fee, for the academic year 2024/25, is 204.00 euro (of which 188.00 euro is the regional tax[3] for the right to education at university and 16.00 euro is the stamp duty).

Information about instalments, payments, scholarships and any exemptions:
www.unipd.it/contribuzione-benefici

Contacts and assistance:
benefici.studenti@unipd.it

4.3 Additional learning requirements (*OFA*)

In the event that more than one TOLC test has been taken, the TOLC test with the best score out of those taken by the deadlines will be considered for the assignment of the additional learning requirement, referring only to the sections on Verbal comprehension and knowledge of the Italian language, knowledge acquired in the studies and critical logical reasoning.

The teaching structure the degree programmes listed in point 1 requires students admitted to the first year to have an adequate level of preparation at the start, acquired in their previous studies.

If the score obtained is less than **25/50**, the student will be assigned an additional learning requirement, which must be met by 30 September 2025.

The **table below** illustrates, for each degree programme, the sections of the TOLC-SU test considered for the assignment of an additional learning requirement (OFA) and the corresponding activity for catching up on this additional learning requirement:

Degree Programme	Area	Number of questions	Minimum TOLC-SU threshold	Catch-up activities for OFA 2024
Archeologia	Verbal comprehension and knowledge of the Italian language	30	25/50	Text skills
	Knowledge acquired during studies	10		
	Critical-logical reasoning	10		

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[3] The amount may vary according to regional provisions.

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Discipline delle arti, della musica e dello spettacolo	Verbal comprehension and knowledge of the Italian language	30	25/50	Text skills
	Knowledge acquired during studies	10		
	Critical-logical reasoning	10		
Filosofia	Verbal comprehension and knowledge of the Italian language	30	25/50	Text skills
	Knowledge acquired during studies	10		
	Critical-logical reasoning	10		
Lettere*	Verbal comprehension and knowledge of the Italian language	30	25/50	Text skills
	Knowledge acquired during studies	10		
	Critical-logical reasoning	10		
Lingue, letterature e mediazione culturale	Verbal comprehension and knowledge of the Italian language	30	25/50	General grammar
	Knowledge acquired during studies	10		
	Critical-logical reasoning	10		
Progettazione e gestione del turismo culturale	Verbal comprehension and knowledge of the Italian language	30	25/50	Text skills
	Knowledge acquired during studies	10		
	Critical-logical reasoning	10		
Storia	Verbal comprehension and knowledge of the Italian language	30	25/50	Text skills
	Knowledge acquired during studies	10		
	Critical-logical reasoning	10		
Storia e tutela dei beni artistici e musicali	Verbal comprehension and knowledge of the Italian language	30	25/50	Text skills
	Knowledge acquired during studies	10		
	Critical-logical reasoning	10		
Italian Medieval and Renaissance Studies	Verbal comprehension and knowledge of the Italian language	30	25/50	Text skills
	Knowledge acquired during studies	10		
	Critical-logical reasoning	10		

In addition to the TOLC-SU test, students on the **Literature degree programme will be given a test to assess their knowledge of the Latin language in October or November to determine whether they should be assigned an additional learning requirement.*

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4.4 Methods for catching up on the Additional Learning Requirement (OFA)

The learning path to be followed to catch up on the additional learning requirement consists of a 20-hour online course unit (40 for students of Language, Literature and Cultural Communication), including video lectures and test exercises, with a test that must be passed with a minimum score of 75/100; further information will be available from mid-September 2024, at www.scienzeumane.unipd.it/obbligo-formativo-aggiuntivo-ofa.

1. **Students of all degree programmes, with the exception of Language, Literature and Cultural Communication (L11 and L12)**: students who have not yet fulfilled their additional learning requirement on 30 September 2025 and intend to continue in the same career will be enrolled as students repeating their first year of the degree programme until they have completely fulfilled their additional learning requirement.

2. **Students of the degree programme in Language, Literature and Cultural Communication (L11 and L12):**

   2.1. **Students with an Italian qualification** who have not yet fulfilled their additional learning requirement on 30 September 2025 will not be able to continue their studies in the same or another similar degree programme (L-11 or L-12), but may ask to be admitted to another degree programme, in compliance with the procedures laid down in the relevant Syllabus Regulation. A student will only be able to return to the degree programme in Language, Literature and Cultural Communication following the closure of his/her career due to withdrawal from studies or an exclusion measure.

   2.2. **International students** will be able to complete their additional learning requirement by 30 September 2026, if they register, for the academic year 2025/26, as students repeating their first year. After this date, students who have failed to fulfil their additional learning requirement will not be able to continue their studies in the same or another similar degree programme (L-11 or L-12), but may ask to be admitted to another degree programme, in compliance with the procedures laid down in the relevant Syllabus Regulation.

5. RECOGNITION OF PRIOR CREDITS AND UNIVERSITY CAREER SHORTENING

To have previously acquired educational credits recognised and your university career shortened, a specific online application must be submitted. Submission procedures and deadlines (approximately between June and the first half of July 2024) will be published by June at www.unipd.it/domanda-valutazione.

The appointed committee will issue a decision containing:

- the list of learning activities and recognised educational credits;
- the proposed year of admission;
- the requirement of taking the TOLC test (point 2) to enter the first year of the chosen degree programme or the exemption from said requirement.

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For further information on the procedures for having learning activities recognised, as well as for any clarification on resolutions received, students should contact the back office of their degree programme: www.unipd.it/backoffice-carriere-studenti - scienzeumane.studenti@unipd.it.

After receiving the credit recognition decision, the deadlines for completing the procedures for being admitted to the degree programmes are as follows:

- enrolment: from 16 July to 30 September 2024;
- incoming transfer: from 16 July to 30 September 2024;
- change of course: from 2 to 30 September 2024.

6. STUDENTS IN POSSESSION OF A FOREIGN QUALIFICATION

Students holding a foreign qualification are admitted according to the provisions of the Italian Ministry of University and Research, available at www.mur.gov.it/it - *Università - Mobilità internazionale - Studenti in entrata internazionali*, after passing the required tests and submitting the necessary documentation. For further information, please contact the Admissions and Welcome Unit of the Global Engagement Office, e-mail international.admission@unipd.it.

The procedures and timeframe for selecting candidates with a foreign qualification for admission to the **Italian Medieval and Renaissance Studies** degree programme in English, which differ from the points below, are detailed in the portal https://apply.unipd.it/courses/course/174-italian-medieval-and-renaissance-studies?search=2682334.

Attention: the differences in the entry procedure to the degree programmes compared to candidates with an Italian entry qualification refer to a part of the procedures and some administrative deadlines, as indicated in this point. Any matters that are not specified in this point are covered by the provisions in the rest of the call for admission.

6.1 Registration procedure for EU or non-EU candidates residing in Italy

The following are considered equivalent to EU citizens:

- citizens of Norway, Iceland, Lichtenstein, and the Swiss Confederation, the Republic of San Marino and the Holy See;

- non-EU citizens pursuant to Italian Legislative Decree no. 286/98 Article 39, para 5, as subsequently amended and supplemented.

Non-EU candidates residing in Italy will be admitted subject to verification of their residence permit.

To participate in the selection process, candidates are required to:

1. take or have taken the **TOLC-SU** test at the University of Padua or another CISIA consortium university starting from **01/07/2023** and no later than **02/09/2024**;
2. send their **application** and upload the **documentation required to check their entry qualification to the** https://apply.unipd.it/ portal according to the procedures specified on the www.unipd.it/studiare-italiano-come-fare-domanda page. The application can be sent within the following selection windows:

- **from 02/03/2024 to no later than 23:59 - local time - (GMT +1) on 02/05/2024** for candidates taking the TOLC test by **02/05/2024**;
- **from 02/06/2024 to no later than 23:59 - local time - (GMT +1) on 02/09/2024** for candidates taking the TOLC test by **02/09/2024**.

To finalise their enrolment, admitted candidates are required to:
1. accept **their offer of admission** and **pay their first instalment** following the instructions that will be sent via the apply.unipd.it portal;
2. obtain **an upper secondary school diploma** by **30/09/2024**. Candidates are exempt from the Italian language requirement pursuant to d.lgs (Italian Legislative Decree) no. 286/98, Article 39, paragraph 5, as subsequently amended and supplemented.
3. submit the **specified original documentation** to the *Admissions and Welcome* unit of the Global Engagement Office, according to the procedures indicated at www.unipd.it/studiare-italiano-immatricolarsi.

Failure to submit documentation, the submission of incomplete documentation, or of an unsuitable qualification will prevent the relevant offices from completing your enrolment. In order to ensure a regular start of teaching, all international students must be duly enrolled and provided with all the necessary documents by 31 October 2024.

6.2 Registration procedure for non-EU candidates residing abroad:
To participate in the selection process, candidates are required to:
1. take or have taken the **TOLC-SU** test at the University of Padua or another CISIA consortium university starting from **01/07/2023** and no later than **02/08/2024**;
2. send their **application** and upload the **documentation required to check their entry qualification to the** https://apply.unipd.it/ portal according to the procedures specified on the www.unipd.it/studiare-italiano-come-fare-domanda page. The application can be sent within the following selection windows:
   - **from 02/03/2024 to no later than 23:59 - local time - (GMT +1) on 02/05/2024** for candidates taking the TOLC test by **02/05/2024**;
   - from **02/06/2024 to no later than 23:59 - local time - (GMT +1) on 02/08/2024** for candidates taking the TOLC test by **02/08/2024**.

To finalise their enrolment, admitted candidates are required to:
1. accept **their offer of admission** and **pay their first instalment** following the instructions that will be sent via the apply.unipd.it portal;
2. **pre-register on the Universitaly portal**, indicating the University of Padua and the degree programme they intend to enrol in by **30/08/2024**. Pre-registration is necessary to apply for a student visa to the Italian diplomatic representation in your country of residence;
3. obtain their **upper secondary school diploma** and demonstrate that they have a **knowledge of the Italian language at level B2** by **30/09/2024** according to the procedures indicated at: www.unipd.it/prova-conoscenza-lingua-italiana;

4. submit - on their arrival in Italy - the **specified original documentation** to the *Admissions and Welcome* unit of the Global Engagement Office, according to the procedures indicated at www.unipd.it/studiare-italiano-immatricolarsi.

Failure to submit documentation, the submission of incomplete documentation, or of an unsuitable qualification will prevent offices from completing your enrolment. In order to ensure a regular start of teaching, all international students must be duly enrolled and provided with all the necessary documents by 31 October 2024.

7. PERSON RESPONSIBLE FOR THE PROCEDURE, PERSONAL DATA, NOTES, AND WARNINGS

1. Pursuant to Article 4 of Law 241 of 7 August 1990 (New rules on administrative procedures and right of access to administrative documents) as subsequently amended, the Director of the Student Office, Ms Maria Chiara Ferraresi shall be appointed as the person responsible for the administrative access procedure.
2. Candidates may exercise their right of access to the application documents according to the provisions of Italian Presidential Decree no. 184 of 12 April 2006 (Regulation governing access to administrative documents pursuant to Chapter V of Law 241/90). The application for access to documents must be submitted to the University of Padua.
   The University involves CISIA - Consortium of Inter-University Integrated Access Systems, which will process such requests in accordance with the provisions of the Regulation on the use of TOLC by students available at the www.cisiaonline.it/area-tematica-tolc-cisia/regolamenti page and the TOLC Regulation for participating universities, in compliance with current legislation. Person Responsible for the Procedure for Accessing Documents: Director of the Student Office, Ms Maria Chiara Ferraresi.
3. Current legislation on statements: if the documentation submitted by the candidate contains false or untrue statements, without prejudice to the penalties provided for by the Italian Criminal Code and the special laws on the matter (Articles 75 and 76 of Presidential Decree No. 445/2000), the candidate's enrolment shall automatically cease. The University will recover any benefits granted (e.g. scholarships) and will not reimburse for the fees paid. Finally, whoever makes a false statement will be liable to an action for damages by the interested parties.
4. Simultaneous registration: the rules governing simultaneous registration can be viewed at www.unipd.it/contemporanea-iscrizione
5. Personal data provided by candidates, collected for the purposes set out in this Call, shall be processed in compliance with the provisions of Regulation (EU) 679 of 27.04.2016 (the General Data Protection Regulation, GDPR), and the policy available at www.unipd.it/informativa-studenti. Data processing by CISIA - Consortium of Inter-University Integrated Access Systems - will be carried out according to the "Regulation on the use of TOLC by users" available on the www.cisiaonline.it/area-tematica-tolc-cisia/regolamenti/ page.

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Further general information on the current rules and regulations for admission can be found at www.unipd.it/avvisi-ammissione-corsi.

Any changes or additions to the content of this Call for admission will be:
- published in the official register of the University;
- announced on the University's web pages, at www.unipd.it/avvisi-amissione-corsi

For anything not specified in this Call for admission, reference should be made to current legislation.

Padua, 14/02/2024

THE RECTOR
Prof. Daniela Mapelli
digitally signed pursuant to D.lgs (Legislative Decree) No. 82/2005